

## ATMOSPHERIC EMISSION LICENCE - AEL PROCEDURE

### Pre-application

1. Supply application forms and advice process of application  
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2. Check on listed categories and activities (with the City of Tshwane as the atmospheric emission licence authority)  
↑
3. Check on EIA activities and if it is necessary to apply for EIA/BA to obtain an Environmental Authorisation (ROD) (with Gauteng (Provincial) Department of Agriculture and Rural Development – GDARD)      ↑
4. Supply information on specialist air quality report needed (submit with the AEL and Environmental Authorisation applications)  
↑

### Administration for AEL submissions

1. 4 hard copies received of application      ↑
2. 1 electronic copy received of application      ↑
3. 1 hard copy to registry and apply file number (9/16/1/2) and suburb number e.g. P6      ↑
4. Acknowledge applicant of receipt of application (standard letter) ↑
5. 1 hard copy to MHS (include cover letter)      ↑
6. 1 hard copy to Environmental Planning (Open Space Management) (include cover letter)      ↑
7. 1 hard copy to Air Quality Operations (include file and route form) ↑
8. Inform National about the application (electronic version to DoEA)

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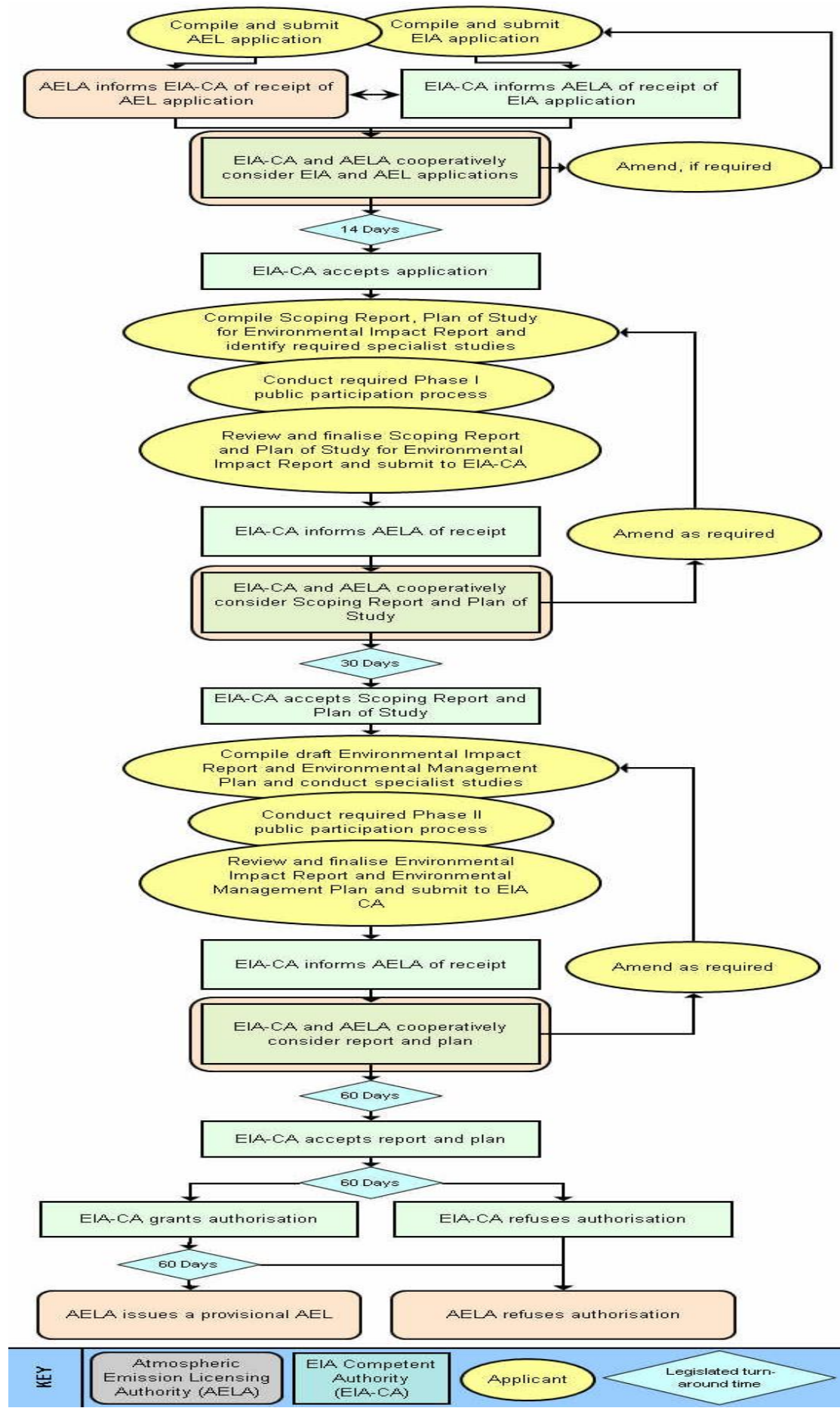
(Sthembiso Hinani, number 012 310 3106, [SHinani@deat.gov.za](mailto:SHinani@deat.gov.za))

9. Inform province about the application (electronic version to GDARD) ↑

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#### AEL processing

1. Arrange assessment of documentation with stakeholders (list of documentation attached)  
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2. Follow the route below for the AEL application  
↑
3. Request additional information within 30 days application is received ↑
4. Compile all comments from departments, DoEA and GDARD  
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5. Submit recommendation to AQO  
↑
6. Issue (P)AEL certificate ↑



KEY	Atmospheric Emission Licensing Authority (AELA)	EIA Competent Authority (EIA-CA)	Applicant	Legislated turn-around time

## Addendums

- A. Steps involved in issuing an atmospheric emission licence
- B. Specialist Air Quality Impact Assessment Reports
- C. Factors to be taken into account by licensing authorities
- D. List of documents to be submitted