



1. Introduction

This procedure sets out the linkages between Sales, Customer Services, Logistics, Disposal Sites and competent Technical Assessors.

Responsibility for ensuring that sufficient information is gathered about each enquiry, to allow accurate technical and operational assessments to be made is that of the sales function.

2. Scope

This process flow is applicable to any waste that Veolia Hazardous Waste Division deals with, whether into Veolia sites; out of Veolia sites; or on Veolia wheels; including disposal to third party facilities.

3. References

Veolia Procedure: Waste Duty of Care
(HTM 07-01) Management and disposal of healthcare waste
Healthcare waste: appropriate measures for permitted facilities

4. Definitions

Sales refers to anyone within the business authorised to quote either internal and / or external customers. Only those authorised to do so will undertake indicative or firm quotations to customers.

Competent Technical Assessors for the purposes of this document includes Technical Controllers (TCs), Commercial & Technical Co-ordinators (CTCs) and Local Technical Assessors (LTAs) as specified in the Register of Technical Assessors Procedure.

Customer Services (CS) refers to anyone who has responsibility for pricing, quoting and booking of loads. This includes teams such as the Central Services Department (CSD), Chempac and local disposal site staff.

Logistics refers to the transport planning function provided by the CSD or alternatively at local depot level.

Controlled waste means household, industrial and commercial waste or any such waste (Section 75(4) of the EPA 1990).

Healthcare waste is waste produced during human or animal healthcare, or related research activities. It covers both clinical and offensive waste. Wastes produced by healthcare in the community, and similar types of waste produced by non-healthcare activities are included, for example:

- cosmetic body piercing and body art
- non-medical procedures in the health and beauty sector
- substance abuse
- crime scene clean-up

5. Procedure

Pre-acceptance (Preparing to Quote)

5.1 Stage 1 – Any sites interested? Preparation of indicative quotes to ensure a rapid response to the customer and canvassing interest from disposal sites may not occur on all occasions. However this stage recognises that many customers want an indicative cost prior to going through the formal quoting process. It must be clear that such quotes are only indicative and subject to variation. A record of any indicative quote given must be made and retained.



Sales responsibility:

5.1.1 Sufficient information must be obtained to allow appropriate disposal sites for the waste to be identified and, subject to operational and commercial caveats, for those sites to be able to express an interest in the waste and give indicative prices. This includes quantity, frequency, packaging requirements and any special requirements that may be required, for example extra manpower, special equipment, extra time on site.

5.1.2 Information must include a basic chemical description of the waste and reasonable background information including; how the waste arose, from what process, quantity, and in what field the producer is engaged.

5.1.3 Sales will approach authorised disposal site personnel for indicative disposal costs and logistics for indicative transport prices. This information together with the site information will be retained in a readily retrievable form (e.g. in Salesforce).

Disposal site responsibility:

5.1.4 The disposal site must specify with their indicative costing any further information they require in order to complete a thorough assessment and confirm suitability of the waste for acceptance at the site including the provision of; samples, analysis results, data sheets, confirmation that certain components are or are not present.

5.1.5 Reference must also be made to the Hazardous Substances Consent, COMAH substances inventory, any Environmental Permit restrictions and HAZMAT, where relevant. As well as any requirements from other legislation e.g. Dangerous Substances and Explosive Atmospheres Regulations.

Sales Responsibility:

5.1.6 When the customer is given an indicative quote they must be advised of any additional information required to confirm the price (e.g. subject to sample, analysis, datasheets) and any other applicable caveats.

5.2 Stage 2 – Confirmation of Interest - Controlled Waste

Sales responsibility (Controlled Waste):

5.2.1 A comprehensive description of the waste, including the actual process generating waste is required together with information concerning the physicality of undertaking the collection including for example:

- Chemical composition ^(a)
- Variability of waste ^(a)
- Is waste phased ^(a)
- Is sample representative of normal operation or abnormal due to emergency or shutdown for example ^(a)
- Taken by a competent person ^(a)
- Colour (see appendix 4)
- Vehicle access
- Hoses, fittings and equipment
- Loading point location
- Site contacts

^(a) Refer to Appendix 3 - Guidance document for completing the WSD and Appendix 5 - Waste Specification Declaration (WSD) Explanatory notes.

The description and information obtained must be sufficient to allow the waste to be classified correctly in accordance with the prevailing Health and Safety, Waste and Transportation Regulations. Information relating to the composition



and hazards of the waste must be recorded on the Waste Specification Declaration Form using the WSD guidance and WSD explanatory notes documents as reference to aid its completion (Appendix 3 and Appendix 5).

Exceptions to the requirement to obtain a WSD:

- Sewage / septic tank collections
- WEEE waste
- Fluorescent lighting (flo tubes) and similar lamps
- Batteries (covered by HS/2/001)
- Food waste / Grease traps (but ABP status must be verified)
- Other circumstances as specified in this document.

Information relating to the physical aspects of collecting the waste must be recorded in Salesforce or a suitable alternative format, such as the siting information forms (see Appendix 2.1 - Packages and 2.2 - Tankers). Where more than one material is being quoted for, Sales shall compile a suitably formatted list to record details of the enquiry. They will then approach the disposal site and logistics for firm pricing. On the rare occasions that the customer refuses to sign the WSD, a competent Technical Assessor will determine if the description and information supplied is sufficient.

5.2.2 Where a sample is required for analysis, sufficient information must accompany the sample to the laboratory undertaking the analysis to allow the material to be handled safely. This information will be in the form of a completed WSD. Samples will not be mandatory for pre-acceptance purposes if sufficient reliable information is available to allow the waste to be adequately and comprehensively described. On the rare occasions that the customer refuses to sign the WSD, a competent Technical Assessor will determine if the description and information supplied is sufficient to allow the sample to be transported and analysed.

Disposal site responsibility (Controlled Waste):

5.2.3 The disposal site shall determine whether or not the waste is acceptable at the site and quote its disposal cost. Site management shall determine who shall have authority to do this.

5.2.4 The authorised person shall acknowledge acceptability to sales by supplying a quotation, detailing all caveats and conditions that apply to each waste stream, including minimum notice required for booking into site. This procedure applies to both internal and external customers. External quotations must reference, and be accompanied by, Veolia terms and conditions. For external customers delivering waste on their own transport, the disposal site must ensure sufficient information as detailed in 5.2.1 is obtained.

5.2.5 Every producer (not customer) must have a unique identification number for each of their waste streams. A one-off list of drums / packages can constitute a single waste requiring a unique number, as can combinations of known drum types moved regularly or individual drum streams moved on their own or in any combination.

5.3 Stage 2 – Confirmation of Interest - Healthcare Waste

Sales responsibility (Healthcare Waste):

5.3.1 Prior to the waste arriving at the disposal site, a fully completed waste pre-acceptance audit report form must be completed. The audit report must have a list (or diagram) of the departments, wards or functional areas and should detail all the specific processes producing relevant wastes at the practice (e.g. pharmacy, primary care, dental acute or laboratory) and list which waste types are produced in each area. Examples of the type of waste the audit should identify are (but not limited to):

- cytotoxic and cytostatic contaminated material



- other pharmaceuticals or pharmaceutically contaminated material – for example, medicinally contaminated syringes, intravenous (IV) therapy bags, tubing, bottles, vials, ampoules
- waste chemicals – for example, laboratory agents, auto-analyser bottles, diagnostic kits, disinfectants
- sharps, and whether they are contaminated with medicines (even if fully discharged)
- non-hazardous offensive wastes

NOTE - For waste received from a waste transfer station - The transfer station must provide a summary report and provide pre-acceptance checks and assessments reports that demonstrate they have carried out the correct checks on waste from relevant producers.

Exceptions to the requirement to obtain a waste pre-acceptance audit report form:

- Waste produced at domestic properties
- Waste produced at care homes that do not provide nursing care
- Healthcare waste from non-healthcare activities (classified under chapter 20 of the LoW (EWC code))

The description and information obtained must be sufficient to allow the waste to be classified correctly in accordance with the prevailing Health and Safety, Waste and Transportation Regulations. Information relating to the composition and hazards of the waste must be recorded on the waste pre-acceptance audit report form (Appendix 6). Any supplementary information (e.g. data sheets) must accompany the audit form.

For further information regarding pre-acceptance, please refer to “Healthcare waste: appropriate measures for permitted facilities” guidance document.

Information relating to the physical aspects of collecting the waste must be recorded in Salesforce or a suitable alternative format, such as the siting information forms (see Appendix 2.1 - Packages and 2.2 - Tankers). Where more than one material is being quoted for, Sales shall compile a suitably formatted list to record details of the enquiry. They will then approach the disposal site and logistics for firm pricing.

Disposal site responsibility (Healthcare Waste):

5.3.3 The disposal site shall determine whether or not the waste is acceptable at the site and quote its disposal cost. Site management shall determine who shall have authority to do this.

5.3.4 The authorised person shall acknowledge acceptability to sales by supplying a quotation, detailing all caveats and conditions that apply to each waste stream, including minimum notice required for booking into site. This procedure applies to both internal and external customers. External quotations must reference, and be accompanied by, Veolia terms and conditions. For external customers delivering waste on their own transport, the disposal site must ensure sufficient information as detailed in 5.3.1 is obtained.

5.3.5 Every producer (not customer) must have a unique identification number for each of their waste streams. A one-off list of drums / packages can constitute a single waste requiring a unique number, as can combinations of known drum types moved regularly or individual drum streams moved on their own or in any combination.

5.4 Quoting Phase

Sales responsibility:

5.4.1 Sales will decide which disposal site(s) will be used for disposal and obtain a firm price from logistics. A quotation will be created but only issued to a customer following checking and authorising by a competent assessor in accordance with local work instructions.



5.4.2 Quotations must include all the caveats specified by the disposal site and any others deemed necessary by sales. External quotations must reference, and be accompanied by Veolia terms and conditions.

5.5 Gained Phase

5.5.1 If the quote has been gained i.e. if the customer accepts the quote and wishes to book a collection / delivery, then the job will have to be technically assessed by a competent Technical Assessor. Note - No job can be collected / delivered without Technical Approval.

5.6 Technical Assessment - Controlled Waste

Competent Technical Assessor responsibility:

5.6.1 Where applicable a WSD form must be completed for each new enquiry and scrutinised by a competent technical assessor. The assessment process will ensure waste movements are in accordance with current waste and transport legislation and Veolia internal procedures.

5.6.2 Any areas requiring clarification will be discussed with Sales who will make the appropriate enquiries, or, if necessary, directly with the customer after consultation with Sales. Any resulting alterations to the enquiry will be notified by sales to logistics or disposal as appropriate, and the customer informed of any implications. Where clarification is required, information shall be recorded within the Technical Control Notes field in Salesforce.

5.6.3 Only once the competent technical assessor is satisfied with the completeness and adequacy of the information will they technically approve.

5.6.4 Waste stream approvals must be reviewed and re-approved on an annual basis as a minimum as stated in the Technical Assessor Handbook (OPS/2/002). It may be necessary to review, amend and re-approve waste streams at an earlier date, should circumstances affecting the waste specification change or acceptance testing reveal significant deviations from the agreed specification (see 5.7 below).

5.6.5 For packaged waste collections it is acceptable to use a Salesforce produced list (Salesforce Customer Declaration Form), as the WSD. The list is confirmed by the customer when they sign the consignment note and / or the transfer note.

5.6.6 All pre-acceptance information and supporting information (includes, but not limited to WSD, analysis, safety data sheets, siting information sheet, etc) must be uploaded to the Opportunity or the Waste Profile in Salesforce to allow full visibility for pre-acceptance purposes.

5.6.7.1 Packaged waste - All jobs must be reviewed at a minimum of every twelve months. A review may be prompted earlier if, for example, there is a non conformance.

5.6.7.2 Tanker waste - All jobs must be reviewed at a minimum of every twelve months. A review may be prompted earlier if, for example, there is a non conformance. This will include a review of any analysis available of incoming loads and check of the driver's notes. After 24 months, as per the twelve month review, plus a new WSD and check / update safety data sheets, etc.

5.7 Technical Assessment - Healthcare Waste

Competent Technical Assessor responsibility:

5.7.1 Where applicable a pre-acceptance audit form or summary report must be completed for each new enquiry and scrutinised by a competent technical assessor. The assessment process will ensure waste movements are in accordance with current waste and transport legislation and Veolia internal procedures.



5.7.2 Any areas requiring clarification will be discussed with Sales who will make the appropriate enquiries, or, if necessary, directly with the customer after consultation with Sales. Any resulting alterations to the enquiry will be notified by sales to logistics or disposal as appropriate, and the customer informed of any implications.

5.7.3 Only once the competent technical assessor is satisfied with the completeness and adequacy of the information will they technically approve.

5.7.4 The waste pre-acceptance audit form must be reviewed and re-approved at the following as a minimum:

- 12 months for each medical practice that produces 5 tonnes or more of clinical waste in any calendar year
- 2 years for each veterinary practice, dental practice and laboratory that produces less than 5 tonnes of clinical waste in any calendar year
- 5 years for other healthcare waste producers

It may be necessary to obtain a new waste pre-acceptance audit form and re-approve waste streams at an earlier date, should circumstances change (e.g. changes in waste, changes to site practices, etc)

5.8 Bookings

Sales responsibility:

5.8.1 Customer services will be responsible for liaising with the waste producer, disposal site, logistics and the customer to book the load and agree an appropriate collection date.

Logistics responsibility:

5.8.2 Logistics will book loads and notify the disposal site of the booking in accordance with the sites standard notice period or that dictated by the disposal site at the quoting phase, which must be not less than 24 hours before the scheduled delivery time. Logistics will raise the paperwork required for their loads.

5.8.3 Where Logistics cannot cover a required collection, the work may be subcontracted to a third party. Subcontracted work will be to an approved subcontractor.

5.8.4 For bulk loads (tanker barrel collections), deviance from the washout instructions stated on the Work Order must be in accordance with The procedure for Tanker Barrel Washouts

Disposal site responsibility:

5.8.5 The disposal site will confirm each booking with logistics and should satisfy themselves that the material being booked is the same as they quoted for at the pre-acceptance phase, and that they have sufficient capacity to either treat, transfer or store the load in accordance with their permit. Bookings are positively confirmed by approval of the Work Order which will allow paperwork i.e. transfer note / consignment note and drivers paperwork to be printed.

5.9 Acceptance Checks

Disposal site responsibility:

5.9.1 All deliveries must be assessed in accordance with site waste acceptance procedures to confirm that they meet the pre-acceptance specification. Any off-spec loads will be subject to local non-conforming load procedures (e.g. The procedure for tanker rejection). The receiving site will determine whether or not off spec loads will be



accepted or rejected. Where a delivery is to be rejected or partially rejected the rejected load process will be followed.

5.9.2 Where loads are to be delivered by a third party, the disposal site must ascertain the previous load carried or obtain a washout certificate.

5.9.3 It is the responsibility of sales in the event of a rejection, to liaise with the customer to arrange for rejected deliveries to be returned to source or taken to an alternative disposal point.

5.9.4 It is the responsibility of the competent technical assessor to inform the regulatory authorities where relevant.

5.10 Non-Conforming Loads

5.10.1 Where the non-conformance has Health and Safety, Environmental or Legislative compliance associated implications or a load (or partial load) is being rejected, then the incident must be reported on AVA by the disposal site.

5.10.2 Where the non-conformance has only commercial implications (e.g. a commercial caveat being broken) then the disposal site will inform sales whose responsibility it is to liaise with the customer. The deviation can be recorded in Salesforce.

5.11 Wastes Arising from Emergency Situations

For wastes arising from emergency situations, it may not be possible to comply with all aspects of this procedure. In such circumstances, it is the responsibility of the individual dealing with the emergency to gather as much information as possible about the waste and to provide that information to a competent technical assessor and customer services who will determine the most appropriate course of action to be taken on a case by case basis.

6. Variation

None.

7. Documentation

Document Ref:	Title:	Minimum Retention Period:
HAZ/3/121/001	Waste Specification Document	Two years

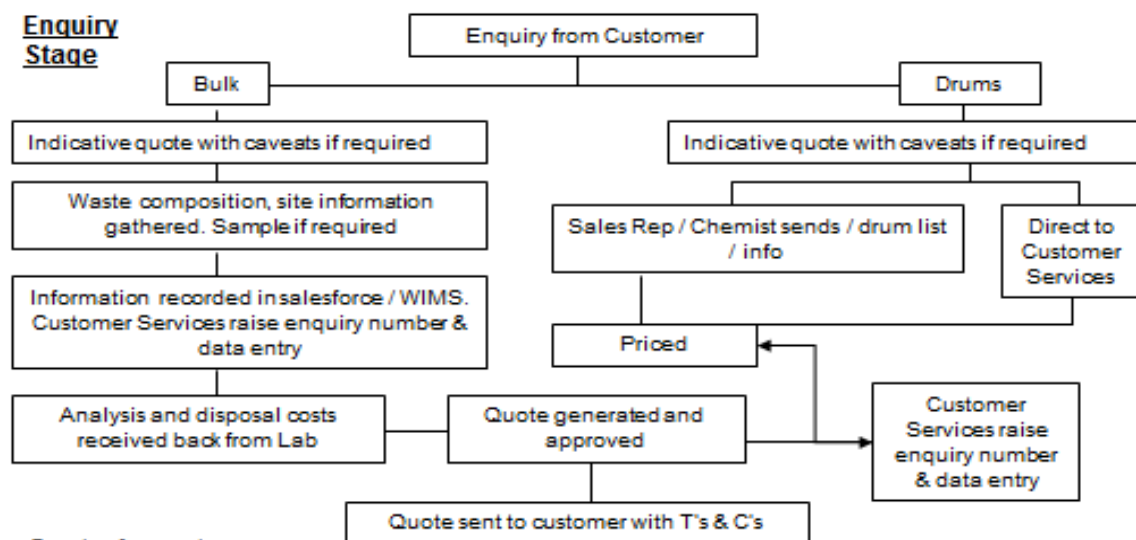


Process Flow for Waste Pre-Acceptance and Technical Assessment

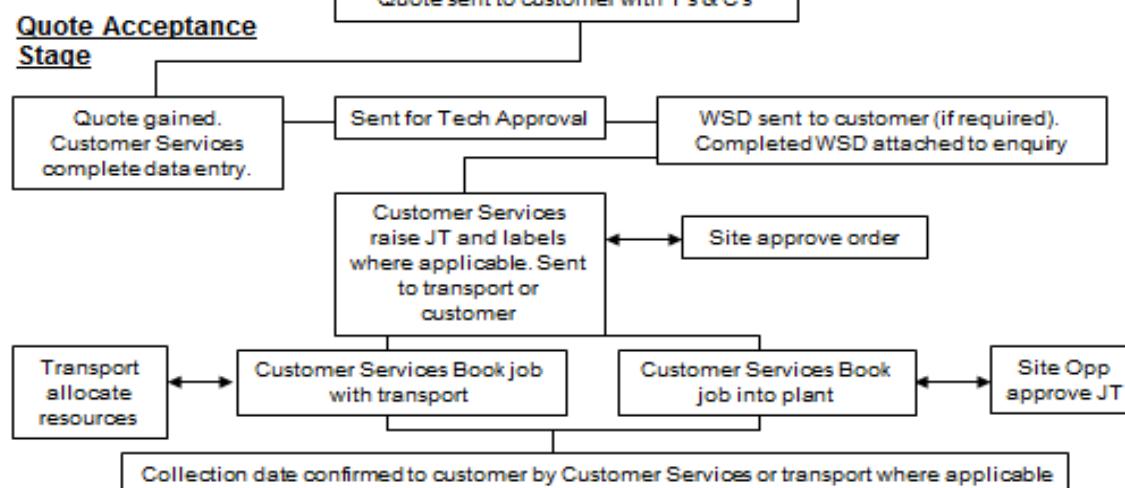
SITES & SERVICES

Appendix 1 – Process Flow

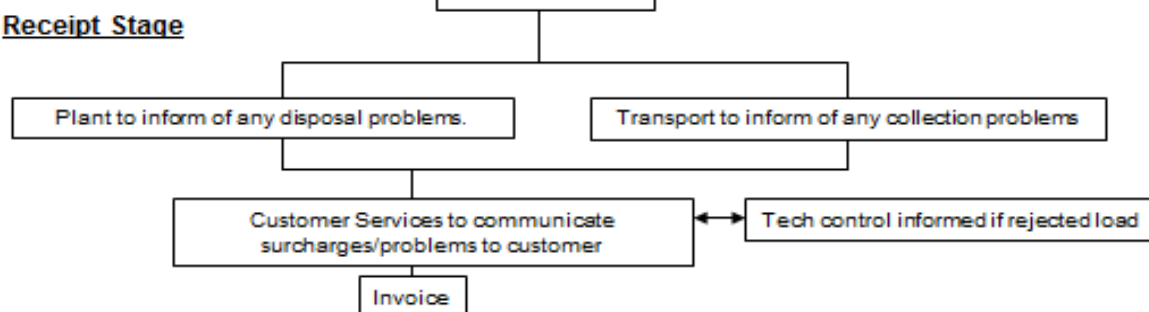
Enquiry Stage



Quote Acceptance Stage





Receipt Stage













Appendix 2.1 - Packaged waste siting information form



Access	Artic 16 Meters		Can an articulated vehicle get on site and to the collection point? Yes <input type="checkbox"/> No <input type="checkbox"/>
	Rigid 12 Meters		Can a rigid vehicle get on site and to the collection point? Yes <input type="checkbox"/> No <input type="checkbox"/>
	Does our driver require an induction ?		Yes <input type="checkbox"/> If so, how long will it take? No <input type="checkbox"/>
	Do you have any specific site rules		Yes (please specify):- No <input type="checkbox"/>
	Loading times		
	Site contact & telephone number		
Equipment	Is a forklift available to load		Yes <input type="checkbox"/> No <input type="checkbox"/>
Collection Point	Load is packaged / labelled as per information sheet		Yes <input type="checkbox"/> No <input type="checkbox"/>
Other / Extra Information.			
Form Completed By: (Sign and Print Name):			
Date:			



General Requirements	Labelling	Pallets
 		
Dangerous goods must be packed in UN approved packaging	All containers must be labelled to meet legislative requirements as laid out in ADR.	All materials must be safely stacked and secured on pallets
Containers must be appropriate and of a design type for the material	Any non-relevant labels must be removed or obliterated.	Max pallet size 1m3 unless otherwise agreed
Containers must be clean and correctly labelled.	IBC's (>450 Ltr) must be labelled on two opposite sides	Ensure adequate segregation of incompatible materials e.g. acids/cyanides or flammables and oxidisers.
Containers must not be overfilled, and sufficient ullage left	Overpacks should be marked with the word "Overpack"	
All containers must be sealed with closures in place and appropriately tightened	Orientation Arrows should be applied where required.	Materials should be shrink wrapped or banded to the pallet
No damaged, leaking, pressurised or otherwise unsuitable container's should be loaded		No broken pallets
 		



Appendix 2.2 - Tankers siting information form

Access	Artic Typically 16 Meters length		Can an articulated vehicle get on site and to the collection point? Yes <input type="checkbox"/> No <input type="checkbox"/>
	Rigid Typically 14 Meters length		Can a rigid vehicle get on site and to the collection point? Yes <input type="checkbox"/> No <input type="checkbox"/>
	Does our driver require an induction ?		Yes <input type="checkbox"/> If so, how long will it take? No <input type="checkbox"/>
	Do you have any specific site rules		Yes (please specify):- No <input type="checkbox"/>
	Do you have a specific Risk Assessment / Method Statement for loading		Yes <input type="checkbox"/> No <input type="checkbox"/>
	Loading times		
	Site contact & telephone number		
Equipment	Is a Jetter unit required (Low Pressure Jetting unit)		Yes * <input type="checkbox"/> No <input type="checkbox"/>
	Is assistance on-site available. (Please state name of person if different from site contact.)		Yes * <input type="checkbox"/> No <input type="checkbox"/> Name of person:
	Hose length (distance from where tanker parks to collection point)		How many meters:-
	Fittings Required by Veolia	BSP Male <input type="checkbox"/> Female <input type="checkbox"/> Size:-	
		URT Male <input type="checkbox"/> Female <input type="checkbox"/> Size:-	
		No fittings required <input type="checkbox"/>	
Other (state type and size):-			
If the fitting type is not known please provide a picture(s).			
*Please state why these are required:-			



Collection Point	Are we collecting from:	Tank(s) Yes <input type="checkbox"/> No <input type="checkbox"/> How Many
		Pit(s) or Sump(s) Yes <input type="checkbox"/> No <input type="checkbox"/> How Many
		Interceptor(s) Yes <input type="checkbox"/> No <input type="checkbox"/> How Many
		Drums / IBC's Yes <input type="checkbox"/> No <input type="checkbox"/> How Many:-
		Drains / Gulley's Yes <input type="checkbox"/> No <input type="checkbox"/> How Many:-
		Other (please detail):-
	Are there any specific references identifying the tanks to be collected from.	
	Number of loading points	
	Is the loading point visible from where the vehicle is parked	Yes <input type="checkbox"/> No <input type="checkbox"/>
Additional requirement for solvent collections having a Flash Point <60°C	Vapour return line (venting arrangements from tanker)	Detail arrangements in place:-
	Earthing Points	
Other / Extra Information. For on-site transfer of materials detail off-loading arrangements:-		



HAZ	Health & Safety Siting Issues Do any of the following present a hazard that requires additional control measure:	Considerations	Record No if no control measures required. If Yes - please state reason
1	Manual Handling	Distances, quantities, stairs, inclines, hose lengths	
2	Lighting	Sufficient for collections during darkness, time switches	
3	Noise	Local machinery, echo	
4	Fire and/or explosion	Availability of earth point, exhaust vapour recovery, other personnel, fire fighting equipment	
5	Falling or moving objects or machinery	Road vehicles, site vehicles, contractors, overhead working	
6	Slips, trips, bumps, falls	Cleanliness, obstacles, hard standing, working on platform or gantry	
7	Asphyxiation	Adequate ventilation, confined spaces	
8	Proximity and visibility between vehicle and loading points	Walls, floor level, can driver see vehicle from loading point	
9	Danger to others - chemical	Site employees, general public, school children, safety showers, First Aid	
10	Danger to others - physical	Site employees, general public, school children	
11	Incompatibility	Other materials on site	
12	Containers - skips, drums, bags, pallets etc	Original labels, condition, age, seals	
13	Odour	Numbering or coding system, tank clearly marked with contents	
14	Access and egress	Width, height, cornering, weight, buildings, cables, pipes, parked vehicles	



15	Electricity	Equipment used, water	
16	Temperature	Is material always at ambient temp, if not what temp will it be loaded at	
17	Odour	Will odour from vehicle exhaust vapours cause any issues to site personnel	

Form Completed By: (Sign and Paint Name):	Date:
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Appendix 3 - Guidance document for completing the WSD

This form must be completed by an authorised representative of the waste producer who has sufficient knowledge and understanding to be able to provide a full and accurate description of the material, such to allow Veolia to fully understand the nature and hazards associated with said material in accordance with all relevant waste and transport legislation.

All boxes should be completed as accurately as possible and be supplemented with additional information such as Safety Data Sheets where applicable. Incorrectly or insufficient completed forms may delay collections.

If you require further guidance as to how to complete the form please contact us.

Explanatory Notes

Process giving rise to the waste; describe the actual process generating the waste. Examples would include; an interceptor serving a vehicle parking area; line flushings from organic chemical batch manufacturing; waste acid from etching / surface treating steel alloys etc.

Waste Description and Composition; a full and accurate description of the waste should be provided, to include all major components and expected concentration ranges as well as any known trace contaminants. For example:

Car park Interceptor up to 5% oil, up to 10% solids (silt), balance water.

Organic solvent line flushings containing methanol c. 40%, acetone c. 20%, xylene c. 30% with balance water and low percentage concentrations of 'x', 'y' and 'z'.

Waste hydrochloric acid 5 – 10% containing nickel up to 'x' ppm, chrome up to 'y' ppm;

Where a list of materials is to be attached, it is acceptable to put "as list"

Temperature; the expected temperature of the waste at the point and time it is to be collected. If temperature will vary state maximum

Container Type & Size; detail how the waste is currently contained. For example; 'x' stainless steel tanks of 'x' m3 capacity; 'x' steel 205 Ltr drums etc.

EWG; is the six digit European Waste Code (EWC) from the List of Waste (LoW), which can be found in Technical Guidance document WM3. Note that the most appropriate code for the waste must be selected in accordance with the guidance.



Properties and Composition; tick as appropriate to identify the properties exhibited by the waste based on the components and contaminants present. Persistent Organic Pollutants (POP's) are those listed within appendix C of Technical Guidance document WM3. Where you tick yes to a property identify the associated waste components and concentrations in the comments box. If you are uncertain or do not know if the waste exhibits any of the properties listed please state "Not Known" in the details associated with the property.

Links

Technical Guidance document WM3:

<https://www.gov.uk/government/publications/waste-classification-technical-guidance>

Appendix 4 - Colour Chart

	Red
	Yellow
	Brown
	Black
	Blue
	Green
	Colourless
	Purple
	Orange

Appendix 5 - Waste Specification Declaration (WSD) explanatory notes

Field Name	Explanation
Sample location(s)	Enter the location(s) where the sample(s) were taken - Top, core, bottom, composite
Waste description and composition	Provide an accurate description of the waste, including all major components and their expected concentration ranges as well as any trace contaminants
The process giving rise to the waste(s) was	Provide the specific process that generated the waste (e.g. car park interceptor or etching titanium)
Will the waste(s) vary?	Provide details about the changeability of the waste. Enter 'No' if the waste specification will remain consistent



Physical form	Solid, powder, liquid, sludge, gas or mixed
Colour	Provide the colour of the waste
EWC Code	Six digit List of Waste code
Temperature	Provide the expected temperature in °C at the time of collection
pH	Provide the pH of the waste
Container type	E.g. tank, pit, IBC, drum
Container(s) size	E.g. 15,000L, 100kg, 205L
Quantity of containers	Provide the total number of each container type
Total volume / Weight	Provide the total weight per collection (e.g. 27,000L, 4,000kg)
Collection frequency	E.g. monthly, weekly, one off
Flammable	Waste is a liquid with a flashpoint $\leq 60^{\circ}\text{C}$, if diesel oil, gas oil or heating oil with flashpoint $\leq 100^{\circ}\text{C}$ or waste is a readily combustible solid or is a flammable gas
Corrosive	Waste causes burns/damage to skin or other materials (e.g. acids or alkalis)
Toxic	Waste causes acute toxic effects following oral or dermal administration, or inhalation exposure
Carcinogenic	Waste which induces cancer or increases its incidence
Radioactive	Waste contains radionuclides
Water reactive	Contact with water liberates heat or flammable, corrosive or toxic gases
Air reactive	Waste is liable to ignite in contact with air
Explosive	Waste is pyrotechnic or is capable of causing damage to surroundings
Oxidising / Organic peroxide	Waste may provide oxygen and cause or contribute to the combustion of other materials (e.g. hydrogen peroxide or dibenzoyl peroxide)
Reducing	Waste reacts with oxidising chemicals
Dangerous for the environment	Waste presents immediate or delayed risks to the environment
POPs (Persistent organic pollutants)	Waste contains one or more POPs listed: https://www.gov.uk/guidance/using-persistent-organic-pollutants-pops#list-of-pops
Cyanide	Waste contains cyanide (e.g. sodium cyanide or potassium ferricyanide)
Sulphide	Waste contains sulphide group(s) (e.g. sodium sulphide)
Nitrate / Nitrites	Waste contains nitrate or nitrite group(s) (e.g. sodium nitrate or nitric acid)
Heavy metals	Waste contains heavy metals (e.g. lead, nickel, cadmium or mercury metals / compounds)
Ammonia / Amines	Waste contains ammonia or amines (e.g. ammonia, ammonium hydroxide, ethanolamine or thiourea)
Pesticides / Herbicides	Waste contains pesticides or herbicides



Process Flow for Waste Pre-Acceptance and Technical Assessment

SITES & SERVICES

Halogens / Organo halogen compounds	Waste contains halogens (e.g. fluorine, chlorine, bromine or iodine)
Organo sulphur compounds	Waste contains organic compound containing sulphur (e.g. thioesters or thioketones)
Pharmaceuticals / APIs / Controlled drugs	Waste contains medicines/drugs or Active Pharmaceutical Ingredients for the preparation of medicines/drugs or waste contains one or more controlled drugs listed: https://www.gov.uk/government/publications/controlled-drugs-list--2/list-of-most-commonly-encountered-drugs-currently-controlled-under-the-misuse-of-drugs-legislation
Drug / Chemical weapons precursors	Waste contains chemicals that require a licence or registration, which could be used in the illicit manufacture of narcotic drugs. Link below to related GOV.UK website: https://www.gov.uk/guidance/precursor-chemical-licensing#overview Or Waste contains certain toxic chemicals and/or their precursors which are subject to legal requirements under the Chemical Weapons Convention (CWC). Link below to related GOV.UK website: https://www.gov.uk/guidance/chemical-weapons-convention-guidance
Clinical / Biohazardous / Infectious substances	Waste contains or potentially contains pathogens which can cause disease in humans or animals