

PERMIT APPLICATION CHECKLIST



Prospecting (Land Based Resources)

A complete Environmental Permit application will include:

- Completed Permit Application Form (4 copies)
- > Tax Registration Number (TRN) (for company or individual making application)
- Company Documents (Articles of Incorporation and names of Directors & Company Secretary)
- Copy of ID for person making the application (Driver's Licence, National ID or Passport)
- **Location Map** (Google Image with coordinates and landmarks where possible) (4 copies)
- Application Fee of \$85,000.00

Project Brief detailing the following (4 copies)

- Detailed project overview including resources being prospected for
- Description of the existing location/environment including an assessment of the flora and fauna, details of any features, structures or facilities present
- Detailed methodology for undertaking the activity including the details of material and equipment storage
- Detailed description of all equipment and technology to be used in the operation
- Details of the source of power and water for the operations
- Method of sewage treatment and disposal
- Description of and method of treatment and/or disposal/reuse of any waste to be generated (including both liquid and solid waste)
- An assessment of the potential impacts and proposed mitigation measures with special emphasis on loss of biological diversity, fugitive dust, noise pollution and spill prevention and management
- Indication of whether an application has been submitted to the Mines and Geology Division for a Mining or Quarry Licence
- Proposed days and time for operation
- Number of employees

Plans/Drawings (must be drawn to scale) (4 copies)

• Detailed Site Layout Plan (including boundaries of the site, areas to be modified and areas to remain undisturbed and location of associated infrastructure including storage tanks, sanitary conveniences, etc.)

Informative - Architectural drawings must be certified by a locally registered architect, engineering drawings by a locally registered professional engineer, and subdivision plans by a Commissioned Land Surveyor.

Proof of Ownership

- Copy of title(s) or,
- A probated will or,
- Lease agreement along with a copy of the title and a consent letter

Informative



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- If the applicant is not the owner, a letter of authorization from the title holder(s) witnessed by a Justice of the Peace, giving the applicant permission to use the land for the proposed activity, must be submitted along with a copy of the title and a copy of an ID for both parties
- If the registered title is held jointly, all parties must be reflected as applicants **or** there should be a letter or authorization from the other title holder(s) giving the applicant permission to use the land for the proposed activity. The letter or authorization must be witnessed by a Justice of the Peace and be presented along with a copy of an ID for all parties
- Anyone applying for a Permit and Licence on behalf of someone else, must submit a letter authorizing them to apply for the Permit/Licence. The letter must also state the extent of their authority in relation to the application and in whose name the Permit/Licence should be issued. The letter must be signed by all the relevant parties who they represent, witnessed by a Justice of the Peace, and presented along with a copy of the Identification for all parties e.g. current Driver's Licence, National ID or Passport.
- All chemical storage tanks must be contained within an impervious bund with a minimum capacity of 110% of the volume of the tank or 100% of the largest tank plus 10% of the volume of all other tanks where multiple tanks are contained in a single bund
- Please provide copies of any other approvals obtained relevant to this project

Please be advised that the Permit **MUST** be collected within **THREE (3) MONTHS** of the date of the approval by the Authority. Failure to do so will result in the approval being withdrawn and reapplication for the Environmental Permit being required.