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Our ref: EPR/NP3094FV

Your ref:

Date: 01.06.2016

Dear B.R. Rowlands, G.A. Rowlands, S. Rowlands & W.G. Rowlands

GUIDANCE ON HAZARDOUS WASTE REQUIREMENTS FOR END-OF-LIFE VEHICLE AUTHORISED TREATMENT FACILITIES

Hazardous Waste (England & Wales) Regulations 2005

Premises notification requirements

Within Wales, under the Hazardous Waste (England & Wales) Regulations 2005 if you produce or store over 500kg of hazardous waste per year at your premises, the premises are required to be registered with Natural Resources Wales every year unless exempt.

Recently within England, changes have taken place regarding the requirement to notify premises. Please note that these changes are within England only, the requirement of premises registration within Wales has not changed and remains the same.

You may already be aware of this requirement and your premises may already be registered with Natural Resources Wales, however if not, you may wish to consider if your premises should be registered. In order to establish this and for information on if your premises maybe exempt, a detailed guidance document titled 'Do I need to notify my premises? – A guide to the Hazardous Waste Regulations' is available via our website www.naturalresourceswales.gov.uk and using the following file path '*Apply for a permit*' > '*Waste*' > '*Register as a producer of hazardous waste*'.

Due to the nature of the operations taking place on your site, hazardous waste is likely to be produced/stored. For example as part of the depollution process, various hazardous wastes will be produced including but not limited to, hydraulic fluids, transmissions oils, engine oils and batteries. All hazardous wastes generated should be considered to determine if the 500kg limit is exceeded.

The registration lasts for one year and can be renewed up to one month before it expires. There is a fee required for the registration which is used to cover administrative costs. The fee varies depending on the method of registration used (telephone, online, postal application). Details of the current fees can be found upon our website via the above link.

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When you register your premises in accordance with the Hazardous Waste Regulations, the details are placed on a register and you will be given a hazardous waste producer registration number called a 'premises code'. This code is then used upon a hazardous waste consignment note when hazardous waste is removed from your premises.

Hazardous Waste consignment

When hazardous waste is moved from one premises to another a hazardous waste consignment note must be used except under certain strict exemptions. Upon a consignment note certain specified information must be accurately detailed and recorded by specified individuals involved within the transfer of the waste. A completed consignment note must accompany hazardous waste when moved from any premises.

You should ensure that if hazardous waste is being transferred to or from your premises an accurate consignment note accompanies the waste.

Further information on the use of consignment notes including a template and information on when a consignment note may not be required can be found upon our website www.naturalresourceswales.gov.uk and using the following file path *Home > Waste > Moving Hazardous Waste*.

Hazardous Waste consignee returns

Hazardous waste consignee returns are required to inform Natural Resources Wales about the hazardous waste consignments that have been received, removed or disposed of at a site.

If hazardous waste has been received or disposed of at your site you are legally required to submit a consignee return to Natural Resources Wales documenting your activities (receipt, removal, disposal of hazardous waste) for each three month period (Q1 Jan – Mar, Q2 Apr – Jun, Q3 Jul – Sep, Q4 Oct – Dec). The return must be submitted within one month of the end of that specific quarter.

Examples of hazardous waste received at your premises could include (but not limited to):

- accepting hazardous waste from other businesses
- moving your own waste from one of your premises to another of your premises

Further details regarding consignee returns including detailed guidance, the submission requirements can be found upon our website www.naturalresourceswales.gov.uk and using the following file path '*Waste > Hazardous waste returns*'.

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New position on the classification of waste catalytic converters

Natural Resources Wales have recently been made aware that some catalytic converters contains Refractory Ceramic Fibre (RCF) support matting. RCF is classed as a Category B1 carcinogen and waste catalytic converters containing RCF must be classified and consigned as hazardous waste using the Lists of Wastes code 16 01 21*, along with an appropriate description e.g. waste catalytic converter containing RCF matting.

We have been informed by the motor industry that it is not easy to identify whether a catalytic converter contains RCF matting until it is processed for recovery at a suitably permitted waste treatment site, and therefore our current position is that unless it can be demonstrated otherwise, all waste catalytic converters must be consigned as hazardous waste, using the Lists of Wastes code above.

You must ensure that all wastes you produce are appropriately classified and described using our [Waste Classification and Assessment - Technical Guidance WM3](#) document, which can be found on our website at this address: <https://naturalresources.wales/waste/how-to-classify-and-assess-waste/?lang=en>. You must also ensure that any waste you produce is sent to a suitably permitted facility.

Should you not be able to access the information outlined above via our website or wish to discuss this information further, please contact me on the number shown below.

If you would like a copy of this letter in Welsh, please contact me on the number below.

Yours sincerely,

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