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|  | Notes1.There is no statutory requirement for operators of COMAH establishments to use this form when submitting notifications to the Central Competent Authority (CCA). However you are encouraged to use this format, as it will help you to provide the relevant information and will assist the CCA to work in an efficient and effective manner. If you complete all the relevant sections of both Parts A and B, then no covering letter or further information should be required.2. Part A of the form covers statutory information which must be provided to the CCA and will normally be placed on the HSA website. However, if you have reasonable grounds to believe that any of the information should be excluded for public security reasons, or is personally or commercially confidential, please indicate those parts by enclosing them in square brackets. Please do not use square brackets for any other purpose in the notification. 3. Part B of the form should also be completed if you wish to have certain information excluded from the HSA website which is commercially or personally confidential, or if its inclusion would be contrary to the interests of public security. See Regulation 34 of COMAH ([Comah Regulations](http://www.hsa.ie/eng/Your_Industry/Chemicals/Control_of_Major_Accident_Hazards/Comah_Regulations_2006.pdf)) for details of what potentially may be excluded. This information should be supplied on Part B of the form including a justification for its exclusion, which, once accepted, will not be placed on the HSA website but retained for use by the CCA. 4. For confidentiality issues, application for exclusion of parts of the notification should be made to the CCA at the postal address in note 6 below. You will need to justify why such an exclusion should be granted.5. On security issues, operators should contact the Gardai to request that information contrary to the interests of public security be excluded from the HSA website. A letter from the relevant Garda section is required to accompany any request on public security grounds.6. You may send the completed notification to the HSA either by post or e-mail.By post to:COMAH NotificationsHealth and Safety AuthorityMetropolitan BuildingJames Joyce StreetDublin 1Or by e-mail to chemicals@hsa.ie (put ‘comah notification’ in the subject line)As electronic communication cannot be guaranteed to be secure, you may decide not to use this means if you regard any of the information as confidential.Alternatively the electronic version can be copied to a storage medium and posted to address above.The CCA will confirm receipt of the notification within 10 working days. |

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|  | **Part A: Statutory Information required by the Central Competent Authority** |
| **Notes** | **Information to be provided in the notification** |
|  | **1. Name (or trade name) of the operator and address of the ESTABLISHMENT .** |
|  |       |
|  | **2. Address of registered place of business of the OPERATOR.** |
|  |       |
|  | **3. Name and position of the person in charge of the establishment.** |
| Either is required but including both would be helpful. |       |
|  | **4. Information sufficient to identify the dangerous substance or the categories of the dangerous substance present including the quantity and physical form of the dangerous substance present.** |
| Information is required for both single substances and preparations.The named and categories of dangerous substances should be identified (see schedule 1 parts 1 and 2 of COMAH-[Comah Notification](http://www.hsa.ie/eng/Your_Industry/Chemicals/Control_of_Major_Accident_Hazards/Notification_and_Charges/) It should be clear which categories the named substances come under if they are aggregated (see note 4 schedule 1 part 3 of COMAH).Warehouses with frequent inventory fluctuations e.g custom manufacturers may notify ceiling limits of generic categories.‘Physical form’ includes gas, liquid, powder and solids.‘Quantity’ is the maximum which you anticipate will be present.**Use appendix 1 where there are several substances on site.** |       |
|  | **5. Description of the activity or proposed activity concerned.** |
| Brief description, select from the options listed - |  |
|  | **6. Details of any elements of the immediate environment liable to cause a major accident or which could aggravate the consequences of a major accident.** |
| (i) Describe any elements of the surrounding environment of the establishment which could cause or aggravate the consequences of a major accident.(ii) Give the name(s) of any establishement(s) in proximity where the likelihood and the possibility or consequences of a major accident may be increased because of its location and inventory of dangerous substances.**Attach a map** (preferably a JPEG) showing the establishment and surrounding area at least to the consultation distance. Mark establishment boundaries in red. Include a metric scale indicator and compass point and sufficient geographical information to identify the exact location of the establishment (i.e. latitude & longtitude). A4 or A3 maps are most suitable. |            |

**7. Reason for Notification**

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| (First time, Update for change in inventory, Change of Classification, Change if tier etc – select from the list) |  |

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|  | **Part B: Information not to be disclosed on the HSA website** |
| **Notes** |  |
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| If you wish to submit a request for public security, commercial or personal confidentiality, you are advised to contact the CCA for advice, in advance of submitting these forms.Regulation 34 sets out the provisions in relation to information disclosure[COMAH Regulations](http://www.hsa.ie/eng/Your_Industry/Chemicals/Control_of_Major_Accident_Hazards/Comah_Regulations_2006.pdf) | **1. Public Security** |
|  | 1.1 Is there any information which you believe should be excluded from the HSA website on public security grounds? |
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|  |  |
|  | 1.2 Do you have a supporting letter issued by An Garda Síochána? |
|  |  |
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|  | If Yes, attach the letter to this document and then you should: |
|  | * Complete Part 3 of this form, including the public security information and providing a justification for its exclusion from the HSA website, in the space provided .
 |
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|  | **2. Commercial and Personal Confidentiality** |
|  | Do you wish any information to be excluded from the HSA website on the grounds that it is commercially or personally confidential? |
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|  | If Yes, then you should: |
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|  | * Complete Part 3 of this form including the commercially or personally confidential information and providing a justification for its exclusion from the HSA website in the space provided.
 |
|  | **3. Information to be excluded and justification for excluding it**      |
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|  | **Declaration** |
|  |  |
|  |  |
|  | Name |       |
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|  | Date |       |  |
|  | Please send the completed notification to:chemicals@hsa.ie (put ‘comah notification’ in the subject line) |

 **Appendix 1 - Inventory Information, Part a, Item 4**

List named subsances first. Minor quantities of substances can be aggregated into the relevant hazard category

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| Substance | CAS # | Physical Form | Quantity (tonne) | Classification in Schedule 1 | Lower tier fraction of threshold | Upper tier fraction of threshold |
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