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Dear Ms Walshe

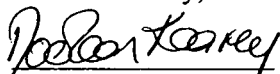
The EPA has recently issued a Waste Water Discharge Licence for an agglomeration in County Cork namely Ballygarvan. The EPA is writing to inform you that it is the responsibility of Cork County Council, as the licensee, under Condition 6 of the Waste Water Discharge Licence to ensure that notifications, records and reports are submitted to the EPA in accordance with the requirements of the licence.

In order to facilitate prompt and efficient reporting to the EPA all licensees are required to submit incident notifications to the EPA via the incident notification web-form at '*Manage My Waste Water Discharge Authorisations*' on the EDEN website ([www.edenireland.ie](http://www.edenireland.ie)). General correspondence relating to the waste water discharge licence, such as requests to amend the location, frequency or scope of monitoring, should also be submitted to the EPA on the EDEN website as a licensee return.

Guidance on the EDEN system (and the equivalent Alder system used for waste and IPPC licences) is available on the EPA website at <http://www.epa.ie/whatwedo/enforce/alderhelp/>

Please see Appendix 1 attached for additional information in relation to guidance and reporting to the EPA. If you have any further questions please do not hesitate to contact the EPA at [oeewatercork@epa.ie](mailto:oeewatercork@epa.ie);

Yours sincerely,



**Noeleen Keavey**  
Programme Officer  
Environmental Licensing Programme  
Office of Climate Licensing & Resource Use

## Appendix 1

The EPA website provides guidance documents to assist licensees in meeting the requirements of their licence and to promote licence compliance. These documents, which can be viewed at [www.epa.ie/downloads/advice/waste%20water/](http://www.epa.ie/downloads/advice/waste%20water/), address the following:

- The type of incidents that should be reported to the EPA.
- The classification of environmental incidents.
- EPA circular letter to Water Services Authorities on incident reporting via EDEN.
- Annual Environmental Report, Environmental Liabilities Risk Assessment and Pollution Release & Transfer Register reporting.
- Guidance on establishing the following programmes and procedures:
  - i. Public Awareness & Communications Programme.
  - ii. Maintenance Programme.
  - iii. Corrective Action Procedure.
  - iv. Emergency Response Procedure.
- The sewer integrity tool and guidance on how to use the tool in the assessment of the integrity of sewers and their accessories.
- Screening for the presence of organic compounds and metals (priority substances) in the primary discharge.
- Conducting an assessment of the impact of discharges from a waste water works on the microbiological quality of shellfish in designated shellfish waters.
- The EPA audit template to be used during waste water audits.
- Department of the Environment guidance on 'Procedures and Criteria in Relation to Storm Water Overflows'