



This instruction is for everyone working on a Hazardous Waste Site who has been inducted and trained and is involved in any aspect of the Waste Pre Acceptance Process

Step	At all times
1	<ul style="list-style-type: none"> • Gather as much data and information about the waste material before it arrives on site • All waste is technically assessed to ensure that it can be handled, transported and accepted at site • Ensure that Waste Specification Declaration (WSD) are completed fully and signed before collecting or receiving waste • Always check that the site has capacity to accept, store and treat (where appropriate) the waste - for any waste that is for onward transfer, always check that the disposal outlet(s) are available • Loads must be notified in advance of arrival at site • If a pre acceptance sample is required, make sure that the correct information is provided with the sample e.g. data sheets, WSD, COSHH assessment etc. • Follow the process flow for waste pre acceptance for all incoming waste material(s)

