

## Discharge Factor Amendment Form

for an Authorization to discharge waste under the *Environmental Management Act*

### AMENDMENT to Permit, Approval, or Operational Certificate

FORM REFERENCE CODE: EPD-EMA-06.2

#### INSTRUCTIONS:

The amendment application process is comprised of multiple steps that requires submission of a preliminary application and fee, followed by meetings with Ministry staff, and submission of a final application. **This form may be used in conjunction with the submission of a Preliminary Application to amend a Permit, Approval or Operational Certificate.**

Before completing this application form, please review the following:

- Waste Discharge Regulation under the *Environmental Management Act* at [www.bclaws.ca](http://www.bclaws.ca); and,
- Ministry information and guidance documents that will assist in understanding the registration process and any other documents that may be required at <http://www2.gov.bc.ca/gov/content?id=0876E90DA4744A449423D35EB4E09785>.

**It is preferred that this form is completed using a computer or typewriter.** If completing this form by hand, please PRINT clearly.

Mandatory fields are marked with an asterisk (\*). Please ensure all required fields are completed or the application form may not be accepted.

Once the final application has been submitted, the application will be proceed through the Screening Phase to verify administrative and technical completeness.

A Tracking Number will be assigned to your request. Both the Authorization Number and Tracking Number should be referenced on all further documents submitted to support the amendment application request.

Under *Environmental Management Act*, a person is prohibited from introducing waste into the environment without authorization. Submitting an application to discharge is NOT an authorization to discharge.

This application form can be submitted to the Ministry by email (preferred), mail or by courier.

Mail or Email	Courier
Environmental Protection Division Business Services PO Box 9377 Stn Prov Govt Victoria, BC V8W 9M6  <b>Email:</b> <a href="mailto:PermitAdministration.VictoriaEPD@gov.bc.ca">PermitAdministration.VictoriaEPD@gov.bc.ca</a>	Ministry of Environment & Climate Change Strategy Environmental Protection Division Business Services 3rd Floor, 525 Superior Street Victoria, BC V8V 1T7

**Section 1: Application Information**

<b>*Authorization Number</b>		1
<b>*Tracking Number</b>		2
<b>*Applicant Name</b>		3
<b>*Facility Name</b>		4
<b>*Number of discharge points</b>		7

**A copy of Section 2 must be completed for each discharge point. I.e. If there are three points of discharge, there should be three copies of Section 2 completed and submitted.**

**Section 2: Discharge Details**

<p><b>*Discharge Name</b> e.g. Planer Mill Cyclone #2</p>		1		
<p><b>*This discharge point is</b></p>	<input type="checkbox"/> Existing point of discharge <input type="checkbox"/> New point of discharge	2		
<p><b>*Discharge Type</b></p>	<input type="checkbox"/> Air <input type="checkbox"/> Effluent <input type="checkbox"/> Refuse	3		
<p><b>*EMS ID</b> (existing) <b>OR Site ID</b> (new as referenced on Site Map<sup>1</sup>) e.g. Site A</p>		4		
<p><b>Additional description</b> (if needed)</p>		5		
<p><b>Proposed treatment method and equipment to be used</b> e.g. UV Disinfection, baghouse</p>		6		
<p><b>Discharge location description</b> e.g. end of pipe, landfill, stack #1, etc</p>		7		
<p><b>*Discharge location position</b> i.e. end of pipe coordinates <i>must be in decimal degree format to 4 decimal places</i></p>	<table border="1"> <tr> <td data-bbox="461 989 963 1178">Latitude (e.g., 49.8952)    N</td> <td data-bbox="963 989 1487 1178">Longitude (e.g., 116.8177)    W</td> </tr> </table>	Latitude (e.g., 49.8952)    N	Longitude (e.g., 116.8177)    W	8
Latitude (e.g., 49.8952)    N	Longitude (e.g., 116.8177)    W			
<p><b>*Source of Data</b></p>	<input type="checkbox"/> GPS <input type="checkbox"/> Survey <input type="checkbox"/> Google Earth <input type="checkbox"/> Other (specify):	9		
<p><b>If the Legal Land Description for the facility location is different than this discharge location</b></p>				
<p><b>Legal Land Description (Lot/Block/Plan) OR PID/PIN/Crown File No.</b></p>		10		

<sup>1</sup> For each point of discharge, there must be a corresponding point displayed on a map using the Site Form (Form EPD-EMA-09).



**\*Table A: Proposed Flows**

*INSTRUCTIONS: Complete the maximum rate of discharge, and if applicable, the minimum, and/or average rate. Typically, only a maximum is needed. Include the duration of the discharge (e.g., hours/day) and the frequency of the discharge (e.g., days/week, days/month or days/year). Typically, a discharge may start when the authorization is issued and continues until the authorization is cancelled. If this discharge is to be time limited, this should be discussed at your pre-application meeting. All units are to be in System International (SI) metric units.*

	Minimum Discharge Rate	Average Discharge Rate	Maximum Discharge Rate	Units (e.g. m <sup>3</sup> /day)	Duration	Duration Units (e.g. hrs/day)	Frequency	Frequency units (days/weeks)
Existing Authorized Limit								
Change requested								

**\*Table B: Proposed Contaminant Concentrations**

*INSTRUCTIONS: The contaminant data should be the characteristics of the waste when it enters the environment. Guidance on acceptable discharge quality may be found in applicable Provincial and Federal Regulations, Objectives, Guidelines, Criteria, Policies, Codes of Practice, Best Achievable Control Technology (BACT), Best Management Practices and, in some cases, draft documents.*

*Enter the contaminant and its maximum concentration and if applicable, the minimum, and/or average concentrations. All units are to be SI metric units. If the contaminant is to be discharged for a period less than the life of the authorization, enter the start and/or end dates. All air discharge rates are to be corrected to 20°C, 1 atmosphere pressure, and zero water vapour.*

Parameter or Contaminant Name	EXISTING Authorized Limit and Units	AMENDMENT REQUESTED Limit and Units