



IAPMEI

Parcerias para o Crescimento

Type 1 Industrial Facilities Installation

Procedure With Prior Inspection

1

Establishments Covered in Type 1

All facilities subject to at least one of the following legal regimes or circumstances:

- Environmental impact assessment (RJAIA);
- Prevention and Integrated pollution control (RJPCIP);
- Prevention of major accidents (RPAG);
- Waste management operations that require prior survey/inspection (OGR);
- Agri-food activities using raw material of unprocessed animal origin, of activity involving the handling of by-products of animal origin or manufacturing activities of animal food requiring a veterinary control number (NCV) or individual identification number (NII).

Applicable Legislation (non-exhaustive list)

- Decree-Law No. 169/2012, of August 1st in writing conferred by Decree-Law No. 73/2015 of May 11th (SIR- System of Responsible Industry);
- Rectification Declaration No. 29/2015, June 15th (SIR);
- Portaria No. 279/2015, of September 14th – Preparatory Elements;
- Portaria No. 280/2015, of September 15th – Rates;
- Portaria No. 307/2015, of September 24th – Compulsory insurance of civil non-contractual liability;
- Decree-Law No. 75/2015 of May 11th, - Only Environment Licensing Regime

Related Regimes (non-exhaustive list);

- Decree-Law No. 75/2015 May 11th - Only Environment Licensing Regime (LUA);
- Portaria No. 399/2015, of November 5th - Preparatory Elements for LUA Procedures;
- Decree-Law No. 38/2013 of March 15th - European trading system of greenhouse gas emissions;
- Decree-Law No. 178/2006, of September 5th with redaction conferred by Decree-Law no. 73/2011, of June 17th – General System of Waste Management.

1.1

Licensing Process Phases

The licensing takes place in two phases, phase of application and installation and phase of application for operation.

1st Stage - Application for Installation

Preparatory Elements

- Electronic form (available at Balcão do Empreendedor);
- Descriptive memory;
- Designed Parts;
- Approval request to electricity and thermal energy production projects (when required) or evidence of prior approval;´
- Approval of the architectural project issued by City Hall or prior favorable information, in cases that involve urban installation or building operations subject to prior checking according with the RJUE or declaration of option by the deferral of its respective delivery;
- Specific instructional elements relating to the industrial facility, covered by the LUA Regime.

How to submit the Request

1. Through the online channel:

<https://bde.portaldocidadao.pt>

• Filling the "Framework form"

Free Access, without requiring authentication, where it is requested a set of answers that will allow, at the end, to classify the industrial facility, identify the applicable procedure, the Coordinator Entity (CE), the environmental regimes applicable and, when available, the rate value.

At the end of the filling, and if you intend to proceed with the application submission, the transition to the detailed form requires an authentication that will allow access to your confidential area, where it will be kept until their submission request (which will only be allowed after the complete filling out the form and attach the required documents).

(see Chapter II and III (section II) of Portaria No. 399/2015 of November 5th)

- **Detailed form**

Organized by sections aimed the characterization of the EI and generated based on the framework form. Like in the framework form, the given answers determine the questions raised in the course of filling out the application.

The last section (P-attachments), is suitable to attach all necessary documents to the statement of claim. This section is presented by items according to the supporting elements contained in the Portaria referred above.

2. Digital Assisted Service

- Can be provided digital assisted service at the “Balcão do Empreendedor” by the presential attending services of the coordinating entities.
- The fees charged for the order have an additional value when the digital assisted service is requested.

Required fees

- Determined by Portaria No. 280/2015, of September 15th (fees related to SIR) and Portaria No. 332-B/2015, October 5th (fees related to environmental regimes).

Deadline for decision about the request for installation

- Check pages 16 to 18 from “Guidance on Industrial Licensing” available at IAPMEI’s website through the link: <https://www.iapmei.pt>

Document issued on. 1st phase

- Installation Title

In order to start the operation it is necessary to submit the 2nd phase of the request.

2nd Phase - Operation Title Request

Preparatory elements

- Responsibility term of the technical manager for the project in which it declares that the industrial installation is completed and prepared to operate in accordance with the approved project and in compliance with the conditions included in the Installation Title;
- Title of authorization to use the building or fraction or supporting tacit acceptance certificate or copy of the application for authorization submitted to the City Council;

* Citizen card, digital certificate of lawyer or solicitor or mobile digital key

2nd Phase - Operation Title Request

Preparatory elements

- Responsibility term of the technical manager for the project in which it declares that the industrial installation is completed and prepared to operate in accordance with the approved project and in compliance with the conditions included in the Installation Title;
- Title of authorization to use the building or fraction or supporting tacit acceptance certificate or copy of the application for authorization submitted to the City Council;
- Request for prior authorization for installation or operation of pressure equipment (when applicable).

How to submit the Operation Title Request

1. Through the online channel:

<https://bde.portaldocidadao.pt/evo/Services/SIR/Formulario/Login.aspx>

- By entering in your Reserved Area, you have to select the submitted and already approved request and choose the option "Ask Exploration license" and attach the documents referred above.

2. Digital Assisted Service

- It can be provided the digital assistance service at the “Balcão do Empreendedor” by the presential attending services of the coordinating entities.

Document issued on 2nd phase

Within 30 days of the date of the operation title request, the Coordinator entity performs the inspection to the facility, following which operation title is issued.

The operation of the type 1 industrial facility can begin after the operation title issue and once hired the non-contractual liability insurance.

For more information check IAPMEI's website in: <https://www.iapmei.pt>

- **Guidance on Industrial Licensing** (SIR users guidance);
- **Guidance on Responsible Industry** (Technical Requirements).

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