

# NEWPORT QUARRY RESTORATION

**Environmental Permit Application**

**Waste Acceptance Procedure**

Prepared for: Ingrebourne Valley Limited

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## CONTENTS

<b>1.0</b>	<b>INTRODUCTION.....</b>	<b>1</b>
1.1	Report Context.....	1
<b>2.0</b>	<b>WASTE PRE-ACCEPTANCE PROCEDURE – BASIC CHARACTERISATION .....</b>	<b>2</b>
2.1	Waste Acceptance Criteria .....	2
2.1.1	Soil, Soil Substitute and Aggregate Recycling .....	2
2.1.2	Deposit of Waste for Recovery.....	4
2.1.3	Restoration.....	8
2.2	Decision to Approve/Not Approve.....	8
<b>3.0</b>	<b>WASTE ACCEPTANCE PROCEDURE – ON SITE VERIFICATION .....</b>	<b>9</b>
3.1	Procedures at the Site Control Office.....	9
3.1.1	Visual Inspection of Pre Approved Loads.....	9
3.1.2	Checking and Completion of Paper Work Accompanying Each Load .....	9
3.1.3	Verification – Sampling and Testing .....	9
3.1.4	Management and Monitoring of Approved Job List .....	10
3.1.5	Rejection of Unacceptable Loads .....	10
3.2	Procedures at the Operational Area.....	11
3.2.1	Visual Inspection of Loads During and Following Discharge .....	11
3.2.2	Communications with Site Control Clerk .....	11
3.2.3	Quarantine and Rejection Procedures.....	11
<b>4.0</b>	<b>QUARANTINE AND REJECTION PROCEDURES .....</b>	<b>12</b>
4.1	Rejection at Site Control Office .....	12
4.2	Rejection at Operational Area.....	12
<b>5.0</b>	<b>RECORD KEEPING .....</b>	<b>13</b>
5.1	Waste Transfer Notes.....	13
5.2	Records of Quantity Received.....	13
5.3	Waste Information Forms, Waste Rejection Forms and Correspondence.....	13
5.4	Waste Characterisation and Analysis Records .....	13
5.5	Site Log/Diary.....	13

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## DOCUMENT REFERENCES

### TABLES

Table 1 Acceptable Waste Types for Recycling.....	3
Table 2 Acceptable Waste Types for Deposit of Waste for Recovery .....	4
Table 3 Waste Types Which Can Be Accepted Without Testing .....	6
Table 4 Limit Values for Leaching for Inert Waste.....	7
Table 5 Limit Values for Total Content of Organic Parameters for Inert Waste.....	8

## 1.0 Introduction

### 1.1 Report Context

SLR Consulting Limited (SLR) has been instructed by Ingrebourne Valley Limited (IVL) to prepare a Waste Acceptance Procedure for Newport Quarry, Saffron Walden, Essex.

The purpose of the Waste Acceptance Procedure is to ensure that the Site only accepts waste that is:

- suitable for the activity;
- is allowed by the permit; and
- is appropriately considered by the environmental risk assessment.

The Waste Acceptance Procedure will also assist with:

- ensuring the activities do not cause pollution;
- assist in the waste sourcing decision making process; and
- prevent the receipt of non-permitted wastes.

This Waste Acceptance Procedure has been prepared with reference to the Environment Agency guidance 'Dispose of Waste to Landfill' dated January 2020 and 'Landfills for Inert Waste' dated January 2020.

## 2.0 Waste Pre-acceptance Procedure – Basic Characterisation

The objective of the waste pre-acceptance procedure is to evaluate customer information at the enquiry stage to determine whether the waste could be accepted at the site.

The waste producer/holder will be required to send the necessary waste characterisation information to IVL in advance of delivery of waste materials to the site.

The information enables IVL to determine whether the waste stream can be accepted at the site.

No waste will be accepted at the site unless the necessary characterisation information has been received in advance and approved for receipt.

Both new and existing customers will be required to provide the characterisation information for each new waste stream.

The waste producer/holder must provide the following waste characterisation information for each new waste stream proposed for deposit at Newport Quarry. The description must include the following:

- waste source and origin;
- the process producing the waste (including a description of the process, its SIC code and characteristics of the waste types used to comprise the batch of material);
- the waste treatment applied;
- the appearance of the waste (including smell, colour, consistency and physical form);
- analysis and determination of waste code in accordance with WM3;

An assessment of the reliability of the information received will be made by IVL including:

- ensuring all waste analysis certificates are complete, and analysis has been carried out for all relevant parameters;
- analysis has been carried out by well-known and reputable laboratories which hold suitable quality accreditation and have used relevant test methods;
- ensuring that the analytical information is provided in secure PDF format;
- undertaking a visit to the waste producer's site (if deemed necessary); and
- ensuring that data is current and relates to the waste proposed for delivery to the site.

If necessary the customer will be asked to provide additional supporting information before a decision can be made on whether the waste could be accepted at the site. This may include, but not be limited to:

- test results against waste acceptance criteria for landfill; and
- confirmation of class of landfill the waste could be accepted at.

New waste streams shall only be approved for delivery to the site, if the basic characterisation information is found to be completed, it has been coded correctly in accordance with WM3 and the waste stream passes inert waste acceptance criteria as outlined below.

### 2.1 Waste Acceptance Criteria

#### 2.1.1 Soil, Soil Substitute and Aggregate Recycling

The Site has permission to accept only the waste types in Table 1 for recycling.

- Materials are only acceptable if they arise from a single identified source.
- Mixtures of different types of these wastes from the same single source are acceptable without testing.
- Mixtures of these wastes from different sources are not accepted unless pre-acceptance testing is carried out.
- Wastes having any of the following characteristics shall not be accepted:
  - Consisting solely or mainly of dusts, powders or loose fibres.
  - Wastes that are in a form which is either sludge or liquid.

**Table 1 Acceptable Waste Types for Recycling**

EWC Code	Description	Exclusions
01	WASTES RESULTING FROM EXPLORATION, MINING, QUARRYING AND PHYSICAL AND CHEMICAL TREATMENT OF MINERALS	
01 01	wastes from mineral excavation	
01 01 02	wastes from mineral non-metalliferous excavation	
01 04	wastes from physical and chemical processing of non-metalliferous minerals	
01 04 08	waste gravel and crushed rocks	
01 04 09	waste sand and clays	
01 04 12	tailings and other wastes from washing and cleaning of minerals other than those mentioned in 01 04 07 and 01 04 11	
01 05	drilling muds and other drilling wastes	
01 05 04	freshwater drilling muds and wastes	
10	WASTES FROM THERMAL PROCESSES	
10 12	wastes from manufacture of ceramic goods, bricks, tiles and construction products	
10 12 08	waste ceramics, bricks, tiles and construction products (after thermal processing)	
17	CONSTRUCTION AND DEMOLITION WASTES (INCLUDING EXCAVATED SOIL FROM CONTAMINATED SITES)	
17 01	concrete, bricks, tiles and ceramics	
17 01 01	concrete	Selected C & D waste only <sup>(a)</sup>
17 01 02	bricks	Selected C & D waste only <sup>(a)</sup>
17 01 03	tiles and ceramics	Selected C & D waste only <sup>(a)</sup>
17 01 07	mixtures of concrete, bricks, tiles and ceramics	Selected C & D waste only <sup>(a)</sup>

EWC Code	Description	Exclusions
17 05	soil (including excavated soil from contaminated sites), stones and dredging spoil	
17 05 04	soil and stones	Excluding soil and stones from contaminated sites
17 05 06	dredging spoil other than those mentioned in 17 05 05	
17 05 08	track ballast other than those mentioned in 17 05 07	
17 09	other construction and demolition wastes	
17 09 04	mixed construction and demolition wastes other than those mentioned in 17 09 01, 17 09 02 and 17 09 03	
19	WASTES FROM WASTE MANAGEMENT FACILITIES, OFF-SITE WASTE WATER TREATMENT PLANTS AND THE PREPARATION OF WATER INTENDED FOR HUMAN CONSUMPTION AND WATER FOR INDUSTRIAL USE	
19 12	wastes from the mechanical treatment of waste (for example sorting, crushing, compacting, pelletising) not otherwise specified	
19 12 09	minerals (for example sand, stones)	
20	MUNICIPAL WASTES (HOUSEHOLD WASTE AND SIMILAR COMMERCIAL, INDUSTRIAL AND INSTITUTIONAL WASTES) INCLUDING SEPARATELY COLLECTED FRACTIONS	
20 02	garden and park wastes (including cemetery waste)	
20 02 02	soil and stones	
<p><sup>(a)</sup> Selected C &amp; D waste (construction and demolition waste): with low contents of other types of materials (like metals, plastics, organics, wood, rubber etc). The origin of the waste must be known. No C &amp; D waste from buildings polluted with dangerous substances No C &amp; D waste from buildings treated or painted with materials containing dangerous substances in significant amounts</p>		

## 2.1.2 Deposit of Waste for Recovery

The Site has permission to accept only the waste types in Table 2 for deposit of waste for recovery:

**Table 2 Acceptable Waste Types for Deposit of Waste for Recovery**

EWC Code	Description	Exclusions
01	WASTES RESULTING FROM EXPLORATION, MINING, QUARRYING AND PHYSICAL AND CHEMICAL TREATMENT OF MINERALS	
01 01	wastes from mineral excavation	
01 01 02	wastes from mineral non-metalliferous excavation	



EWC Code	Description	Exclusions
01 04	wastes from physical and chemical processing of non-metalliferous minerals	
01 04 09	waste sand and clays	
17	CONSTRUCTION AND DEMOLITION WASTES (INCLUDING EXCAVATED SOIL FROM CONTAMINATED SITES)	
17 01	concrete, bricks, tiles and ceramics	
17 01 01	concrete	Selected C & D waste only <sup>(a)</sup>
17 01 02	bricks	Selected C & D waste only <sup>(a)</sup>
17 01 03	tiles and ceramics	Selected C & D waste only <sup>(a)</sup>
17 01 07	mixtures of concrete, bricks, tiles and ceramics	Selected C & D waste only <sup>(a)</sup>
17 05	soil (including excavated soil from contaminated sites), stones and dredging spoil	
17 05 04	soil and stones	Excluding topsoil and peat, excluding soil and stones from contaminated sites
19	WASTES FROM WASTE MANAGEMENT FACILITIES, OFF-SITE WASTE WATER TREATMENT PLANTS AND THE PREPARATION OF WATER INTENDED FOR HUMAN CONSUMPTION AND WATER FOR INDUSTRIAL USE	
19 12	wastes from the mechanical treatment of waste (for example sorting, crushing, compacting, pelletising) not otherwise specified	
19 12 05	glass	
20	MUNICIPAL WASTES (HOUSEHOLD WASTE AND SIMILAR COMMERCIAL, INDUSTRIAL AND INSTITUTIONAL WASTES) INCLUDING SEPARATELY COLLECTED FRACTIONS	
20 02	garden and park wastes (including cemetery waste)	
20 02 02	soil and stones	Excluding topsoil and peat
<sup>(a)</sup> Selected C & D waste (construction and demolition waste): with low contents of other types of materials (like metals, plastics, organics, wood, rubber etc). The origin of the waste must be known. No C & D waste from buildings polluted with dangerous substances No C & D waste from buildings treated or painted with materials containing dangerous substances in significant amounts		

Of those listed in Table 2, the waste types in Table 3 are assumed to fulfil the criteria of inert waste and therefore can be accepted without testing provided the waste stream is:

- a single waste type from a single source;
- are well characterised and described; and
- there is no suspicion of contamination.

**Table 3 Waste Types Which Can Be Accepted Without Testing**

EWC Code	Description	Comments
17	CONSTRUCTION AND DEMOLITION WASTES (INCLUDING EXCAVATED SOIL FROM CONTAMINATED SITES)	
17 01	concrete, bricks, tiles and ceramics	
17 01 01	concrete	Selected C & D waste only <sup>(a)</sup>
17 01 02	bricks	Selected C & D waste only <sup>(a)</sup>
17 01 03	tiles and ceramics	Selected C & D waste only <sup>(a)</sup>
17 01 07	mixtures of concrete, bricks, tiles and ceramics	Selected C & D waste only <sup>(a)</sup>
17 05	soil (including excavated soil from contaminated sites), stones and dredging spoil	
17 05 04	soil and stones	Excluding topsoil and peat, excluding soil and stones from contaminated sites
19	WASTES FROM WASTE MANAGEMENT FACILITIES, OFF-SITE WASTE WATER TREATMENT PLANTS AND THE PREPARATION OF WATER INTENDED FOR HUMAN CONSUMPTION AND WATER FOR INDUSTRIAL USE	
19 12	wastes from the mechanical treatment of waste (for example sorting, crushing, compacting, pelletising) not otherwise specified	
19 12 05	glass	
20	MUNICIPAL WASTES (HOUSEHOLD WASTE AND SIMILAR COMMERCIAL, INDUSTRIAL AND INSTITUTIONAL WASTES) INCLUDING SEPARATELY COLLECTED FRACTIONS	
20 02	garden and park wastes (including cemetery waste)	
20 02 02	soil and stones	Only from garden and parks waste. Excluding top soil and peat.
<p><sup>(a)</sup> Selected C &amp; D waste (construction and demolition waste): with low contents of other types of materials (like metals, plastics, organics, wood, rubber etc). The origin of the waste must be known. No C &amp; D waste from buildings polluted with dangerous substances No C &amp; D waste from buildings treated or painted with materials containing dangerous substances in significant amounts</p>		

In all other instances, testing is required to determine whether the waste stream could be accepted, applying the limits for parameters identified in Table 4 and Table 5.

**Table 4 Limit Values for Leaching for Inert Waste**

Component	Symbol	L/S = 10 l/kg mg/kg dry substance
Arsenic	As	0.5
Barium	Ba	20
Cadmium	Cd	0.04
Total Chromium	Cr <sub>total</sub>	0.5
Copper	Cu	2
Mercury	Hg	0.01
Molybdenum	Mo	0.5
Nickel	Ni	0.4
Lead	Pb	0.5
Antimony	Sb	0.06
Selenium	Se	0.1
Zinc	Zn	4
Chloride	Cl <sup>-</sup>	800
Fluoride	F <sup>-</sup>	10
Sulphate <sup>(a)</sup>	SO <sub>4</sub> <sup>2-</sup>	1000
Phenol index	PI	1
Dissolved Organic Carbon <sup>(b)</sup>	DOC	500
Total Dissolved Solids <sup>(c)</sup>	TDS	3,000
<p><sup>(a)</sup> This limit value for sulphate may be increased to 6,000 mg/kg, provided that the value of C0 (the first eluate of a percolation test at L/S = 0.1 l/kg) does not exceed 1,500 mg/l. It will be necessary to use a percolation test to determine the limit value at L/S = 0.1 l/kg under initial equilibrium conditions.</p> <p><sup>(b)</sup> If the waste does not meet this value for Dissolved Organic Carbon (DOC) at its own pH value, it may alternatively be tested at L/S = 10 l/kg and a pH between 7.5 and 8.0. The waste may be considered as complying with the acceptance criteria for DOC, if the result of this determination does not exceed 500 mg/kg.</p> <p><sup>(c)</sup> The value for Total Dissolved Solids can be used alternatively to the values for Sulphate and Chloride.</p>		

**Table 5 Limit Values for Total Content of Organic Parameters for Inert Waste**

Parameter	Value, mg/kg
Total Organic Carbon (TOC) <sup>(a)</sup>	30,000
BTEX compounds (benzene, toluene, ethyl benzene & xylenes)	6
Polychlorinated biphenyls (PCBs) (7 congeners)	1
Mineral oil (C10 to C40)	500
PAHs (Polycyclic aromatic hydrocarbons) (Total of 17)	100
<sup>(a)</sup> In the case of soils, a higher limit value may be permitted by the Environment Agency, provided a Dissolved Organic Carbon value of 500 mg/kg is achieved at L/S 10 l/kg at the pH of the soil or at a pH value of between 7.5 and 8.0.	

### 2.1.3 Restoration

Only waste materials suitable for the intended use of the Site are used in the manufacture of the upper calcareous soil layer by blending with very fine indigenous chalk to produce a chalky soil. The waste categories to be employed are detailed in Table 6 below:

**Table 6 Proposed Waste Types for Restoration**

Waste Code	Description
17 05 04	Soil* and stones other than those mentioned in 17 05 03
20 02 02	Soil* and stones

\*For the purposes of waste acceptance, soil includes naturally occurring sands and clays.

The waste types specified in Table 6 are both included in Appendix 2 of the EA's Regulatory Guidance Note 13 as being potentially suitable for use in restoration operations.

There is no intention to accept contaminated materials.

The waste acceptance criteria (WAC) that will apply to waste soils being accepted at the site for restoration purposes will as described in Table 4 and Table 5, namely Landfill Directive inert WAC.

The exception to this is when top soil is accepted. In these circumstances the limit value for total organic carbon will not apply.

## 2.2 Decision to Approve/Not Approve

The pre-acceptance procedure will result in either the waste:

- being approved for delivery to the site as an inert waste and therefore suitable for disposal at the site; or
- failing the site's waste acceptance criteria and therefore not approved for delivery to the site.

If the waste is not approved, the customer will be advised that the waste is unsuitable for receipt at the site.

The waste producer is responsible for ensuring that the sampling procedure employed characterises the waste both chemically and physically, and accounts for the variability of the waste stream.

## 3.0 Waste Acceptance Procedure – On Site Verification

### 3.1 Procedures at the Site Control Office

Upon delivery of waste to the site, the objectives of the Waste Acceptance Procedure implemented at the Site Control Office are to undertake:

- visual inspection of pre-approved loads;
- checking and completion of paper work accompanying each load;
- verification sampling and testing;
- rejection of unacceptable loads; and
- ensure that only pre-approved wastes are accepted at the site.

#### 3.1.1 Visual Inspection of Pre Approved Loads

All waste arriving at the site will be required to report to the Site Control Office. The vehicle operator will be required to disclose the nature of the waste they are carrying and provide relevant documentation.

All loads of waste delivered to site will be visually inspected at the Site Control Office where practicable. The objective of this inspection is to detect the presence of unauthorised waste.

Where visual inspection is not possible at the Site Control Office, all loads will be visually inspected at the operational area prior to being disposed of. No waste will be disposed of at the site unless a visual inspection has been carried out.

#### 3.1.2 Checking and Completion of Paper Work Accompanying Each Load

The Site Control Clerk will ensure that a fully completed waste transfer note is received for every load (unless part of a multiple consignment), and will issue the delivery driver with a receipt.

Only authorised waste carriers (and exempt authorities) will be allowed on site. Any new waste carrier must provide evidence of registration before being allowed to release his load.

After inspection of the load, the Site Control Clerk will sign the waste transfer note to confirm that the details are correct.

Only when the Site Control Clerk is satisfied that everything relating to a load is acceptable will the load be directed to the material recovery area or to the construction area if the material can be used without treatment.

#### 3.1.3 Verification – Sampling and Testing

In order to provide further assurance as to the chemical suitability of waste, IVL periodically carry out verification testing of waste delivered to the site to confirm that it meets the site's waste acceptance criteria for leaching and total content of organics.

Upon arrival to the site, waste deliveries identified for verification testing will be directed to deposit at a safe holding area so that material can be stored while samples are taken and until the results of the testing are received.

#### Sampling

Sampling of waste for verification by IVL will be undertaken as soon as the waste has been accepted on site and will be carried out in accordance with the following procedure:

- the segregated load will be sampled from at least 9 sub sample locations using a stainless steel trowel or spade after removal of the exposed surface of the tipped load;
- the sub samples will be selected as representative of the waste mass as a whole and include a range of grain sizes, where appropriate;
- the sub samples will be placed in a large plastic bag and mixed thoroughly;
- the sample tub or jar will then be filled from this mixed material and sealed as soon as practicable to prevent loss of volatiles or sample deterioration; and
- the trowel will be washed with distilled water and dried between the sampling of each waste load.

An analysis request form will be completed and samples will be labelled with the following information:

- site name;
- sample number;
- sample description;
- waste producer;
- waste carrier;
- drivers name;
- waste ticket number;
- date sample was taken; and
- name of sampler.

### Analytical Suite

IVL will test the sample to confirm that the delivery meets the inert waste limit values for leaching and total content of organics, listed in Table 4 and Table 5.

### Analytical Methods

Waste will be analysed in accordance with the analytical methods set out in Section 3 of '2003/33/EC: Council Decision of 19 December 2002 establishing criteria and procedures for the acceptance of waste at landfills pursuant to Article 16 of and Annex II to Directive 1999/31/EC'.

### Results

Upon receipt of the analysis, the results will be reviewed.

If the results of validation testing deem the waste to fail the site's waste acceptance criteria, a record will be made and the quarantine and rejection procedures will be implemented in accordance with Section 4, below.

If the results of validation testing deem the waste to pass the site's waste acceptance criteria, the load will be delivered to the operational area.

#### 3.1.4 Management and Monitoring of Approved Job List

The Site Control Clerk will only accept waste that is detailed on an Approved Job List, which contains details on the wastes that have been approved for receipt.

#### 3.1.5 Rejection of Unacceptable Loads

Waste will be rejected from site by the Site Control Clerk in the following circumstances:

- if the waste has not been pre-approved and is not on the Approved Job List;
- if the waste does not conform to the description on accompanying paperwork, the waste transfer note or the Approved Job List;
- if the waste is delivered by an unauthorised carrier; or
- if the visual and olfactory inspection reveals the presence of unauthorised waste.

In these circumstances the load will be rejected from site and the Site Control Clerk will advise the driver that the load is rejected. The producer and carrier of the waste will be informed. Relevant paperwork will be completed.

If a load is rejected before completion of paperwork accepting the waste on site there will have been no 'transfer' of the waste from the carrier and accordingly a new waste transfer note will not be created. In the event that waste is rejected following completion of the original transfer note, a new transfer note will be generated.

## 3.2 Procedures at the Operational Area

The objectives of the Waste Acceptance Procedures at the operational area are:

- to carry out further visual inspection of the loads during and following discharge from the delivery vehicle;
- to communicate with the Site Control Clerk as necessary regarding issues relating to individual loads of waste; and
- to implement quarantine and rejection procedures as necessary for non-conforming waste.

### 3.2.1 Visual Inspection of Loads During and Following Discharge

On arrival at the working area, the load will be directed by the supervisor to the appropriate processing stockpile area to tip.

Every load of waste will be observed by a Site Operative as it is discharged from the vehicle. The waste will be visually inspected at that stage to ensure there are no unauthorised materials present within the load. The visual inspection will generally be undertaken from the cab of the vehicle, however in the event of suspicion regarding the waste, the cab driver will get out of the vehicle and undertake further inspection.

When the Operative has satisfied himself as to the acceptability of the waste it will be deposited over the working face.

In the event that unauthorised waste is observed or suspected it will be dealt with in accordance with the waste rejection procedures.

### 3.2.2 Communications with Site Control Clerk

The site operatives at the active operational area will be in direct radio contact with the Site Control Clerk. This will enable instructions to be given regarding particular loads of waste and ensure appropriate precautions are taken during the disposal process.

### 3.2.3 Quarantine and Rejection Procedures

In the event that non-conforming waste is identified during the visual inspection at the operational area, quarantine and rejection procedures will be implemented in accordance with Section 4 of this procedure.

## 4.0 Quarantine and Rejection Procedures

The objectives of the quarantine and rejection procedures are to ensure that all non-conforming waste is removed from site and that the waste producer and carrier are informed so that appropriate action can be taken to prevent recurrence.

Non-conforming waste will be identified by either the Site Control Clerk at the Site Control Office, or by site operatives at the operational area. Non-conforming waste will be identified by visual and olfactory means, or upon failure of the verification sampling and testing.

Visual criteria used to assess potentially unsuitable loads will be the presence of material not specifically authorised by the permit, or discolouration and staining. Any odorous materials will be rejected as potentially contaminated.

### 4.1 Rejection at Site Control Office

Waste will be rejected from site by the Site Control Clerk in the following circumstances:

- if the waste has not been pre-approved and is not on the Approved Job List;
- if the waste does not conform to the description on the accompanying paperwork, the waste transfer note or the Approved Job List;
- if the waste is delivered by an unauthorised carrier;
- if the visual and olfactory inspection reveals the presence of unauthorised waste.

In these circumstances the load will be returned full and a rejected load form will be completed. The form will be sent to the waste producer and the details recorded in a spreadsheet at head office. At the end of each month the spreadsheet will be e-mailed to the Environment Agency (EA).

### 4.2 Rejection at Operational Area

If unauthorised waste is observed by a Site Operative either during or after deposit, it will be dealt with in the following manner:

- a skip will be provided at the tipping area to hold any wastes that are identified as unauthorised. Any relatively small items of unauthorised materials e.g. paper; wood etc. will be identified and loaded into the skip by the machine operator;
- if a large quantity of material is identified as unauthorised, too large to be loaded into the skip, then it will be isolated until it can be reloaded into another vehicle and removed to an authorised landfill;
- in all occurrences of the identification of unauthorised waste (apart from small quantities of paper, wood etc.) a record will be kept of the occurrence on a Rejected Waste Form, with details of the delivery vehicle if known, and this information will be kept in the Site Control Office available for inspection by the EA; and
- a record will be kept of the number of skips of unauthorised wastes removed from the site, and date of removal.

In the event it is necessary to sample such waste to identify a suitable onward treatment facility, the necessary sampling will be carried out. The waste will be maintained in the quarantine area until such time as a suitable alternative facility has been identified.



## 5.0 Record Keeping

Records will be maintained of all waste transactions relating Newport Quarry. Records will comprise the following.

### 5.1 Waste Transfer Notes

All waste accepted for disposal at the site will be accompanied by a waste transfer note (unless it is a multiple consignment) as required by the Duty of Care Regulations, which will provide the following details:

- waste description including appropriate waste classification code;
- waste origin;
- transferor and transferee; and
- signatures of transferor and transferee.

### 5.2 Records of Quantity Received

A register of the quantities and characteristics of waste accepted at the site will be maintained via written records kept at the head office including:

- date of delivery;
- waste quantity;
- waste description and classification code; and
- waste producer and/or carrier.

A record will also be maintained of all waste that is removed from the facility.

### 5.3 Waste Information Forms, Waste Rejection Forms and Correspondence

Copies of relevant paperwork and correspondence will be maintained at the Head Office.

### 5.4 Waste Characterisation and Analysis Records

Copies of all information relating to the characterisation and analysis of waste accepted at the site will be maintained as a digital record on IVL's Environmental Advisor's computer database.

### 5.5 Site Log/Diary

The foregoing records will be supplemented by the site log/diary which will be used to record further details relating to waste acceptance and rejection including communication with the Environment Agency.

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