

E.ON-UK CHP KEMSLEY

ENVIRONMENTAL MANAGEMENT INSTRUCTION No.6

WASTE STORAGE AND DISPOSAL.

CONTENTS

- 1 INTRODUCTION**
 - 2 DUTY OF CARE**
 - 3 WASTE CLASSIFICATIONS**
 - 4 STORAGE OF WASTE**
 - 5 DOCUMENTATION**
 - 6 WASTE MINIMISATION AND WASTE RECOVERY OPTIONS**
 - 7 DISPOSAL OF INERT OR NON HAZARDOUS WASTE**
 - 8 DISPOSAL OF HAZARDOUS WASTE**
 - 9 REPORTING AND AUDITING REQUIREMENTS**
- APPENDIX 1 – EUROPEAN WASTE CATALOGUE (EWC)**
- APPENDIX 2 - WASTE CONSIGNMENT NOTE**
- APPENDIX 3 – SITE LAYOUT OF WASTE DISPOSAL POINTS**
- APPENDIX 4 – SITE LAYOUT WASTE DISPOSAL DIAGRAM**

WASTE STORAGE AND DISPOSAL

1 INTRODUCTION

- 1.1 In England and Wales, Waste Regulation is the responsibility of the Environment Agency (EA).
- 1.2 All wastes arising from industrial processes are called “controlled wastes”. The appropriate storage and disposal route for any waste will depend on its inherent characteristics and its resultant classification as an inert, non-hazardous or hazardous waste.
- 1.3 The waste hierarchy must be applied to all waste streams sent from site as a priority order -
- A Prevention
 - B Preparing for re use
 - C Recycling
 - D Other recovery (for example energy recovery)
 - E Disposal

Justification will be documented for the use of lower tiers where required

- 1.4 The SHE Co-ordinator or his deputy will be responsible for managing any replies to revocation of registration, Stop notices, compliance and restoration notices and to inform the Generation Environment Team of the issue involved.

2 DUTY OF CARE

- 2.1 Under the **Environmental Protection Act 1990**, all producers of waste, have a legal **Duty of Care** to ensure that all wastes are stored in a safe manner, and are not allowed to escape. Also, waste must not be disposed without a relevant licence.
- 2.2 A further provision under the Duty of Care is that waste can only be removed from site by Authorised Persons, which in the case of Kemsley CHP, is either a Registered Waste Carrier or a Licensed Waste Management Contractor. The same company may well carry out both functions, though they can be separate companies.
- 2.3 Waste produced by contractors working for Kemsley CHP should be treated as any other waste produced on site. Even if contractual arrangements are in place specifying that disposal of the waste is the responsibility of the contractor, the Duty of Care still applies to Kemsley CHP as it has arisen on our site.

3 WASTE CLASSIFICATIONS

- 3.1 All waste from industrial sites is regarded as **Controlled Waste**, and depending on the components present, is categorised as **Inert, Non-hazardous** or **Hazardous Waste**.

- 3.2 Care is required in classifying wastes. The overriding responsibility for the correct categorisation of the waste lies with the site as the waste producer, although waste management contractors can be expected to advise.

Waste Classification Testing

- 3.3 Kemsley CHP applies a series of tests to determine the correct waste classification:

- 1 Does the waste qualify as inert waste by nature of its origin?
- 2 Does the waste have inherently hazardous properties?
Is it explosive, oxidising, highly flammable, flammable, irritant, harmful, toxic, carcinogenic, corrosive, infectious, teratogenic, mutagenic, ecotoxic?
There are thresholds for each of these properties specified in Environment Agency guidance (WM3) over which the waste will be classified as hazardous, but if the operator is aware of the presence of any of these properties it is most likely the waste will be hazardous.
- 3 Does the waste contractor require testing of the waste prior to taking it off site according to Waste Acceptance Criteria (WAC)?
Testing involves taking a representative sample of the waste and mixing it with distilled water, then analysing what is leached into the water. The intention is to simulate the behaviour of the waste in a landfill. Maximum concentrations of certain elements (e.g. heavy metals) are specified and concentrations in the leachate in excess of these values would lead to a waste be categorised as hazardous.
- 4 How has the waste been categorised historically?
While this is not a definitive test, any waste that has previously been hazardous will remain hazardous. Environment Agency guidance is that “new” hazardous wastes as of 16th July 2005 include:
 - Fluorescent tubes
 - Televisions
 - Computer monitors
From 1st October 2006 there is a requirement that oil absorber such as oil absorber granules should be disposed of to landfill. Absorber such oily rags, absorber mats, pads and socks should be disposed of separately, by incineration. Therefore, unless confirmation is received from the waste management contractor, that they are going to carry out separation of the two waste streams offsite, then wastes should be segregated and stored separately on site. The storage containers should be marked appropriately.
- 5 Is the material specifically listed in the European Waste Catalogue as hazardous waste?
i.e. is the six figure waste code accompanied by an asterisk which denotes it will always be considered hazardous.

6 There are no specific categorisation criteria for non-hazardous waste. If the waste is not inert due to its origin, or not hazardous according to the tests listed above, then it must be categorised as non-hazardous waste.

3.4 Advice on the categorisation of waste is available from the central Environment Team or from local Environment Agency officers. If a new waste type arises, it is recommended that advice is sought before agreeing a disposal route.

4 STORAGE OF WASTE

4.1 Waste must be stored in marked, designated areas. Solid waste should be stored in skips or similar containers, and liquid waste in sealed barrels or drums within a bunded area. Care should be taken to prevent:-

- containers corroding or wearing out
- accidental leaks and spillages
- container breakage through bad weather or accidents
- waste blowing away or falling out of skips
- scavenging by vandals or vermin

4.2 Hazardous and non-hazardous wastes are not stored in the same containers. It is important that liquid wastes of different types are not mixed in the same container as some may not be compatible with others. Also, the waste disposal contractor will charge for the most difficult component in any mixture, even if it is present in only small proportions. Synthetic oils for example, need different, more expensive treatment than mineral oils. Some solvents can be recovered and recycled. Therefore, lubricating, hydraulic, fuel oils and solvents should be stored in separate containers.

4.3 Containers should be of sound construction and accurately labelled with the contents. This is important, as on disposal the contents must be stated accurately on the accompanying paperwork. The waste carrier or waste management contractor may inspect containers and refuse to take any inaccurately described. In any case, failure to do so constitutes an offence under the E.P.A.

4.4 Only **non-hazardous** wastes are to be disposed of within the site compactor.

5 DOCUMENTATION

5.1 Under the Duty of Care, any person dealing with waste must take reasonable steps to ensure:-

- Waste is taken only to an appropriately authorised facility
- Waste is prevented from escaping their control
- When waste is transferred, it is transferred to an authorised person and a written description of the waste is given to that person

The last point is covered by the use of waste transfer and consignment notes.

- 5.2 Before waste is removed from site by a contractor you should:-
- Obtain a copy of the **Waste Carrier's Registration Certificate** for the proposed carrier
 - Check it is in date
 - Check with the issuing authority that it is valid

Waste must not be allowed to leave site, if a copy of the relevant, valid registration certificate is not within site possession.

Repeat checks should be carried out annually or if there are any changes to the nature of the waste, its destination or licence conditions.

Note: waste carriers will not be specifically licensed to carry a particular class of waste, i.e. there are no specific hazardous waste carriers. However, if such waste is being carried by road from site, the waste carrier's vehicle should be appropriately labelled with the hazardous properties of the waste (e.g. highly flammable). It is the responsibility of the waste carrier to ensure an appropriate label is in place, but it is the sites responsibility to make the carrier fully aware of the characteristics of the material being dispatched.

- 5.3 Similar checks should be made with the **Waste Disposal or Management Contractor's Licence**. View any reluctance to provide this information with suspicion. Remember that the waste producer has a responsibility to not only fill in the paperwork accurately and make checks, but also to inform the Environment Agency of any misgivings with a particular waste carrier.
- 5.4 Disposal of **hazardous** and **non-hazardous** waste to the same site (co-disposal) is illegal. **Hazardous** waste can only go to specified EA approved **hazardous** landfill and **non-hazardous** waste to specified EA approved **non-hazardous** landfill. All landfill sites must have a current Environmental permit, specifying those waste types approved for acceptance. Confirmation should be sought from the waste contractor that the waste is going to the correct landfill site. The Waste contractor must be able to provide information upon final destination of all wastes carried and a copy of the relevant Environmental permit for any landfill site which waste may be dispatched to.
- 5.5 Waste Carriers and Facilities. This table which is a tab within 20XX Kemsley Waste Inventory Master must be completed, and revised accordingly and stored within 1 doc.

6 WASTE MINIMISATION AND WASTE RECOVERY OPTIONS

In accordance with the sites Environmental permit, each waste stream shall be annually reviewed to assess if the waste produced can be eliminated at source, reduced in quantity, reused with in the installation or recycled, with the intention to reduce the quantities ending up in land fill, resulting in both economic and

environmental benefits. The procedure for carrying out the annual review can be found in the EMS files (EMS 4.5.2).

7 DISPOSAL OF INERT OR NON-HAZARDOUS WASTE

- 7.1 In order to comply with the legislation, **Controlled Waste** must be disposed of using a **Waste Transfer Note**. A waste transfer note must be completed for **EACH** consignment of waste unless a 'season ticket' which can cover multiple movements of the same material is held.

Season tickets can only be used to cover multiple transfers for up to 12 months if all parties involved in the transfers are the same and where the description of the waste being transferred is the same (this includes the EWC waste code).

- 7.2 Transfer Notes can come in many formats, dependent on the waste contractor being used, but as a standard format sites should expect to the note to contain the following information as a minimum:

Section A, should describe accurately what the waste is, and what components are present in it, together with how it is contained and the quantity to be disposed of.

Section B, should be filled in with the name and address of the current waste holder i.e. E.ON UK. Part 3, "Producer of the waste" box, should be ticked. None of the other categories are relevant.

Section C, should be filled in by the Registered Waste Carrier or Licensed Waste Disposal or Management Contractor. There are no exemptions from these requirements, as the waste is produced from an industrial site. Therefore only the second or fourth box on the right hand side should be ticked. The appropriate Licence or Registration details, must be filled in.

Section D, should be filled in with the appropriate details, and signed by both parties.

- 7.3 A copy of the Transfer Note should accompany the waste load, with a further copy being retained by the waste producer. This should be retained for 10 years and be available for inspection by the Environment Agency.

8 DISPOSAL OF HAZARDOUS WASTE

- 8.1 The procedure for disposal of hazardous waste is broadly similar to that employed with other waste, in terms of responsibilities and checks that should be carried out. However, a **Hazardous Waste Consignment Note** must be used, rather than a Waste Transfer Note.

8.2 There are two procedures for dispatching hazardous waste and use of appropriate Consignment Notes:

- the standard procedure
- the multiple collection procedure

It is expected that consignment notes for hazardous waste movements will be issued by waste management contractors and then provided to sites for completion prior to any hazardous waste movement. However, sites may generate their own consignment notes using the format given in Appendix 2. Each consignment note should be given its own unique consignment note code. This will be made up of eleven digits, the first six of which will be the EONUKC, the final five should be a numerical sequence generated by the site.

8.3 *Standard Procedure*

Before any waste is removed from site, the producer must complete the front page of a waste consignment note, which describes the type and quantity of waste to be dispatched. The remainder of the consignment notes will be completed and retained in parts by the producer, waste carrier and the ultimate waste disposal site. Note: All boxes in parts A, B, C and D **must** be filled in. The address in Part D must either be filled in or the comment “as in Part A” added instead. Consignment notes must be kept for a minimum of 12 months, although good practice is to retain these indefinitely.

The registration of all CHP sites as Hazardous Waste Producers means that individual movements of hazardous waste no longer have to be pre-notified to the Environment Agency.

If a consignment is not accepted at any point along the line, then the party rejecting the load shall give written explanation, the EA shall be informed and if no alternative route of disposal is identified within 5 days, the waste will be returned to the producer or other alternative point in the chain.

8.4 *Multiple collection procedure*

A slightly different consignment note is used if a waste is being collected from site as part of a multiple collection by the waste carrier (previously called a “carrier’s round”). This may occur for example if waste oil is being collected in a tanker.

The unique reference on the consignment note will be the sites’ six digit registration code, followed by a five digit number, followed by an “M” to denote it is part of a multiple collection.

The multiple collection consignment notes will include a number which will identify the position in the collection chain (e.g. 1st, 2nd etc) of the sites' collection.

9 REPORTING AND AUDITING REQUIREMENTS

- 9.1 Waste carriers will make quarterly returns to the Environment Agency, detailing all the movements they have made as a waste company in the previous quarter. There is no longer any requirement for sites to notify the Environment Agency of waste movements.
- 9.2 The Environment Agency may choose to audit any site registered as a Hazardous Waste Producer and will levy a £200 fine for each individual 'non-compliance', against the regulations.

APPENDIX 1 EUROPEAN WASTE CATALOGUE (EWC)

Access to the European Waste Catalogue can be found using the internet and example link below:-

[ewc code list](#)

APPENDIX 2 WASTE CONSIGNMENT NOTE

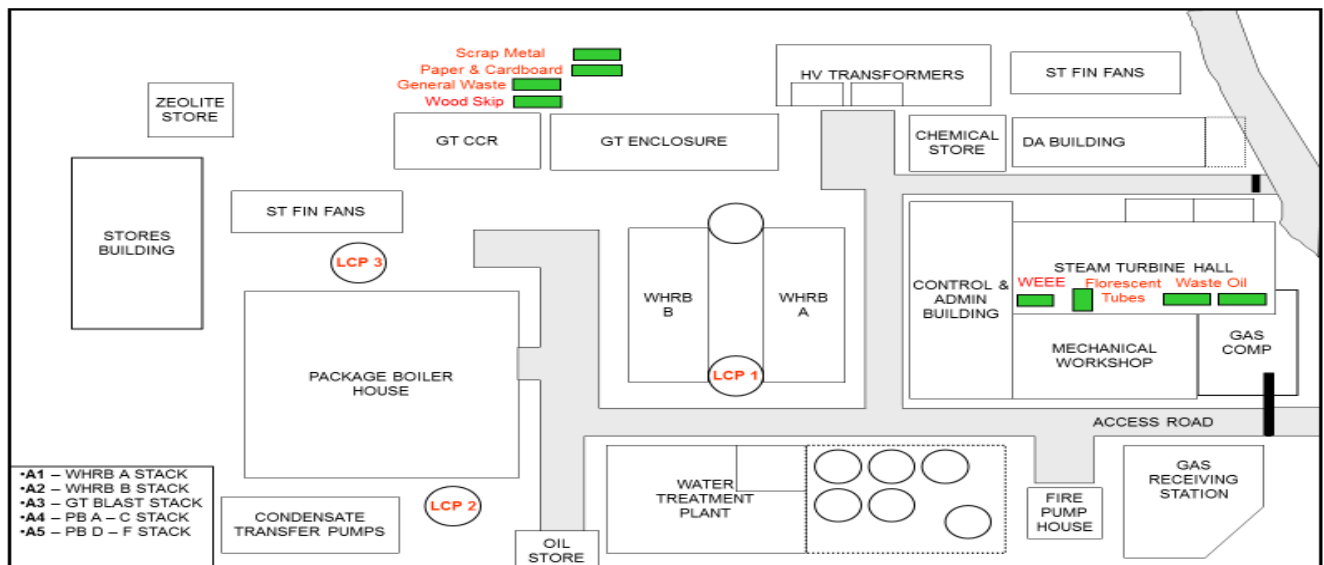
The hazardous waste consignment note is a pdf file stored in 1 Doc:\Kemsley\Environmental\4.5.1 Checking and Corrective Action Monitoring and Measurement\:

[Haz waste note blank](#)

APPENDIX 3 SITE LAYOUT OF WASTE DISPOSAL POINTS

The site layout of waste disposal points diagram is stored in [Site Environment Drainage Drawings](#) under the file name: Waste disposal points

APPENDIX 4 SITE LAYOUT WASTE DISPOSAL DIAGRAM



Appendix 4