



## Compost Facility Notification

September 2025

This form is to be used by a new or existing compost facility when providing notification to the Minister as well as to acknowledge all necessary documents were provided as part of the notification process as outlined in the Compost Code Chapter of the Saskatchewan Environmental Code.

The form helps ensure consistent information is provided to the Minister and provides direction to the responsible party and the regulated facility.

### A. General Information

For assistance completing this form or for more information, please email [envcode@gov.sk.ca](mailto:envcode@gov.sk.ca)

**Once completed:**

Notification should be submitted to the Ministry of Environment through:

**Online submission:**

Use the [Environment Business Services](#) to submit your application and documents.

### B. Facility - Contact Information

Name	<input type="text"/>		
Business Name	<input type="text"/>		
Address	<input type="text"/>		
Address	<input type="text"/>		
City/Town	<input type="text"/>	Province <input type="text"/>	Postal Code <input type="text"/>
Country	<input type="text"/>		
Phone Number	<input type="text"/>	Email	<input type="text"/>

Qualified person's association member number or designation number (if applicable)

### C. Responsible Party/Person - Contact Information

Contact Name	<input type="text"/>		
Organization Name	<input type="text"/>		
Address	<input type="text"/>		
Address	<input type="text"/>		
City/Town	<input type="text"/>	Province <input type="text"/>	Postal Code <input type="text"/>
Country	<input type="text"/>		
Phone Number	<input type="text"/>	Email	<input type="text"/>

## D. Additional Notification Details

- I acknowledge that the following adheres to the Compost Facility chapter of the Saskatchewan Environmental Code.
- I acknowledge I have completed the notification process as applicable to the chapter and that as an acceptable solution, I do not require ministerial approval.
- I acknowledge that the correct notification documents (which are outlined in detail below) have been included within this submission.
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**1. I acknowledge that the compost facility as described in this application:**

- is a new compost facility and was not in operation prior to the implementation of the Compost Facility chapter; or
- was in operation prior to the implementation of the Compost Facility chapter. Existing Permit Number.

Existing Permit Number

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**2. Please indicate the type of compost facility and acknowledge the notification requirements.**  
**Choose only one of the options below: 2.1, 2.2, 2.3, or 2.4.**

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**2.1  A facility accepting less than less than 100 cubic metres (m<sup>3</sup>) of only leaf and yard waste annually.**

Notification requirements for an existing facility include (which do not need to be completed by a qualified person):

- an operations plan       an emergency response plan

Notification requirements for a new facility include (which do not need to be completed by a qualified person):

- an operations plan       an emergency response plan
- a report outlined in subsection 3-1(2) of the chapter

Additional details regarding construction, operation (including a report submission schedule), environmental monitoring, annual reporting, record keeping, expansion and closure can be found within the Guidance for Compost Facilities Accepting Less than 100m<sup>3</sup> of Only Leaf and Yard Waste Annually guidance document.

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2.2  **A facility accepting more than 100 m<sup>3</sup>, but less than 15,000 tonnes of either or both feedstock and amendment annually.**

Notification requirements for an existing facility include:

- an operations plan (does not need to be completed by a qualified person)
- an emergency response plan (does not need to be completed by a qualified person)
- an environmental monitoring plan (**required** to be completed by a qualified person)

Notification requirements for a new facility include:

- a site suitability report (**required** to be completed by a qualified person)
- a design plan (**required** to be completed by a qualified person)
- an operations plan (does not need to be completed by a qualified person)
- an emergency response plan (does not need to be completed by a qualified person)
- an environmental monitoring plan (**required** to be completed by a qualified person)
- a decommissioning and reclamation plan (**required** to be completed by a qualified person)

Additional details regarding construction, operation (including a report submission schedule), environmental monitoring, annual reporting, record keeping, expansion and closure can be found within the Guidance for Compost Facilities Following an Acceptable Solution guidance document.

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2.3  **A facility accepting more 15,000 tonnes of either or both feedstock and amendment annually.**

Notification requirements include:

- an environmental protection plan (EPP), that sets out the methods used to meet the results-based objective described in Part 2 of the Compost Facility chapter (which needs to be completed by a qualified person)

Additional details regarding contents of the EPP, other reporting requirements, record keeping and closure can be found within the Guidance for Compost Facilities Following an Alternative Solution guidance document.

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2.4  **A facility proposing alternatives or innovative solutions.**

Notification requirements include:

- an environmental protection plan (EPP), that sets out the methods used to meet the results-based objective described in Part 2 of the Compost Facility chapter (which needs to be completed by a qualified person)

Additional details regarding contents of the EPP, other reporting requirements, record keeping and closure can be found within the Guidance for Compost Facilities Following an Alternative Solution guidance document.

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**E. Site Specific Reporting Information (if applicable)**

Report Title

Site Location

Additional Information

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**Signature of responsible Party**

**Date of application**