



WASTE ACCEPTANCE PROCEDURES

**CROFT QUARRY
MARION'S WAY
CROFT
LEICESTERSHIRE
LE9 3GP**

**Document Reference: AI1009/13.R0
June 2024**



**Project Quality Assurance
Information Sheet**

**WASTE ACCEPTANCE PROCEDURES
CROFT QUARRY, MARION'S WAY, CROFT, LEICESTERSHIRE, LE9 3GP**

Report Status : Final
Report Reference : AI1009/13.R0
Report Date : June 2024
Prepared for : Aggregate Industries UK Limited
Prepared by : Sirius Environmental Limited
The Beacon Centre for Enterprise
Dafen
Llanelli
SA14 8LQ

Written by :

David Rowe
Environmental Consultant

Reviewed by :

Dylan Thomas
Principal Environmental Consultant

Approved by :

Mark Griffiths
Environmental Director

Revision	Date	Amendment Details	Author	Reviewer
0	June 2024	First Issue	DR	DT

This report is written for the sole use of Aggregate Industries UK Limited and their appointed agents. No other third party may rely on or reproduce the contents of this report without the written approval of Sirius. If any unauthorised third party comes into possession of this report, they rely upon it entirely at their own risk and the authors do not owe them any Duty of Care or Skill.

**CROFT QUARRY
MARIONS WAY
CROFT, LEICESTERSHIRE**

WASTE ACCEPTANCE PROCEDURES

CONTENTS

1.0	INTRODUCTION.....	1
2.0	WASTE PRE-ACCEPTANCE PROCEDURES	2
	Pre-Acceptance Information Requirements, Checks & Procedures	2
	Waste Characterisation Procedures – Mirror Entry Wastes	2
	Waste Acceptance Criteria	3
	Sampling Frequency	3
3.0	WASTE ACCEPTANCE PROCEDURES.....	4
	Acceptance Information Requirements, Checks & Procedures.....	4
	Verification Testing.....	4
	Waste Delivery at Croft Quarry.....	5
	Annual Audits.....	6

LIST OF TABLES

Table 1:	Waste Acceptance Criteria (absolute limits only).....	3
Table 2:	Sample frequency for Waste Characterisation.....	3

LIST OF APPENDICES

Appendix 1	Waste Assessment Flow Chart
Appendix 2	List of Wastes

1.0 INTRODUCTION

- 1.1 Sirius Environmental Limited ('Sirius') have been commissioned by Aggregate Industries UK Limited ('AI') to prepare Waste Acceptance Procedures (WAPs) for a regulated waste activity to support the restoration of Croft Quarry, Leicestershire.
- 1.2 AI are seeking to commence a scheme of restoration for the quarry void at Croft which will bring the final restoration levels to below those of the surrounding natural ground levels. These waste recovery operations will partially fill the void created by previous granite extraction operations. The quarry void will require the importation of suitable restoration material of an approximate volume of 14,000,000m³. The material comprises selected non-degradable, non-hazardous wastes that will meet the following key criteria:-
- **Non-hazardous** - Materials which are not 'hazardous' within the meaning of the revised Waste Framework Directive (2008/98/EC);
 - **Low potential for greenhouse gas emissions** - Materials which are not biodegradable, have a low organic content or do not break down under the anaerobic conditions that prevail in waste deposits to produce methane. These includes inert wastes and material with little or no organic content, such as inorganic residues or completely combusted residues from the incineration of biodegradable/organic materials.
 - **Low polluting potential in the deposited environment** – material where the contaminants are unlikely to become mobile in the quarry and any in-waste waters produced has little or no pollution potential
- 1.3 It is proposed that the wastes will principally to be derived from the City and Boroughs of London. These wastes will be bulked at one of two rail depots owned by Aggregate Industries UK Ltd ahead of transfer to Croft by rail. Deliveries from other parts of the country will also be considered for deposition at Croft Quarry.
- 1.4 All wastes for deposition at Croft Quarry be subject to strict pre-acceptance checks and procedures implemented ahead of delivery to either of AIs rail depots for delivery to Croft.
- 1.5 The pre-acceptance procedures implemented by AI follow a risk-based approach that consider the following:-
- the source and nature of the waste
 - potential risks to process safety, occupational safety and the environment (for example from odour and other emissions)
 - knowledge about the waste producer and previous waste holder(s)
- 1.1.1 AI has defined procedures for the acceptance of waste at each of their sites which are set out in accordance with the relevant EA guidance. This is to ensure that waste material received is acceptable for the relevant activity. Flow diagrams which act as appropriate aids to personnel in terms of material assessment and acceptability is presented in **Appendix 1**.
- 1.1.2 The acceptance procedures ensure compliance with the requirements implicit under the revised Waste Framework Directive (2008/98/EC) and Duty of Care when dealing with waste materials, particularly the need to assess the material from initial customer enquiry to when it is deposited on site. The phases fo waste acceptance are divided into 'Pre-acceptance' and 'Acceptance' measures.

2.0 WASTE PRE-ACCEPTANCE PROCEDURES

Pre-Acceptance Information Requirements, Checks & Procedures

- 2.1 No 'on-spec' waste deliveries will be accepted at any of AI operated facilities. All waste deliveries will be pre-booked with the site prior to arrival. Prior to transfer of waste to each of these facilities, the wastes fully characterised by the waste producer (or waste broker) and verified by the operator.
- 2.2 This should be by means of the Company Waste Characterisation Form, or similar document. The following information will be required as minimum:-
- Waste source and origin;
 - The code applicable to the waste under the European Waste Catalogue (EWC);
 - Appropriate evidence that the waste does not display any hazardous characteristics (mirror entries only).
 - The process producing the waste;
 - The waste treatment applied, or a statement of why treatment is not considered necessary; and
 - The appearance of the waste (including smell, colour, consistency, and physical form).

Waste Characterisation Procedures – Mirror Entry Wastes

- 2.3 For mirror entry wastes (i.e. those for which similar non-hazardous and hazardous waste codes exists) Steps 4-7 outlined in WM3 guidance will be undertaken. This ensures that only wastes that do not display any hazardous properties as listed in Annex III to the Waste Framework Directive (WFD) (2008/98/EC) are accepted and that the correct EWC code is issued for each waste type. The absolute and mirror non-hazardous wastes codes that will be deposited at Croft Quarry are identified in **Appendix 2**.
- 2.4 In order to determine if the waste displays any hazardous properties, the chemical composition of the waste should be identified in the first instance. This will be achieved via:
- Prior knowledge of the content of the waste, for example, accessing data from past testing of the waste materials;
 - Good understanding of the historic use of the site/waste to ensure there has not been contamination via hazardous substances, for example, concrete that has been previously used as a storage container would have varying degrees of risk depending on what substance has been stored; or
 - Sampling and analysis.
- 2.5 Once an assessment for any hazardous properties has been undertaken, the appropriate EWC code can be applied to the waste. Only wastes that do not display any hazardous properties in accordance with the WFD considered for onward transfer to Croft Quarry.
- 2.6 If testing of the waste demonstrates that it can be classified as non-hazardous then the waste can be accepted provided that the relevant duty of care paperwork is supplied by the provider. If testing demonstrates that the waste exceeds hazardous property thresholds for any parameters (or group of parameters) as set out in WM3 then the waste should be treated as hazardous and cannot be accepted for deposit at Croft Quarry.

Waste Acceptance Criteria

Restoration Fill

- 2.7 Once initial hazardous waste characterisation assessments have been concluded, all wastes accepted for the deposit for recovery waste activity must be non-hazardous. All waste characterisation assessment provided by the waste producer will be reviewed by competent personnel within AI.
- 2.8 The greenhouse gas generation potential of the wastes will be assessed through analysis of the Total Organic Carbon content or mass Loss on Ignition (LOI). The relevant thresholds to be applied for materials destined for deposit at Croft Quarry is presented in **Table 1**.

Table 1: Waste Acceptance Criteria (absolute limits only)

Parameter	Acceptance Criteria
Total Organic Carbon (or)	5%
Loss on Ignition	10%
Asbestos	<0.1%

Sampling Frequency

- 2.9 Statistical interpretation of analytical data will be used to interrogate analytical data for waste streams. The statistical analysis will consist of the 95% confidence interval for the whole waste, as defined in Technical Guidance 'WM3'.
- 2.10 To ensure statistical validity, sample numbers must be at the frequency as demonstrated in **Table 1**.

Table 2: Sample frequency for Waste Characterisation

Amount of waste (tonnes)	Homogeneous waste (number of samples)	Heterogeneous (number of samples)
Less than 100 t	2	5
100 to 500 t	3	8
500 to 1,000 t	5	14
1,000 to 10,000 t	11	22
Plus (per additional) 10,000 t	+5 (pro rata)	+10 (pro rata)

3.0 WASTE ACCEPTANCE PROCEDURES

Acceptance Information Requirements, Checks & Procedures

- 3.1 Once the acceptable material arrives at any of AI's waste handling facilities, as arranged during the Pre-acceptance measures, it will be subjected to the appropriate on-site compliance 'Acceptance' checks. A record is kept of the:-
- Date and time of waste deliveries;
 - Quantities and the nature of the waste deposited at the site; and
 - Name of the company and their representation delivering (if applicable) each load of waste and vehicle registration number.
- 3.2 Waste delivery vehicles will be directed towards the site weighbridge/reception area where waste acceptance checks will be completed. Vehicles delivering confirming wastes will directed to the correct staging area.
- 3.3 Where safe, deliveries will be visually inspected at the weighbridge by a trained member of staff to determine the basic characteristics of the waste and ensure it accords with the pre-acceptance paperwork. Consideration will also be given to the use of overhead cameras to inspect high sided vehicles. Waste will only be accepted if it is in accordance with the provisions laid down in the Environmental Protection (Duty of Care) Regulations 1991 (and subsequent amendment in 2003), and in accordance with the site's Environmental Permit and associated Schedule of Tonnages and EWC codes. All operatives on site will have knowledge of the Environmental Permit and of the types and forms of waste accepted and prohibited at the facility.
- 3.4 If waste is found to be unsuitable, the load will remain on the vehicle for immediate off-site transfer. Any such events will be recorded in the site diary and the Regulator informed where necessary.
- 3.5 Where visual inspection at the weighbridge is not possible, waste will be visually inspected at the tipping area and the machine operator informed via radio of this action.
- 3.6 Should a load be deposited at the site and found to be non-compliant by site operatives, the material will be immediately reloaded and rejected off-site, having given consideration for the relevant Duty of Care requirements. Should the producer/carrier have left the site, this load will be placed in a quarantine area awaiting collection for delivery to a suitably permitted facility. Such events will be recorded in the site diary.
- 3.7 If waste is accepted, then any documentation that accompanied the waste will be retained and recorded and can be used to comply with any quarterly returns to the Environment Agency.

Verification Testing

- 3.8 In addition to visual assessments, one sample for every 2,000 tonnes (or part thereof) of homogeneous waste received from each single source or carrier and tested to confirm its non-hazardous classification and greenhouse gas generation potential. All testing will be carried out by at a UKAS accredited laboratory. If the waste source is deemed heterogenous in nature then the same verification testing procedure will be followed based a minimum of 3 samples for every 2,000 tonnes (or part thereof).

Waste Delivery at Croft Quarry

Rail Deliveries

- 3.9 Waste materials for deposition at Croft Quarry will be mostly delivered to the site via rail with materials transported in open box wagons and unloaded in an enclosed rail handling shed once constructed. Waste allocated for deposition within the quarry void will arrive on the site in a conditioned state, therefore it will be possible to deposit wastes delivered by rail directly into the quarry void upon arrival.
- 3.10 During the early stages of quarry restoration the site reception area will be redeveloped to include a new rail unloading shed and conveyor system to transfer wastes into the quarry void. Whilst the reception area is undergoing redevelopment the imported material will be unloaded from each open box wagon and temporarily stored at a stocking area located adjacent to the rail sidings. This area will consist of a stocking capacity of up to 3,000 tonnes, equivalent to ~2No. train loads. Waste will be subsequently loaded into dumpers for transfer to the active tipping area within the quarry void.
- 3.11 On construction of the rail unloading shed and conveyor system the wastes will be feed into a waste hopper which transfers the material into a conveyor system which transports the material into the quarry void for placement.
- 3.12 It is unlikely that there will be any operational constraints that will prevent such wastes being deposited directly upon its arrival. However, in the event that immediate deposition is not feasible the wastes will be temporarily stored at the stocking area and further imports halted until any constraints are remedied.
- 3.13 The weighbridge / operational reception will be advised of all waste loads arriving by rail. All waste transferred to the site by rail will have already been fully characterised, with the waste acceptance checks already performed at the AI waste facilities at which the wastes were originally received and bulked. Documentation containing the details of the wastes transferred to the quarry will be forwarded for verification purposes.

Road Deliveries

- 3.14 Any waste deliveries by road-going delivery vehicles will arrive at the site via an existing tarmacked road (Marion's Way) that junctions with Coventry Road to the southeast of the site. Waste vehicles are then directed towards the entrance weighbridge where waste acceptance checks are completed, and the waste delivery vehicle is directed to the correct staging area. It is important to note that waste deliveries for both deposit of waste for recovery and treatment activities will use this delivery route. Therefore, to ensure waste vehicles are directed to the correct staging area the information collected during the pre-acceptance checks is reviewed and used to correctly direct incoming waste loads.
- 3.15 Wastes delivered by road vehicle directly to Croft Quarry will be subject to the same pre-acceptance, acceptance and verification testing procedures as those in place for deliveries by rail.
- 3.16 Waste loads delivered by road for quarry restoration will be discharged in the designated temporary stocking area adjacent to the rail sidings pending inspection and verification testing as appropriate.
- 3.17 Once the conveyor system is constructed waste deliveries will be principally transferred to the active quarry restoration tipping area by this mode. Before

construction and during periods when the conveyor system is offline (e.g. maintenance) the waste will be loaded into and transferred into the void by dumper.

Annual Audits

- 3.18 To support future surrender of the Environmental Permit for the waste recovery activity an audit of the waste acceptance records will be carried out annually. The audit will include a review of the application of the wastes acceptance checks and an assessment of the waste analysis results for relevant wastes streams. Copy of the audit reports will be maintained until the Environmental Permit for the waste recovery activity has been surrendered.



APPENDIX 1
Waste Assessment
Flow Chart

8. Pre-Acceptance Procedures

The pre-approval procedure is a process that must be completed before the quote for any potential job is sent to the customer. Essentially, it is a questionnaire that determines the suitability of that particular waste product to the waste recovery facility through a series of sections that includes the characterisation of the waste, the handling of the waste and sampling and inspection.

8.a. Completing a Pre-Acceptance Form

The process of successfully, responsibly and accurately completing a pre-acceptance form is outlined in section 8.a with the assistance of a flow diagram. Responsibilities regarding the document are also explained, as is the way that the form can be authorised in a controlled manner using the DocuSign website.

8.a.i. Pre-Acceptance Form

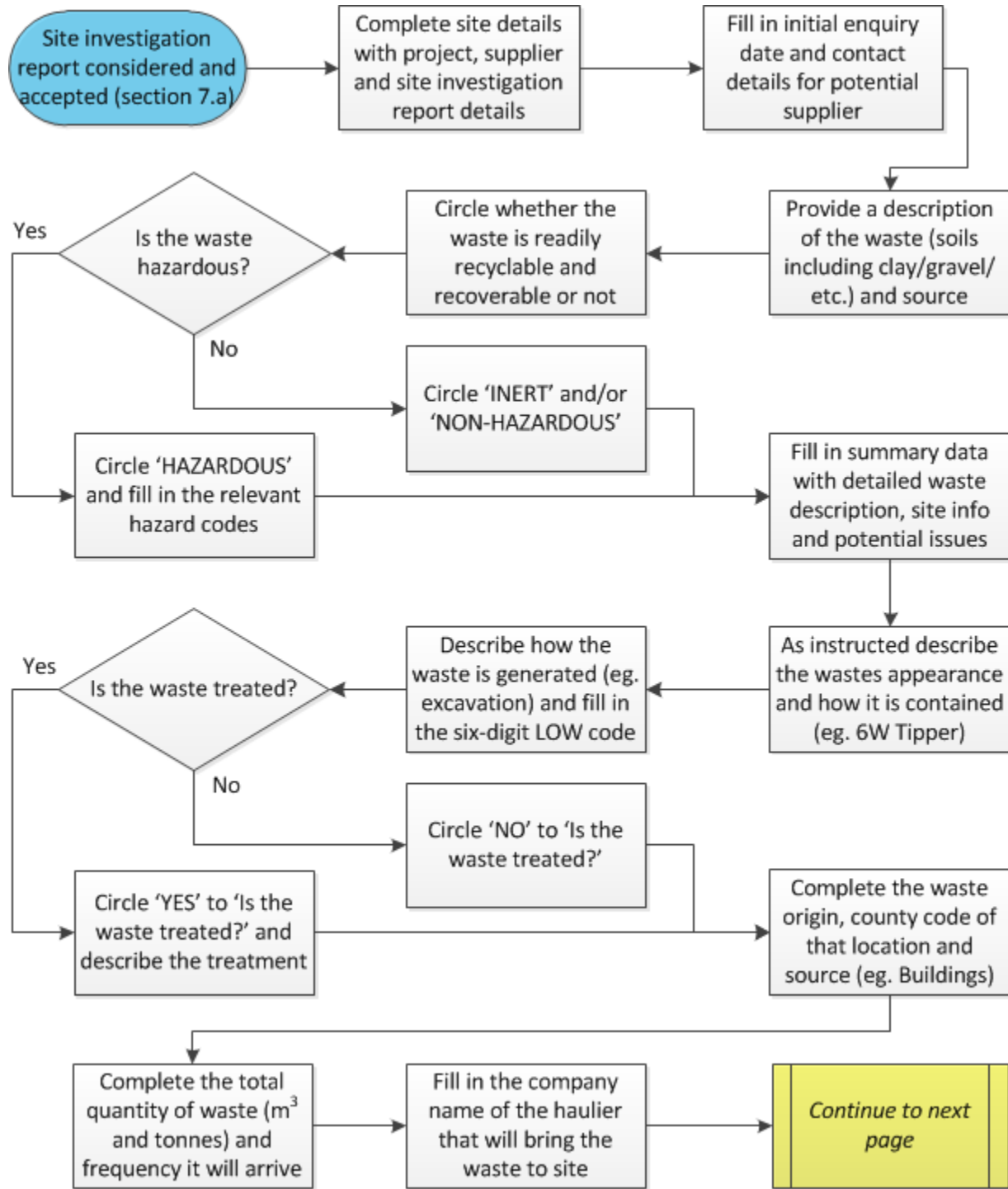
A blank copy of the pre-acceptance form is found in section 8.a.

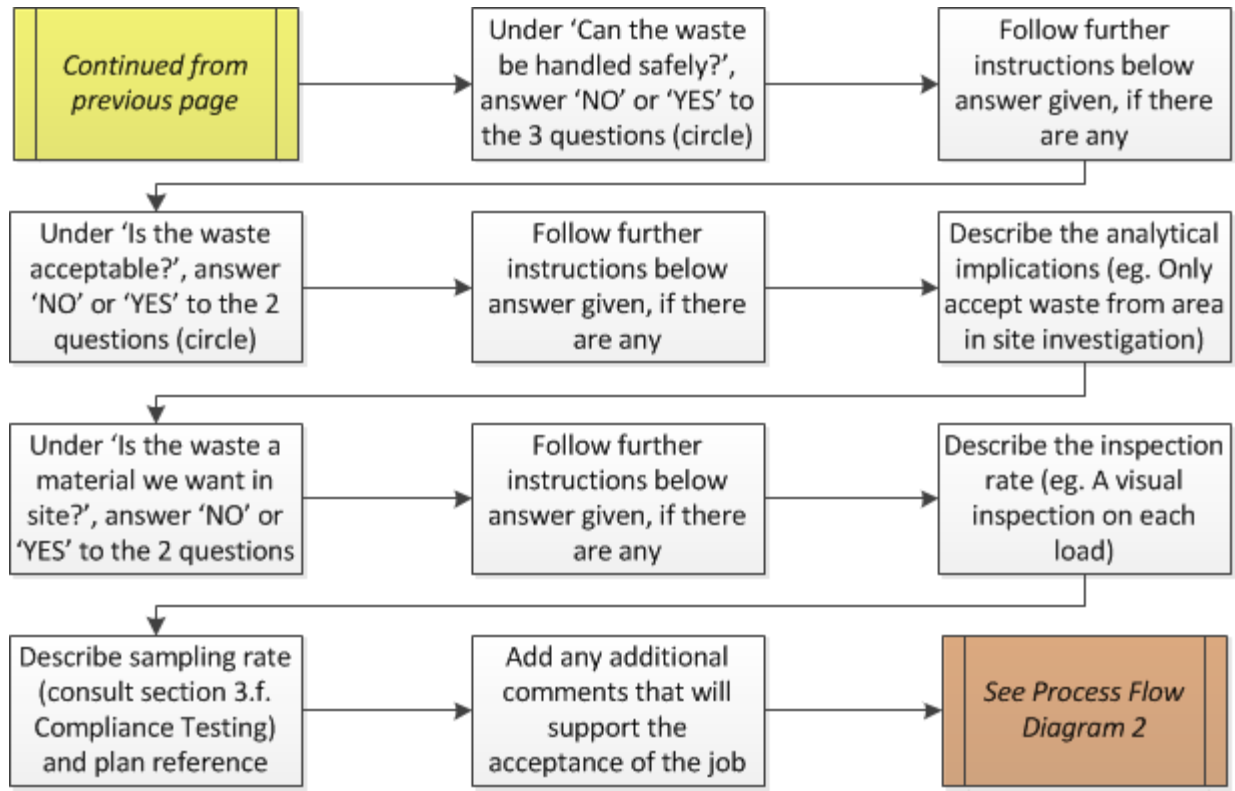
8.a.ii. Pre-Acceptance Form - Completed Examples

Three completed examples of the pre-acceptance form can be found in section 8.a.ii - potentially a useful resource to refer to when filling in these forms.

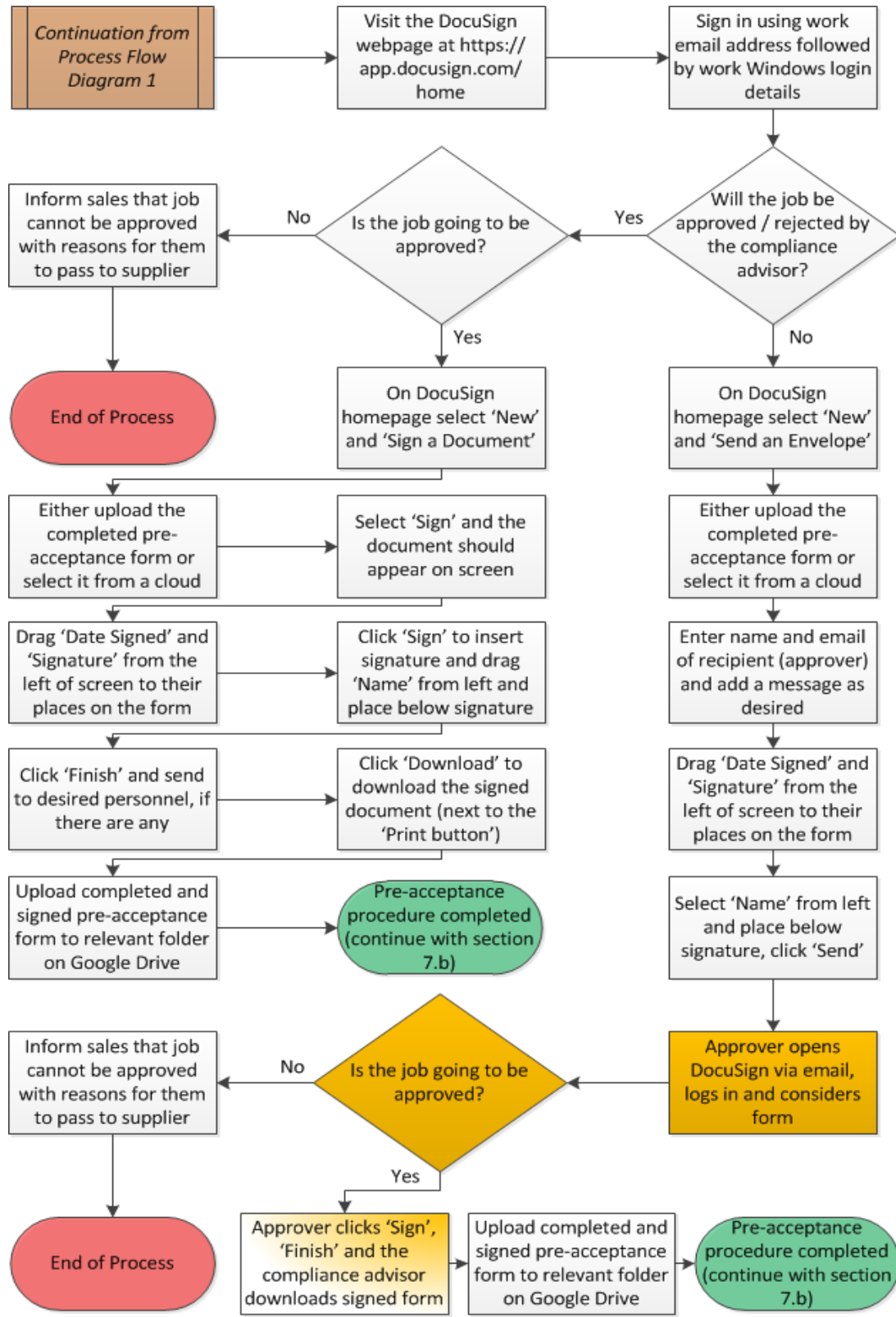
8.a. Completing a Pre-Acceptance Form

Process Flow Diagram 1 - Completing the Pre-Acceptance Form





Process Flow Diagram 2 - Authorising the Pre-Acceptance Form



Purpose

The purpose of this document is to guide the relevant personnel through the different stages relating to the pre-acceptance form, from initially filling out the template to authorising the document or, in some cases, getting the document authorised. Two process flow diagrams are used with colour coding, explained at the start of the 'Explanation' section.

Responsibility

The compliance advisor is responsible for completing pre-acceptance forms. If the compliance advisor needs further guidance as to whether the form can be accepted the environmental consultant should be asked and their responsibilities are indicated by the orange boxes in Process Flow Diagram 2.

Training

The compliance advisor should be trained and competent to complete pre-acceptance forms. If more experience is required to make an informed decision as to whether to accept or reject the waste, the environmental consultant should be considered as they will also be competent.

Explanation

The blue oval at the top of Process Flow Diagram 1 indicates the start of the process. The two yellow boxes in Process Flow Diagram 1 link the two parts of the diagram on separate pages whilst the two brown boxes link Process Flow Diagram 1 with Process Flow Diagram 2. Orange symbols indicate the responsibility of the environmental consultant (whereas white symbols are the default responsibility of the compliance advisor). A red oval indicates the process ending in rejection and a green oval indicates the end of the process with the waste being accepted.

Completing the Pre-Acceptance Form

The first step for the compliance advisor is to complete the site details with the project name being used, the supplier's name and site investigation report details in the top left box. Then, in the top right box, the date that the potential supplier initially made an enquiry should be noted along with the contact details for the supplier.

Under 'Basic Waste Characterisation' a waste description should be provided along with a description of the source of the waste, for instance 'soils from an uncontaminated site' expanded upon. The answer to whether the waste is readily recyclable or not should be circled along with whether the waste is inert, non-hazardous or hazardous (a description of hazard codes should be provided if the waste is hazardous). The summary data of the waste should then be filled in with a detailed description of the waste, information about the site that the waste comes from and any potential issues. The appearance of the waste should then be described, sticking to LOW code descriptions wherever possible, and at that point the LOW code can also be written into the relevant box. The way in which the waste is generated should be described sufficiently, an indication given as to how the waste is contained when it will arrive at the recovery facility and

also answer circled to whether the waste has been treated or not (with a description of how if the answer is yes). The town and county from which the waste originates should be filled out with the county code if applicable, as should the waste source. Finally for this section of the form, the total amount should be noted in tonnes and meters cubed, as should the frequency at which the waste will arrive and the haulier that will be transporting it.

Underneath 'Can the waste be handled safely?' the three questions should be answered by circling the appropriate answers - yes or no. If the answer is yes to the first question a description of the hazard potential should be provided.

In the next section, 'Is the waste acceptable?', the two questions should be answered by circling the appropriate answers - yes or no - similarly to in the previous section. If the answer to the second question is yes then the restrictions should be described next to the question. Beneath these questions the analytical implications can be described and explained depending upon the result of tests.

In the 'Is the material a waste we want in our site?' section, the two questions should be answered by circling yes or no. If the answer is yes to the first questions then the restrictions should be stated and if the answer is yes to the second then the additional handling controls should be described.

Finally, in the last section of the pre-acceptance form ('Sampling & Inspection') the inspection rate should be given along with the sampling rate. For the sampling rate, it may be worthwhile considering the compliance testing document in section 3.f. If there is a sampling plan reference, also provide this.

Authorising the Pre-Acceptance Form

Using a web browser, visit the DocuSign homepage at <https://www.docusign.co.uk/#>. Sign in to the DocuSign website using the @aggregate.com email address used for work purposes. At this point, DocuSign will prompt the user to enter their Aggregate Industries username and password used for their computer login (the username should be preceded by 'EA\'). It is important for the compliance advisor to know whether they will be making the decision on the pre-acceptance form or if they will need to ask the environmental consultant for further guidance.

If the compliance advisor is going to make the decision on their own, they should then consider all of the completed pre-acceptance form. Once they have made a decision as to whether it can be accepted or not, the next steps can then begin. If they decide that the form cannot be authorised they should inform sales that this is the case (also giving the reasons why so that this can be passed to the supplier) and that will be the end of the process.

If the form will be accepted, the first step is to click new on the DocuSign homepage and then select 'Sign a Document'. The completed pre-acceptance form should either be uploaded from the computer or downloaded from a cloud, as per the options given in DocuSign, and then 'Sign' (top right corner) should be clicked. The form will then appear on screen. 'Date Signed' on the left of the screen should be drag and dropped into the date box and 'Signature' should be dragged and dropped into the signed box. By then clicking 'Sign' in the item previously dragged and dropped the users signature will appear in the box unless this is their first time using DocuSign, in which case they will make their signature for this one time only. They should then drag and

dropped 'Full Name' below the signed box to make it clear who has authorised this document. In the top right corner of the screen is the 'Finish' button which should then be clicked. The user now has the option to send the signed form to any other personnel if they so wish - the compliance advisor may wish to send the sales team a copy, for instance. The signed document can then be downloaded using the button with an arrow pointing down on it (next to the print button) and the document can then be uploaded to the shared Google Drive and put in the relevant job folder.

If the compliance advisor requests the environmental consultant to make the final decision on this form then, on the DocuSign homepage after they have signed in, they should click 'New' and select 'Send an Envelope'. At this point they should then upload the completed pre-acceptance form or select it from a cloud and then type in the name and email address of the recipient which, in this case, is the environmental consultant. The compliance advisor should then click 'Next' and drag 'Date Signed' and 'Signature into their relevant boxes on the form and drag and drop 'Full Name' to just below the box that will be signed. 'Send', in the top right corner, can then be selected, which will send this form to the environmental consultant requesting a signature in the bottom right box of the form.

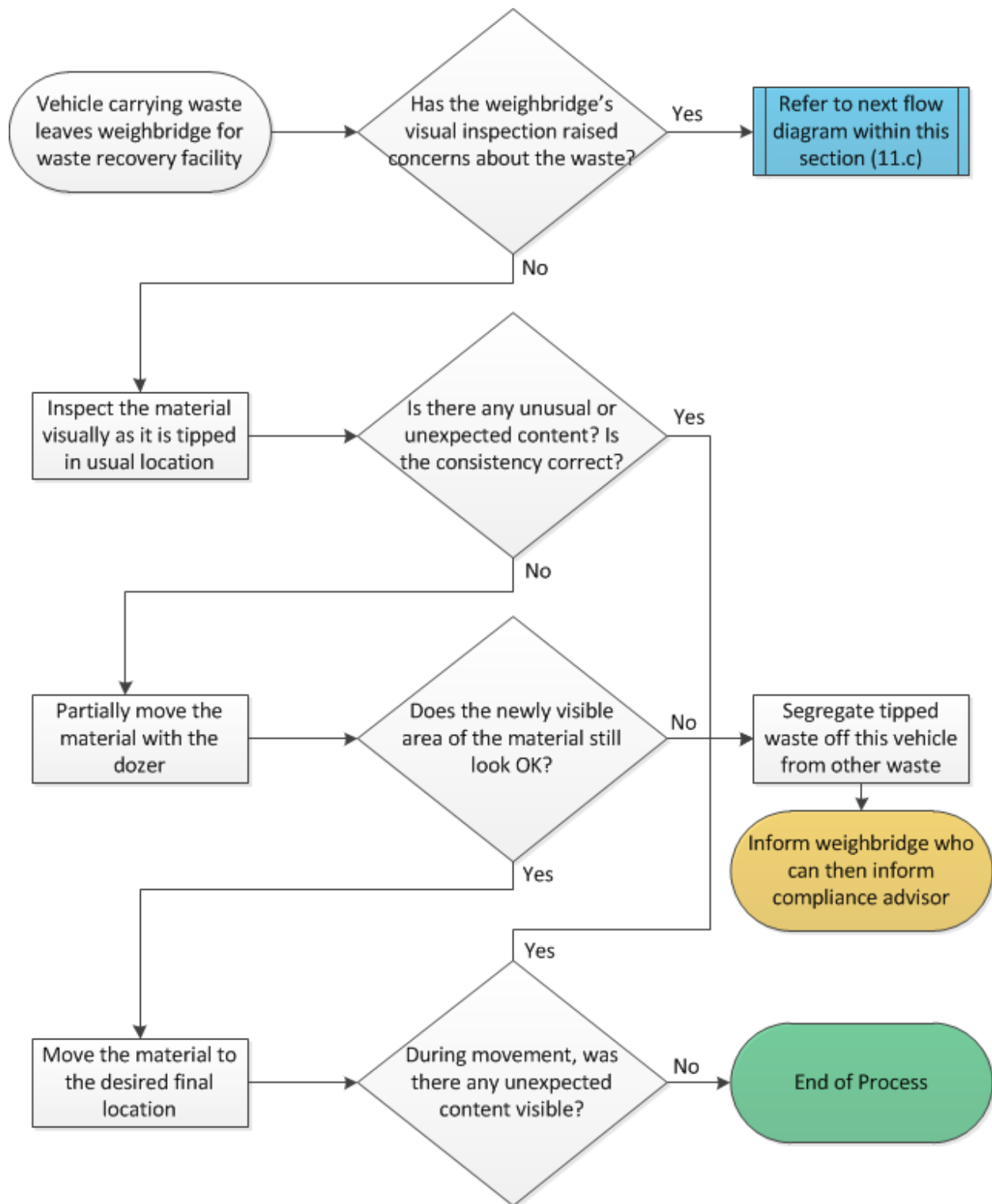
The environmental should open DocuSign through the email that they receive, sign in as per the procedure previously explained and consider the pre-acceptance form. If the environmental consultant does not authorise the pre-acceptance form, the compliance advisor should inform the sales team with the reasons why so that they can then inform the supplier. If the consultant is happy with the findings presented on the pre-acceptance form then they should click the 'Sign' item in the bottom right box of the form. The signature of the environmental consultant will then appear in that box (unless this is their first time using DocuSign, in which case they will make their signature for this one time only) and the other blank items ('Date Signed' and 'Full Name') will automatically fill themselves in. The environmental consultant will then click 'Finish' in the top right corner and the form will be emailed back to the compliance advisor who can download it by logging into the DocuSign through the email they receive and using the button with an arrow pointing down on it (next to the print button). The document can then be uploaded to the shared Google Drive and put in the relevant job folder.

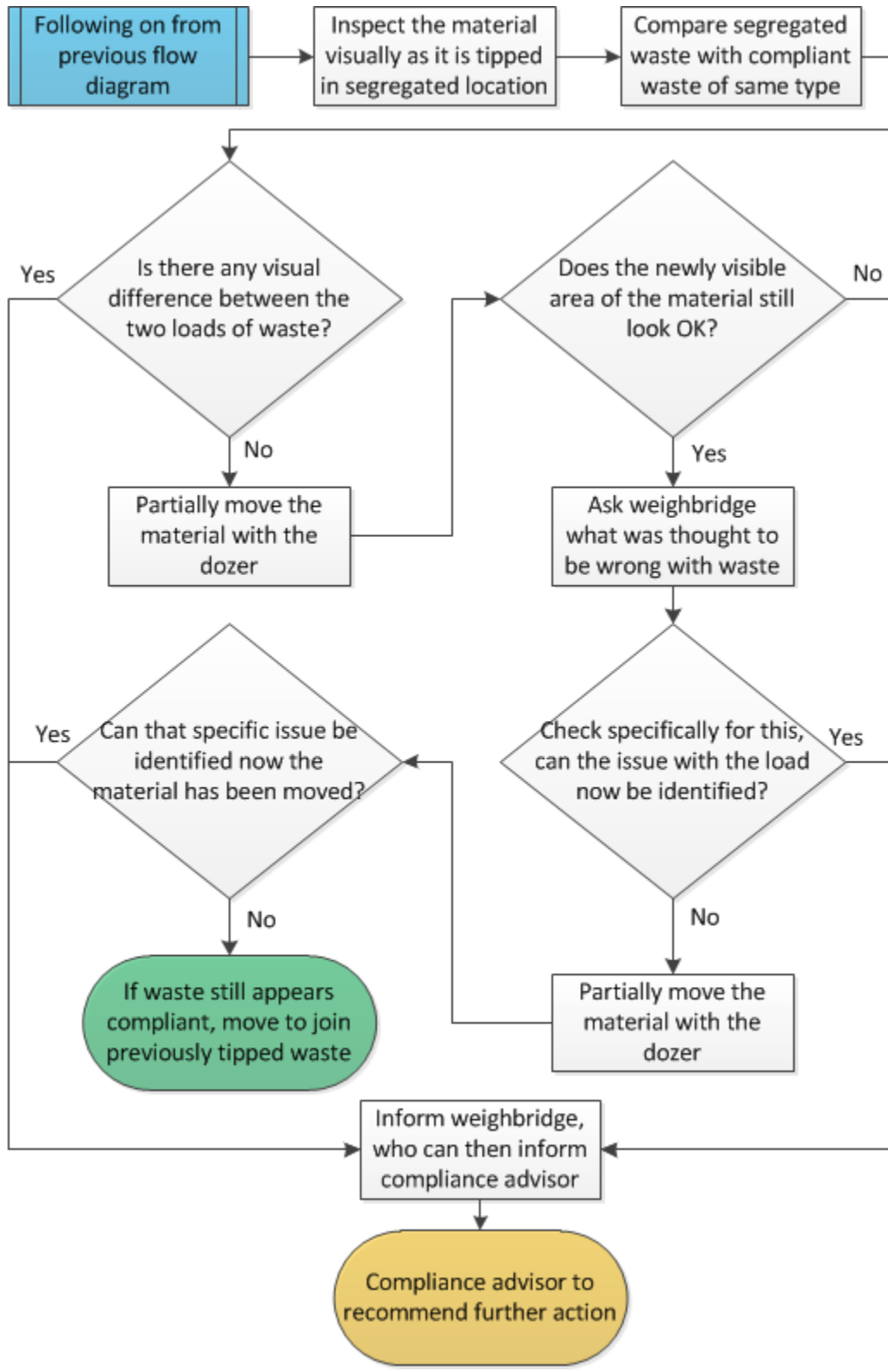
Upon completion of the authorisation of the pre-acceptance form, the commercial procedure in section 7.b can be carried out.

Please identify on the table below those members of your staff that need to be aware of the requirements of this document. This table is deemed to be an official training record and must be kept indefinitely. Please ensure that all relevant employees are made aware of the contents of this document within 6 weeks from receipt and sign the table.

PRINT EMPLOYEE NAME	EMPLOYEE SIGNATURE	DATE	MANAGER INITIALS	UN-CONTROLLED COPY ISSUED (□)

11.c. Inspection of Tipped Waste





Purpose

The purpose of this document is to guidance to the plant operators for inspecting tipped waste at the waste recovery facility. As such, they will then be able to make informed decisions confidently as to whether, on visual inspection, the waste looks acceptable or may need further testing.

Responsibility

Operators at the waste recovery facility have a degree of responsibility to carry out all reasonable measures to inspect the tipped waste. Site supervisors and management then have responsibility to ensure that the operators are performing these duties to the standard that would be expected.

Training

The site manager has the responsibility to ensure that all operators are trained and competent to inspect tipped waste. It is recommended that all operators who will work at the waste recovery facility have taken the 'Rejection of Waste' training.

Procedure

The procedure for the inspection of tipped waste is visually explained using the two process flow diagrams at the beginning of this document.

Once a vehicle carrying waste has arrived on site and is making its way to the waste recovery facility, the operator must first know whether the visual inspection on the weighbridge raised any concerns. This will have been communicated by site radio, as per the procedure in section 11.a. If the weighbridge did not raise any concerns then the first flow diagram should continue to be followed, otherwise the second process flow diagram should be consulted.

Weighbridge Visual Inspection - OK

Even if the weighbridge has not raised any concerns, the material should still be checked as it tipped from the vehicle. Tipping will take place in the usual location in this instance. If the tipped waste contains any unexpected material, has an unusual consistency or raises concerns in any way it should then be segregated from other waste. If the tipped material seems to be compliant on first inspection then it should be partially moved and inspected further. If concerns over the quality are raised with the newly visible material, this load should be segregated.

At this point the the load can be moved by the dozer operator into the location that they desire it to be permanently. If during and at the end of this process there are still no concerns, the material can be assumed with good reason to be compliant. If concerns are raised during this stage, as with previous stages, the material should be segregated.

Weighbridge Visual Inspection - Concerns Raised

If the weighbridge have raised concerns to the operators after the visual inspection of the load on the weighbridge then the operator should make the vehicle tip in a segregated location and

visually compare this segregated waste with compliant waste in the usual tipping area. If the problem with the load is not immediately identifiable, the waste should be partially moved and the newly visible part of the waste inspected. If this still doesn't make the issue clear, the operator should ask the weighbridge specifically what the suspected issue was.

With this knowledge they can check for this issue. If they cannot see anything wrong, move the waste with the dozer and can still see nothing wrong, the waste can safely be assumed to be compliant and should be moved to its final location. The concern from the weighbridge has been noted and addressed but no action was needed. It should be remembered that the operator will have a much better view of the waste than the personnel on the weighbridge.

If at any point throughout this four stage check the concern raised by the weighbridge is verified by the operator, the waste should be kept segregated and the weighbridge informed. They will then inform the compliance advisor who will recommend any required further action.

Please identify on the table below those members of your staff that need to be aware of the requirements of this document. This table is deemed to be an official training record and must be kept indefinitely. Please ensure that all relevant employees are made aware of the contents of this document within 6 weeks from receipt and sign the table.

PRINT EMPLOYEE NAME	EMPLOYEE SIGNATURE	DATE	MANAGER INITIALS	UN-CONTROLLED COPY ISSUED (<input type="checkbox"/>)



APPENDIX 2 List of Wastes

Table WAPA2.1: Permitted waste types accepted for restoration fill materials

Mirror Entry Waste

Source	Sub-source	Waste code	Description	Qualifying Material Order 2011 (as amended) - Group and most likely suitable descriptions
01 Waste 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	Group 1 – Rocks and Soils: Naturally occurring rock, clay, sand, gravel, sandstone, limestone, crushed stone, stone from demolition of buildings or structures, slate, sub-soil, silt and dredgings.
	01 04 wastes from physical and chemical processing of non-metalliferous minerals	01 04 08	Waste gravel and crushed rocks other than those mentioned in 01 04 06	Group 1 – Rocks and Soils: Naturally occurring rock, clay, sand, gravel, sandstone, limestone, crushed stone.
		01 04 09	Waste sand and clays	Group 1 – Rocks and Soils: Naturally occurring clay & sand.
		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	Group 1 – Rocks and Soils: Naturally occurring rock, clay, sand, gravel, sandstone, limestone, crushed stone, stone from demolition of buildings or structures, slate, sub-soil, silt and dredgings.
		01 04 13	Waste from stone cutting and sawing other than those mentioned in 01 04 07	Group 3 – Minerals, processed or prepared: Clays, including moulding clay absorbents (including Fuller's Earth and Bentonite); Excluding moulding sands containing organic binders; man-made mineral fibres from glass-reinforced plastics and asbestos.
10 Wastes from thermal processes	10 01 wastes from power stations and other combustion plants (except 19)	10 01 01	Bottom ash, slag and boiler dust (excluding boiler dust mentioned in 10 01 04)	Group 5 – Ash: Comprising only bottom ash and fly ash produced only from the combustion of wood, of waste or of both; bottom ash and fly ash from the combustion of coal, petroleum coke or of both, deposited in a cell containing the product or that combustion alone; and bottom ash and fly ash from the combustion of coal, petroleum coke or both, burnt together with biomass and deposited in a cell containing the product of that combustion burning alone.
		10 01 02	Coal fly ash	Excluding fly ash from sewerage sludge, municipal, clinical and hazardous waste incinerators.

Source	Sub-source	Waste code	Description	Qualifying Material Order 2011 (as amended) - Group and most likely suitable descriptions
	10 08 wastes from other non-ferrous thermal metallurgy	10 08 09	Other slags	Group 4 – Furnace Slags: Vitrified wastes and residues from thermal processing of minerals where, in either case, the residue is both fused and insoluble and slag from waste incineration.
	10 11 waste from the manufacture of glass and glass products	10 11 12	Waste glass other than those mentioned in 10 11 11	Group 2 – Ceramics or Concrete Materials: Glass including fritted enamel; Excluding glass fibre and glass-reinforced plastic and concrete plant washings.
	10 12 wastes from manufacture of ceramic goods, bricks, tiles and construction products	10 12 06	Discarded moulds	Group 3 – Minerals, processed or prepared: Clays, including moulding clay absorbents (including Fuller's Earth and Bentonite); Excluding moulding sands containing organic binders; man-made mineral fibres from glass-reinforced plastics and asbestos.
		10 12 08	Waste ceramics, bricks, tiles and construction products (after thermal processing)	Group 2 – Ceramics or Concrete Materials: Comprising only of: Glass, including fritted enamel; Ceramics, including bricks, bricks and mortar, tiles, clay ware, pottery, china and refractories; Concrete, including reinforced concrete, concrete blocks, breeze blocks and aircrete blocks. Excluding glass fibre and glass-reinforced plastic and concrete plant washings
	10 13 waste from manufacture of cement, lime and plaster and articles and products made from them	10 13 14	Waste concrete and concrete sludge	Group 2 – Ceramics or Concrete Materials: Concrete, including reinforced concrete, concrete blocks, breeze blocks and aircrete blocks. Excluding glass fibre and glass-reinforced plastic and concrete plant washings. Excluding sludges and liquids.

Source	Sub-source	Waste code	Description	Qualifying Material Order 2011 (as amended) - Group and most likely suitable descriptions
15 Waste packaging, absorbents, wiping cloths, filter materials and protective clothing not otherwise stated	15 01 packaging (including separately collected municipal packaging waste)	15 01 07	Glass packaging	Group 2 – Ceramics or Concrete Materials: Glass including fritted enamel; Excluding glass fibre and glass-reinforced plastic and concrete plant washings.
16 Wastes not otherwise specified in the list	16 01 end-of-life vehicles from different means of transport (including off-road machinery) and wastes from dismantling of end-of-life vehicles and vehicle maintenance (except 13, 14, 16 06 and 16 08)	16 01 20	Glass	Group 2 – Ceramics or Concrete Materials: Glass including fritted enamel; Excluding glass fibre and glass-reinforced plastic and concrete plant washings.
17 Construction and demolition wastes	17 01 concrete, bricks, tiles and ceramics	17 01 01	Concrete	Group 2 – Ceramics or Concrete Materials: Concrete, including reinforced concrete, concrete blocks, breeze blocks and aircrete blocks. Excluding glass fibre and glass-reinforced plastic and concrete plant washings.
		17 01 02	Bricks	Group 2 – Ceramics or Concrete Materials: Ceramics, including bricks, bricks and mortar. Excluding glass fibre and glass-reinforced plastic and concrete plant washings.
		17 01 03	Tiles and ceramics	Group 2 – Ceramics or Concrete Materials: Ceramics, tiles, clay ware, pottery, china and refractories. Excluding glass fibre and glass-reinforced plastic and concrete plant washings.

Source	Sub-source	Waste code	Description	Qualifying Material Order 2011 (as amended) - Group and most likely suitable descriptions
		17 01 07	Mixtures of concrete, bricks, tiles and ceramics other than those mentioned in 17 01 06	<p>Group 2 – Ceramics or Concrete Materials:</p> <p>Glass including fritted enamel;</p> <p>Ceramics, including bricks, bricks and mortar tiles, clay ware, pottery, china and refractories.</p> <p>Excluding glass fibre and glass-reinforced plastic and concrete plant washings.</p>
	17 02	17 02 02	Glass	<p>Group 2 – Ceramics or Concrete Materials:</p> <p>Glass including fritted enamel;</p> <p>Excluding glass fibre and glass-reinforced plastic and concrete plant washings.</p>
	17 05 soil stones and dredging spoil	17 05 04	Soil and stones other than those mentioned in 17 05 03	<p>Group 1 – Rocks and Soils:</p> <p>Naturally occurring rock, clay, sand, gravel, sandstone, limestone, crushed stone, stone from demolition of buildings or structures, slate, sub-soil, silt and dredgings.</p> <p><i>Including component of the following groups</i></p> <p>Group 2 – Ceramics or Concrete Materials:</p> <p>Glass including fritted enamel;</p> <p>Ceramics, including bricks, bricks and mortar tiles, clay ware, pottery, china and refractories;</p> <p>Concrete, including reinforced concrete, concrete blocks, breeze blocks and aircrete blocks.</p> <p>Excluding glass fibre and glass-reinforced plastic and concrete plant washings.</p> <p>Group 3 – Minerals, processed or prepared:</p> <p>Moulding sands, including used foundry sand;</p> <p>Clays, including moulding clay absorbents (including Fuller's Earth and Bentonite);</p> <p>Mineral absorbents;</p> <p>Man-made mineral fibres, including glass fibres;</p> <p>Silica; Mica; Mineral abrasives;</p> <p>Excluding moulding sands containing organic binders; man-made mineral fibres made from glass-reinforced plastic and asbestos.</p>

Source	Sub-source	Waste code	Description	Qualifying Material Order 2011 (as amended) - Group and most likely suitable descriptions
				<p>Group 4 – Furnace Slags:</p> <p>Vitrified wastes and residues from thermal processing of minerals where, in either case, the residue is both fused and insoluble and slag from waste incineration.</p> <p>Group 5 – Ash:</p> <p>Comprising only bottom ash and fly ash produced only from the combustion of wood, of waste or of both; bottom ash and fly ash from the combustion of coal, petroleum coke or of both, deposited in a cell containing the product or that combustion alone; and bottom ash and fly ash from the combustion of coal, petroleum coke or both, burnt together with biomass and deposited in a cell containing the product of that combustion burning alone.</p> <p>Excluding fly ash from sewerage sludge, municipal, clinical and hazardous waste incinerators.</p>
		17 05 06	Dredging spoil other than those mentioned in 17 05 05	<p>Group 1 – Rocks and Soils:</p> <p>Naturally occurring rock, clay, sand, gravel, sandstone, limestone, crushed stone, stone from demolition of buildings or structures, slate, sub-soil, silt and dredgings.</p>
		17 05 08	Track ballast other than those mentioned in 17 05 07	<p>Group 1 – Rocks and Soils:</p> <p>Naturally occurring rock, clay, sand, gravel, sandstone, limestone, crushed stone.</p>
	17 09 other construction and demolition wastes	17 09 04	Mixed construction and demolition wastes other than those listed in 17 09 01, 17 09 02 and 17 09 03	<p>Group 1 – Rocks and Soils:</p> <p>Naturally occurring rock, clay, sand, gravel, sandstone, limestone, crushed stone, stone from demolition of buildings or structures, slate, sub-soil, silt and dredgings.</p> <p>Including component of the following groups</p> <p>Group 2 – Ceramics or Concrete Materials:</p> <p>Glass including fritted enamel; Ceramics, including bricks, bricks and mortar tiles, clay ware, pottery, china and refractories; Concrete, including reinforced concrete, concrete blocks, breeze blocks and aircrete blocks.</p> <p>Excluding glass fibre and glass-reinforced plastic and concrete plant washings.</p>

Source	Sub-source	Waste code	Description	Qualifying Material Order 2011 (as amended) - Group and most likely suitable descriptions
				<p>Group 3 – Minerals, processed or prepared:</p> <p>Moulding sands, including used foundry sand; Clays, including moulding clay absorbents (including Fuller's Earth and Bentonite); Mineral absorbents; Man-made mineral fibres, including glass fibres; Silica; Mica; Mineral abrasives;</p> <p>Excluding moulding sands containing organic binders; man-made mineral fibres made from glass-reinforced plastic and asbestos.</p> <p>Group 4 – Furnace Slags:</p> <p>Vitrified wastes and residues from thermal processing of minerals where, in either case, the residue is both fused and insoluble and slag from waste incineration.</p> <p>Group 5 – Ash:</p> <p>Comprising only bottom ash and fly ash produced only from the combustion of wood, of waste or of both; bottom ash and fly ash from the combustion of coal, petroleum coke or of both, deposited in a cell containing the product or that combustion alone; and bottom ash and fly ash from the combustion of coal, petroleum coke or both, burnt together with biomass and deposited in a cell containing the product of that combustion burning alone.</p> <p>Excluding fly ash from sewerage sludge, municipal, clinical and hazardous waste incinerators.</p>
19 Wastes from waste management facilities	19 01 wastes from the incineration or pyrolysis of waste	19 01 12	Bottom ash and slag other than those mentioned in 19 01 11	<p>Group 5 – Ash:</p> <p>Comprising only bottom ash and fly ash produced only from the combustion of wood, of waste or of both; bottom ash and fly ash from the combustion of coal, petroleum coke or of both, deposited in a cell containing the product or that combustion alone; and bottom ash and fly ash from the combustion of coal, petroleum coke or both, burnt together with biomass and deposited in a cell containing the product of that combustion burning alone.</p> <p>Excluding fly ash from sewerage sludge, municipal, clinical and hazardous waste incinerators.</p>

Source	Sub-source	Waste code	Description	Qualifying Material Order 2011 (as amended) - Group and most likely suitable descriptions
	19 12 wastes from the mechanical treatment of waste (for example sorting, crushing, compacting, pelletising) not otherwise specified	19 12 05	Glass	<p>Group 2 – Ceramics or Concrete Materials:</p> <p>Glass including fritted enamel</p> <p>Excluding glass fibre and glass-reinforced plastic and concrete plant washings.</p>
19 12 09		Minerals (for example sand, stones)	<p>Group 1 – Rocks and Soils:</p> <p>Naturally occurring rock, clay, sand, gravel, sandstone, limestone, crushed stone, stone from demolition of buildings or structures, slate, sub-soil, silt and dredgings.</p> <p>Group 3 – Minerals, processed or prepared:</p> <p>Moulding sands, including used foundry sand; Clays, including moulding clay absorbents (including Fuller's Earth and Bentonite); Mineral absorbents; Man-made mineral fibres, including glass fibres; Silica; Mica; Mineral abrasives;</p> <p>Excluding moulding sands containing organic binders; man-made mineral fibres made from glass-reinforced plastic and asbestos.</p>	
19 12 12		Other wastes (including mixtures of materials) from mechanical treatment of wastes other than those mentioned in 19 12 11	<p>Group 1 – Rocks and Soils:</p> <p>Naturally occurring rock, clay, sand, gravel, sandstone, limestone, crushed stone, stone from demolition of buildings or structures, slate, sub-soil, silt and dredgings.</p> <p><i>Including component of the following groups</i></p> <p>Group 2 – Ceramics or Concrete Materials:</p> <p>Glass including fritted enamel; Ceramics, including bricks, bricks and mortar tiles, clay ware, pottery, china and refractories; Concrete, including reinforced concrete, concrete blocks, breeze blocks and aircrete blocks.</p> <p>Excluding glass fibre and glass-reinforced plastic and concrete plant washings.</p> <p>Group 3 – Minerals, processed or prepared:</p>	

Source	Sub-source	Waste code	Description	Qualifying Material Order 2011 (as amended) - Group and most likely suitable descriptions
				<p>Moulding sands, including used foundry sand; Clays, including moulding clay absorbents (including Fuller's Earth and Bentonite); Mineral absorbents; Man-made mineral fibres, including glass fibres; Silica; Mica; Mineral abrasives;</p> <p>Excluding moulding sands containing organic binders; man-made mineral fibres made from glass-reinforced plastic and asbestos.</p> <p>Group 4 – Furnace Slags:</p> <p>Vitrified wastes and residues from thermal processing of minerals where, in either case, the residue is both fused and insoluble and slag from waste incineration.</p> <p>Group 5 – Ash:</p> <p>Comprising only bottom ash and fly ash produced only from the combustion of wood, of waste or of both; bottom ash and fly ash from the combustion of coal, petroleum coke or of both, deposited in a cell containing the product or that combustion alone; and bottom ash and fly ash from the combustion of coal, petroleum coke or both, burnt together with biomass and deposited in a cell containing the product of that combustion burning alone.</p> <p>Excluding fly ash from sewerage sludge, municipal, clinical and hazardous waste incinerators.</p>
	19 13 waste from soil and groundwater remediation	19 13 02	Solid wastes from soil remediation other than those mentioned in 19 13 01	<p>Group 1 – Rocks and Soils:</p> <p>Naturally occurring rock, clay, sand, gravel, sandstone, limestone, crushed stone, stone from demolition of buildings or structures, slate, sub-soil, silt and dredgings.</p> <p><i>Including component of the following groups</i></p> <p>Group 2 – Ceramics or Concrete Materials:</p> <p>Glass including fritted enamel; Ceramics, including bricks, bricks and mortar tiles, clay ware, pottery, china and refractories; Concrete, including reinforced concrete, concrete blocks, breeze blocks and aircrete blocks.</p> <p>Excluding glass fibre and glass-reinforced plastic and concrete plant washings.</p> <p>Group 3 – Minerals, processed or prepared:</p>

Source	Sub-source	Waste code	Description	Qualifying Material Order 2011 (as amended) - Group and most likely suitable descriptions
				<p>Moulding sands, including used foundry sand; Clays, including moulding clay absorbents (including Fuller's Earth and Bentonite); Mineral absorbents; Man-made mineral fibres, including glass fibres; Silica; Mica; Mineral abrasives;</p> <p>Excluding moulding sands containing organic binders; man-made mineral fibres made from glass-reinforced plastic and asbestos.</p> <p>Group 4 – Furnace Slags:</p> <p>Vitrified wastes and residues from thermal processing of minerals where, in either case, the residue is both fused and insoluble and slag from waste incineration.</p>
20 Municipal wastes (household waste and similar commercial, industrial and institutional wastes) including separately collected fractions	20 01 separately collected fractions (except 15 01)	20 01 02	Glass	<p>Group 2 – Ceramics or Concrete Materials:</p> <p>Glass including fritted enamel;</p> <p>Excluding glass fibre and glass-reinforced plastic and concrete plant washings.</p>
	20 02 garden and park wastes	20 02 02	Soil and stones	<p>Group 1 – Rocks and Soils:</p> <p>Naturally occurring rock, clay, sand, gravel, sandstone, limestone, crushed stone, stone from demolition of buildings or structures, slate, sub-soil, silt and dredgings.</p>