

## PR3 Waste Acceptance Procedures

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### 3.1 Waste Reception

Each consignment of controlled waste must be accompanied by a Waste Transfer Note. The waste carrier must prove they have evidence of a current Waste Carrier Registration. The registration details will be recorded and put on the register RG2 kept in the Head Office folder. If exempt from Waste Carrier Registration, declaration form FM4 should be completed and signed and stored in the Site Office folder.

If the carrier is not exempt and cannot provide evidence of a current Waste Carrier Registration, waste shall not be accepted until it can be provided.

If there is any doubt whether to receive waste on site, or not, then the Environment Agency must be notified before the waste is accepted.

The waste will be visually inspected, the driver questioned, as appropriate, and the findings checked against the description on the Waste Transfer Note. A decision can then be made whether to accept the waste into the site or not.

Waste Transfer Notes for waste entering the landfill must confirm that the waste has been pre-treated or that the waste is not suitable for pre-treatment. Pre-treatment may have been undertaken before the waste arrives at the site or may be undertaken at the site.

The Waste Transfer Note documentation can then be signed and details entered as appropriate. The volume of waste received will be recorded in the Site Diary.

Evidence of willingness to accept charges for receiving the waste must be obtained.

Waste entering the landfill shall also be examined at the tipping area to see if it conforms to the Waste Acceptance Criteria. The appropriate safety procedures (PR7) must be adhered to. Site plant should be used to spread out any waste if required for further examination.

Waste that does not conform to the Waste Acceptance Criteria or Waste Transfer Note documentation will be turned away following methods described in Section 3.3 below. This should be recorded in the Site Diary.

### 3.2 Waste Acceptance and Control Procedures

Permitted waste types are presented in Table 1. Simple but stringent procedures are used to ensure that imported inert waste complies with the relevant Permit conditions and the requirements of the Landfill Regulations (as amended).

**Table 1 – List of permitted wastes**

<b>Waste types</b>	
<b>Exclusions</b>	
<p>Wastes having any of the following characteristics shall not be accepted:</p> <p>Consisting solely or mainly of dusts, powders or loose fibres</p> <p>Hazardous wastes</p> <p>Wastes in liquid form</p>	
<b>Waste Code</b>	<b>Description</b>
<b>10</b>	<b>WASTES FROM THERMAL PROCESSES</b>
<b>10 11</b>	<b>waste from manufacture of glass and glass products</b>
10 11 03	waste glass-based fibrous materials
<b>15</b>	<b>WASTE PACKAGING; ABSORBENTS, WIPING CLOTHS, FILTER MATERIALS AND PROTECTIVE CLOTHING NOT OTHERWISE SPECIFIED</b>
<b>15 01</b>	<b>packaging (including separately collected municipal packaging waste)</b>
15 01 07	glass packaging
<b>17</b>	<b>CONSTRUCTION AND DEMOLITION WASTES (INCLUDING EXCAVATED SOIL FROM CONTAMINATED SITES)</b>
<b>17 01</b>	<b>concrete, bricks, tiles and ceramics</b>
17 01 01	Concrete <sup>(2)</sup>
17 01 02	Bricks <sup>(2)</sup>
17 01 03	Tiles and ceramics <sup>(2)</sup>
17 01 07	mixtures of concrete, bricks, tiles and ceramics other than those mentioned in 17 01 06 <sup>(2)</sup>
<b>17 02</b>	<b>wood, glass and plastic</b>
17 02 02	glass
<b>17 05</b>	<b>soil (including excavated soil from contaminated sites), stones and dredging spoil</b>
17 05 04	soil and stones (excluding topsoil and peat) other than those mentioned in 17 05 03 <sup>(1)</sup>
<b>19</b>	<b>WASTES FROM WASTE MANAGEMENT FACILITIES, OFF SITE WASTE WATER TREATMENT PLANTS AND PREPARATION OF WATER INTENDED FOR HUMAN CONSUMPTION AND WATER FOR INDUSTRIAL USE</b>
<b>19 12</b>	<b>wastes from the mechanical treatment of waste (for example sorting, crushing, compacting, pelletising) not otherwise specified</b>
19 12 05	glass
19 12 09	Minerals (for example sand, stones) from the treatment of waste aggregates that are otherwise naturally occurring minerals – excludes fines from treatment of any non-hazardous waste or gypsum from recovered plasterboard <sup>(2)</sup>
<b>20</b>	<b>MUNICIPAL WASTES (HOUSEHOLD WASTE AND SIMILAR COMMERCIAL, INDUSTRIAL AND INSTITUTIONAL WASTES) INCLUDING SEPARATELY COLLECTED FRACTIONS</b>
<b>20 01</b>	<b>Separately collected fractions (except 15 01)</b>
20 01 02	glass
<b>20 02</b>	<b>garden and park wastes (including cemetery waste)</b>
20 02 02	soil and stones (excluding topsoil and peat) <sup>(1)</sup>
<p>(1) For the purposes of waste acceptance, soil includes naturally occurring sands and clays.</p> <p>(2) Selected construction and demolition waste (C &amp; D waste): with low contents of other types of materials (like metals, plastic, organics, wood, rubber, etc.). No C &amp; D waste from constructions, polluted with inorganic or organic dangerous substances, e.g. because of production processes in the construction, soil pollution, storage and usage of pesticides or other dangerous substances, etc., unless it is made clear that the demolished construction was not significantly polluted. No C &amp; D waste from constructions, treated, covered, or painted with materials, containing dangerous substances in significant amounts.</p>	
<p>If it is unsure whether the waste fulfils the definition of inert waste, or is uncontaminated, then testing of the waste must be undertaken to confirm compliance with the criteria for inert waste as specified in The Landfill (England and Wales) Regulations 2002 as amended. The origin of all waste must be known.</p>	

The waste will be Landfill Directive inert Waste Acceptance Criteria (WAC) compliant *i.e.* the waste will comply with the leaching values for waste acceptable at landfills for inert waste set out in Section 2.1.2 of 'Council Decision of 19 December 2002 establishing criteria and procedures for the acceptance of waste at landfills pursuant to Article 16 of and Annex II to Directive 1999/31/EC'.

Waste within Table 1 may be accepted without laboratory testing provided that the waste:

- (i) is from a single stream waste of a single waste type (unless different waste types from the list in Table 1 are accepted together) and;
- (ii) is from a single source.

In addition, testing is not required for waste which the Environment Agency is satisfied by way of a documented justification supplied to it that the waste is of a type where testing is impractical or appropriate testing procedures and acceptance criteria are not available. Furthermore, testing is not required for wastes whose composition can be predicted to the satisfaction of the Agency from a knowledge of the process producing the waste.

Where waste is produced from Earthline Limited groundwork contracts, the source of the waste, whether that is a single source and the waste types present will be self evident. Nonetheless, where testing is not required, requests should be made for any available existing material testing and site history. Testing will be required where:

- for the case of C & D waste and soil and stones, the site use and history indicates the potential for contamination, e.g. where the waste is derived from a brownfield site;
- the waste is not from a single stream of a single waste type (unless different waste types from the list in Table 1 are accepted together) from a single source.

Where waste is produced from sources other than Earthline Limited contracts, the producer will need to indicate the source of the waste as a single source containing single stream waste of single waste type (or a mix of different wastes listed in Table 1 above). Testing will be required on wastes that do not meet these requirements. Testing will also be required where the waste is suspected as potentially contaminated. For the case of C & D waste and soil and stones, this will be based on whether or not the site is brownfield or greenfield, whether the history of the site is known and Earthline Limited's knowledge of the site and setting. Where testing is not necessary, requests should, nonetheless, be made for any available existing material testing and site history.

Where testing is required, the results of the testing need to be checked against the current Landfill Regulation requirements for inert landfills.

An effort should be made to obtain existing testing data, such as from site investigations wherever possible.

The number of samples required will be subject to the variability of the waste, in terms of waste type and consistency, and its quantity. Storage and transport of samples should be in line with instruction from the laboratory carrying out the testing.

Where all the Landfill Regulations limit values for inert landfills are met, along with the other waste characterisation information required, the waste is acceptable at the

Wroxton Fields Quarry site. If one or more of the limit values are exceeded the waste is not acceptable for deposit at the Wroxton Fields Quarry site.

Hardcore may be separated from incoming loads for use in haul road construction.

Wastes are not to be subject to treatment as only inert waste for which treatment is not technically feasible is to be accepted.

Wastes prohibited under Regulation 9 of the Landfill Regulations (2002) shall not be accepted at the site.

Where materials are found not to comply with the waste acceptance criteria, the procedures set out below (see Unauthorised Waste Materials - Section 3.3) will be used.

### 3.3 Unauthorised Waste Materials

In all cases where the waste not authorised is hazardous, radioactive or explosive, the incident shall be reported to the Environment Agency immediately.

A written entry shall be made on the original Waste Transfer Note/customer bill to indicate that unauthorised material has been brought to the site. It should also be recorded in the Site Diary.

The unauthorised waste will be reloaded onto the vehicle from which it came and returned to the source.

A second Waste Transfer Note must be issued for the material which is removed from site.

If unauthorised waste is present in the licensed area, no further waste will be received or deposited until the unauthorised waste has been removed from the site to a suitably licensed facility.

Details of the name and address of the source of the waste and the name of the driver who delivered the waste shall be collected and recorded in the Site Diary.

An Incident Report Form (FM1) should be completed and distributed as required. The incident should also be entered into the Site Diary and cross referenced with the completed form.