

## Important information for customers registering a waste or water exemption online

### Data Protection Notice - our obligations under the Data Protection Act 1998

We, the Environment Agency, will process the information you provide so that we can:

- deal with your application;
- make sure you keep to the conditions of the licence, permit or registration;
- process renewals; and
- keep the public registers up to date.

We may also process or release the information to:

- offer you documents or services relating to environmental matters;
- consult the public, public organisations and other organisations (for example, the Health and Safety Executive, local authorities, the emergency services, the Department for Environment, Food and Rural Affairs) on environmental issues;
- carry out research and development work on environmental issues;
- provide information from the public register to anyone who asks;
- prevent anyone from breaking environmental law, investigate cases where environmental law may have been broken, and take any action that is needed;
- assess whether customers are satisfied with our service, and to improve our service; and respond to requests for information under the Freedom of Information Act 2000 and the Environmental Information Regulations 2004 (if the Data Protection Act allows).

We may pass the information on to our agents or representatives to do these things for us.

### How we deal with national security claims

We will normally put certain information in your application on a public register of environmental information (see below for details). However, we may not include certain information on the public register if this is in the interest of national security.

If you believe you have a case for excluding your information from the public register for reasons of national security then you will need to use the electronic form and you must enclose a letter with your application telling us that you have told the Secretary of State. You must still include the information in your application.

We will not include the information in the public register unless the Secretary of State decides that it should be included.

## Exemptions – what information is put on the public register?

The Environment Agency is obliged to keep a public register of exemptions, under the provisions of the Environmental Permitting (England and Wales) Regulations 2010, Schedule 2 paragraph 7.

We will provide information from the public register in line with our Data Protection Notice.

The following information must be kept on the exemptions public register.

a) the name and address of –

- for a waste operation, the establishment or undertaking, or
- for a water discharge activity or groundwater activity, the occupier or operator

b) a description of the waste operation, water discharge activity or groundwater activity

c) the place where the waste operation, water discharge activity or groundwater activity is carried on, including –

- the post code (if applicable), or
- the Ordnance Survey National Grid Reference point; and

d) if the waste operation is a WEEE operation, the type and quantity of waste subject to the operation.

We may keep the public register in any form but where possible we will provide access to it online.

## What your declaration means

Where we ask you to tick a box declaring that all the information you have provided is true you should be aware that:

A person knowingly or recklessly making a statement which is false or misleading to gain a registration (for themselves or another person) commits an offence under Regulation 38 of

the Environmental Permitting (England and Wales) Regulations 2010. If you make a false or misleading statement:

- we may prosecute you; and

customer service line  
03708 506 506

incident hotline  
0800 80 70 60

floodline  
0845 988 1188

[www.environment-agency.gov.uk](http://www.environment-agency.gov.uk)

- if you are convicted, you will have to pay a fine or go to prison (or both).

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