

**Part A: Statutory Information required by the  
Competent Authority**

**Part B: Non-Statutory information required by the  
Competent Authority and Statutory information not to  
be disclosed on the public register**

# THE CONTROL OF MAJOR ACCIDENT HAZARDS REGULATIONS 1999

## Notification of an establishment at which the Regulations apply – Regulation 6

### Part A: Statutory Information required by the Competent Authority

#### Notes

- 1 Although there is no prescribed form for notifying the Competent Authority (CA) under [regulation 6](#) of the Control of Major Accident Hazard Regulations 1999 (COMAH), operators are encouraged to use this form. It will help you to provide the relevant information and it will assist the CA to record and assess the information provided.
- 2 Detailed guidance on COMAH is contained in the publication 'A Guide to the Control of Major Accident Hazards Regulations 1999'. This is available from good booksellers and [HSE Books](#) (Telephone 01787 881165). Operators are strongly advised to obtain and refer to this guidance.
- 3 The information supplied in this notification will form part of a public register. If you believe that any of the information should be excluded from the register because it could be contrary to the interests of national security, 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. See [Schedule 8](#) of COMAH for details of what may be excluded.
- 4 For confidentiality issues, application should be made to the CA via your [local Health and Safety Executive \(HSE\) office](#). You will need to justify why such an exclusion should be granted; see paragraph 18 of [Schedule 8](#) of COMAH.
- 5 On security issues operators should contact the Secretary of State to request that information contrary to the interests of national security be excluded from the COMAH public register. Details of how to request that information be excluded from the public register can be found on the [COMAH notification forms page](#) of the HSE website.
- 6 You may send the completed notification to the HSE either by post or e-mail:  
  
By post to:  
  
COMAH Notifications  
Health and Safety Executive  
Hazardous Installations Directorate  
Chemical Industries Division – CI4a  
Building 4N – 2<sup>nd</sup> Floor,  
Redgrave Court  
Merton Road  
Bootle  
Merseyside  
L20 7HS  
  
or to your [local HSE Office](#).  
  
or alternatively, you may send it by e-mail  
to: <mailto:comah.notifications@hse.gov.uk>.  
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.
- 7 The CA will confirm receipt of the notification within 10 working days.

# THE CONTROL OF MAJOR ACCIDENT HAZARDS REGULATIONS 1999

## Notification of an establishment at which the Regulations apply – Regulation 6

### Part A: Statutory Information required by the Competent Authority

#### Summarised Notes

#### Information to be provided in the notification

Registered office address

##### Name and Address of Operator

If different from above

##### Address of Establishment concerned

either is required but including both would helpful

##### Name and position of the person in charge of the establishment

##### Information sufficient to identify the dangerous substance or the categories of the dangerous substance present

##### Quantity and physical form of the dangerous substance present

(These 2 notification requirements have been combined in order to avoid duplication of recording)

Information is required for both single substances and preparations. Provide information to identify the named and categories of dangerous substances (see schedule 1 part 3 of the COMAH regs).

Make clear which categories named substances come under if aggregated (see note 4 schedule 1 part 3 of the COMAH regs).

Warehouses with frequent inventory fluctuations. e.g toll manufacturers may notify ceiling limits of generic categories.

Physical form includes gas, liquid, powder and solids. Quantity is the maximum which you can anticipate will be present.

Brief description, e.g. manufacture of ammonium nitrate fertilisers

##### Description of the activity or proposed activity concerned

##### Details of the elements of the immediate environment liable to cause a major accident or the aggravate the consequences thereof

Describe other establishments or features of environment which could lead to a major accident on your site. Describe elements of surrounding environment which could make the consequences of a major accident worse (e.g. nearby housing; other occupied buildings; SSSIs; agriculture or food production, receiving sewage works, water courses used to produce drinking water.

# THE CONTROL OF MAJOR ACCIDENT HAZARDS REGULATIONS 1999

## Notification of an establishment at which the Regulations apply – Regulation 6

### Part A: Statutory information required by the Competent Authority

#### Summarised Notes

If you do wish to submit a request for commercial or personal confidentiality then you are advised to contact the Competent Authority for advice, in advance of submitting these forms

If the Competent Authority rejects your request then you will have the opportunity to appeal to the Secretary of State and no information will be placed onto the public register until such an appeal is heard.

I certify that the information in this Notification form Part B is correct

#### Information to be provided in the notification

**Do you wish any information to be excluded from the public registers on the grounds that it is commercially or personally confidential ?**

No  (mark with an 'X')

If No, complete this Part A form and Provide additional Information in Part B

Yes

If YES then you should:

Complete this Part A form excluding the commercially or personally confidential information, then;

Complete the Part B form including the commercially or personally confidential information and providing a justification for its exclusion from the public register.

#### Declaration

Signature

Name

Date

Please send the completed notification:

by post to:

COMAH Notifications  
Health and Safety Executive  
Hazardous Installations Directorate  
Chemical Industries Division – CI4a  
Building 4N – 2<sup>nd</sup> Floor,  
Redgrave Court  
Merton Road  
Bootle  
Merseyside  
L20 7HS

or to your [local HSE Office](#)

or by e-mail to: <mailto:comah.notifications@hse.gov.uk>

# THE CONTROL OF MAJOR ACCIDENT HAZARDS REGULATIONS 1999

## Notification of an establishment at which the Regulations apply – Regulation 6

### Part B: Non-Statutory information required by the Competent Authority and Statutory information not to be disclosed on the public register

#### Notes

- 1 There is no statutory requirement for operators of COMAH establishments to use these forms when submitting notifications to the Competent Authority (CA). However you are encouraged to use this format, as it will help you to provide the relevant information and will assist the CA to work in an efficient and effective manner. If you complete all the relevant sections of both Part A and Part B then no covering letter or further information should be required.
- 2 The Part A form covers statutory information which must be provided and which will normally be placed on public register located at offices of the [Environment Agency](#) and the [Scottish Environmental Protection Agency \(SEPA\)](#).
- 3 The Part B form covers additional administrative information for internal use by the CA and hence the Part B form will not be placed on the public register. Certain information may be excluded from the register if it is commercially or personally confidential, or if its inclusion would be contrary to the interests of national security. This information can be supplied on the Part B form, which, once accepted, will not be placed on the public register.
- 4 Notifications must be submitted by Lower Tier establishments and Top Tier establishments - see [regulation 6](#) for details. Notifications are typically required:
  - Prior to the start of construction of a new establishment
  - Prior to the start of operation of an establishment
  - When operators come into the scope of the Regulations because of an increase in the quantity of dangerous substances present
  - When operators come into the scope of the Regulations because of a change in the classification, or the qualifying quantity, of a substance in [Schedule 1](#), or a change in the knowledge about dangerous substances generated during loss of control of an industrial chemical process
  - When there is a significant change to the details provided in an earlier notification (These might include changes in the quantity or properties of the dangerous substances, the operation of the processes using them, or the organisation and ownership of the establishment)
  - When there are modifications to the establishment or an installation which could have significant repercussions with respect to the prevention of major accidents
  - When the COMAH establishment is permanently closed

In addition to this form you should also have:

- 5 The [COMAH Regulations](#) and other relevant legislation.  
The relevant COMAH technical guidance documents produced by the CA.  
Details of the [COMAH charging scheme](#).
- 6 Before completing this form you are advised to contact either your [local HSE](#) or [Environment Agency/SEPA](#) office to discuss the information required.

# THE CONTROL OF MAJOR ACCIDENT HAZARDS REGULATIONS 1999

## Notification of an establishment at which the Regulations apply – Regulation 6

### Part B: Non-Statutory Information required by the Competent Authority and Statutory Information not to be disclosed on the public register

#### Summarised Notes

#### Information to be provided in the notification

Include registered office address

##### Name and Address of Operator

If Different from above

##### Address of Establishment concerned

Operators of COMAH establishments will be charged for work carried out by the Competent Authority in implementing the regulations. For details of the charging see [Charging for COMAH Activities - A Guide](#)

##### Details for Invoicing (contact name and position)

##### Invoicing company name and address

##### Reason for Notification

Have you previously submitted a notification for this establishment?

Yes

No

If YES give date submitted, HSE Ref. No.

Why are you submitting this notification ? (please tick relevant box)

- Reg. 6(1) - Prior to the start of construction of a new establishment
- Reg. 6(2) - Prior to the start of operation of an establishment
- Reg. 6(4)(a) - Significant increase in quantity of dangerous substances
- Reg. 6(4)(b) - Significant change in the nature or form of dangerous substances, the processes employing them or any other information previously notified
- Reg 6(3A) – Subject to the Regulations (e.g. due to a change in the classification of a substance or preparation according to Reg 5 of the Classification (Hazard Information and Packaging for Supply) Regulations 1994, or changes to Schedule 1 arising from the COMAH Amendment Regulations 2005.
- Reg 6(4)(ba) – Modification of the establishment or an installation which could have significant repercussions with respect to the prevention of major accidents.
- Reg. 6(4)(c) - Reduction in quantity of dangerous substances to below the top tier threshold
- Reg. 6(4)(d) - Permanent closure of an installation in the establishment

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## Notification of an establishment at which the Regulations apply – Regulation 6

### Part B: Non-Statutory information required by the Competent Authority and Statutory information not to be disclosed on the public register

#### Summarised Notes

If you do wish to submit a request for commercial or personal confidentiality then you are advised to contact the Competent Authority for advice, in advance of submitting these forms

If the Competent Authority rejects your request then you will have the opportunity to appeal to the Secretary of State and no information will be placed onto the public register until such an appeal is heard

#### Information to be provided in the notification

##### National Security

Is there any information which you believe should be excluded from the public register on national security grounds?

No

Yes

Do you have COMAH National Security Direction issued by the Secretary of State ?

No

Yes

If YES provide reference number

and date of issue

Does the notification form Part A contain any national security information which would prevent it being placed on the public register?

No

Yes

##### Commercial and Personal Confidentiality

Do you wish any information to be excluded from the public register on the grounds that it is commercially or personally confidential?

No

Yes

If Yes then you should:

- Complete Part A form excluding the commercially or personally confidential information.
- Complete this Part B form including the commercially or personally confidential information, providing a justification for its exclusion from the public register in the space below

##### Declaration

Signature

Name

Date

# THE CONTROL OF MAJOR ACCIDENT HAZARDS REGULATIONS 1999

## Notification of an establishment at which the Regulations apply – Regulation 6

Please send the completed notification:

by post to:

COMAH Notifications  
Health and Safety Executive  
Hazardous Installations Directorate  
Chemical Industries Division – C14a  
Building 4N – 2<sup>nd</sup> Floor,  
Redgrave Court  
Merton Road  
Bootle  
Merseyside  
L20 7HS

or to your [local HSE Office](#)

or by e-mail to: <mailto:comah.notifications@hse.gov.uk>