|  |  |
| --- | --- |
|  | competent authority logo |

«${currentDate?date?string('dd MMMM yyyy'»

«${(account.legalEntityName)!}»

«${params.toRecipient}»

FAO: «${(account.serviceContact)!}»

Dear Sir / Madam

**THE GREENHOUSE GAS EMISSIONS TRADING SCHEME REGULATIONS 2012 (SI 2012, No. 3038) (the Regulations)**

**Permit reference:** «${(permitId)!}»

which relates to the operation of the Installation at

«${(account.siteName)!}»

The «${competentAuthority.name}» has revoked permit number «${(permitId)!}» as shown in the attached Revocation Notice. The notice sets out the reason for the revocation and the date that it will take effect.

The notice also sets out a number of requirements with which you must comply. You should note that from the date the notice takes effect, your permit will cease to authorise the carrying out of all Annex I activities at the Installation and to require the monitoring of emissions. However, the conditions of your permit will continue to apply in so far as they are not superseded by the requirements set out in the notice, until the «${competentAuthority.name}» certifies that you have surrendered all necessary allowances.

It is in your interests to be aware of the consequences of failing to comply with the requirements set out in the notice:

- The Regulator has powers to determine your reportable emissions if you fail to submit a verified report by the date set out in the notice and to recover the costs of making this determination.

- Failure to surrender sufficient allowances as stated in and by the date specified in the notice will lead to imposition of a civil penalty of €100 per tonne of carbon dioxide equivalent emitted in addition to the outstanding requirement to surrender allowances. Please note that even if you have submitted your verified emissions report, you will still be liable for this penalty if you have not surrendered sufficient allowances to cover these emissions by the date specified.

«[#if params.feeCharged]»

Where a revocation notice is served pursuant to Regulation 14(2), the Operator is required to pay a fee of £«${workflow.params.feeAmount}» to the «${competentAuthority.name}» in respect of this Revocation. The requirement is specified in the Revocation Notice and your remittance should be sent by the date specified. Payment details are given in the attached Schedule.

«[/#if]»

If you should require any clarification of the above, please do not hesitate to contact a member of the Emissions Trading Team either directly or by e-mail to «${competentAuthority.email}».

Yours sincerely

signature

«${signatory.fullName}»

CC: «[#list params.ccRecipients as cc]»«${cc}[#sep], [/#sep]»«[/#list]»

«[#if workflow.params.feeCharged]»

**Schedule:**

**Payment details**

**Payment by Cheque**

Cheques should be made payable to “the Department of the Environment” and sent to:

The Northern Ireland Environment Agency,

IPRI (Emissions Trading Team)

Klondyke Building

GAsworks Business Park, Cromac Avenue

Malone Lower

Belfast,

BT7 2JA

Please quote your operator name, installation name and permit reference to allow us to track receipt.

**Payment by BACS**

All payments by BACS transfers must be made to the following account, using the reference code generated below

**Dankse Bank, 8 Donegal Square North, Belfast, BT1 6JA**

**Account Number:** 51063634

**Sort Code:** 95 01 21

**Vat Reg. No:** GD 080

**Your unique reference code to be used in your BACS transfer is: «${(workflow.requestId)!}»**

*Please cite this code in your BACS transfer. This will help us to ensure that we have received your payment.*

«[/#if]»

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| Revocation of Permit | competent authority logo |

The Greenhouse Gas Emissions Trading Scheme Regulations 2012 (SI 2012, No. 3038) (the Regulations)

Regulation 14

# Revocation Notice

**Permit reference:** «${(permitId)!}»

To: «${(account.legalEntityName)!}» (the Operator),

whose (Registered) office address is

«${(account.legalEntityLocation)!}»

which relates to the operation of (part of) the Installation(s) at

«${(account.siteName)!}»

«${(account.location)!}»

In exercise of his powers under Regulation 14 of the above Regulations, the «${competentAuthority.name}» hereby gives notice of the revocation of the above permit and sets out requirements with which you must comply in the schedule to this notice.

This notice has been served because: «${(workflow.params.reason)!}»

Unless you appeal against this notice, this notice shall take effect on «${workflow.params.effectiveDate?date?str» (“the effective date”). From the effective date your permit shall cease to have effect to authorise the carrying out of all Schedule 1 activities at the Installation and to require the monitoring of emissions. However the conditions of your permit shall continue to have effect in so far as they are not superseded by the requirements set out in the schedule to this notice until the «${competentAuthority.name}» certifies that either:

(a) you have complied with the requirements set out in the schedule to this notice and the condition of your permit imposed pursuant to Schedule 4(2)(4) of the Regulations; or;

(b) there is no reasonable prospect of further allowances being surrendered in respect of the Installation.

«[#if workflow.params.feeCharged]»

A fee of £«${workflow.params.feeAmount}» is payable in respect of this Revocation Notice, as prescribed by the «${competentAuthority.name}»’s Charging Scheme. Payment should be received by us no later than «[#if (workflow.params.feeDate)??]»«${workflow.params.feeDate?date?string('d»N/A. Please refer to the payment details given in the covering letter.

«[/#if]»

|  |  |
| --- | --- |
| Signed | Date |
| signature | «${currentDate?date?string('dd MMMM yyyy'» |

«${signatory.fullName}»

Authorised to sign on behalf of the «${competentAuthority.name}»

**About this notice**

The Schedule to this notice requires you to submit a report to the «${competentAuthority.name}» specifying your reportable emissions from the beginning of the scheme year in which this notice was served until the date this notice takes effect. It also sets out the requirements for surrendering allowances. You need to surrender all necessary allowances before we will certify that your obligations in this notice and in your permit have been complied with.

You have a right to appeal against the terms of this revocation notice but you must lodge your appeal before the date on which the revocation notice takes effect.

The bringing of an appeal shall have the effect of suspending the operation of the notice pending the final determination or the withdrawal of the appeal.

You should refer to the Regulations for details of the appeal process.

Under Regulation 53(1), it is an offence to fail to comply with a condition of your permit (except where Regulation 54 applies). The requirements in the Schedule to this notice are treated as if they were conditions of your permit.

Under Regulation 54, you will be liable to a civil penalty if you fail to comply with requirement 4 in the Schedule to this notice.

**Schedule**

In this Schedule, the following words and phrases have the same meanings as in the permit:

“Annual Reportable Emissions”, “the Directive”, Monitoring and Reporting Regulations, “Reportable Emissions” and “Verifier”.

|  |  |  |
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|  | **Requirements** | **Date by which action must be completed** |
| 1 | The Operator shall submit to the «${competentAuthority.name}» by the date stated opposite a written report specifying the Reportable Emissions from the beginning of the current scheme year until the date this notice takes effect. The report shall be in the format required by the Monitoring and Reporting Regulations. | «[#if (workflow.params.annualEmissionsRep»«${workflow.params.annualEmissionsReportD»N/A |
| 2 | The Operator shall ensure that the report submitted in accordance with requirement 1 above is verified by a Verifier before its submission in accordance with the criteria set out in Annex V of the Directive and in accordance with the Monitoring and Reporting Regulations. The Operator shall inform the «${competentAuthority.name}» in writing of the results of such verification, at the same time as submitting the report. |  |
| 3 | The Operator shall make available to its Verifier any information and data relating to greenhouse gas emissions which the Verifier requires in order to assess the report referred to in requirement 1 above. |  |
| 4 | By the date stated opposite, the Operator shall surrender allowances equal to:   1. the Reportable Emissions specified in the report referred to in requirement 1 above; 2. the Reportable Emissions specified in the report referred to in requirement 1 above; 3. where this notice has been served in a scheme year in which an error in the Annual Reportable Emissions report submitted by an Operator in relation to an earlier scheme year has been discovered, the Annual Reportable Emissions in respect of which, as a result of that error, the Operator failed to comply with the condition of the permit imposed pursuant to Regulation 10(3) of the Regulations in respect of the scheme year to which the error relates; | «[#if (workflow.params.surrenderDate)??]»«${workflow.params.surrenderDate?date?str»N/A |
| 5 | 1. where an Operator has failed to apply to surrender the permit within the time limit set out in the Regulations, the total number of allowances which on the date on which this notice takes effect have been issued in respect of the Installation which would not have been issued if the Operator had made his application on time. |