|  |  |
| --- | --- |
|  |  |

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

«${(account.legalEntityName)!}»

«${params.toRecipient}»

Dear Sir / Madam

**THE GREENHOUSE GAS EMISSIONS TRADING SCHEME ORDER (SI 2020/1265) (the Order)**

**Issue of permit conversion notice to:** «${(account.name)!}»

The Secretary of State for Business, Energy and Industrial Strategy is converting your permit issued under the Greenhouse Gas Emissions Trading Scheme Regulations 2012 (the EU ETS Regulations) into a greenhouse gas emissions permit which satisfies the requirements of the Order. The conversion is in accordance with Schedule 11, paragraph 1 to the Order.

Your converted permit is prepared for the purposes of the UK Emissions Trading Scheme. It is attached to this letter and comes into effect on 1 January 2021.

This permit conversion does not affect your obligations under your existing EU ETS permit in respect of emissions in 2020 or earlier. These obligations include the requirement to submit a verified report of your 2020 reportable emissions by 31 March 2021 and the requirement to surrender a number of allowances equal to these emissions by 30 April 2021.

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

Yours faithfully



«SignatoryFullName»

|  |  |
| --- | --- |
| Permit Conversion Notice |  |

The Greenhouse Gas Emissions Trading Scheme Order 2020 (SI 2020/1265) (the Order)

# **Permit Conversion Notice**

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

The Secretary of State for Business, Energy and Industrial Strategy in exercise of its powers under Schedule 11 paragraph 1 to the Order, hereby converts the permit issued to you

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

whose (Registered) office address is

«${(account.legalEntityLocation)!}»

which relates to the operation of the Installation at

«${(account.siteName)!}»

«${(account.location)!}»

under the Greenhouse Gas Emissions Trading Scheme Regulations 2012 (the EU ETS Regulations) into a greenhouse gas emissions permit which satisfies the requirements of the Order.

The converted permit is attached to this notice and comes into effect on 1 January 2021.

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

«${signatory.fullName}»

Authorised to sign on behalf of the Secretary of State for Business, Energy and Industrial Strategy.

**Appealing this Notice**

You have a right of appeal against this notice under Article 70 of the Order to the First-tier Tribunal. Written notice of the appeal must be submitted to the First-tier Tribunal at the address provided below no later than 28 calendar days after the service of this notice. The Tribunal Procedure (First-tier Tribunal) (General Regulatory Chamber) Rules 2009 sets out the procedural rules relating to these appeals.

Hard copy: General Regulatory Chamber, HMCTS, PO Box 9300, Leicester, LE1 8DJ

or email: grc@justice.gov.uk

The notice of appeal must include:

* the name and address of the appellant;
* the name and address of the appellant’s representative (if any);
* an address where documents for the appellant may be sent or delivered;
* the name and address of any respondent;
* details of the decision to which the appeals relates;
* the result the appellant is seeking;
* the grounds on which the appellant relies; and
* a copy of any written record of that decision, and any statement of reasons for that decision that the appellant has or can reasonably obtain.

You may withdraw an appeal by notifying the First-tier Tribunal at the above address.