

# Permit to Take Water Application Workshop



**Ducks Unlimited Canada**  
Conserving Canada's Wetlands

Active by nature.

Cole Engineering Group Ltd. (CEG) conducted a one-day workshop to demonstrate to Ducks Unlimited Canada's (DUC) extension staff and partner organizations how to complete Permit to Take Water (PTTW) applications. The goal of the workshop was to provide DUC's extension staff with sufficient knowledge to be able to complete a PTTW application for typical wetland restoration projects.

In preparation for the workshop, CEG documented the application process in an easy to understand format. The application process included:

- Classifying the application;
- Reviewing required background information;
- The involvement of DUC engineering personnel or external consultants;
- Reviewing the required supporting studies (including an overview of calculation methods);
- The completion of the MOE application forms; and,
- The final submission checklists.

The workshop included visual aids such as: a process flow diagram (including points of contact with DUC engineering personnel, MOE, and external consultants) and a PowerPoint presentation.

In recognition of DUC's non-profit status and positive environmental objectives, CEG donated back 10% of generated fees.



**Cole Engineering**