

# Appropriate Measures Waste Treatment

T3E has reviewed the WEEE/ WTEE-related EWC codes identified in the Permit.

For the majority of these codes, T3E's activities will be limited to receipt, pre-acceptance and acceptance checks, storage, segregation, repackaging where required, and transfer off site to suitably permitted facilities for recovery or disposal. T3E does not intend to undertake WEEE /WTEE treatment, dismantling, depollution, shredding, crushing or component recovery for these wastes unless specifically authorised and confirmed in the relevant operating procedures this would be limited to battery removal.

The WEEE-related wastes will be managed according to their classification, physical form and hazard properties. This will include appropriate packaging, labelling, segregation, containment, inspection, inventory control, fire prevention controls and onward transfer under duty of care arrangements.

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| 2   | The appropriate measures for the general management of a regulated facility with an environmental permit for the treatment or transfer of WEEE.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 2.1 | Management System                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|     | <p>1. You must have and follow an up-to-date <a href="#">written management system</a>. It must incorporate the following features.</p> <p>You have:</p> <ul style="list-style-type: none"> <li>management commitment, including from senior managers</li> <li>an environmental policy that is approved by senior managers and includes the continuous improvement of the facility's environmental performance</li> </ul> <p>You plan and establish the resources, procedures, objectives and targets needed for environmental performance alongside your financial planning and investment.</p> <p>You implement your environmental performance procedures, paying particular attention to:</p> <ul style="list-style-type: none"> <li>staff structure and relevant responsibilities</li> <li>staff recruitment, training, awareness and competence</li> </ul> | <p>T3E operate a company wide ISO accT3Eited Integrated Management system (IMS) which is both internally and externally audited. AccT3Eitation for ISO 9001:2015, ISO 14001:2024, ISO45001:2015 is being worked towards.</p> <p>The Accident Management Plan and Site Conditioning Report meet modern guidance.</p> <p>The ISO nature of the system requires ongoing proof of support from senior directors and managers in a 'Top Down' approach.</p> <p>T3E have an environmental policy that is approved by senior managers and includes the continuous improvement of the facility's environmental performance</p> <p>The IMS allowsT3E Industries to establish the resources, procedures, objectives and targets needed for environmental performance alongside your financial planning and investment.</p> <p>T3E Industries implement environmental performance procedure via the IMS for:</p> |

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|  | <ul style="list-style-type: none"> <li>• communication (for example, of performance measures and targets)</li> <li>• employee involvement</li> <li>• documentation and records</li> <li>• effective process control</li> <li>• maintenance programmes</li> <li>• the management of change (including legislative changes and waste classification changes)</li> <li>• emergency preparedness and response</li> <li>• making sure you comply with environmental legislation</li> </ul> <p>You check environmental performance and take corrective action paying particular attention to:</p> <ul style="list-style-type: none"> <li>• monitoring and measurement</li> <li>• learning from incidents, near misses and mistakes, including those of other organisations</li> <li>• records maintenance</li> <li>• independent (where practicable) internal or external</li> </ul> | <ul style="list-style-type: none"> <li>• staff structure and relevant responsibilities</li> <li>• staff recruitment, training, awareness and competence</li> <li>• communication (for example, of performance measures and targets)</li> <li>• employee involvement</li> <li>• documentation and records</li> <li>• effective process control</li> <li>• maintenance programmes</li> <li>• the management of change (including legislative changes and waste classification changes)</li> <li>• emergency preparedness and response</li> <li>• making sure you comply with environmental legislation</li> </ul> <p>The IMS System is established using the Plan – Do – Check – Act methodology which is very much lead from upper management via monthly progress meetings and via annual review.</p> |
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|  | <p>auditing of the management system and operations to confirm it has been properly implemented and maintained</p> <p>Senior managers review the management system at least annually to check it is still suitable, adequate and effective.</p> <p>You review the development of cleaner and more efficient technologies and their applicability to site operations.</p> <p>When designing new plant, you make sure that you assess the environmental impacts from the plant's operating life and eventual decommissioning.</p> <p>You consider the risks a <a href="#">changing climate</a> poses to your operations. You have appropriate plans in place to assess and manage future risks.</p> <p>You compare your site's performance against relevant sector guidance and standards on a regular basis, known as sectoral benchmarking.</p> <p>You have and maintain the following documentation:</p> <ul style="list-style-type: none"> <li>• inventory of emissions to air and water</li> <li>• residues management plan</li> <li>• accident management plan</li> </ul> | <p><b>Leadership &amp; Policy</b></p>  <p>This ensures the company meets the requirements of</p> <ul style="list-style-type: none"> <li>• monitoring and measurement</li> <li>• learning from incidents, near misses and mistakes, including those of other organisations</li> <li>• records maintenance</li> <li>• independent (where practicable) internal or external auditing of the management system and operations to confirm it has been properly implemented and maintained</li> </ul> <p>When T3E review site operations and when designing plant due consideration is given to</p> <ul style="list-style-type: none"> <li>• development of cleaner and more efficient</li> </ul> |
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|  | <ul style="list-style-type: none"> <li>• <a href="#">site infrastructure plan</a></li> <li>• <a href="#">site condition report</a></li> <li>• <a href="#">fire prevention plan</a></li> </ul> <p>If requiT3E, you have and maintain the following documentation:</p> <ul style="list-style-type: none"> <li>• odour management plan</li> <li>• noise and vibration management plan</li> <li>• dust management plan</li> <li>• pest management plan</li> <li>• <a href="#">climate change risk assessment</a></li> </ul> | <p>technologies and their applicability to site operations.</p> <ul style="list-style-type: none"> <li>• When designing new plant, you make sure that you assess the environmental impacts from the plant's operating life and eventual decommissioning.</li> <li>• The site's performance is assessed against relevant sector guidance and standards on a regular basis, known as sectoral benchmarking.</li> </ul> <p>T3E have and maintain the following documents:</p> <ul style="list-style-type: none"> <li>• inventory of emissions to air and water</li> <li>• residues management plan</li> <li>• accident management plan</li> <li>• <a href="#">site infrastructure plan</a></li> <li>• <a href="#">site condition report</a></li> <li>• <a href="#">fire prevention plan</a></li> <li>• T3E maintain a climate change risk assessment.</li> </ul> |
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| 2.2 | Staff Competence                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                      |
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| 1   | Your site must be operated at all times by an adequate number of staff with <a href="#">appropriate qualifications and competence</a> .                                                                                                                                                                            | <p>T3E maintain an employee training matrix which allows management to ensure staff are appropriately trained and have the correct competencies for the work undertaken.</p> <p>The site benefits from CIWM/ WAMITAB trained technically competent management COTC's.</p>                                                                                                                                            |
| 2   | The design, installation and maintenance of infrastructure, plant and equipment must be carried out by competent people.                                                                                                                                                                                           | <p>The design, installation and maintenance of infrastructure, plant and equipment is carried out by competent people, such as external consultants, contractors (appropriately certified). T3E undertake a full assessment of the RAMS to ensure competence and qualifications.</p>                                                                                                                                 |
| 3   | <p>You must have appropriately qualified managers for your waste activity who are either:</p> <ul style="list-style-type: none"> <li>qualified under a <a href="#">technical competence scheme</a></li> <li>operating under a Competence Management System approved under a technical competence scheme</li> </ul> | <p>T3E maintain an employee training matrix which allows management to ensure staff are appropriately trained and have the correct competencies for the work undertaken.</p> <p>The site benefits from CIWM/ WAMITAB trained technically competent management COTC's.</p> <p>The site has technical staff trained to a minimum HNC Chemistry qualification or equivalent for waste assessment and for acceptance</p> |
| 4   | Non-supervisory staff must be reliable and technically skilled in the activities they are responsible for and in emergency response procedures. Their skills may be based on experience and relevant                                                                                                               | T3E undertake in house training relating to emergency plans and evacuation procedures as part of the IMS procedures this ensures that non supervisory staff are suitably trained.                                                                                                                                                                                                                                    |

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|            | training.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                        |
| <b>2.3</b> | <b>Accident Management Plan</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                        |
| 1.         | As part of your management system you must have <a href="#">a plan for dealing with any incidents or accidents</a> that could result in pollution.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | T3E hold an Accident management plan which details responses for dealing with incidents and accidents. |
| 2.         | The accident management plan must identify and assess the risks the facility poses to human health and the environment.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | T3E hold a Accident management plan which details responses for dealing with incidents and accidents.  |
| 3.         | <p>Areas to consider may include:</p> <ul style="list-style-type: none"> <li>• waste types and the risks they pose</li> <li>• robust waste acceptance procedures to avoid receiving unwanted items, such as gas cylinders</li> <li>• failure of abatement systems</li> <li>• failure of plant and equipment (for example over-pressure of vessels and pipework, blocked drains)</li> <li>• failure of containment (for example, bund failure, or drainage sumps overfilling)</li> <li>• damaged lithium-ion batteries</li> <li>• failure to contain firefighting water</li> <li>• making the wrong connections in drains or other systems</li> <li>• checking the composition of an effluent before emission</li> <li>• vandalism and arson</li> <li>• extreme weather conditions, for example flooding or very high winds</li> </ul> | T3E hold an Accident management plan which details responses for dealing with incidents and accidents. |

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|    | <ul style="list-style-type: none"> <li>loss of power</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                              |
| 4. | <p>You must assess the risk of accidents and their possible consequences. Risk is the combination of the likelihood that a hazard will occur and the severity of the impact resulting from that hazard. Having identified the hazards, you can assess the risks by addressing 6 questions:</p> <ul style="list-style-type: none"> <li>how likely is it that the accident will happen?</li> <li>what may be emitted and how much?</li> <li>where will the emission go – what are the pathways and receptors?</li> <li>what are the consequences?</li> <li>what is the overall significance of the risk?</li> <li>what can you do to prevent or T3Euce the risk?</li> </ul>                                                                                                                   | T3E hold an Emergency Plan which details responses for dealing with incidents and accidents. |
| 5. | <p>In particular, you must identify any fire risks that may be caused, for example by:</p> <ul style="list-style-type: none"> <li>arson or vandalism</li> <li>self-combustion, for example the finer fractions of shT3Eder residue</li> <li>plant or equipment failure and electrical faults</li> <li>naked lights and discarded smoking materials</li> <li>hot works (for example welding or cutting), industrial heaters and hot exhausts</li> <li>neighbouring site activities</li> <li>sparks from loading buckets</li> <li>hot loads deposited at the site</li> <li>damage to, or shorting of, batteries</li> </ul> <p>You must have a fire prevention plan that identifies the risks at your site and meets the requirements of our <a href="#">fire prevention plan guidance</a></p> | T3E hold an Emergency Plan which details responses for dealing with incidents and accidents. |

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| 6. | <p>The depth and type of accident risk assessment you carry out will depend on the characteristics of the plant and its location. The main factors to consider are the:</p> <ul style="list-style-type: none"> <li>• scale and nature of the accident hazard presented by the plant and its activities</li> <li>• risks to areas of population and the environment (the receptors)</li> <li>• nature of the plant and complexity of the activities and how difficult it is to decide and justify adequate risk control techniques</li> </ul>                           | T3E hold an Emergency Plan which details responses for dealing with incidents and accidents.                                                                                                                                                                                                                                                                              |
| 7. | <p>Through your accident management plan, you must also identify the roles and responsibilities of the staff involved in managing accidents. You must provide them with clear guidance on how to manage each accident scenario, for example, whether to use containment or dispersion to extinguish fires, or let them burn.</p>                                                                                                                                                                                                                                       | The Staff Organogram and training matrix ensure that roles and responsibilities identified in the Accident management plan are assigned and trained accordingly.                                                                                                                                                                                                          |
| 8. | <p>You must appoint one facility employee as an emergency co-ordinator who will take lead responsibility for implementing the plan. You must train your employees so they can perform their duties effectively and safely and know how to respond to an emergency.</p>                                                                                                                                                                                                                                                                                                 | The Staff Organogram and training matrix ensure that roles and responsibilities identified in the Accident management plan are assigned and trained accordingly.                                                                                                                                                                                                          |
| 9. | <p>You must also:</p> <ul style="list-style-type: none"> <li>• establish how you will communicate with relevant authorities, emergency services and neighbours (as appropriate) both before, during and after an accident</li> <li>• have appropriate emergency procedures, including for safe plant shutdown and site evacuation</li> <li>• have post-accident procedures that include assessing the harm that may have been caused by an accident and the remediation actions you will take</li> <li>• test the plan by carrying out emergency drills and</li> </ul> | <p>The Accident Management Plan ensures adequate communication with attending services such as fire service, haz mat, EA etc. Procedures are in place for emergency shut down and evacuation, rescue etc. Post accident procedures are in place.</p> <p>Accident Management Procedures are tested with drills and simulations to ensure staff are adequately trained.</p> |

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|            | exercises                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                          |
| <b>2.4</b> | <b>Accident Prevention Measures</b>                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                          |
| 1.         | You must take the following measures, where appropriate, to prevent events that may lead to an accident.                                                                                                                                                                                                                                                                                                                               | Site IMS procedures cover the requirements below in addition to emergency plan                                                                                                                                                                                                                           |
|            | <b>Segregating Waste</b>                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                                          |
| 2.         | You must keep incompatible wastes apart.                                                                                                                                                                                                                                                                                                                                                                                               | The site operates via an IMS system and Fire Prevention Plan. Storage is in accordance with the requirements set out in those documents                                                                                                                                                                  |
|            | <b>Preventing accidental emissions</b>                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                                                                          |
| 3.         | <p>You must make sure you contain the following for off-site disposal or route to the sealed drainage system as appropriate:</p> <ul style="list-style-type: none"> <li>• process waters</li> <li>• site drainage waters</li> <li>• emergency firefighting water</li> <li>• oil or chemical contaminated waters</li> <li>• spillages of oils and chemicals</li> </ul>                                                                  | The site benefits from sealed impermeable drainage and secondary containment providing 110% and sealed drainage to prevent discharges off site. Adequate spill kits are in place around the facility. WEEE/WTEE Waste stored within building prior to being moved to the trailer for transport off site. |
| 4.         | <p>You must be able to contain surges and storm water flows. You must provide enough buffer storage capacity to make sure you can achieve this. You can define this capacity using a risk-based approach, for example, by considering the:</p> <ul style="list-style-type: none"> <li>• nature of the pollutants</li> <li>• effects of downstream waste-water treatment</li> <li>• sensitivity of the receiving environment</li> </ul> | The site benefits from sealed impermeable drainage and secondary containment providing 110% and sealed drainage..                                                                                                                                                                                        |

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| 5. | You can only discharge waste-water from this buffer storage after you have taken appropriate measures, for example, to control, treat or reuse the water. Discharges to ground, surface water or sewer must be lawful and must comply with any consents or permissions that are required.                                                                                                   | NA There is no liquid discharged from WEEE storage as internal storage within building.                                                                                                                                                                                                                                                                                     |
| 6. | You must have spill contingency procedures to minimise the risk of an accidental emission of raw materials, products and waste materials, and to prevent their entry into water.                                                                                                                                                                                                            | T3E have an IMS system where a spill procedure SOP is trained out to staff. The accident management plan and emergency plan also contains spill management protocols.                                                                                                                                                                                                       |
| 7. | Your emergency firefighting water collection system must take account of additional firefighting water flows or firefighting foams. You may need emergency storage lagoons to prevent contaminated firefighting water reaching a receiving water body. This should be considered as part of your <a href="#">fire prevention plan</a> .                                                     | Retention of fire water would be managed within the boundary of the site within existing bays and water storage bunds and tanks. Fire water management for the Installation is incorporated and covered within the existing Fire prevention plan.                                                                                                                           |
| 8. | <p>You must consider and, if appropriate, plan for the possibility that you need to contain or abate accidental emissions from:</p> <ul style="list-style-type: none"> <li>• overflows</li> <li>• vents</li> <li>• safety relief valves</li> <li>• bursting discs</li> </ul> <p>If this is not advisable on safety grounds, you must focus on reducing the probability of the emission.</p> | <p>The Emergency Plan identifies if items are present and provides management to prevent emissions from</p> <ul style="list-style-type: none"> <li>• overflows</li> <li>• vents</li> <li>• safety relief valves</li> <li>• bursting discs</li> </ul> <p>where safe to do so.</p> <p>Installation is incorporated and covered within the existing Fire prevention plan..</p> |
|    | <b>Security measures</b>                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                                                             |

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| 9.  | <p>You must have security measures in place (including staff) to prevent:</p> <ul style="list-style-type: none"> <li>• entry by vandals and intruders</li> <li>• damage to plant and equipment</li> <li>• theft</li> <li>• fly-tipping</li> <li>• arson</li> </ul>                                                                                                       | <p>The site has 1.8 meter perimeter fencing and access gates. The site has 24hr security and CCTV which is externally monitored.</p> |
| 10. | <p>Facilities must use an appropriate combination of the following measures:</p> <ul style="list-style-type: none"> <li>• security guards</li> <li>• total enclosure (usually with fences)</li> <li>• controlled entry points</li> <li>• adequate lighting</li> <li>• warning signs</li> <li>• 24-hour surveillance, such as closed-circuit television (CCTV)</li> </ul> | <p>The site has 1.8 meter perimeter fencing and access gates. The site has 24hr security and CCTV which is externally monitored.</p> |
|     | <b>Fire Prevention</b>                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                      |
| 11. | <p>There are 3 fire prevention objectives. You must:</p> <ul style="list-style-type: none"> <li>• minimise the likelihood of a fire happening</li> <li>• aim for a fire to be extinguished within 4 hours</li> <li>• minimise the spread of fire within the site and to neighbouring sites</li> </ul>                                                                    | <p>Fire prevention for the Installation is incorporated and not within the existing Fire risk assessment and DSEAR assessment.</p>   |
|     | <b>Fire prevention</b>                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                      |

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| 12. | You must have a fire prevention plan that meets the requirements of our <a href="#">fire prevention plan guidance</a> .                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Fire prevention for the Installation is incorporated and covered within the existing Fire risk assessment and DSEAR assessment.                                                                                                                                                                                                                                                                                                                                                                  |
| 13. | <p>You must maintain plant control in an emergency using one or a combination of:</p> <ul style="list-style-type: none"> <li>• alarms</li> <li>• process trips and interlocks</li> <li>• automatic systems</li> <li>• manual interventions</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <p>The plant has a number of control features to ensure control is maintained in an emergency situation including a combination of:</p> <ul style="list-style-type: none"> <li>• alarms</li> <li>• process trips and interlocks</li> <li>• automatic systems</li> <li>• manual interventions</li> </ul> <p>The site operational procedures are trained out to the relevant staff to ensure that the process are adequately controlled both in normal operations and in emergency situations.</p> |
| 14. | <p>You must:</p> <ul style="list-style-type: none"> <li>• make sure all the measurement and control devices you would need in an emergency are easy to access and operate in an emergency situation</li> <li>• maintain the plant so it is in a good state through a preventive maintenance programme and a control and testing programme</li> <li>• use techniques such as suitable barriers to prevent moving vehicles damaging equipment</li> <li>• have procedures in place to avoid incidents due to poor communication between operating staff during shift changes and following maintenance or other engineering work</li> <li>• where relevant, use equipment and protective systems designed for use in potentially explosive atmospheres</li> </ul> | T3E have an FPP as it is incorporated and covered within the existing Fire risk assessment and Emergency Plan.                                                                                                                                                                                                                                                                                                                                                                                   |

|     | Record keeping and procedures                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
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| 15. | <p>You must:</p> <ul style="list-style-type: none"> <li>• keep an up-to-date record of all accidents, incidents, near misses, changes to procedures, abnormal events, and the findings of maintenance inspections</li> <li>• carry out investigations into accidents, incidents, near misses and abnormal events and record the steps taken to prevent their reoccurrence</li> <li>• maintain an inventory of substances, which are present (or likely to be) and which could have environmental consequences if they escape – many apparently innocuous substances can damage the environment if they escape</li> <li>• have procedures for checking raw materials and wastes to make sure they are compatible with other substances they may accidentally come into contact with</li> <li>• make sure that any documents that may be needed in the event of an incident are accessible</li> </ul> | <p>T3E IMS requires the company to maintain records in relation to</p> <ul style="list-style-type: none"> <li>• keep an up-to-date record of all accidents, incidents, near misses, changes to procedures, abnormal events, and the findings of maintenance inspections</li> <li>• carry out investigations into accidents, incidents, near misses and abnormal events and record the steps taken to prevent their reoccurrence</li> <li>• maintain an inventory of substances, which are present (or likely to be) and which could have environmental consequences if they escape – many apparently innocuous substances can damage the environment if they escape</li> <li>• have procedures for checking raw materials and wastes to make sure they are compatible with other substances they may accidentally come into contact with</li> <li>• make sure that any documents that may be needed in the event of an incident are accessible</li> </ul> |
|     | Contingency Plan and Procedures                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |

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| 1. | You must have and implement a contingency plan and management procedures to make certain you comply with all your permit conditions and operating procedures during maintenance or shutdown at your site.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | T3E holds an Emergency Plan and an Accident Management Plan.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 2. | <p>Your contingency plan must also contain provisions and procedures to make sure that you:</p> <ul style="list-style-type: none"> <li>do not exceed storage limits in your permit and you continue to apply appropriate measures for storing and handling waste</li> <li>stop accepting waste unless you have a clearly defined method of recovery or disposal and enough permitted storage capacity</li> <li>as far as possible, know in advance about any planned shutdowns at waste management facilities where you send waste</li> </ul> <p>Your contingency plan must include plans and procedures for circumstances where you cannot send your wastes to other sites due to their planned or unplanned shutdown.</p> | <p>T3E keep an inventory of the materials held on site and the quantity. The management system ensures that contingency planning covers</p> <ul style="list-style-type: none"> <li>do not exceed storage limits in your permit and you continue to apply appropriate measures for storing and handling waste</li> <li>stop accepting waste unless you have a clearly defined method of recovery or disposal and enough permitted storage capacity</li> <li>as far as possible, know in advance about any planned shutdowns at waste management facilities where you send waste</li> </ul> <p>Your contingency plan must include plans and procedures for circumstances where you cannot send your wastes to other sites due to their planned or unplanned shutdown.</p> |
| 3. | If you produce an end-of-waste material at your facility, your contingency planning must consider issues with storage capacity for end-of-waste products.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | NA                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |

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| 4. | You must make your customers aware of your contingency plan, and of the circumstances in which you would stop accepting waste from them.                                                                                                                                                                                 | Customers contracts stipulate terms and conditions in regard to waste acceptance.                         |
| 5. | You must consider whether the sites or companies you rely on in your contingency plan: <ul style="list-style-type: none"> <li>• can take the waste at short notice</li> <li>• are authorised to do so in the quantities and types likely to be needed – in addition to carrying out their existing activities</li> </ul> | Customers contracts stipulate terms and conditions in regard to waste acceptance.                         |
| 6. | Where circumstances mean you could exceed your permitted storage limits or compromise your storage procedures, you must look for alternative disposal or recovery options. You must not discount alternative disposal or recovery options based on extra cost or geographical distance.                                  | T3E contingency is to transfer materials to another site where capacity allows in a contingency scenario. |
| 7. | You must not include unauthorised capacity in your contingency plan. If your contingency plan includes using temporary storage for additional waste on your site, then you must make sure your site is authorised for this storage and you have the appropriate infrastructure in place.                                 | Any out of permit contingency would need to be authorised via the local area EA team.                     |

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|  | <p>8. Your management procedures and contingency plan must:</p> <ul style="list-style-type: none"> <li>• identify known or predictable malfunctions associated with your technology and the procedures, spare parts, tools and expertise needed to deal with them</li> <li>• include a record of spare parts held, especially critical spares – or state where you can get them from and how long it would take</li> <li>• have a defined procedure to identify, review and prioritise items of plant which need a preventative regime</li> <li>• include all equipment or plant whose failure could directly or indirectly lead to an impact on the environment or human health</li> <li>• identify 'non-productive' or redundant items such as tanks, pipework, retaining walls, bunds, reusable waste containers (for example wheeled carts), ducts, filters and security systems</li> <li>• make sure you have the spare parts, tools, and competent staff needed before you start maintenance</li> </ul> | <p>T3E IMS system ensures that the following are covered within the procedures</p> <ul style="list-style-type: none"> <li>• identify known or predictable malfunctions associated with your technology and the procedures, spare parts, tools and expertise needed to deal with them</li> <li>• include a record of spare parts held, especially critical spares – or state where you can get them from and how long it would take</li> <li>• have a defined procedure to identify, review and prioritise items of plant which need a preventative regime</li> <li>• include all equipment or plant whose failure could directly or indirectly lead to an impact on the environment or human health</li> <li>• identify 'non-productive' or redundant items such as tanks, pipework, retaining walls, bunds, reusable waste containers (for example wheeled carts), ducts, filters and security systems</li> <li>• make sure you have the spare parts, tools, and competent staff needed before you start maintenance</li> </ul> |
|  | <p>9. Your management system must include procedures for auditing your performance against all these contingency measures and for reporting the audit results to the site manager.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <p>The T3E Management system is internally audited and also audited by 3<sup>rd</sup> party auditors from the accreditation body.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|  | <p><b>Plant Decommissioning</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |

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| 1. | You must consider the decommissioning of the plant at the design stage and make suitable plans to minimise risks during later decommissioning.                                                                                                                                                                                                                                                                                                                                 | Decommissioning is considered at plant design and prior to decommissioning a plant/site. |
| 2. | For existing plant, identify potential decommissioning risks and take steps to address these. Make changes and design improvements as and when plant is upgraded, or when construction and development works are carried out at your site. Examples of design improvements could include avoiding using underground tanks and pipework. If it is not economically possible to replace them, you must protect them by secondary containment or a suitable monitoring programme. | Decommissioning is considered at plant design and prior to decommissioning a plant/site. |
| 3. | You must have and maintain a decommissioning plan to demonstrate that: <ul style="list-style-type: none"> <li>plant will be decommissioned without causing pollution</li> <li>the site will be returned to a satisfactory condition</li> </ul>                                                                                                                                                                                                                                 | The site do not have a decommissioning plan as they are not installation.                |
| 4. | Your decommissioning plan should include details on: <ul style="list-style-type: none"> <li>whether you will remove or flush out pipelines and vessels (where appropriate) and how you will empty them of any potentially harmful contents</li> <li>site plans showing the location of all underground pipes and vessels</li> <li>how asbestos or other potentially harmful materials will be removed, unless we have agreed it is reasonable to leave</li> </ul>              | The site do not have a decommissioning plan as they are not installation.                |

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|    | <p>such liabilities to future owners</p> <ul style="list-style-type: none"> <li>• methods for dismantling buildings and other structures, and for protecting surface water and groundwater during construction or demolition at your site</li> <li>• any soil testing needed to check for any pollution caused by the site activities, and information on any remediation needed to return the site to a satisfactory state when you cease activities, as defined by the initial site condition report</li> <li>• the measures proposed, once activities have definitively stopped, to avoid any pollution risk and to return the site of operation to a satisfactory state (including, where appropriate, measures relating to the design and construction of the plant)</li> <li>• the clearing of deposited residues, waste and any contamination resulting from the waste treatment activities</li> </ul> |                                                                          |
| 5. | <p>You should make sure that equipment taken out of use is decontaminated and removed from the site.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | <p>All equipment being commissioned would be made safe and cleaned .</p> |

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| 3   | Waste pre-acceptance, acceptance and tracking appropriate measures                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                               |
| 3.1 | Waste Pre-Acceptance                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                               |
| 1.  | <p>Except in the case of small one-off deliveries of WEEE, for example from tradespeople, you must implement waste pre-acceptance procedures so that you know enough about a waste before it arrives at your facility. You need to do this to assess and confirm the waste is technically and legally suitable for your facility. Your procedures must follow a risk-based approach, considering:</p> <ul style="list-style-type: none"> <li>• the source and nature of the waste</li> <li>• any hazardous properties and persistent organic pollutant (POPs) content</li> <li>• potential risks to process safety, occupational safety and the environment (for example, from the presence of hazardous substances that could be dispersed during treatment)</li> <li>• knowledge about the previous waste holder</li> <li>• the type of containment used for the waste</li> </ul> | T3E IMS provides a Waste acceptance procedure |

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| 2. | <p>You must get the following information in writing when you receive a customer query:</p> <ul style="list-style-type: none"> <li>• details of the waste producer (who you are receiving the waste from) including organisation name, address and contact details</li> <li>• where the waste is coming from</li> <li>• full description of the waste including the quantity</li> <li>• the List of Waste code (European Waste Classification, EWC, code)</li> <li>• any hazardous properties or presence of any regulated chemicals, for example, POPs</li> <li>• if WEEE identified as POPs waste in the guidance on how to <a href="#">classify WEEE</a> is described as not being a POPs waste, you should request evidence of the assessment demonstrating this</li> <li>• with reference to <a href="#">Annex VII of the WEEE Directive</a>, details of any treatment already undertaken</li> </ul> <p>You can verify the pre-acceptance information by contacting or visiting the waste producer. Dealing with staff directly involved in waste production can help to fully characterise a waste.</p> | <p>Due to the nature of the WEEE/WTEE the pre acceptance and waste acceptance procedures held within the IMS would also apply to these waste types.</p> |
| 3. | <p>You should consider with your customer whether the WEEE is suitable for preparing for reuse. Where that remains a possibility, you should ensure the WEEE is handled and transported with care to avoid any damage or loss that could affect reuse.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <p>If WEEE is to go for re use it will be transferT3E from site to a reuse facility.</p>                                                                |

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| 4. | <p>You must also obtain confirmation that the WEEE does not contain a radioactive source other than domestic smoke detectors and specialist lamps such as xenon lamps. If there is a risk of radioactive contamination, for example, in certain types of medical equipment, you must obtain confirmation that the waste is not radioactive, unless your facility is permitted to accept such waste.</p>                                                                                                                        | <p>T3E have a customer enquiry pre application discussion with waste producers prior to accepting waste to assess and confirm the waste is free from radioactive sources or contamination.</p>                             |
| 5. | <p>You must consider whether specific wastes, from among those you are permitted to receive, have properties that can pose unacceptable risks to the site or process. For example, due to:</p> <ul style="list-style-type: none"> <li>• a risk of explosion (for example, from gas or aerosol canisters that may be present)</li> <li>• a risk of fire (for example, from WEEE containing lithium-ion batteries)</li> </ul> <p>You should establish a list of such wastes and procedures for managing the risks from them.</p> | <p>T3E have in place procedures for waste acceptance and storage Due to the nature of the WEEE/WTEE the pre acceptance IMS waste procedures would also apply to these waste types. the source and nature of the waste.</p> |
| 6. | <p>You must keep pre-acceptance records following receipt of the waste. If an enquiry from a waste producer does not lead to the receipt of waste, you do not need to keep records.</p>                                                                                                                                                                                                                                                                                                                                        | <p>T3E maintain waste pre acceptance records for wastes that are received for at least 3 years.</p>                                                                                                                        |
| 7. | <p>You must reassess the information required T3E at pre-acceptance if the:</p> <ul style="list-style-type: none"> <li>• waste changes</li> <li>• process giving rise to the waste changes</li> </ul>                                                                                                                                                                                                                                                                                                                          | <p>If the waste is not as described at waste pre acceptance the waste would require new waste pre acceptance to be undertaken.</p>                                                                                         |

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|            | <ul style="list-style-type: none"> <li>waste received does not conform to the pre-acceptance information</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                          |
| 8.         | In all cases you must reassess the information required at pre-acceptance on an annual basis.                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Waste pre assessment procedure is reviewed on an annual basis                                                                                                                                                                                                            |
| 9.         | <p>The information required, and the assessment made at the pre-acceptance stage is to make sure you:</p> <ul style="list-style-type: none"> <li>only accept wastes that are suitable for the site</li> <li>avoid unnecessarily accumulating waste</li> <li>have enough storage and treatment capacity</li> </ul>                                                                                                                                                                                                                                 | <p>T3E pre acceptance checks are required to ensure that T3E</p> <ul style="list-style-type: none"> <li>only accept wastes that are suitable for the site</li> <li>avoid unnecessarily accumulating waste</li> <li>have enough storage and treatment capacity</li> </ul> |
| <b>3.2</b> | <b>Waste Acceptance</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                          |
| 1.         | <p>You must implement waste acceptance procedures to check that the characteristics of the waste received matches the information you obtained during waste pre-acceptance. This is to confirm that the waste is as expected, and you can accept it. If it is not, you must confirm that you can accept it as a non-conforming waste, or you must reject it. If you are rejecting hazardous waste you must follow the <a href="#">guidance on the procedure for rejecting hazardous waste</a>. Procedures should be documented and auditable.</p> | <p>Waste acceptance on site is carried out by a suitable qualified person. The waste acceptance stage assesses the waste to ensure it is suitable to be accepted otherwise it will be rejected.</p> <p>IMS procedures</p>                                                |

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| 2. | <p>Your procedures must follow a risk-based approach, considering:</p> <ul style="list-style-type: none"> <li>the source, nature, condition and age of the waste</li> <li>any hazardous properties of the waste</li> <li>any POPs content in the waste</li> <li>potential risks to process safety, occupational safety and the environment (for example, the presence of lithium-ion batteries)</li> <li>knowledge about the previous waste holders</li> </ul> | <p>The waste acceptance procedures assess the waste requirements under the WM3 to ensure correct classification. The procedures require consideration of:</p> <ul style="list-style-type: none"> <li>the source, nature, condition and age of the waste</li> <li>any hazardous properties of the waste</li> <li>any POPs content in the waste</li> <li>potential risks to process safety, occupational safety and the environment (for example, the presence of lithium-ion batteries)</li> <li>knowledge about the previous waste holders</li> </ul> |
| 3. | <p>If, in the case of small one-off deliveries of WEEE (for example those from tradespeople) you have not received any pre-acceptance information, you must fully assess the load to make sure it is technically and legally suitable for your process.</p>                                                                                                                                                                                                    | <p>Waste is pre booked with sites and a one off WEEE deliveries would not be expected without paperwork</p>                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|    | <p><b>Storage Areas</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 4. | <p>All relevant storage areas (quarantine, reception and general) and treatment processes in your facility must have the physical capacity needed for the waste you receive. You must not receive wastes if this capacity is not available. The amount of waste you receive must also comply with storage limits in your permit.</p>                                                                                                                           | <p>Waste is stored in accordance with the Fire Prevention Plan. Waste is stored in accordance with the Hazard properties of the waste HSG71 guidance. If an item of waste is to be quarantined, then it is clearly identified as a Quarantine items are clearly marked up and stored in the relevant bay for the hazardous properties.</p>                                                                                                                                                                                                            |

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| 5.                      | The waste offloading, reception and quarantine areas must have impermeable surfaces with a sealed drainage system. This system must collect all surface water run-off and channel it to a blind sump unless you can lawfully discharge it.                                                                                                                                                 | Waste offloading, reception and quarantine areas have impermeable surfaces with sealed drainage with sealed drainage.                                                                               |
| 6.                      | You must clearly designate a materials reception area (or areas). Staff controlling the inspection, reception and validation of materials at the facility, must be trained in their respective roles.                                                                                                                                                                                      | The site benefits from a designated waste reception area.                                                                                                                                           |
| <b>Waste Acceptance</b> |                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                     |
| 7.                      | You must weigh each load of waste on arrival to confirm the quantities against the accompanying paperwork, unless alternative reliable systems are available (for example, based upon volume). You must record the weight in the waste tracking system.                                                                                                                                    | The site benefits from a calibrated weighbridge and calibrated scales. Waste weights are recorded in the waste tracking system where applicable, otherwise container estimated weights are applied. |
| 8.                      | You must visually check wastes and verify them against pre acceptance information and transfer documentation before you accept them on site.                                                                                                                                                                                                                                               | Waste acceptance is undertaken by a suitably qualified member of staff prior to waste being accepted on site.                                                                                       |
| 9.                      | You must check and validate all transfer documentation and resolve discrepancies before you accept the waste. If you believe the incoming waste classification and description is incorrect or incomplete, then you must address this with the customer during waste acceptance. You must record any non-conformances. If you have assessed the waste as acceptable for on-site storage or | Waste acceptance is undertaken by a suitably qualified member of staff prior to waste being accepted on site.                                                                                       |

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|     | treatment, you must document this.                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                     |
| 10. | You must have clear criteria that you use to reject non-conforming wastes. You must also have a written procedure for recording, reporting and tracking non-conforming wastes, including notifying the relevant customer or waste producer to prevent reoccurrence.                                            | The site IMS procedure provide a Waste Rejection Procedure. Waste acceptance procedures provide clarification on when waste should be rejected. These procedures are trained out to staff undertaking waste pre acceptance checks.                  |
| 11. | The person carrying out waste acceptance checks must be trained to effectively identify and manage any non-conformances in the loads received, complying with this guidance and your permit conditions.                                                                                                        | Waste acceptance procedures provide clarification on when waste should be rejected. These procedures are trained out to staff undertaking waste pre acceptance checks.                                                                              |
| 12. | If there is a known risk of radioactive contamination other than the presence of smoke detectors and certain specialist lamps such as xenon lamps, you must check the waste to determine that it does not include radioactive material unless your site is permitted to accept that type of radioactive waste. | Radioactive waste are screened out during waste enquiry stage and are not accepted on site.                                                                                                                                                         |
|     | <b>Quarantine storage</b>                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                     |
| 13. | You must establish quarantine areas for WEEE and materials that are prohibited, awaiting full inspection, or awaiting assessment or removal.                                                                                                                                                                   | Waste is stored in accordance with HSG71. Waste is stored in accordance with the Hazard properties of the waste. If an item of waste is to be quarantined then it is clearly identified as a Quarantine item and stored in the relevant bay for the |

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|            |                                                                                                                                                                                                                                                                                 | hazardous properties.                                                                                                                                                                                                                                                     |
| 14.        | Quarantine storage must be for a maximum of fourteen working days.                                                                                                                                                                                                              | Waste is stored in accordance with HSG71. Waste is stored in accordance with the Hazard properties of the waste. If an item of waste is to be quarantined then it is clearly identified as a Quarantine item and stored in the relevant bay for the hazardous properties. |
| 15.        | You must have written procedures in place for dealing with wastes held in quarantine, and a maximum storage volume. For some limited and specific cases (for example, the detection of radioactivity), you can extend quarantine storage time if the Environment Agency agrees. | T3E has written procedures within the IMS for dealing with quarantine wastes and specify maximum storage times.                                                                                                                                                           |
| 16.        | Quarantine storage must be separate from all other storage and clearly marked as a quarantine area.                                                                                                                                                                             | Waste is stored in accordance with HSG71. Waste is stored in accordance with the Hazard properties of the waste. If an item of waste is to be quarantined then it is clearly identified as a Quarantine item and stored in the relevant bay for the hazardous properties. |
| <b>3.3</b> | <b>Waste Tracking</b>                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                           |
| 1.         | You must use a waste tracking system to hold up to date information about the available capacity of the waste quarantine, reception, general and bulk storage areas of your facility. This must include treatment residues and end of waste product materials.                  | T3E use a purpose built waste tracking system which enables the company to to hold up to date information about the available capacity of the waste quarantine, reception, general and bulk storage areas of your facility.                                               |
| 2.         | Your waste tracking system must hold all the information generated during: <ul style="list-style-type: none"> <li>• pre-acceptance</li> </ul>                                                                                                                                   | The Waste tracking system holds the following information <ul style="list-style-type: none"> <li>• pre-acceptance</li> <li>• acceptance</li> </ul>                                                                                                                        |

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|    | <ul style="list-style-type: none"> <li>• acceptance</li> <li>• non-conformance or rejection</li> <li>• storage</li> <li>• treatment</li> <li>• removal off site</li> </ul> <p>This information must be readily accessible.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | <ul style="list-style-type: none"> <li>• non-conformance or rejection</li> <li>• storage</li> <li>• treatment</li> <li>• removal off site</li> </ul> <p>The information is available to operational staff</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 3. | <p>You must create records and update them to reflect deliveries, on-site treatment and despatches. This can be done on a 'loads received' basis. Your tracking system will also operate as a waste inventory and stock control system. It must include this information as a minimum:</p> <ul style="list-style-type: none"> <li>• the date the waste arrived on site</li> <li>• the producer's details (or unique identifier)</li> <li>• a unique reference number</li> <li>• waste pre-acceptance and acceptance information</li> <li>• the quantity delivered</li> <li>• the intended treatment route</li> <li>• accurate records of the nature and quantity of wastes held on site, including all hazards – and identifying the primary hazards and presence of any regulated chemicals such as POPs</li> <li>• where the waste is physically located on site</li> </ul> | <p>The waste tracking can be updated in real time. The records reflect deliveries, on-site treatment and despatches. This can be done on a 'loads received' basis. The tracking system will also operate as a waste inventory and stock control system. It must include this information as a minimum:</p> <ul style="list-style-type: none"> <li>• the date the waste arrived on site</li> <li>• the producer's details (or unique identifier)</li> <li>• a unique reference number</li> <li>• waste pre-acceptance and acceptance information</li> <li>• the quantity delivered</li> <li>• the intended treatment route</li> <li>• accurate records of the nature and quantity of wastes held on site, including all hazards – and identifying the primary hazards and presence of any regulated chemicals such as POPs</li> <li>• where the waste is physically located on site</li> </ul> |
| 4. | <p>The tracking system must be able to report:</p> <ul style="list-style-type: none"> <li>• the total quantity of waste present on site at any one time</li> <li>• a breakdown by type of the waste quantities you are storing pending treatment or transfer</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | <p>The tracking system is able to report:</p> <ul style="list-style-type: none"> <li>• the total quantity of waste present on site at any one time</li> <li>• a breakdown by type of the waste quantities you are</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |

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|                                                                       | <ul style="list-style-type: none"> <li>the quantity of waste on site compared with the limits authorised by your permit</li> <li>the length of time the waste has been on site</li> <li>the quantity of end-of-waste product materials on site at any one time and, where applicable, details of any non-conformances and rejections</li> </ul> | <p>storing pending treatment or transfer</p> <ul style="list-style-type: none"> <li>the quantity of waste on site compared with the limits authorised by your permit</li> <li>the length of time the waste has been on site</li> <li>the quantity of end-of-waste product materials on site at any one time and, where applicable, details of any non-conformances and rejections</li> </ul> |
| 5.                                                                    | You must store back-up copies of electronic records off site. Records must be readily accessible in an emergency.                                                                                                                                                                                                                               | The IT systems are backed up to a cloud system which is remotely accessible at any time.                                                                                                                                                                                                                                                                                                     |
| 6.                                                                    | You must hold pre-acceptance and acceptance records for a minimum of 2 years after you have treated the waste or removed it off site. You may have to keep some records for longer if they are required for other purposes, for example, hazardous waste consignment notes.                                                                     | Records for pre-acceptance and acceptance are held for a minimum of 2 years after the waste is treated or removed off site. Some records for longer if they are required for other purposes, for example, hazardous waste consignment notes.                                                                                                                                                 |
| <b>4 Waste storage, segregation and handling appropriate measures</b> |                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>4.1</b>                                                            | <b>General Storage</b>                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                              |
| 1.                                                                    | You should design and operate your facility in a way that minimises the handling of waste. Waste handling must be carried out by competent staff using appropriate equipment.                                                                                                                                                                   | <p>Waste is stored in accordance with HSG71. Waste is stored in accordance with the Hazard properties of the waste. If an item of waste is to be quarantined then it is clearly identified as a Quarantine item and stored in the relevant bay for the hazardous properties.</p> <p>Staff are appropriately trained to handle the waste and to use</p>                                       |

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|                                      |                                                                                                                                                                                                                                                                                                                                                                                 | equipment                                                                                                                                                                                                     |
| 2.                                   | Where possible, you should locate storage areas away from watercourses and sensitive perimeters (for example, those close to public rights of way, housing or schools).                                                                                                                                                                                                         | The site benefits from impermeable and sealed drainage.                                                                                                                                                       |
| 3.                                   | You must store all waste within the security protected area of your facility to prevent unauthorised access and vandalism.                                                                                                                                                                                                                                                      | Waste is stored within the secure site boundary.                                                                                                                                                              |
| <b>Storage duration and capacity</b> |                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                               |
| 4.                                   | You must clearly establish the maximum storage capacity of the site and designated storage areas and you must not exceed these maximum capacities.                                                                                                                                                                                                                              | The site IMS procedures established the maximum storage capacity of the site and designated storage areas and the operational management is undertaken so as not to exceed these maximum capacities.          |
| 5.                                   | You must define capacity in pile sizes as well as tonnage. You must regularly monitor the quantity of waste stored on the site and within the designated areas to check against the allowed maximum capacity. You must also monitor the quantities and pile sizes against those set out in your fire prevention plan.                                                           | The FPP plan clearly defines the storage capacity the site capacity is monitored by operational staff to ensure maximum capacity is not exceeded.<br>Waste is received in discrete packaging/palletised lots. |
| 6.                                   | Where relevant, you must conform to <a href="#">Health and Safety Executive (HSE) guidance and standards</a> .                                                                                                                                                                                                                                                                  | T3E conform with HSE Guidance, Regulations and standards.                                                                                                                                                     |
| 7.                                   | You must not accumulate waste unnecessarily. You must treat wastes, or remove them from the site, as soon as possible. Generally, all wastes must be removed within a maximum of 6 months of receipt. If you have a shorter time period as a permit condition or one is specified in your fire prevention plan you must comply with that condition or the fire prevention plan. | T3E aim to treat or transfer waste as soon as possible within the 6 month storage restriction from receipt of the waste in accordance with the permit conditions.                                             |

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| 8.  | You must store all waste in a way that allows easy inspection. You must maintain safe access between piles of wastes. There must always be pedestrian and vehicular access (for example, forklift) to the whole of the storage area.                                                                                                                                               | Waste is stored within designated storage bays which allow for easy inspection of the contents of the bays. Access will be maintained to access the waste                                                             |
| 9.  | You must store and handle waste in a way that prevents <a href="#">pests and vermin</a> . You must have specific measures and procedures in place to identify and manage any wastes that are causing pests or vermin at your site.                                                                                                                                                 | Due to the nature of the waste it is not expected that pests and vermin will be harboured within the site.                                                                                                            |
| 10. | Waste storage areas and stored equipment must be subject to frequent inspection to make sure that any leaks, spillages of liquids, dust or loose material are identified and managed appropriately, and fire breaks are maintained. You must keep written records of the inspections. You must rectify and log any spillages of waste.                                             | The requirements of the IMS schedule daily inspections of Waste storage areas and stored equipment. Site inspections are recorded internally. Any non conformances will be noted and actioned as soon as practicable. |
| 11. | You must not carry out activities that represent a clear fire risk within any storage area. Examples include: <ul style="list-style-type: none"> <li>• grinding</li> <li>• welding or brazing of metalwork</li> <li>• smoking</li> <li>• parking of normal road vehicles except while unloading or loading</li> <li>• recharging forklift truck or power tool batteries</li> </ul> | The IMS system requires any works to be undertaken with regard to a permit to work /hot works permits.<br><br>Smoking is not permitted on site.                                                                       |
| 12. | You should assess areas of the site where explosive atmospheres could occur. Where appropriate these must be classified into hazardous zones in accordance with the <a href="#">Dangerous Substances and Explosive Atmospheres Regulations 2002 (DSEAR)</a> .                                                                                                                      | There are no explosive atmospheres noted on site.                                                                                                                                                                     |
| 13. | Outdoor waste storage areas must have an impermeable surface with a sealed drainage system. It must collect all surface water run-off and channel it to a blind sump unless it may be lawfully                                                                                                                                                                                     | Waste stored within the building.                                                                                                                                                                                     |

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|     | discharged.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                                                           |
| 14. | Indoor waste storage areas must have an impermeable surface and you must provide spillage collection facilities.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | The building has Impermeable pavement and sealed drainage. All WEEE wastes are stored within the building.                                                                                                |
| 15. | You must use weatherproof covering to store any items that may be reused as whole appliances or may have components recovered from them for reuse. The type of covering will depend on the types and quantities of waste but must ensure the WEEE is protected from the weather. It could be as simple as a lid or cover over a container for small items but in other cases may require the construction of a roofed building.                                                                                                                                                                                                                                                                     | The building has Impermeable pavement and sealed drainage. All wastes are stored within the building.                                                                                                     |
| 16. | <p>You must also use weatherproof covering in areas used for storage of waste containing hazardous material or fluids where this is necessary to avoid contamination of surface water. This includes, but is not necessarily limited to, the storage of:</p> <ul style="list-style-type: none"> <li>• lamps and processed fractions</li> <li>• flat panel display equipment which may contain cold-cathode fluorescent lamp (CCFL) backlights and where these are processed by shT3Eding, the shT3Eded fractions</li> <li>• broken cathode ray tubes (CRTs) and CRT glass</li> <li>• shT3Eded WEEE or plastic containing fractions that may be persistent organic pollutant (POPs) waste</li> </ul> | <p>The building has Impermeable pavement and sealed drainage. All wastes are stored within the building.</p> <p>There would not be any fluids associated with the EWC codes for WEEE/WTEE this permit</p> |
| 17. | Covering may still be requiT3E even if you have a consent to discharge surface water to sewer or if water is tankeT3E away. For example, to avoid leached chemicals such as POPs from WEEE plastic entering the water environment.                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <p>The building has Impermeable pavement and sealed drainage. All wastes are stored within the building.</p> <p>There would not be any fluids associated with the EWC codes for WEEE/WTEE this permit</p> |

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| 18. | Any spillage or leakage resulting from the storage of WEEE or processed materials must be collected without delay using equipment and procedures appropriate to the type of spillage. The collected residues must be stored in a lidded, leakproof container. Any containers or surfaces affected by the spillage must be cleaned.                                                                                     | T3E IMS contains a spillage procedure which would be followed by staff. Spill kits are available on site.                                                                                                                                  |
| 19. | You must <a href="#">train forklift drivers</a> in the handling of waste, to minimise forklift truck damage to the integrity of containers or individual appliances.                                                                                                                                                                                                                                                   | FLT Drivers are trained to use the vehicles safely when handling waste to avoid leaks or spillage and to maintain integrity of containers.                                                                                                 |
| 20. | Any liquids removed from WEEE must be collected and stored in lidded, leakproof containers. Containers must be kept closed when not being filled and must be stored within a bunded area to contain any leakage or spillage.                                                                                                                                                                                           | The building has Impermeable pavement and sealed drainage. All wastes are stored within the building. No liquid is expected.                                                                                                               |
| 21. | <p>You must store the following separately and securely from other WEEE in leakproof containers to prevent leakage and spillage:</p> <ul style="list-style-type: none"> <li>batteries, capacitors and other similar components which could leak</li> <li>any components which may contain residual liquids</li> </ul> <p>Containers must be closed or stored under cover to prevent the accumulation of rainwater.</p> | <p>Batteries, capacitors and other similar components which could leak are stored separately in leak proof containers/within bunded storage area.</p> <p>There is not expected to be any components which may contain residual liquids</p> |
| 22. | You must clearly label containers to identify their contents.                                                                                                                                                                                                                                                                                                                                                          | All containers are appropriately labeled to identify contents.                                                                                                                                                                             |
| 23. | Where lithium-ion batteries are stored (either separately or as mixed batteries) these must be recognised as a fire hazard and marked and stored accordingly.                                                                                                                                                                                                                                                          | Where lithium-ion batteries are stored (either separately or as mixed batteries) these are recognized as a fire hazard and marked and stored accordingly.                                                                                  |

| 4.2 | Additional storage requirements for specific categories of WEEE                                                                                                                                                                                                                                                                                                  |                                                                                                                                         |
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|     | Gas discharge lamps                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                         |
| 1.  | You must store lamps in lidded, leakproof and weatherproof containers. The containers must prevent the ingress of water and the release of any lamp fragments should any lamps break.                                                                                                                                                                            | Lamp tubes are stored within appropriate containers if any are received on site. They are transferT3E from site and not treated by T3E. |
| 2.  | Containers must be designed and constructed to be sufficiently rigid and strong, so they do not distort or flex when being moved. Storage tubes are not recommended and should only ever be used for small numbers of lamps. If you do use them, they must be stored and handled in a manner to prevent them from rolling which may cause breakage of the lamps. | Lamp tubes are stored within appropriate containers if any are received on site. They are transferT3E from site and not treated by T3E. |
| 3.  | You must pack lamps carefully into containers to minimise movement and the risk of lamps breaking. Linear fluorescent tubes must be stored separately from other format bulbs. Containers must not be overfilled – lids must close fully without exerting pressure on the contents.                                                                              | Lamp tubes are stored within appropriate containers if any are received on site. They are transferT3E from site and not treated by T3E. |
| 4.  | You must handle containers of lamps carefully during loading and unloading to minimise the risk of breakage.                                                                                                                                                                                                                                                     | Lamp tubes are stored within appropriate containers if any are received on site. They are transferT3E from site and not treated by T3E. |
| 5.  | Any crushed lamps that have not been treated to remove the mercury must be stored in a gas-tight sealed drum or gas-tight sealed heavy-duty impermeable plastic bag resistant to punctures. Any bag that does become damaged must immediately be placed inside a secondary sealed container.                                                                     | T3E would not receive crushed lamps                                                                                                     |
| 6.  | You must clean and decontaminate any container that has held broken lamps prior to reuse or disposal.                                                                                                                                                                                                                                                            | T3E spillage procedures would be followed.                                                                                              |

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| 7.  | You must store any WEEE containing gas discharge lamps such as sun beds and facial tanners in a manner to prevent breakage of the lamps. The lamps should be removed as soon as possible and stored as set out in this section. | Lamp tubes are stored within appropriate containers if any are received on site. They are transferT3E from site and not treated by T3E.                                                    |
|     | <b>Flat panel display (FPD) equipment</b>                                                                                                                                                                                       |                                                                                                                                                                                            |
| 8.  | You must store FPDs which may contain cold-cathode fluorescent lamp (CCFL) backlights under weatherproof covering.                                                                                                              | FPD are stored within appropriate containers if any are received on site. They are transferT3E from site and not treated by T3E.                                                           |
| 9.  | You must store FPDs in such a way to prevent breakage. They must not be dropped into containers, tipped in bulk or stored loose but should be packed into cages or stillages to minimise movement.                              | FPD are stored within appropriate containers if any are received on site. They are transferT3E from site and not treated by T3E.                                                           |
| 10. | You can only store FPDs on pallets if they are stacked and secuT3E to prevent toppling.                                                                                                                                         | FPD are stored within appropriate containers if any are received on site. They are transferT3E from site and not treated by T3E.                                                           |
| 11. | You must only stack containers of FPDs on top of each other where damage to FPDs will be avoided.                                                                                                                               | FPD are stored within appropriate containers if any are received on site. They are transferT3E from site and not treated by T3E.                                                           |
| 12. | Any damaged FPD devices should be prioritised for treatment to minimise any release of mercury vapour.                                                                                                                          | FPD are stored within appropriate containers if any are received on site. They are transferT3E from site and not treated by T3E. Any damaged FPD Equipment will be prioritised for removal |
|     | <b>Cathode ray tube (CRT) equipment</b>                                                                                                                                                                                         |                                                                                                                                                                                            |
| 13. | You must handle display equipment containing CRTs and bare CRTs carefully and store it in cages, bulk bags or securely on pallets to prevent breakage. They must not be dropped or stacked in an unstable manner.               | CRT are stored within appropriate containers if any are received on site. They are transferT3E from site and not treated by T3E.                                                           |
| 14. | You must not tip containers of CRT equipment or bare CRTs in bulk unless enclosure, air extraction and abatement are provided                                                                                                   | CRT Equipment is stored within appropriate containers if any are received on site. They are transferT3E from site and not                                                                  |

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|            | to collect all dust generated.                                                                                                                                                                                                 | treated by T3E.                                                                                                                                     |
| 15.        | You must store any broken CRTs under weatherproof covering and prioritise them for treatment.                                                                                                                                  | Any damaged CRTs are prioritized for removal off site. They are transferT3E from site and not treated by T3E.                                       |
|            | <b>Small mixed WEEE (SMW)</b>                                                                                                                                                                                                  |                                                                                                                                                     |
| 16.        | You must not mechanically compact or compress untreated and unsorted SMW during storage and transport. This is to minimise the dispersion of pollutants and the risk of fires caused by damage to batteries.                   | Small mixed WEEE is stored within appropriate containers if any are received on site. They are transferT3E from site and not treated by T3E.        |
|            | <b>Photovoltaic panels</b>                                                                                                                                                                                                     |                                                                                                                                                     |
| 17.        | Photovoltaic panels must be off-loaded, handled and stored to prevent breakage.                                                                                                                                                | Photovoltaic panels are stored within appropriate containers if any are received on site. They are transferT3E from site and not treated by T3E.    |
| 18.        | Disconnected photovoltaic panels are still capable of generating electricity which can pose a risk of electrocution or fire. You must store them glass side down and take other precautions to minimise these risks.           | The panels would be stored in accordance with a risk assessment to mitigate potential risks. They are transferT3E from site and not treated by T3E. |
| <b>5.</b>  | <b>Waste treatment appropriate measures</b>                                                                                                                                                                                    |                                                                                                                                                     |
| <b>5.1</b> | <b>Preparing for WEEE reuse</b>                                                                                                                                                                                                |                                                                                                                                                     |
| 1.         | You should give priority to preparing WEEE so it can be reused either as a whole or in part. If it cannot be reused, you must make sure it is recycled or recovered at a suitable permitted or exempt WEEE treatment facility. | We would not be preparing WEEE for Reuse. WEEE is transferred onwards to another processor.                                                         |

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| 2. | You should identify and segregate all WEEE that could be reused as soon as possible to prevent damage to it and to maximise the opportunities for reuse.                                                                                                                            | We would not be preparing WEEE for Reuse. WEEE is transferred onwards to another processor.                                                                                                                                                                                                                                                                                                 |
| 3. | You must store WEEE designated for reuse under weatherproof covering and separate from other WEEE. You must transport it securely to an appropriately permitted or exempt site for preparing for reuse.                                                                             | WEEE is stored within a designated area within building 9                                                                                                                                                                                                                                                                                                                                   |
| 4. | WEEE that is POPs waste must not be prepared for reuse – follow the guidance on <a href="#">how to identify and destroy waste that contains POPs</a> .                                                                                                                              | Within scope of our previous submissions for chemical hazardous waste and non hazardous waste and the attached spreadsheet. We would not be preparing WEEE for Reuse. The processes would be as per those in the EWC Code table on page 1. Storage would be covered and in line with all other wastes we should seek to maintain the integrity of it and the containers associated with it. |
| 5. | You must demonstrate that any WEEE that is being prepared for reuse is fully functional and electrically safe. You should treat WEEE (both whole appliances and recovered parts) that is being prepared for reuse under a suitable standard such as BS EN 50614:2020.               | Within scope of our previous submissions for chemical hazardous waste and non hazardous waste and the attached spreadsheet. We would not be preparing WEEE for Reuse. The processes would be as per those in the EWC Code table on page 1. Storage would be covered and in line with all other wastes we should seek to maintain the integrity of it and the containers associated with it. |
| 6. | If you are preparing WEEE for reuse you must take precautions to make sure there is no pollution of the environment. The standards specified elsewhere in this guidance for storage of components, liquids and other materials apply equally when WEEE is being prepared for reuse. | Within scope of our previous submissions for chemical hazardous waste and non hazardous waste and the attached spreadsheet. We would not be preparing WEEE for Reuse. The processes would be as per those in the EWC Code table on page 1. Storage would be covered and in line with all other wastes we should seek to maintain the integrity of it and the containers associated with it. |

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| 7.         | If you are removing or re-charging refrigerants that are F-gas in temperature exchange equipment you must be suitably <a href="#">qualified to work with F-gas</a> .                                                                                                                                                                                                                                                                                              | T3E would not be removing or recharging refrigerants as a waste treatment.                                                                                                                                                                                                                                                                                              |
| <b>5.2</b> | <b>General Waste Treatment</b>                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                                                         |
| 1.         | Where WEEE cannot be prepared for reuse it must be treated to maximise the recycling and recovery of materials whether that is at the same facility or by further downstream processing.                                                                                                                                                                                                                                                                          | WEEE would be transferred to another facility and would not be processed by T3E. Therefore many of the points in this section are not applicable because such treatments will not be undertaken, for example dismantling of components.                                                                                                                                 |
| 2.         | You must fully understand, monitor and optimise your waste treatment process to make sure you treat waste effectively and efficiently. You must not treat waste to deliberately dilute it or mix any hazardous outputs with any non-hazardous outputs.                                                                                                                                                                                                            | WEEE would be transferred to another facility and would not be processed by T3E. Therefore many of the points in this section are not applicable because such treatments will not be undertaken, for example dismantling of components.                                                                                                                                 |
| 3.         | The treated output material must meet your expectations and you must fully classify and characterise them to ensure they are suitable for their intended disposal or recovery route.                                                                                                                                                                                                                                                                              | WEEE would be transferred to another facility and would not be processed by T3E. Therefore many of the points in this section are not applicable because such treatments will not be undertaken, for example dismantling of components.                                                                                                                                 |
| 4.         | You must identify and characterise emissions from the process and take appropriate measures to control them at source.                                                                                                                                                                                                                                                                                                                                            | WEEE would be transferred to another facility and would not be processed by T3E. Therefore many of the points in this section are not applicable because such treatments will not be undertaken, for example dismantling of components.                                                                                                                                 |
| 5.         | <p>You must have up-to-date written details of your treatment activities, and the abatement and control equipment you are using. This should include information about the characteristics of the waste you will treat, and the waste treatment processes, including:</p> <ul style="list-style-type: none"> <li>simplified process flowsheets that show the origin of any emissions</li> <li>details of emission control and abatement techniques for</li> </ul> | <p>WEEE would be transferred to another facility and would not be processed by T3E. Therefore many of the points in this section are not applicable because such treatments will not be undertaken, for example dismantling of components.</p> <p>Site operations are covered by the IMS and relevant standard operating procedures which are trained out to staff.</p> |

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|    | <p>emissions to air and water, including details of their performance</p> <ul style="list-style-type: none"> <li>• diagrams of the main plant items where they have environmental relevance – for example, storage, tanks, treatment and abatement plant design</li> <li>• details of manual dismantling processes, for example removal of cables and plugs, removal of batteries, capacitors and printer cartridges, draining of oil from radiators</li> <li>• details of physical treatment processes, for example shredding, separation, compaction, filtration, heating, cooling or washing</li> <li>• details of any chemical treatment processes</li> <li>• details of any biological treatment processes</li> <li>• details of any effluent treatment, including a description of any flocculants or coagulants used</li> <li>• an equipment inventory, detailing plant type and design parameters – for example, time, temperature, pressure</li> <li>• waste types to be subjected to the process</li> <li>• the control system philosophy and how the control system incorporates environmental monitoring information</li> <li>• process flow diagrams (schematics)</li> <li>• venting and emergency relief provisions</li> <li>• a summary of operating and maintenance procedures</li> <li>• process instrumentation diagrams</li> </ul> | <p>The specified treatment would be to remove batteries from battery compartments.</p>                     |
| 6. | <p>You must have up to date written details of the measures you will take during abnormal operating conditions to make sure you continue to comply with permit conditions. Abnormal operating conditions may include:</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <p>The requirements of this section are Not Applicable – as specified treatment will not be occurring.</p> |

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|     | <ul style="list-style-type: none"> <li>• unexpected releases</li> <li>• start up</li> <li>• momentary stoppages</li> <li>• shut down</li> </ul>                                                                                                                                                                                                                                       |                                                                                                     |
| 7.  | You should use material flow analysis for relevant contaminants in the waste to help identify their flow and fate. You should use the analysis to determine the appropriate treatment for the waste either directly at the site or at any subsequent treatment site.                                                                                                                  | The requirements of this section are Not Applicable – as specified treatment will not be occurring. |
| 8.  | Material flow analysis considers the contaminant quantity in the: <ul style="list-style-type: none"> <li>• waste input</li> <li>• different waste treatment outputs</li> <li>• waste treatment emissions</li> </ul>                                                                                                                                                                   | The requirements of this section are Not Applicable – as specified treatment will not be occurring. |
| 9.  | You should use the analysis and your knowledge of the fate of the contaminants to make sure you correctly treat and either destroy or remove them.                                                                                                                                                                                                                                    | The requirements of this section are Not Applicable – as specified treatment will not be occurring. |
| 10. | The use of material flow analysis is risk-based considering: <ul style="list-style-type: none"> <li>• the hazardous properties of the waste</li> <li>• the restricted chemicals in the waste</li> <li>• the risks posed by the waste in terms of process safety</li> <li>• occupational safety and environmental impact</li> <li>• knowledge of the previous waste holders</li> </ul> | The requirements of this section are Not Applicable – as specified treatment will not be occurring. |
| 11. | A treatment process may destroy certain substances in the waste. It could also put substances into the air, water or the ground, or produce residues which are sent for disposal. You should minimise the weight of these outputs. The treatment process may produce residues for recovery or reuse and you should maximise the weight of these outputs.                              | The requirements of this section are Not Applicable – as specified treatment will not be occurring. |

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| 12. | <p>You must not proceed with the treatment if your risk assessment or material flow analysis indicates that losses from a process will cause:</p> <ul style="list-style-type: none"> <li>• the breach of an environmental quality standard</li> <li>• the breach of a benchmark</li> <li>• a significant environmental impact</li> </ul>                                                                                                                                 | The requirements of this section are Not Applicable – as specified treatment will not be occurring. |
| 13. | <p>To track and control the process of change, you must have a written procedure for proposing, considering and approving changes to technical developments, or to procedural or quality changes.</p>                                                                                                                                                                                                                                                                    | The requirements of this section are Not Applicable – as specified treatment will not be occurring. |
| 14. | <p>You must minimise the release of diffuse emissions to air from activities which may give rise to them (for example, shredding or granulating) by:</p> <ul style="list-style-type: none"> <li>• carrying out the activity using enclosed equipment or in an enclosed building</li> <li>• maintaining the enclosed equipment or buildings under an appropriate pressure</li> <li>• collecting and directing the emissions to an appropriate abatement system</li> </ul> | The requirements of this section are Not Applicable – as specified treatment will not be occurring. |
| 15. | <p>Unless you are preparing it for reuse, you must remove all fluids from WEEE along with those substances, mixtures and components listed in <a href="#">Annex VII of the WEEE Directive</a>.</p>                                                                                                                                                                                                                                                                       | The requirements of this section are Not Applicable – as specified treatment will not be occurring. |
| 16. | <p>Removal may be a staged process and may be undertaken at different facilities. You must be able to demonstrate either:</p> <ul style="list-style-type: none"> <li>• you have removed the substances, mixtures and components listed in <a href="#">Annex VII of the WEEE Directive</a> from WEEE as required by the conditions of your permit</li> </ul>                                                                                                              | The requirements of this section are Not Applicable – as specified treatment will not be occurring. |

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|     | <ul style="list-style-type: none"> <li>those substances, mixtures and components will be removed at a suitably authorised downstream treatment facility</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                               |
| 17. | You must make sure that any substances, mixtures and components removed as part of your treatment process are subsequently recovered or disposed of at an appropriately permitted facility.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | The requirements of this section are Not Applicable – as specified treatment will not be occurring.                                                                                                                           |
| 18. | If you transfer partially treated WEEE to another site you must properly describe it, so the recipient knows which treatments are complete and which still need to be done.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | All waste being transferT3E is accompanied with a full description in accordance with DOC / Consignment note requirements. T3E would not be partially trading WEEE.                                                           |
| 19. | <p>You should no longer routinely find certain hazardous items and substances that were once used in electrical appliances but are now banned. However, they may still be present on occasions. For example, any capacitors found in equipment manufactuT3E before 1987 should be assumed to contain polychlorinated biphenyls (PCBs) unless there is clear evidence to the contrary. Asbestos may be found in old coffee pots and heating elements. You must be alert to these possibilities and ensure you have documented procedures in place to identify and remove them for appropriate disposal before any mechanical or shT3Eding operation takes place.</p> <p>Capacitors containing PCB are POPs waste and must be treated in a way that results in the destruction of the PCB content.</p> | T3E undertake waste pre acceptance checks and acceptance checks in accordance with the previously submitted procedures for hazardous and non hazardous wastes. Any identified POPs would be sent for appropriate destruction. |
| 20. | You must monitor and record the outputs of your treatment activity, including their weight. The monitoring must be used to provide evidence that the treatment and removal of these components and substances has been carried out to a satisfactory standard.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Not Applicable as treatment not occurring                                                                                                                                                                                     |

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| 21. | When removing components, you must safely remove the whole item where breaking it up might: <ul style="list-style-type: none"> <li>• pollute the recycle or waste stream</li> <li>• result in unacceptable emissions</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Not Applicable not removing components |
| 22. | Components that you must always remove whole, that is intact and identifiable, (unless this guidance states specific circumstances where you do not need to) include: <ul style="list-style-type: none"> <li>• capacitors containing PCBs</li> <li>• mercury containing components</li> <li>• toner cartridges</li> <li>• components with asbestos</li> <li>• components with refractory ceramic fibres</li> <li>• components with radioactive substances</li> <li>• gas discharge lamps including CCFL backlights</li> <li>• cathode ray tubes</li> <li>• electrolyte capacitors containing substances of concern that have a height or diameter greater than 25mm, or have a proportionately similar volume</li> <li>• batteries and powerpacks</li> </ul> | Not Applicable not removing components |
| 23. | Instead of removing them as whole components, you may recover the following as fragments or materials using mechanical treatment: <ul style="list-style-type: none"> <li>• chlorofluorocarbons (CFCs), hydrochlorofluorocarbons (HCFCs) or hydrofluorocarbons (HFCs), hydrocarbons (HCs)</li> <li>• external electric cables</li> <li>• printed circuit boards</li> <li>• liquid crystal displays</li> <li>• the activated coating in cathode ray tubes (CRTs)</li> </ul>                                                                                                                                                                                                                                                                                    | Not Applicable not removing components |

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|            | <ul style="list-style-type: none"> <li>plastic with brominated flame retardants (BFRs)</li> </ul>                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                               |
| 24.        | <p>You may either:</p> <ul style="list-style-type: none"> <li>sort batteries on site</li> <li>send batteries as a mixture of chemistry types to a specialist battery treatment operator for sorting</li> </ul>                                                                                                                                                                                                                                                              | Batteries are removed and sorted for onward transfer to a suitable facility.                                                                                                  |
| 25.        | You must pack and store lithium and lithium-ion batteries removed from WEEE during treatment in a way to minimise the likelihood of electrical shorting, physical impact and overheating.                                                                                                                                                                                                                                                                                   | Not usual to remove these from WEEE but if requested to do so by a customer then the batteries will be removed and stored within a battery container according to their type. |
| 26.        | All outdoor WEEE treatment areas must have an impermeable surface with a sealed drainage system. It must collect all surface water run-off and channel it to a blind sump unless it may be lawfully discharged.                                                                                                                                                                                                                                                             | WEEE stored within a building                                                                                                                                                 |
| 27.        | Indoor WEEE treatment areas must have an impermeable surface and you must provide spillage collection facilities appropriate to the materials being handled.                                                                                                                                                                                                                                                                                                                | Buildings have impermeable surface and sealed drainage as well as available spill kits.                                                                                       |
| 28.        | <p>WEEE treatment should take place under weatherproof covering such as a roofed building. Where this is not practicable, for example, due to the large size of the plant, appropriate measures must be taken to minimise the exposure of waste to rain and wind. This may include the covering of:</p> <ul style="list-style-type: none"> <li>hoppers</li> <li>conveyors</li> <li>skips of treated materials</li> <li>storage bays containing treated materials</li> </ul> | Batteries are removed by hand within shed 9                                                                                                                                   |
| <b>5.3</b> | <b>Treatment of WEEE containing BFRs and POP</b>                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                               |

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| 1. | You must identify, separate and remove any plastic containing BFRs for further treatment.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Such treatments will not be undertaken, for example dismantling of components |
| 2. | Some BFRs used in electrical appliances are POPs. An industry-led investigation identified the presence of decabromodiphenyl ether (deca BDE) and other polybrominated diphenyl ethers (PBDE) in some WEEE plastics.                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Such treatments will not be undertaken, for example dismantling of components |
| 3. | You must make sure that any items of WEEE and any component or material fractions derived from the treatment of WEEE that is POPs waste (as defined by <a href="#">Regulation (EU) 2019/1021 of the European Parliament and of the Council of 20 June 2019 on persistent organic pollutants</a> ) are treated as required by that regulation. This means the treatment must make sure the POP content is destroyed or irreversibly transformed. The only known cost effective way of doing this is by incineration or similar thermal treatment. You must not recycle this plastic. Check the guidance on the <a href="#">classification of WEEE and the presence of POPs</a> . | Such treatments will not be undertaken, for example dismantling of components |
| 4. | POPs may be present in any WEEE category. In large domestic appliance (LDA) white goods (tumble driers, washing machines, dishwashers and cookers only) and temperature exchange equipment, POPs have been shown to be present but in insufficient quantities to make the appliances themselves POPs waste.                                                                                                                                                                                                                                                                                                                                                                     | Such treatments will not be undertaken, for example dismantling of components |
| 5. | All other categories of WEEE should be regarded as POPs waste, unless you have clear evidence of the chemical composition of the cables, printed circuit boards and plastic components in the individual devices present that demonstrates it is not.                                                                                                                                                                                                                                                                                                                                                                                                                           | Such treatments will not be undertaken, for example dismantling of components |

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| 6.  | Plastic removed from WEEE that is POPs waste must be managed as POPs waste.                                                                                                                                                                                                                                                                                                                                                                                                                    | Such treatments will not be undertaken, for example dismantling of components |
| 7.  | Components that have been found to contain POPs above the POPs waste threshold include printed circuit boards and electrical cable. If you remove these and/or any other components that may be POPs waste as a separate stream from any type of WEEE you must treat them and any plastic fractions resulting from their treatment, as POPs waste unless you have clear evidence that proves they are not.                                                                                     | Such treatments will not be undertaken, for example dismantling of components |
| 8.  | The treatment of WEEE that is not POPs waste, but which may contain POPs in some components, may result in fractions where the POPs threshold is exceeded. You must assess plastic containing fractions at each stage in the treatment process to establish whether the threshold is exceeded and, where it is, manage those fractions as POPs waste.                                                                                                                                          | Such treatments will not be undertaken, for example dismantling of components |
| 9.  | You may treat any plastic that is POPs waste to separate the POPs containing fraction from the non-POPs containing plastic. For example, density separation can be used to separate plastic containing all BFRs from that which does not. The non-BFR plastic may then be recycled. You must demonstrate that your process reliably achieves a satisfactory separation.                                                                                                                        | Such treatments will not be undertaken, for example dismantling of components |
| 10. | Other hazardous chemicals may be used as flame retardants. For example, antimony trioxide has been widely used as a synergist with a range of BFRs, not just those that are POPs. It has also been widely used in polyvinyl chloride (PVC) cable even where BFRs are absent. It is present in some plastics at concentrations exceeding the hazardous waste threshold. You must consider antimony trioxide when you are classifying any WEEE or plastic containing fraction from the treatment | Such treatments will not be undertaken, for example dismantling of components |

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|            | of WEEE.                                                                                                                                                                                                                                                                                                                               |                                                                               |
|            | <b>Preparing for WEEE</b>                                                                                                                                                                                                                                                                                                              |                                                                               |
| 11.        | You must not repair or refurbish for reuse any WEEE that is a POPs waste – it must be treated to destroy the POP.                                                                                                                                                                                                                      | Such treatments will not be undertaken, for example dismantling of components |
| 12.        | Deca BDE was the last of the PBDEs to be banned from use in electrical equipment under the Restriction of Hazardous Substances Directive (RoHS) and came into effect during 2008. Even so, there is evidence that deca BDE is present in some appliances manufactured since then.                                                      | Such treatments will not be undertaken, for example dismantling of components |
| 13.        | If you prepare for reuse WEEE that may be POPs waste, you can only do so if it has an original manufacture date on or after 1 January 2009 and if it is reused within the UK.                                                                                                                                                          | Such treatments will not be undertaken, for example dismantling of components |
| 14.        | If you repair or refurbish WEEE that may be POPs waste and intend to export the equipment for reuse abroad, you must demonstrate that the equipment does not contain POPs.                                                                                                                                                             | Such treatments will not be undertaken, for example dismantling of components |
| <b>5.4</b> | <b>Process Monitoring</b>                                                                                                                                                                                                                                                                                                              |                                                                               |
| 1          | At least once a year, for every WEEE stream you treat, you must carry out a mass balance exercise to determine and record the mass of each individual output fraction derived from a given mass of input material. The batch size must be large enough to make sure you can assess a representative sample of typical input materials. | Such treatments will not be undertaken, for example dismantling of components |
| 2          | You should compare each set of results with previous results to monitor the performance of your site and to ensure it is performing optimally.                                                                                                                                                                                         | Such treatments will not be undertaken, for example dismantling of components |

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| 3  | Where process monitoring requires chemical analysis to be carried out on waste fractions and residues produced by your treatment process, this must be carried out by an independent accredited laboratory, using recognised accredited methods where they are available. | Such treatments will not be undertaken, for example dismantling of components |
| 4  | You must have, and be able to provide, a full description of the material testing and analysis procedures and methods used, which provide details of the calibration methods and reference standards used.                                                                | Such treatments will not be undertaken, for example dismantling of components |
| 5  | You must choose the sample containers and packaging used for storing and transporting according to the nature and requirements of the materials they will contain. For example, chemical properties, pressure and gas tightness.                                          | Such treatments will not be undertaken, for example dismantling of components |
| 6  | You must clearly label sample containers with at least the name of the treatment facility, a description of the waste material or residue contained, the waste stream it was produced from and the date of sampling.                                                      | Such treatments will not be undertaken, for example dismantling of components |
| 7  | You must make sure that any required sample is representative of the waste and has been taken by someone technically competent to do so. A representative sample is one that takes account of the full variation and any partitioning of the material.                    | Such treatments will not be undertaken, for example dismantling of components |
| 8  | Samples must be stored in a dark, cool place and dispatched to the laboratory for analysis as soon as possible, preferably within 24 hours of being taken.                                                                                                                | Such treatments will not be undertaken, for example dismantling of components |
| 9  | You must carry out sampling under normal operating conditions unless otherwise stated.                                                                                                                                                                                    | Such treatments will not be undertaken, for example dismantling of components |
| 10 | If process monitoring shows that the performance of your treatment plant does not meet any of the standards stated in this guidance, you must send a report to the Environment                                                                                            | Such treatments will not be undertaken, for example dismantling of components |

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|    | <p>Agency, summarising:</p> <ul style="list-style-type: none"> <li>the actions you will take to improve performance in order to achieve the standards given, including any additional sampling and testing</li> <li>the dates you will complete these actions by, including the dates for any additional sampling and testing</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                               |
| 11 | <p>Wherever possible you should sample waste fractions and residues in line with relevant guidance, for example:</p> <ul style="list-style-type: none"> <li><a href="#">WM3 Waste classification – Guidance on the classification and assessment of waste – Appendix D</a></li> <li>EN 14899 Characterization of waste – Sampling of waste materials – Framework for the preparation and application of a Sampling Plan</li> <li>CEN/TR 15310 1 Characterization of waste – Waste Collection – Part 1: Guide on the selection and application of criteria for sampling under various conditions</li> <li>CEN/TR 15310 2 Characterization of waste – Waste Collection – Part 2: Guide on sampling techniques</li> <li>CEN/TR 15310 3 Characterization of waste – Waste Collection – Part 3: Guide on procedures for sub sampling in the field</li> <li>CEN/TR 15310 4 Characterization of waste – Waste Collection – Part 4: Guide to the packaging procedures for storage, conservation, transportation and delivery of samples</li> <li>CEN/TR 15310 5 Characterization of waste – Sampling of waste – Part 5: Guide on the process of developing a sampling plan. Other guidance on waste sampling and analysis can be found in <a href="#">A10 Weeelabex de-pollution</a></li> </ul> | Such treatments will not be undertaken, for example dismantling of components |

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|            | <a href="#"><u>monitoring specification</u></a>                                                                                                                                                                                                                                                                                                                                                                                                          |                                          |
| <b>5.5</b> | <b>Treatment of gas discharge lamps</b>                                                                                                                                                                                                                                                                                                                                                                                                                  |                                          |
| 1          | The main environmental risk from the treatment of gas discharge lamps is the release of mercury. Mercury may be present as a vapour but will also be present in the phosphor powders, glass, electrodes and end caps.<br>You must remove mercury from any gas discharge lamps where it is present including fluorescent tubes, compact fluorescent lamps, high intensity discharge lamps, high pressure sodium lamps and cold cathode fluorescent lamps. | Not Applicable – No Treatment undertaken |
| 2          | You must not manually break lamps that may contain mercury.                                                                                                                                                                                                                                                                                                                                                                                              | Not Applicable – No Treatment undertaken |
| 3          | You can only crush lamps to T3Euce volume before transport using dedicated crushing equipment designed and built specifically for that purpose.                                                                                                                                                                                                                                                                                                          | Not Applicable – No Treatment undertaken |
| 4          | You must make sure you capture and contain mercury vapours, dusts and powders when you treat lamps – including if you crush for volume T3Euction when particular care must be taken during the changeover of bags receiving crushed material. Suitable extraction and abatement must be provided for the receipt and handling of crushed but otherwise untreated lamps.                                                                                  | Not Applicable – No Treatment undertaken |
| 5          | Whether you are crushing for volume T3Euction or carrying out full treatment, you must make sure all equipment is sealed and operated under negative pressure. You must channel and abate all exhaust gases through a filter system that captures dust and                                                                                                                                                                                               | Not Applicable – No Treatment undertaken |

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|    | mercury. This will require the use of both a HEPA (high efficiency particulate air) filter and a sulphur-impregnated carbon filter.                                                                                                                                                                                                                                                                            |                                          |
| 6  | You must regularly check, maintain and replace as necessary all parts of your treatment plant and any associated equipment including seals and filters to make sure they remain fit for purpose. You must retain evidence of maintenance procedures and the replacement of parts for at least 2 years.                                                                                                         | Not Applicable – No Treatment undertaken |
| 7  | You must immediately clean up spillages of broken or crushed lamp material using appropriate equipment, such as an industrial vacuum cleaner with suitable filters, to retain mercury vapour and dust. Used filters and all spill materials that cannot be recycled must be stored in gas-tight, leakproof containers, labelled as mercury containing waste and disposed of at an appropriate authorised site. | Not Applicable – No Treatment undertaken |
| 8  | Your recycling process must keep phosphor powders separate from recycled materials to minimise contamination by mercury. You must store removed phosphor powders in gas-tight sealed containers. You must store other processed materials securely.                                                                                                                                                            | Not Applicable – No Treatment undertaken |
| 9  | The phosphor powders should be treated to recover rare earth elements where that technology is available and is economically viable.                                                                                                                                                                                                                                                                           | Not Applicable – No Treatment undertaken |
| 10 | You must treat lamps containing metallic sodium so that no metallic sodium remains.                                                                                                                                                                                                                                                                                                                            | Not Applicable – No Treatment undertaken |
| 11 | Certain specialist lamps may pose additional hazards. For example, xenon lamps used in cinema applications may contain thorium 232 and are also highly pressurised. Quantities of radioactive material are very small and below the threshold that would require a radioactive substances permit. Small quantities of these lamps can be recycled with other lamps but you may                                 | Not Applicable – No Treatment undertaken |

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|            | need to take additional precautions when handling them.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                          |
| 12         | Plastic containing components from lamps may contain flame retardants. You must manage these as containing BFRs including POPs unless you can demonstrate they are absent.                                                                                                                                                                                                                                                                                                                                                                                                                                            | Not Applicable – No Treatment undertaken |
|            | <b>Process monitoring for the treatment of gas discharge lamps</b><br>The following monitoring requirements and limits apply to the specified fractions derived from lamp recycling.                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                          |
| 13         | Recycled materials including glass, plastic and metal fractions must be sampled and tested for mercury at least once every 6 months. The limit value is 10mg/kg total mercury for glass, plastic and 100mg/kg for metal.                                                                                                                                                                                                                                                                                                                                                                                              | Not Applicable – No Treatment undertaken |
| 14         | Phosphor powders must be sampled and tested for mercury at least once every 6 months with a limit value of 200mg/kg total mercury. Further treatment should be used to T3Euce mercury concentrations to below this value where necessary.                                                                                                                                                                                                                                                                                                                                                                             | Not Applicable – No Treatment undertaken |
| <b>5.6</b> | <b>Treatment of cathode ray tube (CRT) equipment</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                          |
| 1          | Hazardous substances present in cathode ray tubes include high concentrations of lead oxide in the neck glass (about 40%), funnel glass (about 20%) and solder glass or frit (about 75%). The phosphor powders coating the screens contain compounds of transition or rare earth elements, often zinc or yttrium. The plastic casings as well as other plastic components such as cables and printed circuit boards may contain BFRs that are POPs. When you treat CRT equipment you must remove the following items and materials: <ul style="list-style-type: none"> <li>activated coatings from screens</li> </ul> | Not Applicable – No Treatment undertaken |

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|   | <ul style="list-style-type: none"> <li>• printed circuit boards greater than 10 square centimetres in area</li> <li>• capacitors identified in <a href="#">Annex VII of the WEEE directive</a></li> <li>• plastics containing BFRs</li> <li>• external electrical cables</li> </ul>                                          |                                          |
| 2 | The plastic casings of CRT TVs and monitors are known to often contain high concentrations of BFRs including POPs. Other components such as cables and printed circuit boards may contain them too. You must manage CRT equipment and all separated plastic from CRT equipment as POPs waste unless you can prove it is not. | Not Applicable – No Treatment undertaken |
| 3 | You must take steps to minimise the uncontrolled breakage of CRTs, especially when the deflection coil is being removed.                                                                                                                                                                                                     | Not Applicable – No Treatment undertaken |
| 4 | You must separate panel glass (low lead content) from the neck, funnel and frit glass that contains much higher lead concentrations. The cleaned panel glass may be suitable for use as an aggregate in certain applications.                                                                                                | Not Applicable – No Treatment undertaken |
| 5 | You must take measures to minimise the release of activated coatings, particularly when the CRT is broken to remove the electron gun.                                                                                                                                                                                        | Not Applicable – No Treatment undertaken |
| 6 | You must split the screen from the funnel and then remove the activated coatings – this is usually done by suction.                                                                                                                                                                                                          | Not Applicable – No Treatment undertaken |
| 7 | All activities involving the breaking or splitting of CRTs as well as the removal of the activated coatings must take place in a controlled environment that minimises the release of any dust. For example, within a booth provided with local exhaust ventilation and suitable abatement.                                  | Not Applicable – No Treatment undertaken |

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| 8          | You must only mechanically process equipment containing CRTs if you can achieve effective separation of the panel glass from all of the activated coatings so they are removed as a separate fraction.                                                                                                                                                                                                                   | Not Applicable – No Treatment undertaken |
| 9          | Mechanical processing of CRT equipment or the crushing of CRT glass must be provided with an adequate dust extraction and abatement system to make sure dust release is minimised.                                                                                                                                                                                                                                       | Not Applicable – No Treatment undertaken |
|            | <b>Process monitoring for the treatment of CRT equipment</b>                                                                                                                                                                                                                                                                                                                                                             |                                          |
| 10         | Where your process produces a crushed panel glass fraction for recycling, you must sample and test it at least once every 6 months for: <ul style="list-style-type: none"> <li>• lead (as lead oxide) with a limit value of 3% lead oxide</li> <li>• sulphide with a limit value of 5mg/kg sulphide</li> </ul>                                                                                                           | Not Applicable – No Treatment undertaken |
| <b>5.7</b> | <b>Treatment of FPD equipment</b>                                                                                                                                                                                                                                                                                                                                                                                        |                                          |
| 1          | Many flat panel displays (FPDs) use cold-cathode fluorescent lamps (CCFLs) as back-lights which contain mercury. Unless you can clearly identify a display as having a plasma screen or a screen backlit by LED or organic LED (OLED), you must treat all FPDs as though they contain CCFLs. The plastic casings as well as plastic components such as cables and printed circuit boards may contain BFRs that are POPs. | Not Applicable – No Treatment undertaken |
| 2          | When you treat FPDs you must remove the following items and materials: <ul style="list-style-type: none"> <li>• CCFLs</li> <li>• liquid crystal displays</li> <li>• printed circuit boards greater than 10 square centimetres</li> </ul>                                                                                                                                                                                 | Not Applicable – No Treatment undertaken |

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|   | <p>in area</p> <ul style="list-style-type: none"> <li>capacitors identified in <a href="#">Annex VII of the WEEE Directive</a></li> <li>plastics containing BFRs</li> <li>external electrical cables</li> <li>batteries (where the FPD forms part of a portable device)</li> </ul>                                                                                                                                                                                                                                                                  |                                          |
| 3 | If manually removing CCFLs, you must remove them very carefully to minimise breakage and the release of mercury. You must only remove them within a controlled environment such as a sealed booth with local exhaust ventilation.                                                                                                                                                                                                                                                                                                                   | Not Applicable – No Treatment undertaken |
| 4 | If mechanically removing CCFLs, you must do this in a way that avoids any contamination of other fractions with mercury. You must only remove them within a controlled environment such as a sealed booth with local exhaust ventilation.                                                                                                                                                                                                                                                                                                           | Not Applicable – No Treatment undertaken |
| 5 | <p>You can only shT3E whole or partially dismantled FPDs containing CCFLs if you can clearly demonstrate that:</p> <ul style="list-style-type: none"> <li>there is no fugitive release of mercury</li> <li>all releases from the process are channelled and abated to capture dust and mercury vapour</li> <li>recycled outputs are not more contaminated by mercury than those produced by manual treatment</li> </ul> <p>This must include determining the total mercury concentration in all output fractions and residues from the process.</p> | Not Applicable – No Treatment undertaken |
| 6 | Whether using mechanical or manual processes to remove CCFLs, you must use appropriate air extraction, abatement and filter systems to capture dust and mercury vapour. This will require using both a HEPA filter and a carbon filter.                                                                                                                                                                                                                                                                                                             | Not Applicable – No Treatment undertaken |

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| 7  | Once removed, CCFLs must be treated following the guidance on treating gas discharge lamps in section 5.5. Where that treatment does not follow on immediately, you must pack CCFLs to prevent breakage following the guidance on storage of gas discharge lamps in section 4.2.                                                                                                                                                                                                                                                                                                                           | Not Applicable – No Treatment undertaken |
| 8  | You must remove broken lamps from the working areas. You must collect any residues from broken lamps using an industrial vacuum cleaner with suitable filters to retain mercury vapour and dust. You must store all broken lamp debris in appropriate gas-tight, leakproof containers, until they can be treated in line with the guidance on gas discharge lamps.                                                                                                                                                                                                                                         | Not Applicable – No Treatment undertaken |
| 9  | The plastic casings of FPD televisions and monitors, as well as the cables and printed circuit boards, are known to often contain high concentrations of BFRs including POPs. You must manage FPD equipment and all separated plastic from FPD equipment as POPs waste unless you can prove they are not.                                                                                                                                                                                                                                                                                                  | Not Applicable – No Treatment undertaken |
|    | <b>Process monitoring for the treatment of FPD equipment</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                          |
| 10 | Where you use a mechanical process to remove CCFLs from FPD equipment, or you use a shredding process to shred equipment containing CCFLs, you must carry out the following monitoring: <ul style="list-style-type: none"> <li>all recycled material fractions must be sampled and tested for mercury at least once every 6 months with a limit value of 1mg/kg</li> <li>phosphor powders and other fines for disposal must be sampled and tested for mercury at least once every 6 months with a limit value of 200mg/kg. Further treatment should be used to reduce mercury concentrations to</li> </ul> | Not Applicable – No Treatment undertaken |

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|            | below this value where necessary                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                          |
| <b>5.8</b> | <b>Treatment of SMW</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                          |
| 1          | Small mixed waste electrical and electronic equipment (SMW) can consist of many different categories of WEEE, including those requiring specific forms of treatment such as CRT equipment, gas discharge lamps and temperature exchange equipment containing refrigerants. You must identify items such as these and remove them for appropriate treatment.                                                                                                                                                                               | Not Applicable – No Treatment undertaken |
| 2          | . If you treat separately any particular categories of small WEEE, the guidance in this section still applies subject to any category specific guidance that may exist, for example for display equipment.                                                                                                                                                                                                                                                                                                                                | Not Applicable – No Treatment undertaken |
| 3          | Some appliances found in SMW are known to contain high concentrations of POPs in plastic components such as casings, cables and printed circuit boards. You must manage SMW and all plastic containing fractions from treating SMW as POPs waste unless you can prove they are not.                                                                                                                                                                                                                                                       | Not Applicable – No Treatment undertaken |
| 4          | <p>You must remove the following items from SMW before mechanical treatment:</p> <ul style="list-style-type: none"> <li>any WEEE or component containing a fluid, such as oil filled radiators</li> <li>any components containing mercury such as fluorescent lamps and mercury switches</li> <li>any WEEE containing any CRT display or a FPD of greater than 100 square centimetres in area</li> <li>any WEEE containing asbestos or refractory ceramic fibres identified in <a href="#">Annex VII of the WEEE Directive</a></li> </ul> | Not Applicable – No Treatment undertaken |

|   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                          |
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|   | <ul style="list-style-type: none"> <li>any WEEE or component containing radioactive substances, such as ionization smoke detectors</li> <li>any WEEE containing CFCs, HCFCs, HFCs or hydrocarbon gases, such as small refrigeration equipment, portable air conditioners and dehumidifiers</li> <li>all external batteries (including powerpacks) and internal batteries designed to be accessible by the user</li> <li>any non-WEEE items that may contain fluids or hazardous substances, such as petrol lawnmowers or gas cylinders</li> </ul> |                                          |
| 5 | <p>You must remove the following items from SMW before mechanical treatment unless your specific process makes sure they remain whole and intact, and you have effective procedures to remove them following that treatment:</p> <ul style="list-style-type: none"> <li>capacitors identified in <a href="#">Annex VII of the WEEE Directive</a></li> <li>ink and toner cartridges</li> </ul>                                                                                                                                                     | Not Applicable – No Treatment undertaken |
| 6 | <p>You must also remove the following from SMW, but you can do this as material streams after mechanical treatment:</p> <ul style="list-style-type: none"> <li>external electrical cables</li> <li>printed circuit boards from mobile phones and from other devices if greater than 10 square centimetres in area</li> <li>batteries other than those identified in measure 4, provided they remain intact and identifiable</li> <li>plastics containing BFRs</li> </ul>                                                                          | Not Applicable – No Treatment undertaken |
| 7 | <p>If you mechanically treat SMW, you must provide and use an effective dust extraction and abatement system to minimise dust release.</p>                                                                                                                                                                                                                                                                                                                                                                                                        | Not Applicable – No Treatment undertaken |

|            | <b>Process monitoring for the treatment of SMW</b>                                                                                                                                                                                                                                            |                                          |
|------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------|
| 8          | Where you use a mechanical process to shT3E SMW you must sample the physically finest non-metallic fraction at least once every 6 months and test for: <ul style="list-style-type: none"> <li>mercury with a limit value of 1mg/kg</li> <li>cadmium with a limit value of 100mg/kg</li> </ul> | Not Applicable – No Treatment undertaken |
| <b>5.9</b> | <b>Treatment of IT, telecommunications and business equipment</b>                                                                                                                                                                                                                             |                                          |
| 1          | This can consist of many different categories of WEEE including those requiring specific forms of treatment such as flat panel display equipment. You must identify items like these and remove them for appropriate treatment.                                                               | Not Applicable – No Treatment undertaken |
| 2          | Some appliances found in IT, telecommunications and business equipment are known to contain high concentrations of POPs. You must manage this waste stream and all plastic containing fractions arising from the treatment of it as POPs waste, unless you can prove they are not.            | Not Applicable – No Treatment undertaken |
| 3          | If you mechanically treat IT, telecommunications and business equipment, you must meet the standards for small mixed WEEE (see section 5.8).                                                                                                                                                  | Not Applicable – No Treatment undertaken |
|            | <b>Process monitoring for the treatment of IT, telecommunications and business equipment</b>                                                                                                                                                                                                  |                                          |
| 4          | Where you use a mechanical process to shT3E IT, telecommunications and business equipment, you must sample the physically finest non-metallic fraction at least once every 6 months and test for: <ul style="list-style-type: none"> <li>mercury, with a limit value of 1mg/kg</li> </ul>     | Not Applicable – No Treatment undertaken |

|             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                          |
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|             | <ul style="list-style-type: none"> <li>cadmium with a limit value of 100mg/k</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                              |                                          |
| <b>5.10</b> | <b>Treatment of LDA</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                          |
| 1           | <p>LDA that may be treated in conventional metal shredders is limited to only:</p> <ul style="list-style-type: none"> <li>washing machines</li> <li>vented and condensing tumble dryers</li> <li>dishwashers</li> <li>cookers</li> </ul>                                                                                                                                                                                                                                             | Not Applicable – No Treatment undertaken |
| 2           | <p>You must have effective procedures in place to ensure that other types of WEEE are removed from mixed loads of LDA before it is treated by shredding, especially:</p> <ul style="list-style-type: none"> <li>fridges, freezers and any other temperature exchange equipment</li> <li>heat pump tumble dryers</li> <li>any WEEE that contains oil or other liquids</li> <li>any WEEE that may be hazardous waste or POPs waste</li> </ul>                                          | Not Applicable – No Treatment undertaken |
| 3           | <p>You must remove the following items when treating LDA, but you can do this as material streams after mechanical treatment, provided any capacitors remain whole and intact:</p> <ul style="list-style-type: none"> <li>capacitors identified in <a href="#">Annex VII of the WEEE Directive</a></li> <li>printed circuit boards if greater than 10 square centimetres in area</li> <li>external electrical cables</li> <li>plastics containing BFRs</li> <li>batteries</li> </ul> | Not Applicable – No Treatment undertaken |

| 5.11 | Treatment of photovoltaic panels                                                                                                                                                                                                                                                                                      |                                          |
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| 1    | Photovoltaic panels may contain hazardous substances such as lead (in solder), cadmium telluride and compounds of selenium (in the semiconductor layer of non-silicon based photovoltaic panels).<br>You must establish, maintain and use an effective process for identifying non-silicon based photovoltaic panels. | Not Applicable – No Treatment undertaken |
| 2    | You must remove the lead from all photovoltaic panels and you must remove the hazardous semi-conductor layer from non-silicon based photovoltaic panels                                                                                                                                                               | Not Applicable – No Treatment undertaken |
|      | <b>Process monitoring for the treatment of photovoltaic panels</b>                                                                                                                                                                                                                                                    |                                          |
| 3    | Where you shT3E non-silicon based photovoltaic panels, you must sample and test the recycled glass fraction at least once every 6 months for cadmium with a limit value of 10mg/kg cadmium.                                                                                                                           | Not Applicable – No Treatment undertaken |
| 5.12 | Post ShT3Eding treatments                                                                                                                                                                                                                                                                                             |                                          |
| 1    | You may use a range of separation technologies to further segregate and purify shT3Eded fractions of WEEE. For example, eddy-current separators, electrostatic separators, and density separation, either at the shT3Eding facility or elsewhere.                                                                     | Not Applicable – No Treatment undertaken |
| 2    | You must fully characterise and classify fractions produced by these processes.                                                                                                                                                                                                                                       | Not Applicable – No Treatment undertaken |

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| 3           | Where materials originate from WEEE that was POPs waste, fractions of plastic containing brominated flame retardants must be managed as POPs waste.                                                                                                                                                                                                | Not Applicable – No Treatment undertaken |
| 4           | Where materials originate from WEEE that was not POPs waste, fractions of plastic containing brominated flame retardants must be assessed to determine if they are POPs waste.                                                                                                                                                                     | Not Applicable – No Treatment undertaken |
| 5           | You must fully characterise and classify (including for POPs) process solutions and washings from density separation processes before determining suitable disposal options. Where these originate from the treatment of POPs waste, any POPs must be destroyed.                                                                                   | Not Applicable – No Treatment undertaken |
| 6           | You must only use waste codes for single material outputs, for example plastic, where the treatment involved is aimed at producing a pure material fraction. Contamination by other materials must be negligible.                                                                                                                                  | Not Applicable – No Treatment undertaken |
|             | <b>Process monitoring for the separation of BFR containing plastic</b>                                                                                                                                                                                                                                                                             |                                          |
| 7           | You must monitor at least once every 3 months how much BFR containing plastic is present in any fraction destined for recycling.                                                                                                                                                                                                                   | Not Applicable – No Treatment undertaken |
| <b>5.13</b> | <b>Record keeping for all treatment residues</b>                                                                                                                                                                                                                                                                                                   |                                          |
| 1.          | You must record in the waste tracking system: <ul style="list-style-type: none"> <li>that the WEEE has been treated or consigned to another WEEE treatment facility</li> <li>what WEEE has been prepared for reuse or has been consigned to a preparing for reuse operator</li> <li>what the treatment residues, treated components and</li> </ul> | Not Applicable – No Treatment undertaken |

|            |                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                |
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|            | fractions are                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                |
| <b>6</b>   | <b>Emissions control appropriate measures</b><br>The appropriate measures for emissions control at regulated facilities with an environmental permit for the treatment or transfer of WEEE.                                                                                                                                                                                                                                                |                                                |
| <b>6.1</b> | <b>Point Source Emissions to air</b>                                                                                                                                                                                                                                                                                                                                                                                                       |                                                |
| 1          | You must contain the waste treatment process to make sure that you collect, extract and direct all process emissions to an appropriate abatement system for treatment before release.                                                                                                                                                                                                                                                      | NA                                             |
| 2          | You must identify the main chemical constituents of the site's point source emissions as part of the site's inventory of emissions to air. You must include the speciation of volatile organic compounds (VOCs) if you have identified them in the emissions inventory and it is practicable to do so.                                                                                                                                     | There is no expected air emissions identified. |
| 3          | You must assess the fate and impact of the substances emitted to air, following the Environment Agency's <a href="#">air emissions risk assessment methodology</a> .                                                                                                                                                                                                                                                                       | NA                                             |
| 4          | To T3Euce point source emissions to air (for example, dust, volatile organic compounds and odour) from the treatment of waste, you must use an appropriate combination of abatement techniques, including one or more of the following systems: <ul style="list-style-type: none"> <li>• adsorption</li> <li>• fabric filter</li> <li>• wet scrubbing</li> <li>• HEPA filter</li> <li>• condensation and cryogenic condensation</li> </ul> | NA                                             |

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|            | <ul style="list-style-type: none"> <li>• cyclone</li> <li>• electrostatic precipitator (ESP)</li> <li>• thermal oxidation</li> </ul>                                                                                                                                                                                                                                              |    |
| 5          | You must assess and design vent and stack locations and heights to make sure dispersion capability is adequate.                                                                                                                                                                                                                                                                   | NA |
| 6          | Where monitoring is required, including for odour, you must install a suitable monitoring point. Monitoring points will be required to meet <a href="#">MCERTS standards</a> .                                                                                                                                                                                                    | NA |
| 7          | <p>Your procedures must make sure you correctly install, operate, monitor and maintain abatement equipment. For example, this includes monitoring and maintaining:</p> <ul style="list-style-type: none"> <li>• appropriate flow and chemical concentration of scrubber liquor</li> <li>• the handling and disposal or regeneration of spent scrubber or filter medium</li> </ul> | NA |
| <b>6.2</b> | <b>Fugitive emissions to air (including odour)</b>                                                                                                                                                                                                                                                                                                                                |    |
| 1          | You must use appropriate measures to prevent emissions of dust, mud, litter and odour. See our guidance on suggested appropriate measures to <a href="#">control dust, mud and litter</a> , and to <a href="#">control odour</a> .                                                                                                                                                | NA |
| 2          | <p>You must design, operate and maintain storage and treatment plant in a way that prevents fugitive emissions to air, including dust, organic compounds and odour. Where that is not possible, you must minimise these emissions.</p> <p>Storage and treatment plant includes associated equipment and infrastructure such as:</p>                                               | NA |

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|   | <ul style="list-style-type: none"> <li>• shT3Eders</li> <li>• sorting equipment</li> <li>• conveyors</li> <li>• skips or containers</li> <li>• building fabric, including doors and windows</li> <li>• pipework and ducting</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                        |
| 3 | You must make sure fugitive emissions are collected and directed to appropriate abatement and your treatment plant must use high integrity components (for example, seals or gaskets).                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | NA                                                     |
| 4 | <p>You must use your waste pre-acceptance, waste acceptance and site inspection checks and procedures to identify and manage wastes that could cause, or are causing, fugitive emissions to air. When you identify any of these wastes you must:</p> <ul style="list-style-type: none"> <li>• take appropriate, risk assessed measures to prevent and control emissions</li> <li>• prioritise their treatment or transfer</li> </ul>                                                                                                                                                                                                                              | NA – Dust mud Odour not expected from this waste type. |
| 5 | <p>Where necessary, to prevent fugitive emissions to air from the storage and handling of odorous or dusty wastes, you should use a combination of the following measures:</p> <ul style="list-style-type: none"> <li>• store and handle such wastes within a building or enclosed equipment</li> <li>• keep buildings and equipment under adequate negative pressure with an appropriate abated air circulation or extraction system</li> <li>• where possible, locate air extraction points close to potential emissions sources</li> <li>• use fully enclosed material transfer and storage systems and equipment, for example, conveyors, hoppers,</li> </ul> | NA – Fugitive emissions not expected                   |

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|    | <p>containers, tanks and skips</p> <ul style="list-style-type: none"> <li>• keep building doors and windows shut to provide containment, other than when access is required for loading or unloading</li> <li>• minimising drop height</li> <li>• use misting systems and wind barriers</li> </ul>                                                                |                                                                                       |
| 6  | Where a dust management plan is required, you must develop and implement it following our guidance on <a href="#">emissions management plans for dust</a> .                                                                                                                                                                                                       | NA – Fugitive emissions not expected                                                  |
|    | <b>Maintenance and cleaning</b>                                                                                                                                                                                                                                                                                                                                   |                                                                                       |
| 7  | You must set up a leak detection and repair programme. You must use it to promptly identify and mitigate any fugitive emissions from treatment plant and associated infrastructure (such as pipework, conveyors, tanks).                                                                                                                                          | The IMS ensures that suitable procedures are in place for maintenance and inspection. |
| 8  | You must regularly inspect and clean all waste storage and treatment areas, equipment (including conveyor belts) and containers. You must contain any residues collected during cleaning.                                                                                                                                                                         | The IMS ensures that suitable procedures are in place for maintenance and inspection. |
| 9  | Your maintenance and cleaning schedules must make sure that your plant is regularly cleaned to avoid large-scale decontamination activities.                                                                                                                                                                                                                      | The IMS ensures that suitable procedures are in place for maintenance and inspection. |
| 10 | <p>You must take measures to prevent the corrosion of plant and equipment (for example, conveyors or pipes). This includes:</p> <ul style="list-style-type: none"> <li>• selecting and using appropriate construction materials</li> <li>• lining or coating equipment with corrosion inhibitors</li> <li>• regularly inspecting and maintaining plant</li> </ul> | The IMS ensures that suitable procedures are in place for maintenance and inspection. |

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| 11                    | You must have an appropriate regular maintenance programme covering all buildings, plant and equipment. This must also include protective equipment such as air ventilation and extraction systems, curtains and fast-action doors used to prevent and contain fugitive releases.                                                                                                    | The IMS ensures that suitable procedures are in place for maintenance and inspection. |
| <b>Odorous wastes</b> |                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                       |
| 12                    | You must have procedures to minimise the amount of time odorous wastes spend in your storage and handling systems (for example, pipes, conveyors, hoppers, tanks). In particular, you must have provisions to manage waste during periods of peak volume.                                                                                                                            | NA _ Odourous waste is not expected                                                   |
| 13                    | You must have measures to contain, collect and treat odorous emissions, including using contained buildings and plant or equipment with appropriate air extraction and abatement. We do not consider masking agents to be appropriate measures for the treatment of odorous emissions.                                                                                               | NA _ Odourous waste is not expected                                                   |
| 14                    | You must monitor and maintain odour abatement systems to ensure optimum performance. For example, you should make sure that scrubber liquors are maintained at the correct pH and replenished or replaced at an appropriate frequency.                                                                                                                                               | NA _ Odourous waste is not expected                                                   |
| 15                    | Contaminated waters have potential for odours. You must store them in containers or enclosed tanks that are vented to an abatement system.                                                                                                                                                                                                                                           | NA _ Odourous waste is not expected                                                   |
| 16                    | Where you expect odour pollution at sensitive receptors, or it has been substantiated, you must periodically monitor odour emissions using European (EN) standards. For example, either: <ul style="list-style-type: none"> <li>dynamic olfactometry according to EN 13725 to determine the odour concentration</li> <li>EN 16841-1 or -2 to determine the odour exposure</li> </ul> | NA _ Odourous waste is not expected                                                   |

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| 17         | If you are using alternative methods for which no EN standards are available (for example, estimating odour impact), you should use ISO, national or other international standards to make sure you use data of an equivalent scientific quality. You must set out the monitoring frequency in the odour management plan.                                                                                                                                                                                                                                                                                                                                                                                              | NA _ Odourous waste is not expected                                                                                     |
| 18         | Where you expect odour pollution at sensitive receptors, or it has been substantiated, you must also set up, implement and regularly review an odour management plan. It must be part of your management system and include all of the following elements: <ul style="list-style-type: none"> <li>• actions and timelines to address any issues identified</li> <li>• a procedure for conducting odour monitoring</li> <li>• a procedure for responding to identified odour incidents, for example, complaints</li> <li>• an odour prevention and T3Euction programme designed to identify the sources, to characterise the contributions of the sources and to implement prevention and T3Euction measures</li> </ul> | NA _ Odourous waste is not expected                                                                                     |
| 19         | Where an odour management plan is required, you must develop and implement it following our guidance on <a href="#">odour management plans</a> .                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | NA _ Odourous waste is not expected                                                                                     |
| <b>6.3</b> | <b>Emissions of noise and vibration</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                         |
| 1          | You should design the layout of the facility to locate potential sources of noise (including building exits and entrances) away from sensitive receptors and boundaries. You should locate buildings, walls, and embankments so they act as noise screens.                                                                                                                                                                                                                                                                                                                                                                                                                                                             | NA – The plant has been operational for 20yrs with no complaints. Building contains noise and vibration from activities |

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| 2 | <p>You must use appropriate measures to control noise, for example, including:</p> <ul style="list-style-type: none"> <li>adequately maintaining plant or equipment parts that may become noisier as they deteriorate – such as bearings, air handling plant, building fabric, and specific noise attenuation kit associated with plant or machinery</li> <li>closing doors and windows of enclosed areas and buildings</li> <li>avoiding noisy activities at night or early in the morning</li> <li>minimising drop heights and the movement of waste and containers</li> <li>using broadband (white noise) reversing alarms and enforcing the on-site speed limit</li> <li>using low-noise equipment, for example, drive motors, fans, compressors and pumps</li> <li>adequately training and supervising staff</li> <li>where possible, providing additional noise and vibration control equipment for specific noise sources – such as noise T3Eucers or attenuators, insulation, or sound-proof enclosures</li> </ul> | <p>NA – The plant has been operational for 20yrs with no complaints. Building contains noise and vibration from activities</p> |
| 3 | <p>Where you expect noise or vibration pollution at sensitive receptors, or it has been substantiated, you must create, use and regularly review a noise and vibration management plan. This must be part of the environmental management system and must include:</p> <ul style="list-style-type: none"> <li>actions and timelines to address any issues identified</li> <li>a procedure for conducting noise and vibration monitoring</li> <li>a procedure for responding to identified noise and vibration events, for example, complaints</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <p>NA – The plant has been operational for 20yrs with no complaints. Building contains noise and vibration from activities</p> |

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| 4          | The noise and vibration management plan should also include a noise and vibration T3Euction programme designed to: <ul style="list-style-type: none"> <li>• identify the sources of noise and vibration</li> <li>• measure or estimate noise and vibration exposure</li> <li>• characterise the contributions of the sources</li> <li>• implement prevention and T3Euction measures</li> </ul>                                                                                                                                                                                                     | NA – The plant has been operational for 20yrs with no complaints. Building contains noise and vibration from activities |
| 5          | Where a noise and vibration management plan is requiT3E, you must develop and implement it following our guidance on <a href="#">noise and vibration management plans</a> .                                                                                                                                                                                                                                                                                                                                                                                                                        | NA – The plant has been operational for 20yrs with no complaints. Building contains noise and vibration from activities |
| <b>6.4</b> | <b>Point source emissions to water and sewer</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                         |
| 1          | You must identify the main chemical constituents of the site's point source emissions to water and sewer as part of the site's inventory of emissions.                                                                                                                                                                                                                                                                                                                                                                                                                                             | NA                                                                                                                      |
| 2          | You must assess the fate and impact of the substances emitted to water and sewer following the Environment Agency's <a href="#">risk assessment guidance</a> .                                                                                                                                                                                                                                                                                                                                                                                                                                     | NA                                                                                                                      |
| 3          | Except for uncontaminated surface water, for example roof drainage, discharges to water or sewer must comply with the conditions of an environmental permit or trade effluent consent. Relevant sources of waste water include (but are not limited to): <ul style="list-style-type: none"> <li>• water or condensate collected from treatment processes</li> <li>• waste compactor run-off</li> <li>• vehicle washing</li> <li>• vehicle oil and fuel leaks</li> <li>• washing of containers</li> <li>• spills and leaks in waste storage areas</li> <li>• loading and unloading areas</li> </ul> | Trade effluent consent.                                                                                                 |

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|            | <ul style="list-style-type: none"> <li>uncovered storage areas</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                  |
| 4          | <p>POPs may leach or wash out in particulates from some wastes, such as shT3Eded WEEE plastic or granulated cable, if exposed to the weather. You must prevent the release of POPs to water or sewer by storing these wastes and any other shT3Eded POPs waste under weatherproof covering.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <p>such treatments will not be undertaken, for example dismantling of components</p>                                                                                                             |
| 5          | <p>To T3Euce emissions to water and sewer, if you need to treat waste water before discharge or disposal, you must use an appropriate combination of treatment techniques, including one or more of the following:</p> <ul style="list-style-type: none"> <li>preliminary or primary treatment – for example, equalisation, neutralisation or physical separation</li> <li>physico-chemical treatment – for example, adsorption, distillation or rectification, precipitation, chemical oxidation or T3Euction, evaporation, ion exchange, or stripping</li> <li>biological treatment – for example, activated sludge process or membrane bioreactor</li> <li>nitrogen removal – for example, nitrification and denitrification</li> <li>solids removal – for example, coagulation and flocculation, sedimentation, filtration or flotation</li> </ul> | <p>Except for uncontaminated surface water, for example roof drainage, discharges to water or sewer must comply with the conditions of trade effluent consent.</p>                               |
| <b>6.5</b> | <b>Fugitive emissions to land and water</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                  |
| 1          | <p>You must use appropriate measures to control potential fugitive emissions and make sure that they do not cause pollution. See the guidance on <a href="#">emissions to water</a> and <a href="#">leaks from containers</a>.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | <p>The site Conditioning report is provided. A full assessment of risk and potential will be covered within this exercise. The site has primary, secondary and tertiary pollution prevention</p> |

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|   |                                                                                                                                                                                                                                                                                                                | measures in place.                                                                                                                                                         |
| 2 | You must have these in all operational areas of the facility: <ul style="list-style-type: none"> <li>• an impermeable surface</li> <li>• sealed construction joints</li> <li>• spill containment kerbs</li> </ul>                                                                                              | The site benefits from <ul style="list-style-type: none"> <li>• an impermeable surface</li> <li>• sealed construction joints</li> <li>• spill containment kerbs</li> </ul> |
| 3 | For outdoor operational areas you must also have a sealed drainage system.                                                                                                                                                                                                                                     | The site benefits from impermeable surface and sealed drainage.                                                                                                            |
| 4 | Your sealed drainage system must collect all surface water run-off and channel it to a blind sump unless it may be lawfully discharged to water or sewer.                                                                                                                                                      | Drainage from operational areas is discharged via consent to discharge.                                                                                                    |
| 5 | You must collect and treat separately each water stream generated at the facility, for example, surface run-off water or process water. Separation must be based on pollutant content and treatment required. You must make sure you segregate uncontaminated water streams from those that require treatment. | Drainage from operational areas is discharged via consent to discharge.                                                                                                    |
| 6 | You must use suitable drainage infrastructure to collect surface drainage from areas of the facility where you store, handle and treat waste. You must also collect washing water and occasional spillages.                                                                                                    | Drainage from operational areas is discharged via consent to discharge.                                                                                                    |
| 7 | Depending on the pollutant content, you must either: <ul style="list-style-type: none"> <li>• recirculate what you have collected</li> <li>• discharge it in accordance with an environmental permit or trade discharge consent</li> <li>• send it for further treatment</li> </ul>                            | Drainage from operational areas is discharged via consent to discharge.                                                                                                    |

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| 8  | You must have design and maintenance provisions in place to detect and repair leaks. These must include regularly monitoring, inspecting and repairing equipment and minimising underground equipment and infrastructure.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | The IMS has specified inspection and maintenance audit schedule in place. |
| 9  | You should provide appropriate buffer storage capacity at your facility to store waste waters, taking into account: <ul style="list-style-type: none"> <li>• potential abnormal operating scenarios and incidents</li> <li>• the nature of any polluting substances and their impact on the downstream waste water treatment plant and receiving environment</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                | Drainage from operational areas is discharged via consent to discharge.   |
| 10 | You must have appropriate measures in place to monitor, treat and reuse the water held in the buffer storage before discharging.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Drainage from operational areas is discharged via consent to discharge.   |
| 11 | You must take measures to prevent emissions from washing and cleaning activities, including: <ul style="list-style-type: none"> <li>• directing liquid effluent and wash waters to foul sewer or collecting them in a sealed system for off-site disposal – you must not discharge them to surface or storm drains</li> <li>• where possible, using biodegradable and non-corrosive washing and cleaning products</li> <li>• storing all detergents, emulsifiers and other cleaning agents in suitable bunded or containment facilities, within a locked storage area, or in a building away from any surface water drains</li> <li>• preparing cleaning or disinfection solutions in contained areas of the site and never in areas that drain to the surface water system</li> </ul> | Drainage from operational areas is discharged via consent to discharge.   |

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| 12 | Where relevant, you must have measures to prevent pollution from the on-site storage, handling and use of oils and fuels. Follow the guidance on <a href="#">oil storage regulations for businesses</a> .                                                                                      | IMS Procedures provide operating procedures relating to pollution prevention measures for oil and fuel storage.                                                                                                                                    |
|    | <b>Spill response plan</b>                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                    |
| 13 | You must produce and implement a spillage response plan and train staff to follow it and test it.                                                                                                                                                                                              | Within the site IMS there is an Accident and an Emergency Plan. The staff have undergone training and drills in relation to spillage responses.                                                                                                    |
| 14 | Your procedures and associated training must make sure you deal with spillages immediately.                                                                                                                                                                                                    | Within the site IMS there is an Accident and an Emergency Plan. The staff have undergone training and drills in relation to spillage responses.                                                                                                    |
| 15 | You must keep spill kits at locations close to areas where a spillage could occur and make sure relevant staff know how to use them. Make sure kits are replenished after use. <sup>16</sup>                                                                                                   | Within the site IMS there is an Accident and an Emergency Plan. The staff have undergone training and drills in relation to spillage responses. Spill kits are available on site.                                                                  |
| 16 | You must take measures to stop spillages from entering drains, channels, gullies, watercourses and unmade ground. You must make available proprietary sorbent materials, sand or drain mats for use when required.                                                                             | The site has impermeable surfaces and sealed drainage. Within the site IMS there is an Accident and an Emergency Plan. The staff have undergone training and drills in relation to spillage responses. Spill kits are available on site.           |
| 17 | You must make sure your spillage response plan includes information about how to recover, handle and correctly dispose of waste produced from a spillage.                                                                                                                                      | Within the site IMS there is an Accident and an Emergency Plan. The staff have undergone training and drills in relation to spillage responses. Spill kits are available on site. Any waste product is disposed of as set out in the response plan |
|    | <b>Designing and maintaining surfacing and sub-surface structures</b>                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                    |
| 18 | For sub-surface structures, you must: <ul style="list-style-type: none"> <li>establish and record the routing of all site drains and sub-surface pipework</li> <li>identify all sub-surface sumps and storage vessels</li> <li>engineer systems to minimise leakages from pipes and</li> </ul> | The IMS has specified inspection and maintenance audit schedule in place.                                                                                                                                                                          |

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|    | <p>make sure they are detected quickly if they do occur, particularly where hazardous substances are involved</p> <ul style="list-style-type: none"> <li>• provide secondary containment or leakage detection for sub-surface pipework, sumps and storage vessels</li> <li>• establish an inspection and maintenance programme for all sub-surface structures, for example, pressure tests, leak tests, material thickness checks or CCTV</li> </ul>                      |                                                                                                                                                                   |
| 19 | <p>For surfacing, you must design appropriate surfacing and containment or drainage facilities for all operational areas, taking into account:</p> <ul style="list-style-type: none"> <li>• collection capacities</li> <li>• surface thicknesses</li> <li>• strength and reinforcement</li> <li>• falls</li> <li>• materials of construction</li> <li>• permeability</li> <li>• resistance to chemical attack</li> <li>• inspection and maintenance procedures</li> </ul> | NA – Drainage infrastructure is in place no design occurring.                                                                                                     |
| 20 | You must have an inspection and maintenance programme for impermeable surfaces and containment facilities.                                                                                                                                                                                                                                                                                                                                                                | The IMS has specified inspection and maintenance audit schedule in place.                                                                                         |
|    | <b>Tanks and bunding</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                   |
| 21 | <p>You must bund all above-ground tanks containing liquids whose spillage could be harmful to the environment. Bunds must:</p> <ul style="list-style-type: none"> <li>• be impermeable and resistant to the stored materials</li> <li>• have no outlet (that is, no drains or taps) and drain to a blind collection point</li> <li>• have pipework routed within bunded areas with no penetration of contained surfaces</li> </ul>                                        | The IMS has specified inspection and maintenance audit schedule in place. The site has primary, secondary and tertiary pollution prevention containment measures. |

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|     | <ul style="list-style-type: none"> <li>• be designed to catch leaks from tanks or fittings</li> <li>• have a capacity greater than 110% of the largest tank or 25% of the total tankage, whichever is the larger</li> <li>• have regular visual inspections – any contents must be pumped out or otherwise removed under manual control after checking for contamination</li> <li>• be fitted with a high-level probe and an alarm (as appropriate) if not frequently inspected</li> <li>• have tanker connection points within the bund (where possible), otherwise provide adequate containment</li> <li>• have programmed engineering inspections – normally visual, but extending to water testing if structural integrity is in doubt</li> <li>• be emptied of rainwater regularly to maintain their containment capacity</li> </ul> |                                                                                                                                  |
| 7   | <b>Emissions monitoring and limits appropriate measures</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                  |
| 7.1 | Point source emissions to air                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                  |
| 1   | <p>Your facility's emissions inventory must include information about the relevant characteristics of point source emissions to air, such as the:</p> <ul style="list-style-type: none"> <li>• average values and variability of flow and temperature</li> <li>• average concentration and load values of relevant substances and their variability</li> <li>• flammability, lower and higher explosive limits and reactivity</li> <li>• presence of other substances that may affect the waste</li> </ul>                                                                                                                                                                                                                                                                                                                                | <p>specified treatments and range of EWC codes there is no expectation that there will be point source or fugitive emissions</p> |

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|                                                                          | gas treatment system or plant safety – for example, oxygen, nitrogen, water vapour, dust                                                                                                                                                                                                                                                                  |                                                                                                                        |
| 2                                                                        | Monitoring locations must meet MCERTS standards. Monitoring must be carried out using MCERTS qualified accredited methods and MCERTS certified staff. Further guidance can be found in our guidance <a href="#">M1 sampling requirements for stack emissions monitoring</a> .                                                                             | Monitoring emissions would be undertaken as specified within the permit and guidance should any activity be specified. |
| 3                                                                        | You must carry out emissions monitoring when the plant is operating at or near to full treatment capacity. Information regarding the plant treatment processing rate and air flow rate at the time of monitoring must be recorded and submitted with the monitoring results.                                                                              | Monitoring emissions would be undertaken as specified within the permit and guidance should any activity be specified. |
| 4                                                                        | You must monitor point source emissions to air from your treatment plant for the following substances using the monitoring standards stated. You must monitor at the frequencies stated and meet the specified emission limits unless your permit states alternative requirements.                                                                        | Monitoring emissions would be undertaken as specified within the permit and guidance should any activity be specified. |
| <b>Channelled emissions to air from all mechanical treatment of WEEE</b> |                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                        |
|                                                                          | <b>Dust</b><br>Monitoring standard – EN 13284-1.<br>Frequency – every 6 months.<br>Emission limit – 5mg/m <sup>3</sup> (where it is inappropriate to fit a fabric filter due to the potential effects of deflagration on the filter, the limit is 10mg/m <sup>3</sup> ).<br><b>TVOC</b><br>Monitoring standard – EN 12619.<br>Frequency – every 6 months. | NA – No treatment to be undertaken to produce channelled emissions.                                                    |

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|  | <p>In addition, the following monitoring is required from all mechanical treatment of WEEE when the substance concerned is identified as relevant based on your facility's emissions inventory.</p> <p><b>Dioxin-like PCBs</b><br/>Monitoring standard – EN 1948-1, -2 and -4.<br/>Frequency – every 12 months.</p> <p><b>PCDD/F</b><br/>Monitoring standard – EN 1948-1, -2 and -3.<br/>Frequency – every 12 months.</p> <p><b>BFRs</b><br/>Frequency – every 12 months.</p> <p><b>Metals and metalloids excluding mercury</b><br/>Monitoring standard – EN 14385.<br/>Frequency – every 12 months.</p> <p><b>Channelled emissions to air from the treatment of WEEE containing mercury</b></p> <p><b>Total mercury</b><br/>Monitoring standard – EN 13211.<br/>Frequency – every 3 months.<br/>Emission limit – 7µg/m³.<br/>Periodic monitoring results should normally consist of the average value of 3 consecutive measurements of at least 30 minutes each. For some parameters, due to analytical limitations, a longer sampling period may be required.<br/>Monitoring frequencies may be reduced if the emission levels are proven to be sufficiently stable over time.</p> |  |
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| 7.2 | Point Source Emission to sewer                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                             |
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| 1   | <p>Your facility's emissions inventory must include information about the relevant characteristics of point source emissions to sewer or water, such as:</p> <ul style="list-style-type: none"> <li>• average values and variability of flow, pH, temperature, and conductivity</li> <li>• average concentration and load values of relevant substances and their variability – for example, COD (chemical oxygen demand) and TOC (total organic carbon), nitrogen species, phosphorus, metals, priority substances or micropollutants</li> <li>• data on bio-eliminability – for example, BOD (biological oxygen demand), BOD to COD ratio, Zahn-Wellens test, biological inhibition potential, for example, inhibition of activated sludge</li> </ul> | there is no expectation that there will be point source or fugitive emissions                               |
| 2   | <p>For relevant emissions to water or sewer identified by the emissions inventory, you must carry out monitoring of key process parameters (for example, waste water flow, pH, temperature, conductivity, or BOD) at key locations. For example, these could either be at the:</p> <ul style="list-style-type: none"> <li>• inlet or outlet (or both) of the pre-treatment</li> <li>• inlet to the final treatment</li> <li>• point where the emission leaves the facility boundary</li> </ul>                                                                                                                                                                                                                                                          | there is no expectation that there will be point source or fugitive emissions                               |
| 3   | For the following types of discharges, you must monitor point source emissions to water or sewer for the substances listed using the monitoring standards stated. You must meet the                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Monitoring will be undertaken in accordance with the consent to discharge or Environmental permit condition |

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|  | specified emission limits unless your permit states otherwise.                                                                                                                                                                                                                                                                                                                                                            |                              |
|  | <b>Direct discharges to a water body from all sites carrying out the mechanical treatment of WEEE</b>                                                                                                                                                                                                                                                                                                                     |                              |
|  | <p><b>TOC</b><br/>Monitoring standard – EN 1484.<br/>Frequency – every month.<br/>Emission limit – 60mg/l.</p> <p><b>COD</b><br/>Frequency – every month.<br/>Emission limit – 180mg/l.<br/>The requirement is to monitor for either total organic carbon or chemical oxygen demand.</p> <p><b>Total suspended solids</b><br/>Monitoring standard – EN 872.<br/>Frequency – every month.<br/>Emission limit – 60mg/l.</p> | NA – No Mechanical treatment |
|  | <b>Discharges to sewer or a water body from all mechanical treatment of WEEE</b>                                                                                                                                                                                                                                                                                                                                          |                              |
|  | <p>Hydrocarbon oil index<br/>Monitoring standard – EN ISO 9377-2.<br/>Frequency – every month.<br/>Emission limit – 10mg/l.</p>                                                                                                                                                                                                                                                                                           | NA – No Mechanical treatment |
|  | <b>Discharges to sewer or a water body from all mechanical treatment of WEEE, when the substance concerned is identified</b>                                                                                                                                                                                                                                                                                              | NA – No Mechanical treatment |

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|          | <b>as relevant based on your facility's emissions inventory</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                              |
|          | <p><b>Metals and metalloids</b><br/>Monitoring standard – various EN standards available.<br/>Frequency – every month.<br/>Emission limits:</p> <ul style="list-style-type: none"> <li>• arsenic, 0.05mg/l</li> <li>• cadmium, 0.05mg/l</li> <li>• chromium, 0.15mg/l</li> <li>• copper, 0.5mg/l</li> <li>• lead, 0.1mg/l</li> <li>• nickel, 0.5mg/l</li> <li>• mercury, 0.005mg/l</li> <li>• zinc, 1.00mg/l</li> </ul> <p><b>PFOA, PFOS and deca BDE</b><br/>Frequency – every 6 months.<br/>Monitoring frequencies may be T3Euced if the emission levels are proven to be sufficiently stable over time.<br/>Monitoring frequencies for discharges to sewer may be T3Euced if the downstream waste-water treatment plant abates the pollutants concerned.</p> | NA – No Mechanical treatment |
| <b>8</b> | <b>Process efficiency appropriate measures</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                              |
| 8.1      | Energy efficiency (Installations only)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                              |

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| 1 | <p>You must create and implement an energy efficiency plan at your facility. This must:</p> <ul style="list-style-type: none"> <li>define and calculate the specific energy consumption of the activities you carry out and waste streams you treat</li> <li>set annual key performance indicators – for example, specific energy consumption (expressed in kWh/tonne of waste processed)</li> <li>plan periodic improvement targets and related actions</li> </ul>                            | T3E have a IMS which drives efficiency through the business and therefore energy consumption is a kPI for the business. |
| 2 | <p>You must regularly review and update your energy efficiency plan as part of your facility's management system.</p>                                                                                                                                                                                                                                                                                                                                                                          | T3E have a IMS which drives efficiency through the business and therefore energy consumption is a kPI for the business. |
| 3 | <p>You must have and maintain an energy balance record for your facility. This must provide a breakdown of your energy consumption and generation (including any energy or heat exported) by the type of source (electricity, gas, conventional liquid fuels, conventional solid fuels, and waste). You should provide Sankey diagrams or energy balances to show how energy is used in your waste treatment processes.</p>                                                                    | T3E have a IMS which drives efficiency through the business and therefore energy consumption is a kPI for the business. |
| 4 | <p>You must regularly review and update your energy balance record as part of your facility's management system, alongside the energy efficiency plan.</p>                                                                                                                                                                                                                                                                                                                                     | T3E have a IMS which drives efficiency through the business and therefore energy consumption is a kPI for the business. |
| 5 | <p>You must have operating, maintenance and housekeeping measures in place in relevant areas, for example, for:</p> <ul style="list-style-type: none"> <li>air conditioning, process refrigeration and temperature exchange systems (leaks, seals, temperature control, evaporator or condenser maintenance)</li> <li>the operation of motors and drives</li> <li>compressed gas systems (leaks, procedures for use)</li> <li>steam distribution systems (leaks, traps, insulation)</li> </ul> | NA                                                                                                                      |

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|            | <ul style="list-style-type: none"> <li>• space heating and hot water systems</li> <li>• lubrication to avoid high friction losses</li> <li>• boiler operation and maintenance, for example, optimising excess air</li> <li>• other maintenance relevant to the activities within the facility</li> </ul>                                                                                          |                                                                                                                                                                                                                                                                                                                                            |
| 6          | <p>You must have measures in place to avoid gross energy inefficiencies. These should include, for example:</p> <ul style="list-style-type: none"> <li>• insulation</li> <li>• containment methods (such as seals and self-closing doors)</li> <li>• avoiding unnecessary discharge of heated water or air (for example, by fitting simple control systems such as timers and sensors)</li> </ul> | NA                                                                                                                                                                                                                                                                                                                                         |
| 7          | <p>You should implement additional energy efficiency measures at the facility as appropriate, following our guidance on <a href="#">energy efficiency standards for industrial plants</a>.</p>                                                                                                                                                                                                    | NA                                                                                                                                                                                                                                                                                                                                         |
| <b>8.2</b> | <b>Raw materials (Installations only)</b>                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                                            |
| 1          | <p>You must maintain a list of the raw materials used at your facility and their properties. This includes auxiliary materials and other substances that could have an environmental impact.</p>                                                                                                                                                                                                  | <p>T3E comply As part of the Environment Management System and as a reporting requirement for KPIs T3E record and monitor energy efficiency and Use of Raw Materials.</p> <p>As a commercial entity, the efficiency of raw material used on site the pricing and application performance is a consideration when purchasing materials.</p> |

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| 2                                         | You must regularly review the availability of alternative raw materials and use any suitable ones that are less hazardous or polluting. This should include, where possible, substituting raw materials with waste or waste-derived products.                                                                                                                                                                                                                              | T3E comply As part of the Environment Management System and as a reporting requirement for KPIs T3E record and monitor energy efficiency and Use of Raw Materials.<br><br>As a commercial entity, the efficiency of raw material used on site the pricing and application performance is a consideration when purchasing materials. |
| 3                                         | You must justify the continued use of any substance for which there is a less hazardous alternative.                                                                                                                                                                                                                                                                                                                                                                       | Annually T3E will review supply of key components                                                                                                                                                                                                                                                                                   |
| 4                                         | You must have quality assurance procedures in place to control the content of raw materials.                                                                                                                                                                                                                                                                                                                                                                               | T3E has an IMS which is working toward becoming accredited to ISO9001 Quality standard and raw materials are within the scope of the system.                                                                                                                                                                                        |
| <b>8.3 Water use (installations only)</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                     |
| 1                                         | You must take measures to make sure you optimise water consumption to: <ul style="list-style-type: none"> <li>T3Euce the volume of waste water generated</li> <li>prevent or, where that is not practicable, T3Euce emissions to soil and water</li> </ul>                                                                                                                                                                                                                 | T3E Comply - Water management. Water is metered onto site.<br>T3E Comply - All operational areas have an impermeable surface.                                                                                                                                                                                                       |
| 2                                         | Measures you must take include: <ul style="list-style-type: none"> <li>implementing a water saving plan (involving establishing water efficiency objectives, flow diagrams and water mass balances)</li> <li>optimising the use of washing water (for example, dry cleaning instead of hosing down, using trigger control on all washing equipment)</li> <li>recirculating and reusing water streams within the plant or facility, if necessary after treatment</li> </ul> | The site IMS identified resource efficiency savings and Water usage is within the scope of the IMS system                                                                                                                                                                                                                           |

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|   | <ul style="list-style-type: none"> <li>the use of water for vacuum generation (for example, using liquid ring pumps with high boiling point liquids), where relevant</li> </ul>                                                                                                                                                                                                                                                                                                           |                                                           |
| 3 | You must carry out a regular review of water use (a water efficiency audit) at least every 4 years.                                                                                                                                                                                                                                                                                                                                                                                       | Water usage is reviewed within the IMS at least annually. |
| 4 | <p>You must also:</p> <ul style="list-style-type: none"> <li>produce flow diagrams and water mass balances for your activities</li> <li>establish water efficiency objectives and identify constraints on T3Eucing water use beyond a certain level (usually this will be site specific)</li> <li>identify the opportunities for maximising reuse and minimising use of water</li> <li>have a timetabled improvement plan for implementing additional water T3Euction measures</li> </ul> | Water usage is reviewed within the IMS at least annually. |
| 5 | <p>To T3Euce water use and associated emissions to water, you should apply these general principles in sequence:</p> <ul style="list-style-type: none"> <li>use water efficient techniques at source where possible</li> <li>reuse water within the process, by treating it first if necessary – if not practicable, use it in another part of the process or facility that has a lower water quality requirement</li> </ul>                                                              | Water usage is reviewed within the IMS at least annually. |
| 6 | If you cannot use uncontaminated roof and surface water in the process, you should keep it separate from other discharge streams – at least until after you have treated the contaminated streams in an effluent treatment system and                                                                                                                                                                                                                                                     | Water usage is reviewed within the IMS at least annually. |

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|            | have carried out final monitoring.                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                |
| 7          | You should establish the water quality requirements associated with each activity and identify whether you can substitute water from recycled sources. Where you can, include it in your improvement plan.                                                                                                                                                   | Water usage is reviewed within the IMS at least annually.                                                                                                                      |
| 8          | Where there is scope for reuse (possibly after some form of treatment) you should keep less contaminated water streams, such as cooling waters, separate from more contaminated streams.                                                                                                                                                                     | Water usage is reviewed within the IMS at least annually.                                                                                                                      |
| 9          | <p>You must minimise the volume of water you use for cleaning and washing down by:</p> <ul style="list-style-type: none"> <li>• vacuuming, scraping or mopping in preference to hosing down</li> <li>• reusing wash-water (or recycled water) where practicable</li> <li>• using trigger controls on all hoses, hand lances and washing equipment</li> </ul> | Water usage is reviewed within the IMS at least annually.                                                                                                                      |
| 10         | You must directly measure fresh water consumption and record it regularly at every significant usage point, ideally on a daily basis.                                                                                                                                                                                                                        | Water usage is reviewed within the IMS at least annually.                                                                                                                      |
| <b>8.4</b> | <b>Waste minimisation, recovery and disposal</b>                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                |
| 1          | <p>You must have and implement a residues management plan that:</p> <ul style="list-style-type: none"> <li>• minimises the generation of residues arising from waste treatment</li> <li>• optimises the reuse, regeneration, recycling or energy</li> </ul>                                                                                                  | <p>As part of the IMS a residue management plan will identify the waste generation from the onsite processes</p> <p>The plan will look to optimize processes to reduce the</p> |

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|   | <p>recovery of residues, including packaging</p> <ul style="list-style-type: none"> <li>• makes sure you properly dispose of residues where recovery is technically or economically impractical</li> </ul>                                                                                                                                                                     | <p>production of residual wastes where possible. In order to :</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 2 | <p>Where you must dispose of waste, you must carry out a detailed assessment identifying the best environmental options for waste disposal.</p>                                                                                                                                                                                                                                | <ul style="list-style-type: none"> <li>• minimise the generation of residues arising from waste treatment</li> <li>• optimise the reuse, regeneration, recycling or energy recovery of residues, including packaging</li> </ul> <p>ensure the proper disposal of residues where recovery is technically or economically impractical</p>                                                                                                                                                                                                                                            |
| 3 | <p>You must review options for recovering and disposing of waste produced at the facility on a regular basis. You must do this as part of the management system to make sure you are:</p> <ul style="list-style-type: none"> <li>• still using the best environmental options</li> <li>• promoting the recovery of waste where technically and economically viable.</li> </ul> | <p>As part of the IMS a residue management plan will identify the waste generation from the onsite processes</p> <p>The plan will look to optimize processes to reduce the production of residual wastes where possible. In order to :</p> <ul style="list-style-type: none"> <li>• minimise the generation of residues arising from waste treatment</li> <li>• optimise the reuse, regeneration, recycling or energy recovery of residues, including packaging</li> </ul> <p>ensure the proper disposal of residues where recovery is technically or economically impractical</p> |