



Procedure No.XX Waste Rejection

Purpose: To ensure non-compliant waste is rejected and that records of rejected loads are kept.

	RESPONSIBLE PERSON	RECORD
1. The implementation of the waste acceptance procedures will verify whether the characteristics of the waste received at the site matches the information obtained during pre-acceptance. If the waste is not as expected when it arrives at the site, then it must be decided whether to accept the waste as non-conforming waste or reject it.	Site Manager / Chemist	
<u>Reasons for Rejection</u>		
2. A waste may be non-conforming and rejected from the Site for the following reasons: <ul style="list-style-type: none"> • Delivery vehicle is unsuitable for site operations / conditions. • The waste is not acceptable at the site under the Environmental Permit. • There is a prohibited waste within the load. • The storage container for the waste is damaged. • The load is not accompanied by the correct documentation. • The waste does not match the description on the accompanying documentation. • The waste is unsuitable for treatment. • The waste contains putrescible waste. <p>The list is not exhaustive, if you are unsure speak to the Site Manager.</p>	Site Manager	Waste Transfer Notes
3. If a waste is identified as being unacceptable at the site entrance or at the point of offloading the Site Manager is contacted and a <u>Waste Rejection Form</u> is issued to the driver.	Site Manager	<u>Form No. XX</u> <u>Waste Rejection</u>
4. The driver of the load is informed of the loads rejection. The driver will be informed of the reasons for this and requested to leave the Site.	Site Manager	
5. If the load is being rejected because the description of the waste on the Waste Transfer Note is incorrect, the driver may be given the opportunity to correct the mistake so long as the waste is acceptable at the Site.	Site Manager	Waste Transfer Note
6. Loads not accompanied by a Hazardous Waste Consignment Note or that do not match the description on the Hazardous Waste Consignment Note will be raised as non-conforming wastes. The Site Manager will review and assess whether the non-conforming waste is permitted to be accepted for on-Site storage and / or treatment.	Site Manager	
7. In the event of a rejected load the Environment Agency may be contacted by telephone and / or email with details of the rejected load. These details should include information relating to the nature and quantity of waste involved, the time and date, the name and address of the waste producer, the registration number of the vehicle delivering the waste and the name and address of the vehicle driver and haulage contractor.	Site Manager	
8. If the load is not safe to be sent back onto the road, then the vehicle is kept in the quarantine area until appropriate arrangements can be for its removal.		Site Layout Plan Drawing No. XXXXXX
<u>Waste Rejected after Offloading of the Vehicle</u>		
9. If appropriate, a rejected load should be reloaded onto the delivery vehicle.		



10. If waste cannot be reloaded onto the delivery vehicle, the waste will be stored in the quarantine area. The customer will be contacted, arrangements to remove the quarantined waste will be made and a copy of the rejection form containing reasons for the rejection will be supplied.

Site Layout
Plan
Drawing No.
XXXXXX

Form No. XX
Waste
Rejection

11. If arrangements for the customer to remove the waste cannot be made, NRS Meriden Aggregates Limited (Ltd) will make these arrangements themselves. Waste material in the quarantine area will be exported off Site by a licensed waste carrier to an appropriately licensed facility. If necessary, NRS Meriden Aggregates Ltd will contact the EA regarding the rejection of the waste.

Site Manager

12. Waste will be stored for a maximum of five working days in the quarantine area.

Site Manager

13. Details of any unauthorised waste and its subsequent removal from Site is recorded and retained on Site.

Site Manager

Form No. XX
Waste
Rejection

**Rejection of Load - Internal Use
Only**



Contact	
Haulier	
Vehicle reg	
Time	
Reason	

Name	
Signature	
Date	