Queensland Government

Department of
Environment and Heritage Protection

03-NOV-2016

To: Asbestos Be Gone Pty Ltd
30 Leopard Tree Crescent
SINNAMON PARK QLD 4073

Email: admin@asbestosbegone.com.au

Our reference: 446501

Application details

I refer to the application that was received by the administering authority on 21-OCT-2016.

Land description: Mobile and Temporary.

Decision

Your application has been approved and your environmental authority (reference EPSX04418916) is attached.

Should you have any further enquiries, please contact Christine Hall on telephone 1300 130 372, option 4.

Yours sincerely

	03/11/2016
Signature	Date

Anthony Schmid
Department of Environment and Heritage Protection
Delegate of the administering authority
Environmental Protection Act 1994

Christine Hall
Permit and Licence Management
Department of Environment and Heritage Protection
GPO Box 2454
BRISBANE QLD 4001
Phone: 1300 130 372
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Website **www.ehp.qld.gov.au**
ABN 46 640 294 485

Enclosed

Permit - environmental authority (reference EPSX04418916)

Waste tracking guideline – Approval of an alternative waste tracking system

Waste tracking guideline - Completing single online waste transport certificates with Connect

Waste tracking guideline – Overview of managing waste tracking in Queensland

Waste tracking guideline – Completing paper waste transport certificates

Waste tracking guideline – Waste tracking overview for generators

Waste tracking guideline – Bulked upload data file specification

Permit[1]

Environmental Protection Act 1994

Environmental authority

This environmental authority is issued by the administering authority under Chapter 5 of the Environmental Protection Act 1994.

Permit[1] number: EPSX04418916

Environmental authority takes effect on 03-NOV-2016.

The first annual fee is payable within 20 business days of the effective date.

The anniversary date of this environmental authority is the same day each year as the effective date. An annual return and the payment of the annual fee will be due each year on this day.

Environmental authority holder(s)

Name	Registered address
Asbestos Be Gone Pty Ltd	30 Leopard Tree Crescent SINNAMON PARK QLD 4073

Environmentally relevant activity and location details

Environmentally relevant activity(ies)	Location(s)
57-(2a) Regulated waste transport 1 to 5 vehicles	Various locations throughout the State of Queensland

Additional information for applicants

Environmentally relevant activities

The description of any environmentally relevant activity (ERA) for which an environmental authority is issued is a restatement of the ERA as defined by legislation at the time the approval is issued. Where there is any inconsistency between that description of an ERA and the conditions stated by an environmental authority as to the scale, intensity or manner of carrying out an ERA, then the conditions prevail to the extent of the inconsistency.

An environmental authority authorises the carrying out of an ERA and does not authorise any environmental harm unless a condition stated by the authority specifically authorises environmental harm.

A person carrying out an ERA must also be a registered suitable operator under the *Environmental Protection Act 1994* (EP Act).

[1] Permit includes licences, approvals, permits, authorisations, certificates, sanctions or equivalent/similar as required by legislation

Contaminated land

It is a requirement of the EP Act that if an owner or occupier of land becomes aware a notifiable activity (as defined in Schedule 3 and Schedule 4) is being carried out on the land, or that the land has been, or is being, contaminated by a hazardous contaminant, the owner or occupier must, within 22 business days after becoming so aware, give written notice to the chief executive.

	03/11/2016
Signature	Date

Anthony Schmid
Department of Environment and Heritage Protection
Delegate of the administering authority
Environmental Protection Act 1994

Enquiries:
Christine Hall
Permit and Licence Management
Department of Environment and Heritage Protection
GPO Box 2454
BRISBANE QLD 4001
Phone: 1300 130 372
Fax: (07) 3330 5875
Email: palm@ehp.qld.gov.au

Obligations under the *Environmental Protection Act 1994*

In addition to the requirements found in the conditions of this environmental authority, the holder must also meet their obligations under the EP Act, and the regulations made under the EP Act. For example, the holder must comply with the following provisions of the Act:

- general environmental duty (section 319)
- duty to notify environmental harm (section 320-320G)
- offence of causing serious or material environmental harm (sections 437-439)
- offence of causing environmental nuisance (section 440)
- offence of depositing prescribed water contaminants in waters and related matters (section 440ZG)
- offence to place contaminant where environmental harm or nuisance may be caused (section 443)

Conditions of environmental authority

The conditions of approval for this environmental authority are standard conditions contained within the attached document(s) entitled:

- Code of environmental compliance for certain aspects* of regulated waste transport (ERA 57)

  All reasonable steps must be taken to ensure the activity complies with the eligibility criteria

END OF PERMIT

Code of environmental compliance

ERA 57—Regulated waste transport

This code of environmental compliance (code) has been made under Schedule 3 of the Environmental Protection Regulation 2008. It contains the standard environmental conditions approved by the Minister, under section 549(2) of the Environmental Protection Act 1994*, for carrying out the aspect of the environmentally relevant activity (ERA) specified in Section 2 of this code.*

Code of environmental compliance for certain aspects* of regulated waste transport (ERA 57)

Version 4

From 31 March 2013, codes of environmental compliance no longer have effect, and an environmental authority is required for this ERA.

The eligibility criteria and standard conditions of this code are taken to be eligibility criteria and standard conditions for the ERA until new eligibility criteria and standard conditions take effect.

Any new operation commencing from 31 March 2013 that meets the eligibility criteria in Section 2 of this code and that can meet all of the standard conditions can apply for a standard approval to carry out this activity. The conditions that apply to the standard approval will be the standard conditions.

Where the operation cannot meet all the standard conditions of this code, a variation application for an environmental authority can be made. The environmental authority will include the standard conditions as modified by any approved variations.

Information on applying for an approval is at www.business.qld.gov.au.

Anyone holding a registration certificate to operate under this code before 31 March 2013 is automatically taken to have an environmental authority for the ERA. The registration certificate becomes an environmental authority and the standard environmental conditions of this code will be the conditions of the environmental authority as standard conditions. The anniversary day of the environmental authority is the anniversary day of the registration certificate.

* This code only applies to the aspects of the ERA that meet with the criteria in section 2 of this code.

ABN 46 640 294 485

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1. Introduction

The Department of Environment and Heritage Protection has introduced an improved environmental compliance framework for **environmentally relevant activities (ERAs)**[1] with a relatively low risk of environmental impact by introducing codes of environmental compliance (codes) that set out **standard environmental conditions**. Codes are appropriate for those activities that can achieve a good level of environmental protection through established practices and compliance with **standard environmental conditions**.

The codes also include advisory notes to help **operators** understand the condition or measures that may be taken to ensure compliance. The advisory notes are a guide only and do not limit the range of measures that may be taken to comply with a condition.

This use of codes simplifies and speeds up environmental approvals for the businesses involved, while retaining appropriate standards of environmental protection and performance.

The Minister responsible for the *Environmental Protection Act 1994* (EP Act), pursuant to section 549 of the EP Act, has approved the **standard environmental conditions** contained in this code. Approved codes are listed in Schedule 3 of the Environmental Protection Regulation 2008 (EP Reg).

2. Scope of the code

This code applies to ERA 57 — Regulated waste transport, where the operation of the ERA will comply with all the criteria outlined in the following table:

Criteria
Regulated waste is transported by road vehicles only (not by train, boat, aircraft, pipeline or other means).

Where the operation of a particular ERA will not meet the above criteria, this code does not apply and a development approval is required to undertake the ERA.

The ERA — Regulated waste transport, is defined in Schedule 2 of the EP Reg as:

"ERA 57. Regulated waste transport consists of —

a) transporting on a non-commercial basis 250kg or more of regulated waste in a vehicle; or

b) transporting on a commercial basis any quantity of regulated waste in a vehicle.

3. When the code takes effect

This code applies immediately to all **operators** of ERA 57 (that meet the criteria in section 2 of this code) who commenced activities on or after 1 July 2006.

Operators who were carrying out ERA 57 under a development approval before 1 July 2006, and continued to carry out the **activity** had a 12 month transitional period to ensure their operations complied with the code. The code became effective for those **operators** on 1 July 2007.

Version 4 of this code contains new and amended **standard environmental conditions** that took effect on 9 November 2012. Version 4 of this code applies immediately to all **operators** of ERA 57 (that meet the criteria in section 2 of this code) who commenced activities on or after 9 November 2012.

Version 3 of this code continues to apply for 12 months to **operators** who were carrying out ERA 57 under version 3 of this code. Those **operators** who continue to carry out the **activity** have a 12 month transitional

[1] Terms used throughout this code that are defined in section 9 are shown in bold type.

period to ensure their operations comply with the new or amended **standard environmental conditions** of version 4 of this code.

4. Enforcement of the code

This code contains **standard environmental conditions** for carrying out the aspects of ERA 57 that meet the criteria outlined in section 2 of this code. Failure to comply with the conditions is an offence under the EP Act and penalties apply. Enforcement guidelines published by the **department** are available at www.ehp.qld.gov.au.

5. Other requirements

In addition to the conditions in this code, a person carrying out ERA 57 must comply with other requirements of the EP Act and any other relevant Commonwealth, State or local government legislative requirements. Without limiting statutory requirements that may apply, some additional obligations under the EP Act include:

- holding a "**registration certificate**" issued by the **department** under section 73F; and
- taking all reasonable and practicable measures to prevent or minimise environmental harm. This is referred to as the "general environmental duty".

It is the **operator's** responsibility to obtain any other approvals before carrying out the **activity**.

6. Amendment of this code

The code may be amended from time to time by gazette notice advising that the Minister has approved new conditions. Proposed changes to the **standard environmental conditions**, other than changes to correct a clerical error, will be made in consultation with stakeholders. Where there is a significant change to the code, the **department** will notify persons affected by the change.

Version 2 did not amend any **standard environmental conditions**. Minor amendments were made to reflect the new description of the ERA as it appears in Schedule 2 of the EP Reg.

Version 3 contains a number of minor amendments that update references to departmental names, contact details for obtaining publications and more recent versions of standards referred to in the advisory notes, It does not amend any **standard environmental conditions**.

Version 4 of the code contains the following changes:
- amendment of condition 7 to allow for the transfer of grease trap and other oily wastes between **road tank vehicles** for the purpose of consolidating loads.
- addition of standard conditions 47 to 49 regarding the transfer of waste.
- addition of the definition of '**oily waste**'.
- addition of the definition of '**sensitive place**'.
- amendment of the definition of '**waters**' to remove stormwater channel, stormwater drain, roadside gutter and stormwater run-off.
- minor administrative amendments to reflect the change in the department name to the Department of Environment and Heritage Protection (formerly known as the Department of Environmental and Resource Management and known as the Environmental Protection Agency prior to that), changes in other departmental names, contact details and condition numbering.

7. Further information or enquiries

Further information is available at www.ehp.qld.gov.au or by contacting a regional office. General enquiries or suggestions for future amendments to the code should be directed to Permit and Licence Management (PALM) on telephone 13 QGOV (13 74 68) or by email at: palm@ehp.qld.gov.au.

8. Standard environmental conditions and advisory notes

The following tables list groups of **standard environmental conditions** that apply to different aspects of regulated waste transport. Table 8.1 contains a general set of conditions that apply to all activities covered by this code. Advisory notes appear beside the conditions to provide guidance on compliance.

Depending on the type of vehicle used, and the nature of waste transported, additional **standard environmental conditions** as specified in Tables 8.2 to 8.8 (see below) may also apply. For example, if an **activity** involves the transport of asbestos in a **rigid vehicle**, Tables 8.1, 8.2 and 8.6 will apply.

Table 8.2 — Asbestos conditions.
Table 8.3 — Lead conditions.
Table 8.4 — Clinical and related waste conditions.
Table 8.5 — Polychlorinated biphenyl (PCB) conditions.
Table 8.6 — Rigid vehicle conditions.
Table 8.7 — Road tank vehicle conditions.
Table 8.8 — Operating 36 or more vehicles.

Table 8.1 General conditions

Conditions applying to all regulated waste transport activities operating under this code.

Standard Environmental Conditions	Advisory Notes
Condition 1 – Vehicle details For new **operators** — details of all vehicles used to transport **regulated waste** must be provided to the **department** before commencing the **activity**.	This information may be provided to the **department** by completing and submitting the *Details of regulated waste vehicles* form. This is available from the department's website or by contacting PALM on 13 QGOV (13 74 68).
Condition 2 – Change of details notification For existing **operators** — if any vehicle registration details change, or any vehicles are added to or removed from the fleet of vehicles used to transport **regulated waste**, details of these changes must be provided to the **department**: a) as soon as practicable after the changes occur; or b) if transporting tyres — prior to each **anniversary day** (see section 9); or c) if transporting other **regulated wastes** — when paying the annual fee to the **department** for the **registration certificate**.	For **operators** transporting tyres, the *Details of regulated waste vehicles* form mentioned in the advisory note for condition 1 may be used for providing details of changes. For **operators** transporting other **regulated wastes**, an annual notice (including the *Details of regulated waste vehicles* form) may be sent to the **operator** when the **registration certificate's** annual fee is due.
Condition 3 – Incompatible wastes **Incompatible wastes** must not be: a) placed in the same container; or b) transported in such a way that mixing may occur.	In general, wastes are incompatible if they are likely to increase the risk to human health and/or the environment when mixed or brought into contact with each other e.g. acids and alkalis and mixing some solid wastes with liquid wastes. If a waste is classified as a dangerous good, the *Australian Code for the Transport of Dangerous Goods by Road and Rail*, 7th edition, (**ADG Code**), or more recent versions should also be observed.
Condition 4 – Design and compatibility **Regulated waste** must only be transported in suitably designed vehicles, tanks, containers or secondary containers that are appropriate for containing the waste being transported.	Design should take into account at least the following matters: • the relevant design requirements prescribed in Schedule 8 of the *Environmental Protection (Waste Management) Regulation 2000* (see Appendix 1 of this code); • the corrosive nature of the waste being transported (e.g. acid waste must be transported in acid resistant containers); • the physical state of the waste (e.g. liquids should only be transported in drums, tanks or tankers); • the requirements outlined in the **ADG Code**;

Standard Environmental Conditions	Advisory Notes
	and • any relevant Australian Standards.
Condition 5 – Maintenance and cleaning All vehicles, tanks, containers and secondary containers used to transport **regulated waste**: a) must be maintained in a good condition at all times to prevent any spillage or leakage of **regulated waste** or other contaminants; and b) kept free of **regulated waste** residues at all times when not in use.	Regular inspections, cleaning and maintenance programs should be documented and implemented. For example, tankers and tanks used for transporting liquid wastes should have appropriate integrity tests conducted at regular intervals. The **operator** will also need to comply with any workplace health and safety requirements in relation to this matter. Contact the Department of Justice and Attorney-General (Division of Workplace Health and Safety Queensland) for advice on telephone 1300 369 915.
Condition 6 – Partitioning of load A solid impervious partition must be provided to separate the load compartment/area of the **regulated waste** transport vehicle from the driver's compartment.	The partition will need to be of suitable design and, construction to prevent the load characteristics from affecting its performance and prevent wastes from entering the driver's compartment.
Condition 7 – Disposal **Regulated waste** must not be removed or released from any vehicle other than: a) at a facility that can lawfully receive the **regulated waste**; or b) for the purpose of consolidation grease trap and/or other oily wastes in a larger **road tank vehicle** where access to the waste source is restricted to smaller **road tank vehicles**.	Check with the operator of the receiving facility or the **department** to ensure that the receiving facility can lawfully accept the **regulated waste**. The transfer of waste between tankers is to be undertaken in accordance with conditions 47-49 of Table 8.7 Road tank vehicle conditions.
Condition 8 – Prevention of spillage **Regulated waste** must not leak or spill from the vehicle.	Adequate containment devices (e.g. spill trays or sumps) that are inspected and cleaned regularly should be fitted to prevent spills from leaving the vehicle.
Condition 9 – Clean up of spills Notwithstanding condition 8, any leakage or spillage of **regulated wastes** must be contained immediately, recovered and disposed of to a facility that can lawfully accept the waste.	Any leakages or spillages should be contained, recovered and disposed of appropriately, not washed into the stormwater system, **waters** or onto the ground.

Standard Environmental Conditions	Advisory Notes
Condition 10 – Spill kit An appropriate spill kit, personal protective equipment and relevant instructions for the management of the **regulated wastes** transported must be maintained and kept in each vehicle.	A designated storage area within or on the vehicle and easily accessible in an emergency should be provided for this purpose.
Condition 11 – Notification of spills (interstate) If operating interstate, any spillage, leak, escape or other loss of **regulated waste** from the vehicle must be reported as soon as practicable to the relevant **regulatory agency** of the State or Territory in which the vehicle is travelling when the incident occurs.	Details for the relevant agencies should be kept in the vehicle, or be readily available through communication with the **operator's** head office, or operations base.
Condition 12 – Notification of spills (Queensland) When operating in Queensland, any **release** of contaminants not in accordance with the conditions of this code must be reported by telephone to the **department's** Pollution Hotline or regional office located in the area where the **release** occurred. Any such **release** must be reported as soon as practicable, but no later than 24 hours (depending on the level of risk to the environment), after becoming aware of the **release**.	The **department** may need to respond quickly to some spills that have the potential to cause environmental harm. Priority should be given to notifying the **department** of these spills immediately after they occur. The Pollution Hotline number is 1300 130 372. Notification of spills under this section does not remove the duty to notify environmental harm in sections 320 to 320G of the EP Act.
Condition 13 – Information about spills A written notice detailing the following information must be provided to the **department** within 14 days of any advice provided in accordance with condition 12: a) the name of the **operator**, including the operator's **registration certificate** number; b) the name and telephone number of a designated contact person; c) substance and quantity released; d) vehicle and vehicle registration details; e) person/s involved (driver and any others); f) the location and time of the **release**; g) the suspected cause of the **release**; h) a description of the effects of the **release**; i) the results of any sampling performed in relation to the **release**; j) actions taken to mitigate the risk or extent of environmental harm caused by the **release**; k) the success of any actions taken to mitigate the risk or extent of environmental harm; and l) proposed actions to prevent a recurrence of the **release**.	This written advice should be provided to the **department's** regional office located in the area where the **release** occurred.

Standard Environmental Conditions	Advisory Notes
Condition 14 – Insurance All vehicles used to transport **regulated wastes** (that are not classified as dangerous goods, or as a placard load of dangerous goods), must be covered by a policy of insurance or other form of indemnity, for a sum that is not less than $100,000, in respect of: a) personal injury, death, property damage and other damage (except consequential economic loss) arising out of fire, explosion, leakage or spillage of dangerous goods in, on or from the vehicle or a container on the vehicle; and b) costs incurred by or on behalf of a Commonwealth, State or Territory government authority in a clean-up resulting from any event of the kind referred to in subparagraph a) of this condition.	If the **regulated waste** is classified as a placard load of dangerous goods, consult with the Dangerous Goods Unit in the Department of Transport and Main Roads and the **ADG Code** regarding any additional levels of insurance that may be required.
Condition 15 – Records All records required by this code must be kept for 5 years and be made available to an authorised officer of the **department** when requested.	Records should verify the provision of training programs and schedules of routine inspections.
Condition 16 – Waste records A record of all **regulated waste** (excluding trackable waste) must be kept detailing the following information for every load of waste transported: a) date of pickup of waste; b) description of waste; c) quantity of waste; d) origin of the waste; and e) destination of the waste.	Trackable wastes, as listed in Schedule 1 of the *Environmental Protection (Waste Management) Regulation 2000,* are covered by recording as required in that Regulation instead of this condition. The regulation is available for viewing at www.legislation.qld.gov.au. Recording requirements for trackable wastes (under the waste tracking system established under the above Regulation) are similar to this condition.
Condition 17 – Documentation At all times, a copy of: a) the **registration certificate** issued by the **department** for **regulated waste** transport activities; and b) the appropriate emergency guides in relation to the waste transported must be carried in the cabin of each vehicle used to transport **regulated waste** and when requested, be presented to an authorised officer of the **department** or relevant **regulatory agency** of the State or Territory in which the vehicle is travelling.	Standards Australia publish numerous guides, including: • *HB 76-2004 Dangerous Goods – Initial emergency response guide; and* • emergency procedure guides (AS1678 series); which are available from SAI Global Business Publishing[2]. The **ADG Code** may require additional documents to be carried if the **regulated waste** is also classified as a dangerous good.

[2] SAI Global can be contacted on 131 242 or via their website www.saiglobal.com/shop.

Standard Environmental Conditions	Advisory Notes
Condition 18 – Training All vehicle drivers must: a) have access to a copy of this code in the vehicle, or through direct communication with the vehicle depot or operations base; and b) be trained in the requirements of this code, including the use of all equipment and procedures necessary to comply with the conditions of this code, and document all training undertaken.	A copy of this **code of environmental compliance** should be available for reference at a vehicle depot, operations base or place where the vehicle is garaged. If permanent communication is not available to someone with this code, a copy of this code should be kept in the cabin of the vehicle. Details of training provided should be documented by the registered operator to demonstrate compliance with this condition.
Condition 19 – Complaint response The following details must be recorded: a) time, date, name and contact details of the complainant; b) reasons for the complaint; c) any investigations undertaken; d) conclusions formed; and e) any actions taken.	This information should be made available to the **department** on request. If the complainant does not provide their name and contact details, record this as an anonymous complaint.

Table 8.2 Asbestos conditions

Additional conditions applying to the transport of asbestos waste under this code.

Standard Environmental Conditions	Advisory Notes
Condition 20 – Asbestos containment All asbestos transported must be: a) double bagged and sealed in heavy-duty polythene bags (minimum 200 μm thickness); or b) contained in sealed drums or bins that are lined with heavy-duty plastic (minimum 200 μm thickness); or c) where the volume or size of **asbestos waste** (e.g. large asbestos cement sheets) is greater than the volume or size of a bag, drum or bin: i) for **friable asbestos waste**, sealed in double lined heavy-duty plastic sheeting (minimum 200 μm thickness) prior to being placed into a waste skip, vehicle tray or similar container; or ii) for non-friable **asbestos waste**, kept damp and contained in a waste skip, vehicle tray or similar container that has been double lined with heavy duty plastic sheeting (minimum 200 μm thickness) and then completely sealed with the plastic sheeting and adhesive	Refer to the *Work Health and Safety Act 2011, Work Health and Safety Regulation 2011 and Work Health and Safety (Codes of Practice) Notice 2011* for any additional requirements that may apply. These are available from the Office of the Queensland Parliamentary Counsel website www.legislation.qld.gov.au. In addition, the requirements of the *Safe Work Australia Code of Practice on How to Safely Remove Asbestos 2011* or the *Safe Work Australia Code of Practice on How to Manage and Control Asbestos in the Workplace 2011 or* any subsequent versions, may also apply. These are available on the Safe Work Australia website www.safeworkaustralia.gov.au. Additional requirements may apply under the **ADG Code**.

tape.	
Condition 21 – Asbestos handling All asbestos transported must be: a) labelled with a warning statement to indicate the presence of asbestos and that dust creation and inhalation needs to be avoided; b) securely loaded and stowed on the vehicle during transit in such a way that does not cause the packaging to rupture; c) off loaded carefully to prevent the packaging from rupturing; and d) repackaged immediately if rupturing of the packaging does occur.	The *Safe Work Australia Code of Practice on How to Safely Remove Asbestos provides the following example of a warning statement which might be used:* "Caution – Asbestos Do not damage or open bag Do not inhale dust Cancer and lung disease hazard" If repackaging is required due to rupturing, workplace health and safety requirements will apply. Contact the Department of Justice and Attorney-General (Division of Workplace Health and Safety Queensland) for advice on 1300 369 915.

Table 8.3 Lead conditions

Additional conditions applying to the transport of particulate lead waste under this code.

Standard Environmental Conditions	Advisory Notes
Condition 22 – Lead All particulate lead waste must be: a) double bagged and sealed in heavy duty polythene bags (minimum 200 μm thickness), and placed in containers on the vehicle; b) labelled to indicate the presence of lead and with appropriate lead **risk** and **safety phrases** (see definitions "**risk phrase**" and "**safety phrase**" in section 9 of this code); c) securely loaded and stowed on the vehicle during transit in such a way that does not cause the packaging to rupture; d) off loaded carefully to prevent the packaging from rupturing; and e) repackaged immediately if rupturing of the packaging does occur.	Particulate lead waste is waste that is capable of becoming airborne or unable to be easily recovered if a spill occurs during transport. Examples of particulate lead wastes include waste from foundry filters and lead based paint residues. Please refer to the *Workplace Health and Safety Regulation 2008 (Qld)* (or any subsequent versions) for any additional requirements that may apply. If the lead is a dangerous good, additional requirements may apply under the **ADG Code**.

Table 8.4 Clinical and related waste conditions

Additional conditions applying to the transport of clinical and related waste under this code.

Standard Environmental Conditions	Advisory Notes
Condition 23 – Vehicle compartment All **clinical** and **related wastes** must be transported in a fully enclosed load compartment of a vehicle that: a) is bunded or otherwise designed to contain any spills and leaks; b) is lockable; and c) has internal surfaces which are rigid and seamless to facilitate cleaning and disinfection.	Refer to Appendix 1 of this code for specific design rules as required by the *Environmental Protection (Waste Management) Regulation 2000*. For interstate transport, refer to Australian Standard *3816:1998 — Management of Clinical and Related Waste* (or subsequent versions) for any additional requirements that may apply. For radioactive wastes, contact the Queensland Health Radiation Health Unit on (07) 3328 9987 for any licensing requirements that may apply under the *Radiation Safety Act 1999*. For wastes also classified as dangerous goods, refer to the **ADG Code**.
Condition 24 – Security Vehicles and load compartments must be locked when unattended.	This is required to prevent unauthorised access.
Condition 25 – Secondary containment All **clinical** and **related wastes** must be provided with rigid secondary containment during transport.	Secondary containment may be achieved if the waste is fully contained in: • appropriate bags that comply with the design rules in Appendix 1 of this code (primary containment); and • a rigid-walled waste container that complies with the design rules in Appendix 1 of this code (secondary containment). Additional requirements may apply if the waste is also classified as a dangerous good (refer to the Dangerous Goods Unit in the Department of Transport and Main Roads or other relevant authority in the State or Territory in which the vehicle is travelling).
Condition 26 – Cleaning and disinfection Secondary containers used for the transportation of **clinical** and **related wastes** must be effectively cleaned and disinfected before reuse.	The local council should be consulted prior to the disposal of any effluent to sewer. The **operator** will also need to comply with any workplace health and safety requirements in relation to this matter. Contact the Department of Justice and Attorney-General (Division of Workplace Health & Safety Queensland) for advice on 1300 369 915.

Standard Environmental Conditions	Advisory Notes
Condition 27 – Compaction systems **Clinical** and **related wastes** must not be transported in vehicles fitted with compaction systems.	Compaction may cause rupturing of containers and leakage of **clinical** and **related wastes**. These wastes need to be transported in totally enclosed, intact, and leak proof containers for treatment and disposal in accordance with the *Environmental Protection (Waste Management) Regulation 2000*.
Condition 28 – Odour nuisance Noxious or offensive odours must not be released from any vehicle transporting **clinical** or **related wastes**.	Refrigeration may be necessary to comply with this condition. When determining if the waste should be refrigerated during transport, consideration should be given to any Queensland Health and workplace health & safety requirements and other factors such as: • specific type of **clinical** and **related waste** being transported; • time held in transit; • temperature; • distance travelled; and • state of the waste when received.

Table 8.5 Polychlorinated biphenyl (PCB) conditions

Additional conditions applying to the transport of PCB waste under this code.

Standard Environmental Conditions	Advisory Notes
Condition 29 – PCB management The transport of wastes containing PCBs that are also classified as scheduled wastes under the Australian and New Zealand Environment and Conservation Council (ANZECC) *Polychlorinated Biphenyls Management Plan – July 1999* must comply with the requirements of that Plan.	The *Polychlorinated Biphenyls Management Plan – July 1999* includes the requirement for: • PCBs to be transported in accordance with the **ADG Code**; and • the development of emergency containment and clean up procedures for the accidental **release** of PCBs into the environment. A copy of the ANZECC *Polychlorinated Biphenyls Management Plan* is available from the Commonwealth Department of Sustainability, Environment, Water, Population and Communities website www.environment.gov.au.

Condition 30 – PCB trained personnel Personnel suitably trained in methods of handling and containing spilled PCBs must accompany any vehicle transporting waste containing PCBs.	As required by condition 18, details of training provided should be documented to demonstrate compliance with this condition.

Table 8.6 Rigid vehicle conditions

Additional conditions applying to the transport of regulated waste **in rigid vehicles and trailers under this code.**

Standard Environmental Conditions	Advisory Notes
Condition 31 – Vehicle tray When transporting **regulated waste** in **rigid vehicles** and trailers, the tray of the vehicles must be: a) constructed of an impervious material; b) maintained in a sound condition; and c) designed to contain any spills on the tray.	Trays should be inspected regularly and any corrosion or other defect should be attended to so that the integrity of the tray is maintained. Any containment system or sump should be designed to facilitate the collection and removal of spilt waste (e.g. by pumping liquids or shovelling solids).
Condition 32 – Covers When transporting **regulated waste** in **rigid vehicles** and trailers, any waste not fully contained within weatherproof packages must be covered during transport to contain the load and protect it from wind and rain.	The covers should be designed to prevent particulate matter becoming airborne and to prevent ingress of rain into the waste, which may result in dangerous reactions, or the runoff of contaminants.
Condition 33 – Securing of load When transporting **regulated waste** in **rigid vehicles** and trailers, all regulated waste containers must be: a) mounted securely to the vehicle; and b) contained within the tray of the vehicle.	All loads should be restrained in accordance with the requirements of the National Transport Commission and Road & Traffic Authority NSW; *Load Restraint Guide, 2nd Edition* (or subsequent versions). The guide is available from the National Transport Commission website at www.ntc.gov.au Additional requirements may apply under the **ADG Code** if the waste is classified as a dangerous good.
Condition 34 – Containment When transporting **regulated waste** in **rigid vehicles** and trailers, the vehicle must be fitted with: a) adequate cargo securing devices; and b) in the case of vehicles transporting **packaged regulated waste** (see definitions in section 9 of this code), rigid sides or gates that contain the load while in transit.	These must be appropriate for the type of containers or cargo being transported and suitable to withstand the rigours of transport and heavy braking.

Standard Environmental Conditions	Advisory Notes
Condition 35 – Height of load When transporting **packaged regulated waste** in **rigid vehicles** and trailers, the top of any container must not protrude above the sides or gates of the vehicle by more than 30% of the height of the container.	This is intended to prevent toppling of the load if the primary restraint fails.

Table 8.7 Road tank vehicle conditions

Additional conditions applying to the transport of liquescent and dry particulate regulated waste in road tank vehicles under this code.

Standard Environmental Conditions	Advisory Notes
Condition 36 – Vehicle stability **Road tank vehicles** must be constructed to minimise instability and risk of rollover.	As a guide, refer to Australian Standard 2809.1—2008 *Road Tank Vehicles for Dangerous Goods – General requirements for all road tank vehicles* (or subsequent versions). This provides information about design features requiring particular attention, e.g. centre of gravity, tyre track, suspension, effect of prime mover, steering geometry and axle alignment, tyres and brakes.
Condition 37 – Roll-over protection **Road tank vehicles** must be provided with roll-over protection to protect all tanks, components and fittings on the upper and side surfaces of the tank in the event of the vehicle rolling over or becoming inverted.	As a guide, refer to the Australian Standard 2809 series. For example, this includes requirements for certain tanks to be fitted with roll-over protection with the following characteristics: • a guard in the form of inverted U-coamings, (the thickness of which depends on the type of tank and construction material, e.g. large-compartment made of low carbon steel, must not be less than 5mm in thickness); • any guard, dome or coaming shall project at least 25mm above the top of the fitting, which it protects.
Condition 38 – Transfer equipment Waste transfer equipment, including discharge point and pipe-work on **road tank vehicles**, must be: a) fitted to the vehicle so as to not extend beyond the outer body line of the vehicle; or b) designed to provide sufficient inherent resistance to damage; or c) provided with protection to prevent damage.	Transfer couplings should be located in a position on the tank(s) that will minimise the risk of the couplings being damaged or severed by an impact. For further information, refer to the Australian Standard 2809 series.

Standard Environmental Conditions	Advisory Notes
Condition 39 – Sampling points **Road tank vehicles** used for the transport of liquid **regulated waste** must have sampling points on the top of each compartment that are readily accessible for the purposes of a roadside inspection.	Where appropriate, additional sampling valves may need to be provided at the bottom of the compartments.
Condition 40 – Transfer hoses **Regulated waste** material must not leak or spill from waste transfer hoses to the ground while the **road tank vehicle** is in transit.	Waste transfer hoses should be cleared before disconnection and maintained in good condition so as to prevent spillage or leakage of **regulated waste**. The following are examples of how hoses can be transported to minimise the risk of spills: • carry them in spill proof compartments on the vehicle; • fit them with leak proof caps with captive chains; or • connect them end-to-end. In addition, the **ADG Code** may include the requirement for hose assemblies to be: • inspected at least monthly; and • hydrostatically tested at least yearly.
Condition 41 – Road clearance All tank filling and discharge points on **road tank vehicles** must have adequate ground clearance and be rigidly connected to the tank.	As a guide, refer to Australian Standard 2809.1:2008 — *Road Tank Vehicles for Dangerous Goods – General requirements* for all **road tank vehicles** (or subsequent versions), which includes the following requirements: • Tank filling and discharge connections should not extend lower than 40mm below the plane through the centre-line of the axles. • Tank components and protection devices should not be less than 250mm within 1 metre of any axle, or 350mm from any other location when the vehicle is unladen.
Condition 42 – Vacuum system All **road tank vehicle** vacuum pump systems must be fitted with operational: a) pressure and/or vacuum relief valves; and b) pump shut-off valves.	Testing of the system should be carried out regularly and the results recorded, including details of any repairs and/or maintenance conducted.

Standard Environmental Conditions	Advisory Notes
Condition 43 – Volume measurement Where **regulated waste** is transported in **road tank vehicles**, the tank capacity must not be exceeded and a mechanism for volume measurement that is readily visible and calibrated to show maximum volume of waste in the tank must be fitted to each tank.	Sight glasses are an example of a mechanism for volume measurement. Depending on the type of **regulated waste**, sufficient **ullage** space should be provided (e.g. 10% or more of the tank capacity) to allow for thermal expansion of the waste during transport.
Condition 44 – Manholes Where **regulated waste** is transported in **road tank vehicles**, manholes of sufficient size to allow internal inspection, cleaning and maintenance of the tanks must be fitted.	As a guide, refer to the Australian Standard 2809 series, which specifies a minimum diameter of 400mm for certain types of cargo. The **operator** will also need to comply with any workplace health and safety requirements in relation to this matter. Contact the Department of Justice and Attorney-General (Division of Workplace Health and Safety Queensland) for advice on 1300 369 915 or via their website www.deir.qld.gov.au/workplace/.
Condition 45 – Outlets All filling and discharge points of **road tank vehicles** must be fitted with suitable leak proof caps and captive chains when **regulated wastes** are in transit.	Road conditions, vibration and heavy braking are some considerations that should be taken into account when determining what is suitable.
Condition 46 – Rear impact protection Each **road tank vehicle** must be provided with an effective bumper and/or barrier system to protect the tank and fittings from rear impact.	As a guide, see Australian Standard 2809.1:2008 — *Road Tank Vehicles for Dangerous Goods – General requirements* for all **road tank vehicles** (or subsequent versions). This has a requirement for rear impact protection to be fitted so that: • the inner surface is not less than 150mm from the tank or any component or fitting; • the width is not less than the width of the tank; and • it is attached to the sub-frame or the chassis of the vehicle or trailer.
Condition 47 – Transfer of waste The transfer of grease trap and/or **oily wastes** as permitted in condition 7 must: a) only occur directly from one **road tank vehicle** to another; b) be conducted using a closed vacuum system; and c) be supervised at all times.	The person supervising the transfer of waste must be trained in the use of a spill response kit. Spill response kits should be easily accessible to allow for a quick response.

Standard Environmental Conditions	Advisory Notes
Condition 48 – Location of transfer The transfer of grease trap waste and/or **oily wastes** must: a) not take place at a **sensitive place;** b) not take place on a road adjacent to a **sensitive place;** c) not cause odour nuisance at a **sensitive place**. The transfer of grease trap waste and/or oily wastes must take place at least 10 metres up gradient from any **waters** or stormwater drain inlet.	It is an offence under the *Environmental Protection Act 1994* to cause an environmental nuisance and to deposit waste in (or in a place where the waste can move into) **waters**, a roadside gutter or stormwater drainage. This 10 metres is a minimal buffer and does not negate the need to use temporary bunding where there may be a **release** to any **waters** or stormwater drain inlet.
Condition 49 – Temporary bunding Where practicable the transfer of waste must be conducted on a bunded, hardstand area to minimise any **releases** of contaminants to land or water if a spill occurs. Where there is potential for a **release** to **waters** or stormwater during a transfer, temporary bunding and/or containment devices must be used to minimise the potential for **release**.	In particular, bunding/containment devices must be used where the transfer takes place near a roadside gutter or stormwater drainage infrastructure. The type and size of bunding and containment devices should be sufficient to contain a spill and be placed close to the vehicles to minimise the clean up area if a spill occurs. Variables to consider when assessing whether or not there is potential for a **release** to **waters** or stormwater during a transfer include distance from any **waters** or stormwater, slope, surface type and waste viscosity. Examples of where there is no potential for a **release** to **waters** or stormwater include where the transfer is carried out: a) on a bunded hardstand area; b) on a large flat grassed area; or c) in a hollow

Table 8.8 Operating 36 or more vehicles.

Additional conditions applying to an activity that involves the operation of 36 or more regulated waste **transport vehicles (i.e. ERA 57(2)(c)) under this code.**

Standard Environmental Conditions	Advisory Notes
Condition 50 – Operational management system When an **activity** involves the operation of 36 or more **regulated waste** transport vehicles, an Operational Management System (OMS) must be developed for implementation by the person carrying out the **activity**. The OMS must be implemented on commencement of the **activity** and provide for: a) identification of actual and potential **releases** of all contaminants, their environmental impacts and the actions to be taken to prevent the likelihood of environmental harm; b) establishment and maintenance of procedures to identify the potential for accidents; c) activation of appropriate responses to emergency situations; d) training of staff to achieve awareness of the potential for environmental harm and competence in the application of preventative measures and emergency response procedures; and e) a review of, and continual improvement to, the overall environmental performance of the business operations.	The OMS documents do not need to be submitted to the **department**, but should be kept at the head office address and any transport or operations depots. Staff should be suitably trained in and aware of the requirements and provisions of the OMS. When requested, a copy of the current version of the OMS should be provided to an authorised departmental officer for review when conducting a compliance inspection. Following an incident, the **department** may ask the company to demonstrate how they complied with relevant provisions of the OMS. The company may be able to use the document to demonstrate compliance with their general environmental duty.

9. Definitions

Note: If a word or phrase is not defined it must be given the meaning it has under the EP Act or its subordinate legislation, as amended from time to time. If a word or phrase is not defined in this code or the EP Act or its subordinate legislation, it has its ordinary meaning.

Activity means the **environmentally relevant activity**, or aspect of the ERA to which this code relates.

ADG Code means the *Australian Code for the Transport of Dangerous Goods by Road and Rail*, 7th edition, or more recent versions as they become available. The ADG Code is available for purchase from Canprint — Telephone: (02) 6293 8383 or from the National Transport Commission website at www.ntc.gov.au

Anniversary day, for a **registration certificate** is defined in Schedule 4 of the EP Act.

Asbestos-containing material means any material, object, product or debris that contains asbestos.

Asbestos waste means all removed **asbestos-containing materials** and disposable items used during the asbestos removal work, such as plastic sheeting used for an enclosure or to cover surfaces in the asbestos work area, disposable coveralls, disposable respirators and rags used for cleaning etc.

Clinical waste means waste that has the potential to cause disease including, for example, the following:

a) animal waste;
b) discarded sharps;
c) human tissue waste; and
d) laboratory waste.

Code of environmental compliance means a code of environmental compliance approved or made under a regulation of the EP Act.

Department means the Department of Environment and Heritage Protection or its successor.

Environmentally relevant activity (ERA) means an activity prescribed by regulation as an ERA.

Friable asbestos means **asbestos-containing material** which, when dry, is or may become crumbled, pulverised or reduced to powder by hand pressure.

Note: This may include asbestos containing materials that have been subjected to conditions, such as weathering, physical damage, water damage etc., that leave them in a state where they meet the above definition.

Incompatible wastes means wastes that are likely to interact and increase the risk to human health and/or the environment when mixed or brought into contact.

Liquescent waste means waste tending toward a liquid state; waste that is not spadeable.

Oily waste means hydrocarbons and water mixtures or emulsions, including oil and water mixtures or emulsions, which is the **regulated waste** item 37 of Schedule 7 of the Environmental Protection Regulation 2008. **Oily waste** does not include mineral oil (item 34) that is not in a mixture or emulsion with water. Vegetable oil (item 63) is also excluded.

Operator means the person carrying out the ERA.

Packaged regulated waste means **regulated waste** in a container with:

a) a capacity of not more than 450 litres; and
b) a nett mass of not more than 400 kilograms.

Registration certificate means a **registration certificate** given under section 73F of the EP Act to the **operator** of an ERA.

Regulated waste means waste that—

1. a) is commercial or industrial waste, whether or not it has been immobilised or treated; and
   b) is of a type, or contains a constituent of a type, mentioned in schedule 7.
2. Waste prescribed under subsection (1) includes—
   a) for an element—any chemical compound containing the element; and
   b) anything that contains residues of the waste.

Regulatory agency means the agency of a State or Territory that has responsibility for regulating the transport of regulated wastes in that State or Territory.

Related waste means waste that constitutes, or is contaminated with, chemicals, cytotoxic drugs, human body parts, pharmaceutical products or radioactive substances.

Release of a contaminant into the environment, includes:

a) to deposit, discharge, emit or disturb the contaminant;
b) to cause or allow the contaminant to be deposited, discharged, emitted or disturbed;
c) to allow the contaminant to escape; and
d) to fail to prevent the contaminant from escaping.

Rigid vehicle means a vehicle the load carrying area of which is fixed to the vehicle's chassis or frame (as defined in the ADG Code).

Risk phrase means a phrase stated in the National Occupational Health and Safety Commission's (NOHSC's) document entitled *National Code of Practice for the Labelling of Workplace Substances [NOHSC:2012(1994)]*, or more recent versions, that gives information about the substance's hazards.

Road tank vehicle means a truck, trailer or semi-trailer or unit in a road train, incorporating a tank, or having a tank or tanks mounted thereon, either permanently or temporarily (as defined in AS 2809.1–2008 — *Road Tank Vehicles for Dangerous Goods*).

Safety phrase means a phrase stated in National Occupational Health and Safety Commission's document entitled *National Code of Practice for the Labelling of Workplace Substances [NOHSC:2012(1994)]*, or more recent versions, that gives information about:

a) the safe use of the substance; or
b) the personal protective equipment for the substance.

Sensitive place means—

(a) a dwelling (including residential allotment, mobile home or caravan park, residential marina or other residential premises, motel, hotel or hostel);
(b) a library, childcare centre, kindergarten, school, university or other educational institution;
(c) a medical centre, surgery or hospital; or
(d) a public park or garden that is open to the public (whether or not on payment of money) for use other than for sport or organised entertainment.

Standard environmental conditions for a **code of environmental compliance**, means the **standard environmental conditions** approved for the ERA, or aspect of the ERA, under section 549 of the EP Act.

Ullage means a vapour space which is left above the liquid surface after filling, to permit a degree of thermal expansion of the liquid without loss of cargo (as defined in AS 2809.1–2008 — *Road Tank Vehicles for Dangerous Goods*)

Waters includes river, stream, lake, lagoon, pond, swamp, wetland, unconfined surface water, unconfined water, natural or artificial watercourse, bed and bank of any waters, dams, non-tidal or tidal waters (including the sea), and groundwater and any part thereof.

Appendix 1 — Design rules

General rules applicable to rigid-walled waste containers and waste transport vehicles

It must be designed in a way that ensures:

a) it performs the intended function when used in accordance with the manufacturer's instructions; and
b) waste does not spill from it during usual usage or servicing; and
c) it is not adversely affected by environmental conditions, including, for example, heat, humidity or sunlight; and
d) it is not adversely affected by the cleaning procedures specified by the manufacturer.

The inner surfaces must be smooth, free of recesses and be able to be readily cleaned.

The inner surfaces must be designed to allow easy removal of waste.

If it has internal seams, the seams must be fully welded.

The following matters must be taken into account in designing it:

a) the type of waste to be collected, removed or conveyed;
b) the likelihood of abrasion by solid waste;
c) the likelihood of chemical attack;
d) the need to exclude rain or other liquid that may be likely to leach a contaminant from the waste.

It must be constructed of a material that will not undergo a change that impairs its life or performance when it comes into contact with waste.

If it is constructed from plastic, the plastic must be UV resistant for the container's life.

If it is a waste container or waste transport compartment within a waste transport vehicle, it must be constructed:

a) of a durable material that is capable of withstanding normal operating conditions; and
b) in a way that ensures it minimises the entry of insects and vermin.

If it is a container designed for use to transport waste, it must be designed in a way that provides a permanent way of securing the lid so that waste is not released during transportation.

Specific design principles for waste transport vehicles

If the vehicle is to be used for transporting waste in containers, the vehicle design must include a permanent method of securing the containers in an upright position.

If the vehicle incorporates a tanker body, the vehicle must be designed in a way that ensures:

a) each discharge point on the body is protected from possible damage; and
b) each discharge point is capable of being locked in the off position; and
c) it is fitted with signs detailing the direction and movement needed to shut the discharge and loading valves; and
d) effective covers are provided for all manholes; and
e) the manhole covers are capable of being secured at all times when the manholes are not being used; and
f) a storage area is provided for the vehicle's hoses.

Specific design principles for plastic bags used for clinical and related waste

It must have sufficient strength to safely contain the waste it is designed to hold.

It must be designed to allow for secure final closure when the bag is filled to a maximum of two-thirds of its capacity or 6kg, whichever is the lesser.

It must not be designed with closure devices that have sharp protuberances, including, for example, staples.

Guideline

Waste tracking

Waste tracking guidelines

Completing paper waste transport certificates.

Background

Under Queensland's environmental protection legislation, waste handlers[1] are required to submit waste tracking information to the Department of Environment and Heritage Protection (EHP) as part of the system for tracking waste types as listed in Schedule 2E of the *Environmental Protection Regulation 2008* (the regulation).

This guideline provides details on the requirements associated with completing paper waste transport certificates. Guidance on correctly completing the intrastate waste transport certificates is also provided on the inside cover of the waste transport certificate book.

General requirements for completing the waste transport certificates

- print in CAPITAL LETTERS from left hand side
- do not write outside the designated boxes
- do not tear unique certificate number—transpose onto certificate if torn
- ensure that all appropriate parts of the certificate are completed
- use black or blue point pen only
- do not fold or staple waste transport certificate
- the prescribed time for giving waste transport certificates to EHP is seven days.

Details to be entered into part 1 of the waste transport certificate

The person completing the form must be familiar with the waste and its hazards and be authorised on behalf of the waste generator.

Section	Details
Waste Details	
Description of waste	General description of the waste.
UN Class/Sub Risk/UN number	From Dangerous Goods Code (*where applicable*).
Bulk/no. of packages	Whether the waste is transported in bulk, or number of packages.
Type of packaging	Whether drums, pallets, etc.
Packaging group	From Dangerous Goods Code (*where applicable*).
Amount of waste	This can be an estimate and must never be blank.
Litres, cubic metres, kilograms	Select appropriate volume unit.
Physical nature	Solids (S), Liquids (L), Paste (P), Gas (G)
Waste code	See Appendix 3 – Waste Code
Waste Generator Details	
Name of waste generator	The person/company generating the waste.
Address/postcode	Site address where waste is held, or other agreed identified where site address is not available.

[1] Waste generators, transporters and receivers all have waste tracking responsibilities. Collectively they are referred to as waste handlers.

 ABN 46 640 294 485

Name of contact/phone	Refers to an authorised representative of the generator and phone number.
Registration Certificate No.	Registration certificate number (*if held*).
Generator ABN / ACN	Enter generator ABN or CAN *(if applicable).*
Proposed Receiver Details	
Nominated receiving facility	Name of facility specified to the transporter as the receiver of waste.
Transporter Details	
Name of transporter	Person/company transporting the waste.
Address of transporter	Registered business address of transporter
ABN / ACN of Transporter	Enter transporter ABN or ACN
Mode of transport	Road, rail, air or sea.
Vehicle registration number	From the certificate of registration of the motor vehicle. There is room provided for a trailer registration number.
Environmental Authority number	EHP Environmental Authority number that allows transporter to move waste specified in part 1.
Generator Representative	
Name & position/signature/date	Refers to an authorised representative of the generator.

Details to be entered into part 2 of the waste transport certificate

The person (usually the driver) completing the form must be familiar with the waste and its hazards and be authorised by the transport firm. Trackable waste can only be transported to an appropriate receiving facility.

Section	Details
Name/signature/date/phone number	This refers to the driver of the vehicle and a contact phone number.

Details to be entered into part 3 of the waste transport certificate

The person completing the document must be familiar with the waste and its hazards and be authorised on behalf of the receiving facility.

Section	Details
Name of receiving facility	Person/company receiving the waste.
Address	Site address.
Disposal/treatment code	See Appendix 4 - Disposal and Treatment Type Codes
Waste code	See Appendix 3 – Waste Code
Discrepancy	If there is a discrepancy in the information provided, indicate via tick boxes.
Environmental Authority Number	Environmental Authority number under which the receiver is authorised to receive waste specified in Part 1.
Amount of waste	The amount received and must never be left blank.
Litres, cubic metres, kilograms	Select appropriate volume unit.
ABN / ACN	Enter company ABN or ACN
Name/signature/date/phone	An authorised representative of the receiver and contact phone number.

Distribution of copies of paper waste transport certificates

The colour differentiated copies of the WTCs will be distributed as follows:

Green copy	Waste generator (parts 1 and 2 completed)
Pink copy	Submitted to EHP by the waste generator (parts 1 and 2 completed)
Blue copy	Transporter (parts 1, 2 and 3 completed)
Yellow copy	Receiver (parts 1, 2 and 3 completed)
White copy	Submitted to EHP by the waste receiver (parts 1, 2 and 3 completed)

Purchasing certificates

Waste transport certificates are purchased from EHP in books of 50 certificates for intrastate waste transport certificates and in books for 10 certificates for interstate waste transport certificates (used for interstate movements originating in Queensland).The fee per waste transport certificate is $5.30.

Payment methods include credit card and cheque (email waste.track@ehp.qld.gov.au). Payments can also be made online by credit card at www.ehp.qld.gov.au.

Where to send certificates

Once the required details have been completed, waste transport certificates (pink copy and white copy) are to be sent within seven days to:

Waste Tracking Unit
Department of Environment and Heritage Protection
GPO Box 2454
Brisbane QLD 4001

Alternatively you may scan a copy of the paper waste transport certificate and email directly to the department (email waste.certificates@ehp.qld.gov.au). If this option is chosen the scanned image must meet the following requirements:

Certificate Colour	Resolution (DPI)	File Format	Colour scale	Approximate File Size for 20 Certificates. Recommend Res (Guide only)
Pink	400	TIFF (Tagged Image File Format)	Black & White / Line art only (no colour or photo quality)	5mb
White	400	TIFF (Tagged Image File Format)	Black & White / Line art only (no colour or photo quality)	4mb

The maximum file size for attachment(s) to the email is 15mb. Attachments are not to be compressed or 'Zipped up' and must be in the TIFF format.

The word '**Certificates**' is required in the subject field of the email. E.g. 'Certificates' or 'Waste Certificates' or '*Company name* Waste Certificates'

If the file does not meet the above requirements you will be required to send in the hard copy originals to the department.

It should be noted that if you choose to email the paper waste transport certificate to the department, you are still required to keep the hard copy paper waste transport certificate (pink copy and white copy) for at least 5 years.

Superseded waste transport certificates

Waste handlers may continue to use and submit the former versions of the waste transport certificate (see example in Appendix 2) until stocks of the old certificates have been depleted.

Appendix

- Appendix 1 – Example of a Waste Transport Certificate (Current Certificate)
- Appendix 2 – Example of a Waste Transport Certificate (Former Certificate)
- Appendix 3 – Waste Codes
- Appendix 4 – Disposal and Treatment Type Codes

Where can I find more information?

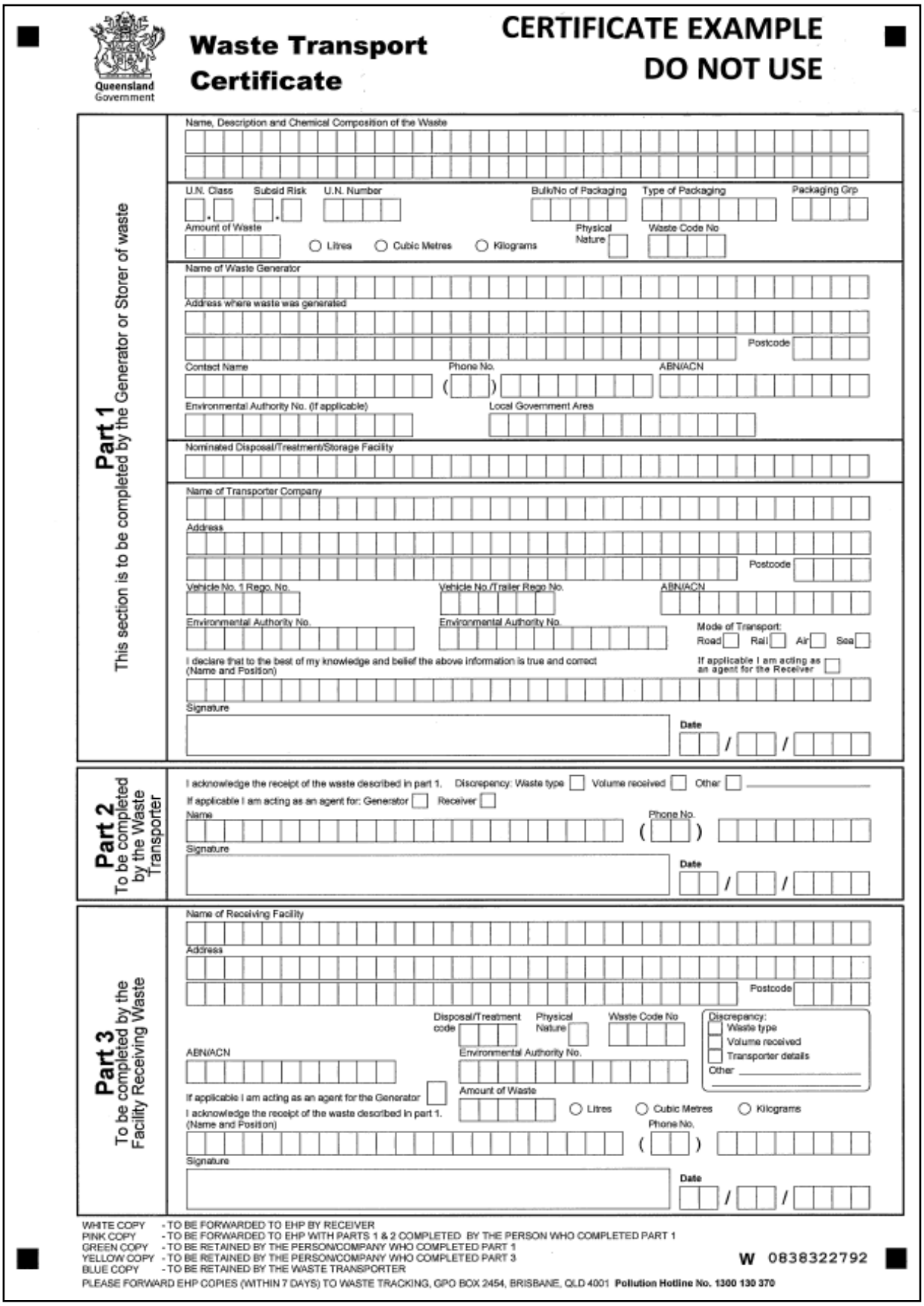
EHP has a variety of general information available on its website https://www.business.qld.gov.au/, which helps explain the provisions of the legislation. Advice on aspects of this guideline or other matters on the generation, transportation and receipt of trackable wastes may be obtained from EHP's Waste Tracking Unit on (07) 3330 5677 or email waste.track@ehp.qld.gov.au.

Other ways for submitting your waste tracking information are available. The department has information on its digital platform, Connect, which can be found at www.ehp.qld.gov.au/connect. Connect allows for intrastate waste movement data to be submitted electronically. The fee for a single online waste transport certificate is $3.10.

Disclaimer

While this document has been prepared with care it contains general information and does not profess to offer legal, professional or commercial advice. The Queensland Government accepts no liability for any external decisions or actions taken on the basis of this document. Persons external to the Department of Environment and Heritage Protection should satisfy themselves independently and consult their own professional advisors before embarking on any proposed course of action.

Appendix 1—Example of a Paper Waste Transport Certificate (Current Certificate)



Queensland Government

Waste Transport Certificate

CERTIFICATE EXAMPLE
DO NOT USE

Part 1
This section is to be completed by the Generator or Storer of waste

Name, Description and Chemical Composition of the Waste

U.N. Class | Subsid Risk | U.N. Number | Bulk/No of Packaging | Type of Packaging | Packaging Grp

Amount of Waste ○ Litres ○ Cubic Metres ○ Kilograms | Physical Nature | Waste Code No

Name of Waste Generator

Address where waste was generated | Postcode

Contact Name | Phone No. | ABN/ACN

Environmental Authority No. (if applicable) | Local Government Area

Nominated Disposal/Treatment/Storage Facility

Name of Transporter Company

Address | Postcode

Vehicle No. 1 Rego. No. | Vehicle No./Trailer Rego No. | ABN/ACN

Environmental Authority No. | Environmental Authority No. | Mode of Transport: Road ☐ Rail ☐ Air ☐ Sea ☐

I declare that to the best of my knowledge and belief the above information is true and correct (Name and Position) | If applicable I am acting as an agent for the Receiver ☐

Signature | Date

Part 2
To be completed by the Waste Transporter

I acknowledge the receipt of the waste described in part 1. Discrepancy: Waste type ☐ Volume received ☐ Other ☐

If applicable I am acting as an agent for: Generator ☐ Receiver ☐

Name | Phone No.

Signature | Date

Part 3
To be completed by the Facility Receiving Waste

Name of Receiving Facility

Address | Postcode

Disposal/Treatment code | Physical Nature | Waste Code No

Discrepancy: ☐ Waste type ☐ Volume received ☐ Transporter details Other

ABN/ACN | Environmental Authority No.

If applicable I am acting as an agent for the Generator ☐ | Amount of Waste ○ Litres ○ Cubic Metres ○ Kilograms

I acknowledge the receipt of the waste described in part 1. (Name and Position) | Phone No.

Signature | Date

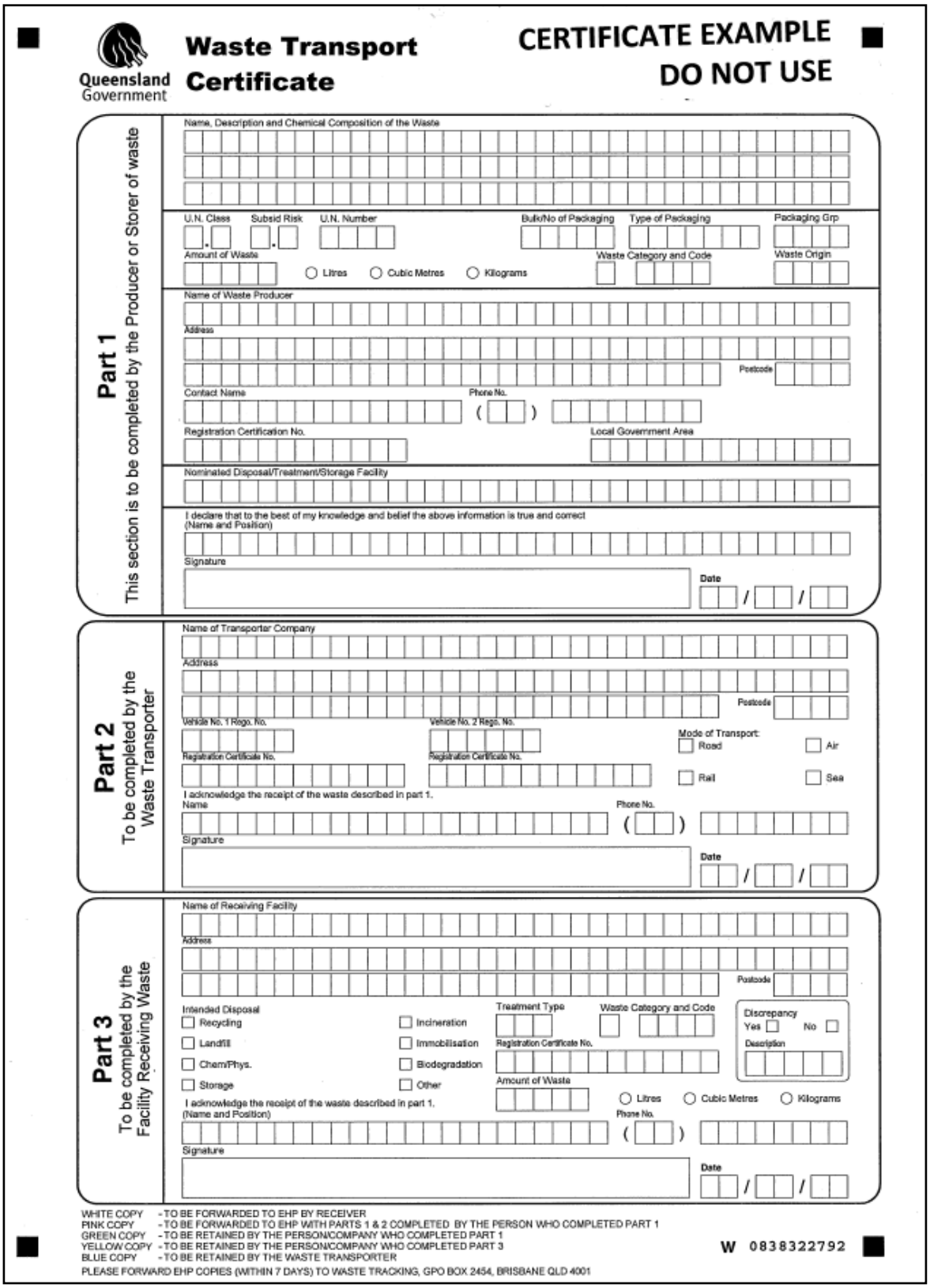
WHITE COPY - TO BE FORWARDED TO EHP BY RECEIVER
PINK COPY - TO BE FORWARDED TO EHP WITH PARTS 1 & 2 COMPLETED BY THE PERSON WHO COMPLETED PART 1
GREEN COPY - TO BE RETAINED BY THE PERSON/COMPANY WHO COMPLETED PART 1
YELLOW COPY - TO BE RETAINED BY THE PERSON/COMPANY WHO COMPLETED PART 3
BLUE COPY - TO BE RETAINED BY THE WASTE TRANSPORTER

W 0838322792

PLEASE FORWARD EHP COPIES (WITHIN 7 DAYS) TO WASTE TRACKING, GPO BOX 2454, BRISBANE, QLD 4001 **Pollution Hotline No. 1300 130 370**

Appendix 2—Example of a Waste Transport Certificate (Former Certificate)

Note – While this certificate has been superseded, it may still be used for supplying waste tracking information.



Queensland Government

Waste Transport Certificate

CERTIFICATE EXAMPLE DO NOT USE

Part 1 This section is to be completed by the Producer or Storer of waste

Name, Description and Chemical Composition of the Waste

U.N. Class | Subsid Risk | U.N. Number | Bulk/No of Packaging | Type of Packaging | Packaging Grp

Amount of Waste | ○ Litres ○ Cubic Metres ○ Kilograms | Waste Category and Code | Waste Origin

Name of Waste Producer

Address | Postcode

Contact Name | Phone No. ( )

Registration Certification No. | Local Government Area

Nominated Disposal/Treatment/Storage Facility

I declare that to the best of my knowledge and belief the above information is true and correct
(Name and Position)

Signature | Date / /

Part 2 To be completed by the Waste Transporter

Name of Transporter Company

Address | Postcode

Vehicle No. 1 Rego. No. | Registration Certificate No. | Vehicle No. 2 Rego. No. | Registration Certificate No.

Mode of Transport: ☐ Road ☐ Air ☐ Rail ☐ Sea

I acknowledge the receipt of the waste described in part 1.
Name | Phone No. ( )

Signature | Date / /

Part 3 To be completed by the Facility Receiving Waste

Name of Receiving Facility

Address | Postcode

Intended Disposal: ☐ Recycling ☐ Landfill ☐ Chem/Phys. ☐ Storage ☐ Incineration ☐ Immobilisation ☐ Biodegradation ☐ Other

Treatment Type | Waste Category and Code | Registration Certificate No.

Discrepancy: Yes ☐ No ☐ Description

Amount of Waste ○ Litres ○ Cubic Metres ○ Kilograms

I acknowledge the receipt of the waste described in part 1.
(Name and Position) | Phone No. ( )

Signature | Date / /

WHITE COPY - TO BE FORWARDED TO EHP BY RECEIVER
PINK COPY - TO BE FORWARDED TO EHP WITH PARTS 1 & 2 COMPLETED BY THE PERSON WHO COMPLETED PART 1
GREEN COPY - TO BE RETAINED BY THE PERSON/COMPANY WHO COMPLETED PART 1
YELLOW COPY - TO BE RETAINED BY THE PERSON/COMPANY WHO COMPLETED PART 3
BLUE COPY - TO BE RETAINED BY THE WASTE TRANSPORTER
PLEASE FORWARD EHP COPIES (WITHIN 7 DAYS) TO WASTE TRACKING, GPO BOX 2454, BRISBANE QLD 4001

W 0838322792

Appendix 3—Waste Category and Code

Note – If a substance falls under more than 1 item in this list, and the code for one of the items is marked with an asterisk, the code for the substance is the code marked with an asterisk.

Waste description	Waste code
Acidic solutions or acids in solid form	B100
Animal effluent and residues, including abattoir effluent, poultry and fish processing wastes	K100
Antimony and antimony compounds	D170
Arsenic and arsenic compounds	D130
Asbestos	N220
Barium compounds other than barium sulphate	D290
Basic (alkaline) solutions or bases (alkalis) in solid form	C100
Beryllium and beryllium compounds	D160
Boron compounds	D310
Cadmium and cadmium compounds	D150
Chemical waste arising from a research and development or teaching activity, including new or unidentified material and material whose effects on human health or the environment are not known	T100
Chlorates	D350
Chromium compounds (hexavalent and trivalent)	D140
Clinical and related wastes	R100*
Copper compounds	D190
Cyanides (inorganic)	A130
Cyanides (organic)	M210
Encapsulated, chemically-fixed, solidified or polymerised wastes	N160*
Ethers	G100
Filter cake, other than filter cake waste generated from the treatment of raw water for the supply of drinking water	N190
Fire debris and fire washwaters	N140*
Fly ash	N150
Grease trap waste	K110
Halogenated organic solvents	G150
Highly odorous organic chemicals, including mercaptans and acrylates	M260
Inorganic fluorine compounds, other than calcium fluoride	D110
Inorganic sulphides	D330
Isocyanate compounds	M220
Lead and lead compounds	D220
Liquid food processing waste	K200
Material containing polychlorinated biphenyls ((PCB's), polychlorinated napthalenes (PCN's), polychlorinated terphenyls (PCT's) and/or polybrominated biphenyls (PBB's)	M100
Mercury and mercury compounds	D120
Metal carbonyls	D100
Mineral oils	J100
Nickel compounds	D210
Non-toxic salts	D300
Oil and water mixtures or emulsions, or hydrocarbons and water mixtures or emulsions	J120
Organic phosphorous compounds	H110
Organic solvents, other than halogenated solvents	G110
Organohalogen compounds, other than another substances referred to in this table	M160
Perchlorates	D340
Pharmaceuticals, drugs and medicines	R120*
Phenols and phenol compounds including chlorophenols	M150
Phosphorus compounds, other than mineral phosphates	D360
Polychlorinated dibenzo-furan (any congener)	M170

Waste description	Waste code
Polychlorinated dibenzo-p-dioxin (any congener)	M180
Residues from industrial waste treatment/disposal operations	N205
Selenium and selenium compounds	D240
Sewage sludge and residues including nightsoil and septic tank sludge	K130
Surface active agents (surfactants) containing principally organic constituents, whether or not also containing metals and other inorganic materials	M250
Tannery wastes, including leather dust, ash, sludges and flours	K140
Tarry residues arising from refining, distillation, and any pyrolytic treatment	J160
Tellurium and tellurium compounds	D250
Thallium and thallium compounds	D180
Triethylamine catalysts for setting foundry sands	M230
Tyres	T140
Vanadium compounds	D270
Waste containing peroxides other than hydrogen peroxide	E100
Waste from heat treatment and tempering operations that uses cyanides	A110
Waste from surface treatment of metals and plastics	A100
Waste from the manufacture, formulation or use of -	
• biocides and phytopharmaceuticals	H100
• inks, dyes, pigments, paints, lacquers and varnish	F100
• organic solvents	G160
• photographic chemicals or processing materials	T120
• resins, latex, plasticisers, glues and adhesives	F110
• wood-preserving chemicals	H170
Waste from the production and preparation of pharmaceutical products	R140
Waste of an explosive nature other than an explosive within the meaning of the *Explosives Act 1999*	E120
Wool scouring wastes	K190
Zinc compounds	D230

Appendix 4—Disposal and Treatment Type Codes

Part 1—Disposal codes

Operations which do not lead to the possibility of resource recovery, recycling, reclamation, direct re-use or alternative uses.

Description	Disposal code
Disposal to a landfill	D1
Land farming	D2
Surface impoundment	D4
Biological treatment in a way not otherwise mentioned in this table	D8
Immobilisation or solidification	D9A
Physico-chemical treatment other than immobilisation of solidification	D9B
Incineration	D10
Permanent storage	D12
Blending or mixing before disposal in another way mentioned in this table	D13
Repackaging before disposal in another way mentioned in this table	D14
Storage before disposal in another way mentioned in this table	D15

Part 2—Treatment codes

Operations which may lead to resource recovery, recycling, reclamation, direct re-use or alternative uses.

Description	Treatment code
Using waste as a fuel, other than by direct incineration	R1
Recycling or reclaiming a substance, other than a substance mentioned in items R6 to R8, if it is -	
• An organic substance used as a solvent	R2
• An organic substance not used as a solvent	R3
• A metal or metal compound other than a drum	R4
• An inorganic substance other than a metal or metal compound	R5
Recycling or reclaiming -	
• An acid or base	R6
• A component used for pollution abatement	R7
• A component from a catalyst	R8
Refining used oil or otherwise using previously used oil	R9
Using a residual trackable waste obtained from treatment in another way mentioned in this table	R11
Storage before treatment in another way mentioned in this table	R13
Recycling, reconditioning or laundering of drums	R14

Version history

Version	Effective date	Description of changes
1.00	01 09 2014	Initial version.
2.00	01 09 2016	Updated content for introduction of online system.

Guideline

Waste tracking

Waste tracking guideline

Overview of managing waste tracking in Queensland.

Background

Under Queensland's environmental protection legislation waste handlers are required to submit waste tracking information to the Department of Environment and Heritage Protection (the department) as part of the system for tracking waste types as listed in Schedule 2E of the Environmental Protection Regulation 2008 (the regulation).

The waste tracking system enables the department to track waste from its source to the place of storage, recycling, treatment or disposal. Waste tracking ensures all parties involved with managing the waste take a responsible attitude towards waste management and that the waste is transported and managed appropriately to prevent illegal waste dumping which could cause or has the potential to cause environmental harm.

There are a number of options for how waste tracking information can be given to the department. For each load of trackable waste (i.e. a single movement), a paper Waste Transport Certificate (WTC) can be used. For online submissions, the department's digital platform Connect can be utilised. Single WTCs and multiple waste movements, as a bulk upload, are available on Connect. You must first register as a customer on Connect. Lastly, it can be submitted in another way, approved under section 81W of the regulation.

Definitions

Prescribed Information – means the information stated in schedule 2F of the regulation, which a waste handler must record or give to another waste hander or to the department. This requirement is met by correctly completing the relevant part(s) of the Waste Transport Certificate.

Regulated Waste – is defined in s65 of the regulation and is commercial or industrial waste, whether or not it has been immobilised or treated; and is of a type, or contains a constituent of a type, mentioned in schedule 7 part 1 of the Regulation and includes for an element—any chemical compound containing the element; and anything that contains residues of the waste.

Trackable Waste – A regulated waste of a type mentioned in Schedule 2E of the regulation to which the waste tracking provisions of the regulation apply.

Waste - Defined as in s13 of the *Environmental Protection Act 1994* and includes anything other than a resource approved under Chapter 8 of the *Waste Reduction and Recycling Act 2011* that is:

- left over, or an unwanted by-product, from an industrial, commercial, domestic or other activity; or
- surplus to the industrial, commercial, domestic or other activity generating the waste.

Waste can be a gas, liquid, solid or energy, or a combination of any of them. A thing can be waste whether or not it is of value.

Waste Generator - A generator is a commercial or industrial organisation which produces or stores trackable waste and arranges for this waste to be sent for storage, recycling, treatment or disposal at another location via an authorised transporter.

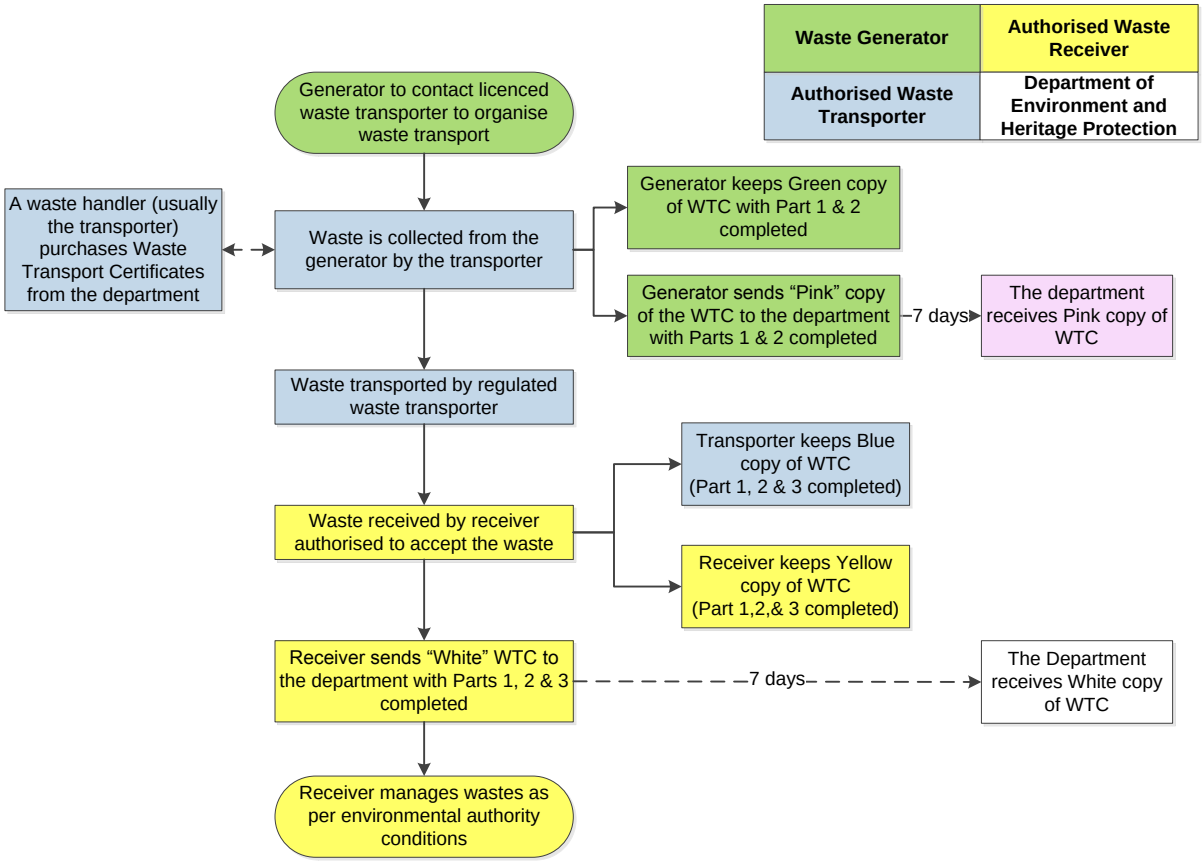
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Waste Receiver - A receiver is any person operating a facility that receives trackable waste for recycling, treatment, storage or disposal. Sometimes interstate facilities will be used that are licensed by the relevant State or Territory authorities.

Waste Transporter - A transporter is anyone who transports the trackable waste from its place of production or storage to another location. Transportation includes, but is not limited to, truck, tanker, trailer and semitrailer, train, boat or aircraft.

Waste Handlers - Generators, transporters and receivers all have waste tracking responsibilities. Collectively they are referred to as waste handlers.

Waste tracking process overview (based on paper waste tracking certificates)



Obligations

This section provides an overview of obligations of Waste Handlers in relation to Waste Tracking.

Waste Generator

- record the prescribed information about the waste
- give the prescribed information to the waste transporter
- for paper waste tracking certificate submissions:
  - give the pink copy of the WTC with parts 1 and 2 completed to EHP
  - keep records of the waste transaction for a minimum of 5 years (green copy of the WTC with parts 1 and 2 completed)
- for online single waste tracking certificates:
  - Connect will store the prescribed information for the waste tracking movement which you will be able to access anytime (under your customer account)
- for bulk uploads submissions (either through Connect or under an Approval of Ways)
  - a copy of the prescribed information must be kept in a format that is readily available to the department upon request for a minimum of 5 years

- notify the department of any discrepancies associated with the transaction.

Note: A generator must give trackable waste only to authorised waste transporters.

Waste Transporter

- for paper waste tracking certificate submissions:
  - give the pink and green copies of the WTC to the waste generator
  - carry the WTC (white, blue and yellow copies) with parts 1 and 2 completed with the load
  - give the white and yellow copies of the WTC to the waste receiver
  - keep records of the waste transport for a minimum of 5 years (blue copy of WTC with all parts completed)
- for online single waste tracking certificates:
  - be able to access the prescribed information help within Connect while transporting the load
  - give the unique identifier for the waste movement to the waste receiver
  - Connect will store the prescribed information for the waste tracking movement which you will be able to access anytime (under your customer account)
- for bulk uploads submissions (either through Connect or under an Approval of Ways):
  - a copy of the prescribed information must be kept in a format that is readily available to the department upon request for a minimum of 5 years
- notify the department of any discrepancies associated with the transaction.

Waste Receiver

- record the prescribed information about the waste
- for paper waste tracking certificate submissions:
  - give the white copy of the WTC with parts 1, 2 and 3 completed to EHP
  - keep records of the waste transaction for a minimum of 5 years (yellow copy of the WTC with parts 1, 2 and 3 completed)
- for online single waste tracking certificates:
  - Connect will store the prescribed information for the waste tracking movement which you will be able to access anytime (under your customer account)
- for bulk uploads submissions (either through Connect or under an Approval of Ways):
  - a copy of the prescribed information must be kept in a format that is readily available to the department upon request for a minimum of 5 years
- notify the department of any discrepancies associated with the transaction.

Agents (s81U of the regulation)

The waste generator, transporter or receiver may appoint an agent to act on their behalf to meet the waste tracking provisions. It is a defence to a charge of contravening the waste tracking provisions for the waste handler to show that the waste handler entered the agreement with the agent and the contravention was directly caused by a failure of the agent to do something is compliance with the agreement. A separate Agents Agreement guideline is available online from the department web site (www.ehp.qld.gov.au).

Exemptions

There are circumstances where the waste tracking provision do not apply. Such circumstances are detailed in section 81C of the regulation and include:

- non-commercial transportation of less than 250 kg of trackable waste;
- if waste is transported in a pipeline;
- if given an exemption by the department;
- the transportation of trackable waste in a container if:
  - the amount of trackable waste is not more than five percent of the capacity of the container
  - the container is being transported to a place to be refilled with the same substance as the waste, without first undergoing any process other than the refilling

- the transportation of power station fly ash to a place for use in the treatment of waste in a way that involves combining the waste with the ash
- transportation of trackable waste to a registered laboratory for analysis
- transportation of trackable waste to a place to be used as stock food
- transportation of trackable waste to a farm for use as a soil conditioner or fertiliser.

Waste tracking for interstate transport

Interstate transport of trackable waste is subject to the provisions of the *National Environment Protection (Movement of Controlled Waste between States and Territories) Measure 1998*, which have been included in the regulation. Procedures developed by the various states and territories require completion of an interstate waste transport certificate, available from the administering authority in the state or territory where the waste originates.

Prior to transportation a consignment number is required. The consignment number is to be obtained from the relevant agency or its delegate in the destination state or territory. For waste being transported into Queensland, the consignment number is part of the information which must be carried with the load of waste and subsequently given to the waste receiver and provided to the department on the completed waste transport certificate.

A separate Consignment Authority guideline is available online from the department web site (www.ehp.qld.gov.au).

Alternative waste tracking systems

Waste Handlers may apply to the department under s81W of the regulation for an alternative way of providing waste tracking information. An example of an alternative way of providing information is the approved use of electronic systems for capturing waste tracking information.

Connect

Waste handlers are encouraged to utilise the department's digital platform, Connect, for the submission of waste tracking information. This is for intrastate waste movements, and provides the ability to submit your data electronically. A customer account is required to be set up before you can commence submitting waste tracking information online.

More information about setting up your customer account can be accessed at www.ehp.qld.gov.au/connect. You can also contact the department on 1300 130 372 (option 4) for assistance.

Responsibilities of the department

By matching the information sent by the waste generator and the waste receiver, the department can track the waste journey and identify which wastes have been disposed of inappropriately. The department can also check that the transporter and receiving facility are appropriately licensed. Where the information does not match, the department will ascertain the reason and investigate what action, if any, should be taken under the legislation.

Penalties

The regulation allows for penalties of up to 20 penalty units[1] to be imposed if waste tracking information is not recorded, retained or provided to the department as required or if trackable waste is given to an unauthorised transporter. Penalties can be imposed through on-the-spot fines or may involve prosecution. There are also significant penalties under the *Environmental Protection Act 1994* for providing false or misleading documents to the department and for transporting a regulated waste without the appropriate authority.

Where can I find more information?

The department has a variety of general information available on its website www.ehp.qld.gov.au/connect and at https://www.business.qld.gov.au/, which helps explain the provisions of the legislation. Advice on aspects of this guideline or other matters on the generation, transportation and receipt of trackable wastes may be obtained from the department's Waste Tracking Unit on (07) 3330 5677 or email waste.track@ehp.qld.gov.au.

Disclaimer

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Version history

Version	Effective date	Description of changes
1.00	01 09 2014	Initial version.
2.00	01 09 2016	Updated content for introduction of online system.

[1] At the time of publication, a Penalty Unit is $121.90 and is subject to periodic change.

Guideline

Waste tracking

Waste tracking guideline

Waste tracking overview for generators.

Background

Under the Environmental Protection Regulation 2008 (the regulation), generators, transporters and receivers all have waste tracking responsibilities. Collectively they are referred to as 'waste handlers'. A generator is often a commercial or industrial organisation which produces or stores trackable regulated waste and arranges for this waste to be sent for storage, recycling, treatment or disposal at another location via an authorised transporter.

Definitions

Prescribed information – means the information stated in schedule 2F of the regulation, which a waste handler must record or give to another waste hander or to the Department of Environment and Heritage Protection (the department). This requirement is met by correctly completing the relevant part(s) of the waste transport certificate (WTC).

Regulated waste – is defined in s65 of the regulation and is commercial or industrial waste, whether or not it has been immobilised or treated; and is of a type, or contains a constituent of a type, mentioned in schedule 7 part 1 of the regulation and includes for an element—any chemical compound containing the element; and anything that contains residues of the waste.

Trackable waste – A regulated waste of a type mentioned in Schedule 2E of the regulation to which the waste tracking provisions of the regulation apply.

Waste – Defined as in s13 of the Environmental Protection Act 1994 and includes anything other than a resource approved under Chapter 8 of the Waste Reduction and Recycling Act 2011 that is:

- left over, or an unwanted by-product, from an industrial, commercial, domestic or other activity, or
- surplus to the industrial, commercial, domestic or other activity generating the waste.

Waste can be a gas, liquid, solid or energy, or a combination of any of them. A thing can be waste whether or not it is of value.

Waste handlers' responsibilities

When transporting trackable waste, all waste handlers involved are responsible for recording the prescribed information about the waste, and in the case of generators and receivers, providing or arranging for the prescribed information to be provided to the department. If a person has more than one waste handling role (for example, if a person produces a load of trackable waste and transports it to someone else for treatment) the person must comply with each of the responsibilities as applicable.

Responsibilities of the generator

To meet the requirements of the waste tracking provisions, a generator must:

- record the prescribed information about the waste (by completing Part 1 of the paper or electronic WTC or provide the data in an alternative way where the prescribed information is being submitted through a bulked data file)
- give the prescribed information to the waste transporter

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- give the prescribed information to the department within seven days (pink copy of the WTC with parts 1 and
- 2 completed)
- keep records of the waste transaction for five years (green copy of the WTC with parts 1 and 2 completed)
- only give trackable waste to authorised waste transporters.

Use of an authorised waste transporter

Under s81ZA of the regulation, a generator of trackable waste must not give the waste to another person to transport it for fee or reward, or in a load or more than 250kg in a vehicle unless the other person holds, or is acting under, an environmental authority for transporting the waste in the vehicle.

Agent agreements

The waste generator, transporter or receiver may appoint an agent to act on their behalf to meet the waste tracking provisions. A copy of an agreement between a waste handler and an agent, or written notice from the agent specifying the name of the waste handler and the provisions of the agreement, must be supplied to the department on request. A separate agents agreement guideline is available on the department's website www.ehp.qld.gov.au. The agent is responsible under the regulation for providing the information on behalf of the waste handler. It is an offence for an agent to not comply with this requirement, unless they have relied upon information found to be false and misleading. The regulation allows for penalties of up to 20 penalty units.

Alternative waste tracking systems

Waste handlers may apply to the department, under s81W the regulation, for an alternative way of providing the prescribed information. Alternative ways may mean that the waste generator may not receive a copy of the department's official waste transport certificate; however they will still be required to retain the prescribed information to verify details of the waste transaction for a minimum for five years. A separate Approval of an alternative waste tracking system guideline is available on the department's website.

Penalties

The regulation allows for penalties of up to 20 penalty units to be imposed if waste tracking information is not recorded, retained or provided to the department as required, or if trackable waste is given to an unauthorised waste transporter. Penalties can be imposed through infringement notices or may involve prosecution. There are also significant penalties under the Environmental Protection Act 1994 for providing false or misleading documents to the department or for the unlawful transport of regulated waste.

More information

For more information visit the department's website www.ehp.qld.gov.au, phone the department's Trackable Waste Regulation and Support Unit on (07) 3330 5677 or email waste.track@ehp.qld.gov.au.

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1 At the time of publication, a penalty unit is $121.90 and is subject to periodic change

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1.00	01 09 2014	Initial version.
2.00	01 09 2016	Updated content for introduction of online system.

Guideline

Waste tracking

Waste tracking guideline

Approval of an alternative waste tracking system.

Background

Under Queensland's waste management legislation waste handlers[1] are required to submit waste tracking information to the Department of Environment and Heritage Protection (the department) as part of the system for tracking waste types as listed in Schedule 2E of the Environmental Protection Regulation 2008 (the regulation).

Waste transport certificates provide:

- a written record, through signatures of responsible parties, that particular waste transactions have been completed; and
- for the receiver to verify the amount and type of waste received.

The department can approve alternative ways of providing waste tracking information (i.e. the approval of electronic systems). When considering an application, any electronic method of waste tracking must conform to the same principles as the paper certificate process by ensuring that information provided through an electronic system being attributed to a party responsible for the waste and the amount and type of waste must be verified separately by the receiver.

This guideline provides details on the requirements associated with applying for an approval for the use of an alternative waste tracking system.

General requirements

For an alternative method of supplying waste tracking information to be approved, it must meet these broad criteria:

1. The system must be reliable, effective, timely and efficient;
2. The information must be secure while it is being given to the department;
3. The data must be given in a format consistent with the department's waste tracking system;
4. A system of assigning unique tracking number must be incorporated into the system;
5. It would otherwise be an appropriate way of providing the information.

Reliable, effective, timely and efficient system

To be approved, a waste tracking system must be able to provide consistent and reliable information from waste handlers to the department. The system needs to be robust so that it works reliably within the day-to-day operations of the waste management industry. A system will meet this criterion if it can comply with the prescribed time for provision of information and provide the prescribed information without corruption of the data.

An effective waste tracking system will be able to provide the department with all prescribed information required by schedule 2F of the regulation. The information from any one waste handler should be able to be provided to the department in batches. The system must also be able to provide the department with proof (equivalent to a

[1] Waste generators, transporters and receivers all have waste tracking responsibilities. Collectively they are referred to as waste handlers.

signature on a form) that the information has been authorised by an appropriate person. Such authorisation may include the use of a particular header for the data or a private key or password/code word.

The time limit will be set in consultation with the proponent of the waste tracking system and will reflect the capability of the system to provide information to the department in the shortest practical time. The prescribed time for waste handlers to provide information using the department's approved waste transport certificates is seven days. However the department can approve alternative submission timeframes under the approval of ways (e.g. submission of bulk electronic data to the department on a monthly basis).

Providing other criteria are met, the department will not generally approve or reject a waste tracking system because of the cost to waste handlers of acquiring, implementing or operating the system. A decision to use any particular approved system is for the waste handler. However, systems will not be approved if they impose a significant cost on the department to process the information. As a guide, data from an approved system should cost no more to process than the entry of paper dockets. A waste handler cannot charge the department for the cost of providing waste tracking information.

Secure system

Information that includes details about individual waste generators, transporters or receivers can be commercially sensitive. Waste tracking systems must be able to provide information to the department without allowing unauthorised access to the data. Information can be provided through standard mail or direct courier delivery or electronic data can be emailed to the department's waste tracking email address: waste.track@ehp.qld.gov.au.

Compatible system

Approved electronic waste tracking systems must provide the data to the department in either Comma Separated Values Format (CSV) or Microsoft Excel File Format (XLS) compatible with the department's system. Data can be provided via e-mail (waste.track@ehp.qld.gov.au), or by CD. The department supplies users of approved systems with a Microsoft Excel File which meets system upload requirements.

System for generating a unique tracking number

A waste tracking system must be able to produce a unique number for each load of waste from the generator. The load number may consist of numbers, letters or both. A load number allows the department to match and validate information relating to each individual waste load. For example, a generator applies for approval of a waste tracking system under which the load number assigned to a load consists of the first three letters of the generator's name, the date and the number of the load being transported on that day. This load number assignment scheme would be acceptable to the department providing that a system has not already been approved using an identical scheme.

Other appropriate ways

The regulation allows the department to accept any waste tracking system if it is shown to be appropriate for the purpose.

Application process

To obtain approval for a waste tracking system, applicants must complete the Approval for a Waste Tracking System form and pay the application fee. The application fee is the fee set by the Chief Executive under section 81W of the regulation. Applicants will need to contact the department for details of the application fee prior to submitting the application.

The application should outline how the system meets the approval criteria, provide results of trials and examples of the information the system proposes to send to the department, and provide an indication of which waste handlers might use the system and types of wastes.

The department has 60 days to approve or refuse the application. The 60-day period does not include any time the department may need to seek more information to decide the application. If an application has not been decided within 60 days it is taken to have been refused. The department's decision is subject to the appeal provisions of the *Environmental Protection Act 1994*.

The regulation allows the department to approve a waste tracking system, even though a formal application for approval has not been made. This allows the department to develop its own system or to approve systems developed elsewhere which could benefit industry in meeting waste tracking obligations, even if there is no sponsor for the system in Queensland.

Fees

The application fee for the assessment of the alternate waste tracking system is $445.60 with an additional $222.40 per hour if the assessment takes more than two hours to assess.

If approved, there will be an ongoing fee of $2.20 per waste movement contained within the alternative waste tracking system submission form or file. E.g. 100 waste movement x $2.20 = $220. This fee is due no later than when the form or file is submitted to the department as per the approval notice.

Connect

Other ways for submitting your waste tracking information are also available. The department has information on its digital platform, Connect, on its website www.ehp.qld.gov.au/connect. Connect allows for intrastate waste movement data to be submitted electronically. The fee for an online bulk upload is $2.20 (per waste movement within the bulk upload). No application fee is required to register as a Connect customer and utilise the system.

More Information

For more information, visit the department's website www.ehp.qld.gov.au, phone the Trackable Waste Regulation and Support Unit on (07) 3330 5677 or email waste.track@ehp.qld.gov.au.

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Bulked upload data file specification

Prepared by:

Trackable Waste Regulation and Support

Department of Environment and Heritage Protection

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ABN 46 640 294 485

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1 Introduction

Under Queensland's environmental protection legislation, waste handlers1 are required to submit waste tracking information to the Department of Environment and Heritage Protection (the department) as part of the system for tracking waste types as listed in Schedule 2E of the Environmental Protection Regulation 2008 (the Regulation).

This guideline provides details on the requirements associated with completing bulk upload data files.

A bulk upload data file received by the department which does not conform to this specification will not be accepted.

1.1 Fees

Fees for the submission of a bulk upload data file are calculated by the number of waste movements contained within the file. The fee for a single waste movement is $2.20, therefore if the file contains 100 waste movements the fee will be $220.

1.2 Scope

This document will detail information pertinent to the formatting of bulked data files and then procedure to submit the file to the department as permitted by legislation.

2 File format

This section provides an overview of the bulk upload data file format and the data types used within this file.

2.1 Overview

The bulk upload data file uses a delimited ASCII text file format. Commonly referred to as a comma separated value (CSV) file format, records will be of variable length, with fields separated or delimited by the ‘,’ (comma) character.

Each file may contain multiple records, which in turn will contain one or more fields as prescribed within this document for the type of record.

It should be noted that the codes nominated in the Appendices for waste category and disposal and treatment type are subject to change by the department. This is to enable ongoing alignment with the Environmental Protection Regulation 2008 and other departmental business requirements. The publication and distribution of such changes will be the subject of the relevant business operations procedures.

It should be noted that an excel file can easily be converted to a CSV file by Saving As and then choosing CSV in the Save as type drop down box.

2.2 CSV file format conventions

The CSV file format conventions adopted by the department for the bulked upload data file are:

[1] Waste generators, transporters and receivers all have waste tracking responsibilities. Collectively they are referred to as waste handlers.

a) Each record must end with an end-of-record (EOR) control character or character pair. Accepted EOR control characters are a line feed (ASCII/LF=0x0A), or a carriage return and line feed pair (ASCII/CRLF=0x0D 0x0A).

b) Fields will be separated or delimited by the comma character (ASCII/, =0x2C).

Example: *three fields*

Fred,21,Exercise

c) There will be no field delimiter character following the final field in a record.

Example: two records each which three fields

Fred,21,Exercise Jane,35,Movies

d) Two consecutive field delimiter characters (or when the last field of the record or file, is a field delimiter character followed by an EOR or EOF control character respectively) indicate null fields.

Example: two records, first with a null second field, second with a null last field

Fred,,Exercise Jane,35,

e) Fields with embedded commas must be surrounded with double-quote characters (ASCII/" =0x22).

Example: embedded comma in third field

Fred,21, "sometimes I love to exercise, sometimes I do not"

f) Fields containing more than one value must be surrounded with double-quote characters with each value contained within the field separated by a comma character.

Example: two values in third field

Fred,21, "Jogging,Push Ups"

g) Fields with leading or trailing spaces must be surrounded with double-quote characters (ASCII/" =0x22). Leading and trailing space-characters adjacent to comma field separators may be ignored unless surrounded with double-quote characters.

Example: leading and trailing spaces need to be preserved in the third field

Fred,21, " Jogging "

h) Fields that contain double quote characters must be surrounded by double-quotes, and the embedded double-quotes must each be represented or replaced by a pair of consecutive double quotes.

Example: preserving double-quote characters in the third field

Fred,21, "Anthony ""The Man"" Mundine"

i) A field that contains embedded line-breaks must be surrounded by double-quotes.

Example: preserving embedded line breaks

Fred,21, "this text has a
line-break"

2.3 Data types

This section describes the data types used within the bulked upload data file.

2.3.1 String

The string data type can contain alphanumeric values (alphabetic and/or numeric characters) including 'leading' characters, e.g. '01','02','03'. String fields should only be the size of the meaningful data and must not contain leading or trailing spaces unless required as part of the actual value.

2.3.2 Date/time

The date/time data type contains a specific instance of time expressed in numeric form, and can include ‘leading’ characters if required, e.g. ’09:54’ for the time nine fifty-four am.

2.3.3 Number

The number data type contains one or a sequence of numeric characters which may contain a decimal point (if required), excluding codes with 'leading' characters, e.g. '01','02','03' are not valid numbers. Number fields which do not contain whole numbers must contain an explicit decimal point and number values for the number of explicit decimal places as defined by the field format.

2.4 Bulk upload data file format

The bulk data file will consist of one physical file for the trackable waste reporting period that contains multiple record types. The file will contain a header record consisting of file information, waste movement records, and a footer record consisting of control totals. The file must contain one header record and one footer record and may contain one or more of waste movement records.

The bulk upload data file is to contain records for all trackable waste movements where the waste was disposed of within the calendar month that this file is required for.

The contents of the bulk upload data file are to be formatted as a CSV file in accordance with the conventions outlined earlier within this document.

2.4.1 Data file name

The file name of a bulk upload data file submitted to the department will comply with the following conventions.

Format: BUDF_identifier_YYYYMMDD.csv

File name part	Description
_	An underscore must be used to separate parts as per the specified file format.
BUDF	Fixed literal text (i.e. the file name must begin with the following text excluding the double quotes “BUDF”).
Identifier	The unique identifier is the first 3 letters of the waste handlers company name or agent supplying the file.
YYYY	All four digits of the year (the file was generated in).
MM	The two-digit month (the file was generated in) with leading zero if less than 10, e.g. 01
DD	The two-digit day (the file was generated on) with leading zero if less than 10, e.g. 09
.csv	The file extension, this is fixed (i.e. all files will end with the following excluding the double quotes “.csv”).

Example: file name for a detailed data file produced for waste handler FIN on 09/08/2016

BUDF_FIN_20160809.csv

2.4.2 **Header record**

A bulk upload data file shall contain one header record. The header record must be the first line of the bulk upload data file. The header file has already been populated in the form provided.

2.4.3 **Trackable waste movement record**

The bulk upload data file will contain one waste movement record for each load of waste collected from a waste generator. Waste movement records must appear after the header record and before the footer record. Waste movement records will begin on the line following a record (i.e. there are no empty lines).

General name	Data type	Max size	Null allowed	*Format	Multiple values allowed	Description	Comment
Submitters Company Name	String/ Number		No	X	No	Name of .the company submitting the bulk upload file.	
Unique Identifier	String/ Number	10	No	X(10)	No	Unique identifier for the load of waste.	Must be 3 string and 7 numeric “AAANNNNNNN” where: • “AAA” is the first three letters of the file submitters company name. It is recommended to contact the department to ensure that this code is not already in use by another company. • “NNNNNNN” is the unique load number that cannot be repeated (or duplicated in any future submission).

Generator Name	String/ Number	34	No	[X(34)]	No	Name of company that has generated the waste.	Must be the waste generators name and not the name of an Agent.
General name	**Data type**	**Max size**	**Null allowed**	***Format**	**Multiple values allowed**	**Description**	**Comment**
Generator ABN/ACN	Number	9	Yes	X(9)	No	ABN or ACN of the company that generated the waste.	Must be the waste generators ABN or ACN and not the ABN or ACN of and Agent.
Generator Address	String/ Number	20	No	A[20]	No	The physical address from where the load of waste was collected from.	This must be a physical address and not a PO Box.
Generator Suburb	String	25	No	A[25]	No	Suburb of where the load of waste was collected from.	
Generator Contact Name	String	34	No	[X(34)]	No	Contact name for the company or person who generated the waste.	
Generator Contact Number	Number	10	No	N[10]	No	Contact number for the company or person who generated the waste.	
Generator Collection Date	Number	10	No	DD-MM-YYYY	No	Date on which the load of waste was collected.	
Local Government Area	String/ Number	50	Yes	A[50]	No	The local government area where the load of waste was generated.	

Generator Waste Form	String	1	No	X	No	The form categorised into the following: • L – Liquid; • S – Solid; • M- Mixed; or P – Sludge.	Must use L, S, M or P only.

General name	Data type	Max size	Null allowed	*Format	Multiple values allowed	Description	Comment
Generator Waste Code	String/ Number	4	No	AAAA	No	Waste code as categorised by the waste generator.	See Appendix C – Waste category and codes
Generator Waste Amount	Number	10	No	<N.N	No	The amount of waste that has been generated.	The amount must be in either kg, L or m^3
Generator Waste Amount Measurement Unit	String/ Number	2	No	A[AA]	No	Measurement unit used for the amount of waste generated.	Only kg, L and m^3 will be accepted.
Dangerous Good U.N Class	Number	2	Yes	N[NN]	No	Dangerous Good U.N Class	Further information can be found at http://www.ntc.gov.au/heavy-vehicles/safety/australian-dangerous-goods-code/
Dangerous Good Number	Number	4	Yes	N[NNNN]	No	Dangerous Good Number	Further information can be found at http://www.ntc.gov.au/heavy-vehicles/safety/australian-dangerous-goods-code/
Dangerous Goods Subsidiary Risk	Number	2	Yes	N[NN]	No	Dangerous Goods Subsidiary Risk	Further information can be found at http://www.ntc.gov.au/heavy-vehicles/safety/australian-

							dangerous-goods-code/
Dangerous Goods Bulk/No of Packaging	Number	5	Yes	N[NNNNN]	No	Dangerous Goods Bulk/No of Packaging	Further information can be found at http://www.ntc.gov.au/heavy-vehicles/safety/australian-dangerous-goods-code/
Dangerous Goods Type of Packaging	String	20	Yes	X[20]	No	Dangerous Goods Type of Packaging	Further information can be found at http://www.ntc.gov.au/heavy-vehicles/safety/australian-dangerous-goods-code/
Dangerous Goods Packaging Group	String	1	Yes	X	No	The Packaging Group categorised into the following: • I – High Risk; • II – Medium Risk; or • III – Low Risk.	Must use I, II or III. Further information can be found at http://www.ntc.gov.au/heavy-vehicles/safety/australian-dangerous-goods-code/
General name	**Data type**	**Max size**	**Null allowed**	***Format**	**Multiple values allowed**	**Description**	**Comment**
Waste Transporter Name	String	34	No	X[34]	No	Name of company that transported the waste.	Must be the waste transporters name and not the name of an Agent.
Waste Transporter Contact Name	String	34	No	[X(34)]	No	Contact name of the company transporting the waste.	
Waste Transporter Contact Number	Number	10	No	N[10]	No	Contact number for company transporting the waste	

Waste Transporter Address	String/ Number	20	No	A[20]	No	The physical address from where the load of waste was collected from.	This must be a physical address and not a PO Box.
Waste Transporter Suburb	String	25	No	X[25]	No	Suburb of where the load of waste was collected from.	
Waste Transporter ABN/ ACN	Number	9	Yes	X(9)	No	ABN or ACN of the company that transported the waste.	Must be the waste transporters ABN or ACN and not the ABN or ACN of and Agent.
Waste Transporter Environmental Authority	String/ Number	50	No	A[50]	No	The waste transporters environmental authority number.	
Waste Transporters Collection Date	Number	10	No	DD-MM-YYYY	No	Date on which the load of waste was collected.	
Vehicle number plate	String/ Number	6	No	A(6)	No	Number plate of the vehicle initiating the transportation. The characters comprising an official number plate issued by a government to identify a registered vehicle.	
General name	**Data type**	**Max size**	**Null allowed**	***Format**	**Multiple values allowed**	**Description**	**Comment**
Vehicle number plate	String/ Number	6	Yes	A(6)	No	Number plate of and additional vehicle that may continue the transportation. The characters comprising an official number plate	To be used where waste has been transferred from one vehicle to another.

						issued by a government to identify a registered vehicle.	
Discrepancy	String/ Number	225	Yes	A[225]	No	Please note if there are any discrepancies with the information provided by the waste generator.	
Waste Receiver Environmental Authority	String/ Number	15	Yes	A[15]	No	The waste receivers environmental authority number	
Waste Receiver Name	String/ Number	50	No	A[50]	No	Name of company that receives the waste.	Must be the waste receivers name and not the name of an Agent.
Waste Receiver Contact Name	String	34	No	[X(34)]	No	Contact name of the company receiving the waste.	
Waste Receiver Contact Number	Number	10	No	N[10]	No	Contact number for the company receiving the waste	
Waste Receiver Address	String/ Number	20	No	A[20]	No	The physical address from where the load of waste was received.	This must be a physical address and not a PO Box.
Waste Receiver Suburb	String	25	No	X[25]	No	Suburb of where the load of waste was received.	
Waste Receiver ABN/ ACN	Number	9	Yes	X(9)	No	ABN or ACN of the company that generated the waste.	Must be the waste receivers ABN or ACN and not the ABN or ACN of and Agent.
Waste Receipt Date	Number	10	No	DD-MM-YYYY	No	Date on which the load of waste was received.	

General name	Data type	Max size	Null allowed	*Format	Multiple values allowed	Description	Comment
Waste Disposal or Treatment Type	String/ Number	10		A[10]	No	How the waste is to be disposed or treated upon receipt.	See Appendix B – Waste disposal and treatment type
Receiver Waste Form	String	1	No	X	No	The form categorised into the following: • L – Liquid; • S – Solid; • M- Mixed; or • Sludge.	Must use L, S, M or P only.
Receiver Waste Code	String/ Number	4	No	X(4)	No	Waste code as categorised by the waste receiver.	See Appendix C – Waste category and codes
Receiver Waste Volume	Number		No	<N.N	No	The amount of waste that has been received.	The amount must be in either kg, L or m^3
Receiver Waste Volume Measurement Unit	String/ Number	2	No	[AA]	No	Measurement unit used for the amount of waste received.	Only kg, L and m^3 will be accepted.
Discrepancy	String/ Number	255	Yes	A[225]	No	Please note if there are any discrepancies with the information provided by the waste generator and/ or the waste transporter.	
Waste Description	String/ Number	255	Yes	A[225]	No	Any further comments regarding the movement of the waste.	

***For further explanation of the terminology used in the format column see Appendix I – Field format convention**

2.4.4 **Footer record**

A bulk upload data file shall contain one footer record. The footer record must be the last line of the bulk upload data file, and the line immediately following another record type (e.g. the line following the last waste movement record).

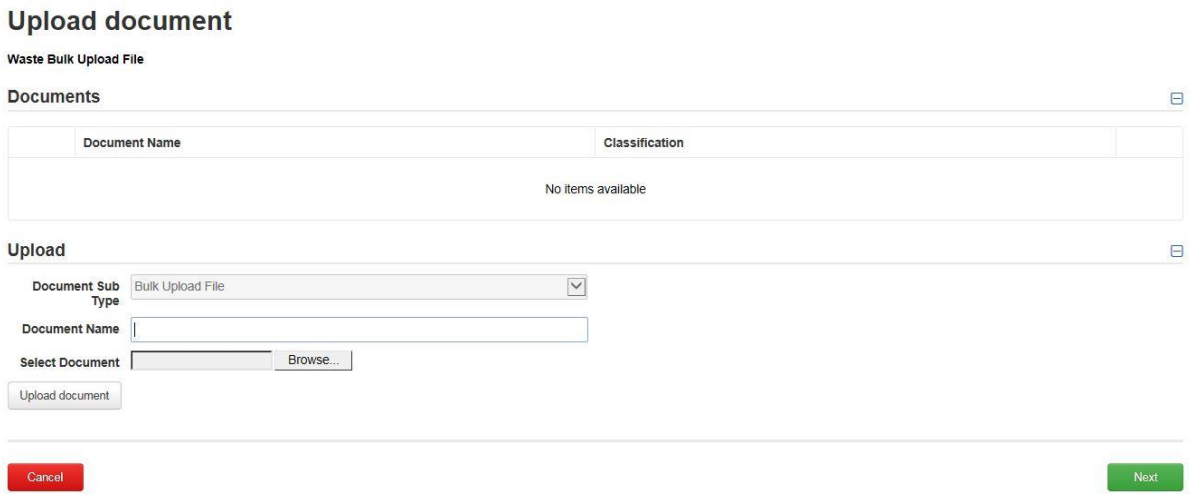
General name	Data type	Max size	Null allowed	*Format	Multiple values allowed	Description	Comment
Total record count	Number	10	No	N[N(9)	No	A total of the number of records in the submitted data file to ensure all records have been received and processed. This record count does not include the FOOTER, HEADER.	Used for control purposes. This field is used to verify that the number of records expected have all been received and processed.

***Example: footer record –152 waste movement records (note: record count does not include header and footer records).**

F,152

2.5 Lodgement of Bulk Upload Data File

Lodgement of bulked data upload files is undertaken through the Connect portal. Connect can be accessed from www.qld.gov.au/environmentconnect. Below is a screen shot of the Connect upload page.



It is important to remember that when Connect is released you will first need to set up a customer account and users of your account before you can start uploading your bulk upload data file. More information about setting up your customer account can be accessed at www.ehp.qld.gov.au/connect. You can also contact the department on 1300 130 372 (option 4) for assistance.

Please note, a copy of the prescribed information must be kept in a format that is readily available to the department upon request for a minimum of 5 years as per sections 81I(3), 81J(4) and 81K(4) of the *Environmental Protection Regulation 2008*.

Appendix A – Waste Description and Code

Note – If a substance falls under more than 1 item in this list, and the code for one of the items is marked with an asterisk, the code for the substance is the code marked with an asterisk.

Waste description	Waste code
Acidic solutions or acids in solid form	B100
Animal effluent and residues, including abattoir effluent, poultry and fish processing wastes	K100
Antimony and antimony compounds	D170
Arsenic and arsenic compounds	D130
Asbestos	N220
Barium compounds other than barium sulphate	D290
Basic (alkaline) solutions or bases (alkalis) in solid form	C100
Beryllium and beryllium compounds	D160
Boron compounds	D310
Cadmium and cadmium compounds	D150
Chemical waste arising from a research and development or teaching activity, including new or unidentified material and material whose effects on human health or the environment are not known	T100
Chlorates	D350
Chromium compounds (hexavalent and trivalent)	D140
Clinical and related wastes	R100*
Copper compounds	D190
Cyanides (inorganic)	A130
Cyanides (organic)	M210
Encapsulated, chemically-fixed, solidified or polymerised wastes	N160*
Ethers	G100
Filter cake, other than filter cake waste generated from the treatment of raw water for the supply of drinking water	N190
Fire debris and fire washwaters	N140*
Fly ash	N150
Grease trap waste	K110
Halogenated organic solvents	G150
Highly odorous organic chemicals, including mercaptans and acrylates	M260
Inorganic fluorine compounds, other than calcium fluoride	D110
Inorganic sulphides	D330
Isocyanate compounds	M220
Lead and lead compounds	D220
Liquid food processing waste	K200
Material containing polychlorinated biphenyls ((PCB's), polychlorinated napthalenes (PCN's), polychlorinated terphenyls (PCT's) and/or polybrominated biphenyls (PBB's)	M100
Mercury and mercury compounds	D120
Metal carbonyls	D100
Mineral oils	J100
Nickel compounds	D210
Non-toxic salts	D300
Oil and water mixtures or emulsions, or hydrocarbons and water mixtures or emulsions	J120
Organic phosphorous compounds	H110
Organic solvents, other than halogenated solvents	G110
Organohalogen compounds, other than another substances referred to in this table	M160
Perchlorates	D340
Pharmaceuticals, drugs and medicines	R120*
Phenols and phenol compounds including chlorophenols	M150
Phosphorus compounds, other than mineral phosphates	D360
Polychlorinated dibenzo-furan (any congener)	M170
Polychlorinated dibenzo-p-dioxin (any congener)	M180

Waste description	Waste code
Residues from industrial waste treatment/disposal operations	N205
Selenium and selenium compounds	D240
Sewage sludge and residues including nightsoil and septic tank sludge	K130
Surface active agents (surfactants) containing principally organic constituents, whether or not also containing metals and other inorganic materials	M250
Tannery wastes, including leather dust, ash, sludges and flours	K140
Tarry residues arising from refining, distillation, and any pyrolytic treatment	J160
Tellurium and tellurium compounds	D250
Thallium and thallium compounds	D180
Triethylamine catalysts for setting foundry sands	M230
Tyres	T140
Vanadium compounds	D270
Waste containing peroxides other than hydrogen peroxide	E100
Waste from heat treatment and tempering operations that uses cyanides	A110
Waste from surface treatment of metals and plastics	A100
Waste from the manufacture, formulation or use of -	
• biocides and phytopharmaceuticals	H100
• inks, dyes, pigments, paints, lacquers and varnish	F100
• organic solvents	G160
• photographic chemicals or processing materials	T120
• resins, latex, plasticisers, glues and adhesives	F110
• wood-preserving chemicals	H170
Waste from the production and preparation of pharmaceutical products	R140
Waste of an explosive nature other than an explosive within the meaning of the *Explosives Act 1999*	E120
Wool scouring wastes	K190
Zinc compounds	D230

These codes are subject to change by the department.

Appendix B – Disposal and Treatment Codes

Table 1 – Disposal Codes

Operations which do not lead to the possibility of resource recovery, recycling, reclamation, direct re-use or alternative uses.

Description	Disposal code
Disposal to a landfill	D1
Land farming	D2
Surface impoundment	D4
Biological treatment in a way not otherwise mentioned in this table	D8
Immobilisation or solidification	D9A
Physico-chemical treatment other than immobilisation of solidification	D9B
Incineration	D10
Permanent storage	D12
Blending or mixing before disposal in another way mentioned in this table	D13
Repackaging before disposal in another way mentioned in this table	D14
Storage before disposal in another way mentioned in this table	D15

These codes are subject to change by the department.

Table 2 - Treatment Type Codes

Operations which may lead to resource recovery, recycling, reclamation, direct re-use or alternative uses.

Description	Treatment code
Using waste as a fuel, other than by direct incineration	R1
Recycling or reclaiming a substance, other than a substance mentioned in items R6 to R8, if it is -	
• An organic substance used as a solvent	R2
• An organic substance not used as a solvent	R3
• A metal or metal compound other than a drum	R4
• An inorganic substance other than a metal or metal compound	R5
Recycling or reclaiming -	
• An acid or base	R6
• A component used for pollution abatement	R7
• A component from a catalyst	R8
Refining used oil or otherwise using previously used oil	R9
Using a residual trackable waste obtained from treatment in another way mentioned in this table	R11
Storage before treatment in another way mentioned in this table	R13
Recycling, reconditioning or laundering of drums	R14

These codes are subject to change by the department.

Appendix D – Field format convention

The values used in the format column of the record definitions are listed in the table below. Formatting characters such as decimal points are specified using symbolic representation. For example, a number with a precision of two is to be represented by the format: N.NN.

Characters which are not enclosed in brackets signify a value which must be represented.

Where characters are repeated in succession, round brackets and a number may be used to indicate the repetition. For example, A(8) is equivalent to AAAAAAAA.

Value	Valid character range
A	Alphabetic character set: contains the letters a-z and A-Z and may contain special characters**, but not numeric characters.
N	Numeric character set: contains whole and decimal numbers and may contain special characters, but not alphabetic characters.
X	Alphanumeric character set: contains alphabetic and numeric characters, and may contain blank characters.
D	A numeric character representing a number of days.
M	A numeric character representing a number of months.
Y	A numeric character representing a number of years.
{ }	The string within the curly brackets (braces) is optional in its entirety (e.g. X{XX} indicates 1 or 3 alphanumeric characters (i.e. X or XXX)).
[ ]	The string within the square brackets is optional in any ordered combination (e.g. [XXX] indicates 0, 1, 2 or 3 alphanumeric characters (i.e. blank, X, XX or XXX)).
( )	The character preceding the round brackets (parentheses) is repeated the number of times specified (e.g. X(9) indicates 9 alphanumeric characters).

** A special character is a character which has a visual representation and is neither a letter, number, ideogram or blank. For example, punctuation marks and mathematical symbols.

A blank is a character that represents an empty position in an alphanumeric character field e.g. space. A blank is conceptually different from a null value, which is defined as the absence of a stored value.

Guideline

Waste tracking

Waste tracking guidelines

Completing single online waste transport certificates with Connect.

Background

Under Queensland's environmental protection legislation, all waste handlers[1] are required to submit waste tracking information to the Department of Environment and Heritage Protection (the department) as part of the system for tracking waste types as listed in Schedule 2E of the Environmental Protection Regulation 2008 (the regulation).

To facilitate the supply of the information, the waste generator, transporter or receiver may appoint an agent to act on their behalf to meet the waste tracking provisions. A copy of an agreement between a waste handler and an agent, or written notice from the agent specifying the name of the waste handler and the provisions of the agreement, must be supplied to the department on request. A separate agent's agreement guideline is available on the department's website www.ehp.qld.gov.au. The agent is responsible under the regulation for providing the information on behalf of the waste handler. It is an offence for an agent to not comply with this requirement, unless they have relied upon information found to be false and misleading. The regulation allows for penalties of up to 20 penalty units.

This guideline provides details on the requirements associated with completing single online waste transport certificates.

General requirements for completing the waste transport certificates (on Connect)

In order to submit single electronic waste transport certificates, all waste handlers (waste generator, waste transporter and the waste receiver) must become users of Connect. This is easily achieved by registering to become a Connect user at www.qld.gov.au/environmentconnect. . More information about setting up your customer account can be accessed at www.ehp.qld.gov.au/connect. You can also contact the department on 1300 130 372 (option 4) for assistance.

It should be noted that the complete waste movement must be recorded and submitted using the one continuous process. Therefore parts 1, 2 and 3 of the single online waste transport certificate must be completed in Connect by all waste handlers. More information about becoming a user of Connect can be found at www.ehp.qld.gov.au/connect.

Where waste is being collected from more than one generator at a time, Connect will link the various part 1 generators to one part 2, who is the common waste transporter, and one part 3, who is the common waste receiver. This will reduce time spent by the waste transporter and waste receiver having to duplicate parts 2 and 3 respectively.

[1] Waste generators, transporters and receivers all have waste tracking responsibilities. Collectively they are referred to as waste handlers.

Details to be entered into part 1 of the waste transport certificate

The person completing the online form must be familiar with the waste and its hazards and be authorised on behalf of the waste generator.

Section	Details
Are you acting as an agent representing the generator of the waste?	Select one of the following • Yes – transporter acting as agent • Yes – receiver acting as agent • No – I am the generator

Section	Details
Part 1	
Waste composition details	
Waste name	Name of the waste
Waste chemical composition	List chemicals/contaminants of concern (e.g. metals and their concentrations as per the laboratory's analytical results).
Waste code	See Appendix 4 – Waste Code
Waste description	General description of the waste.
Physical nature	Select solid (S), liquid (L), gas (G) or paste (P)
Amount of waste	This can be an estimate and must never be blank.
Volumetric type	Select appropriate volume unit – litres, cubic metres, kilograms
Dangerous goods	
UN Class / UN number / Sub Risk	From Dangerous Goods Code (*where applicable*).
Bulk/no. of packages	Whether the waste is transported in bulk, or number of packages.
Type of packaging	Whether drums, pallets, etc.
Packaging group	From Dangerous Goods Code (*where applicable*).
Waste generator details	
Name of waste generator	The person/company generating the waste.
ABN/ACN	Enter generator ABN or ACN *(if applicable).*
Environmental Authority number	Environmental Authority / licence / permit number (*if held*).
Local Government Area	Enter the local government area of the site generating the waste.
Generator contact name	Refers to an authorised representative of the generator and phone number.
Generator phone number	Refers to the phone number of an authorised representative of the generator.
Waste generator address	
Address	Site address where waste is generated, held, or alternatively, where site address is not available, an agreed site identifier.
Nominated disposal / treatment / storage facility	
Name	Name of nominated disposal/treatment/storage facility
Nominated waste transporter details	
Name of waste transporter company	Person/company transporting the waste.
ABN / ACN	Enter ABN or ACN of waste transporter
Transport mode	Select road, rail, air or sea.
Environmental Authority number	Provide the transporter's Environmental Authority number that allows the transporter to move the waste specified in part 1.
Waste transporter address	
Address	Registered business address of transporter
Waste transporter vehicles	
Rego	Add the vehicle registration number
Vehicle type	Select vehicle (V) or trailer (T)
Declaration	
Name	Refers to the name of an authorised representative of the generator.
Date waste given to transporter	Date the waste is given to the transporter
Declaration box	Select the box to declare your understanding that the information provided by the generator is true and correct, and that it is an offence to give information which is false, misleading or incomplete. Submit the waste tracking information by selecting the green 'submit' button.

Details to be entered into part 2 of the waste transport certificate

The person (usually the driver) completing the online form must be familiar with the waste and its hazards and be authorised by the transporter. Trackable waste can only be transported to an appropriate receiving facility.

Section	Details
Are you acting as an agent representing the receiver of the waste?	Select one of the following • No – I am the transporter • Yes – transporter acting as agent
Part 1 – please confirm/review waste details	
The transporter's authorised person must review and confirm all the waste tracking information supplied by the waste generator. Any discrepancy must be noted in the 'Discrepancy' section in in part 2.	
Part 2 – please confirm/review transporter details	
The transporter's authorised person must review and confirm all the waste tracking information supplied by the waste generator. Any discrepancy must be noted in the 'Discrepancy' section in in part 2.	
Contact details	
Transport contact name	Refers to an authorised representative of the transporter.
Contact phone no.	Refers to the phone number of an authorised representative of the transporter.
Discrepancy	
Discrepancy information	Document any discrepancies noticed between the waste tracking information provided by the generator and what is being received by the transporter. For example: "Volumetric type should be litres not kilograms. Physical type should be liquid not paste".
Declaration	
Date Waste given to receiver	Date the waste is given to the receiver.
Declaration box	Select the box to declare your understanding that the information provided by the transporter is true and correct, and that it is an offence to give information which is false, misleading or incomplete. Submit the waste tracking information by selecting the green 'submit' button.

Details to be entered into part 3 of the waste transport certificate

The person completing the document must be familiar with the waste and its hazards and be authorised on behalf of the receiving facility.

Section	Details
Are you acting as an agent representing the receiver of the waste?	Select one of the following • No – I am the transporter • Yes – transporter acting as agent
Part 1 – please confirm/review waste details	
The receiver's authorised person must review and confirm all the waste tracking information supplied by the generator. If discrepancies are noticed between the waste tracking information provided by the generator and what is being received, the receiver can revise the information. Any discrepancy and revised information must be noted in the 'Discrepancy' section in in part 3.	
Part 2 – transporter details	
The receiver's authorised person must review and confirm all the waste tracking information supplied by the transporter. Any discrepancy must be noted in the 'Discrepancy' section in in part 3.	
Part 3 – enter receiver details	
Waste received	
Waste disposal treatment code	See Appendix 5 - Disposal and Treatment Type Codes
Waste receiver details	
Name of waste receiver company	Name of facility/company receiving the waste.
ABN / ACN	Enter ABN or ACN of waste transporter
Environmental Authority Number	Environmental Authority number under which the receiver is authorised to receive waste specified in Part 1.
Receiver contact name	Refers to an authorised representative of the receiver.
Receiver contact number	Refers to the phone number of an authorised representative of the receiver.
Waste receiver details	
Address	Site address where waste is received.
Discrepancy	
Discrepancy information	Document any discrepancies noticed between the waste tracking information provided by the generator and what is being received by the receiver. For example: "Volumetric type should be litres not kilograms. Physical type should be liquid not paste".
Declaration	
Date waste received from transporter	Date the waste is received from transporter by the receiving facility.
Declaration box	Select the box to declare your understanding that the information provided by the receiver is true and correct, and that it is an offence to give information which is false, misleading or incomplete. Submit the waste tracking information by selecting the green 'submit' button.

Fees

The fee for each waste movement (i.e. each part 1 created) will be $3.10.

Appendix

- Appendix 1 – Part 1 of the single online waste transport certificate
- Appendix 2 – Part 2 of the single online waste transport certificate
- Appendix 3 – Part 2 of the single online waste transport certificate
- Appendix 4 – Waste Category and Code
- Appendix 5 – Disposal and Treatment Type Codes

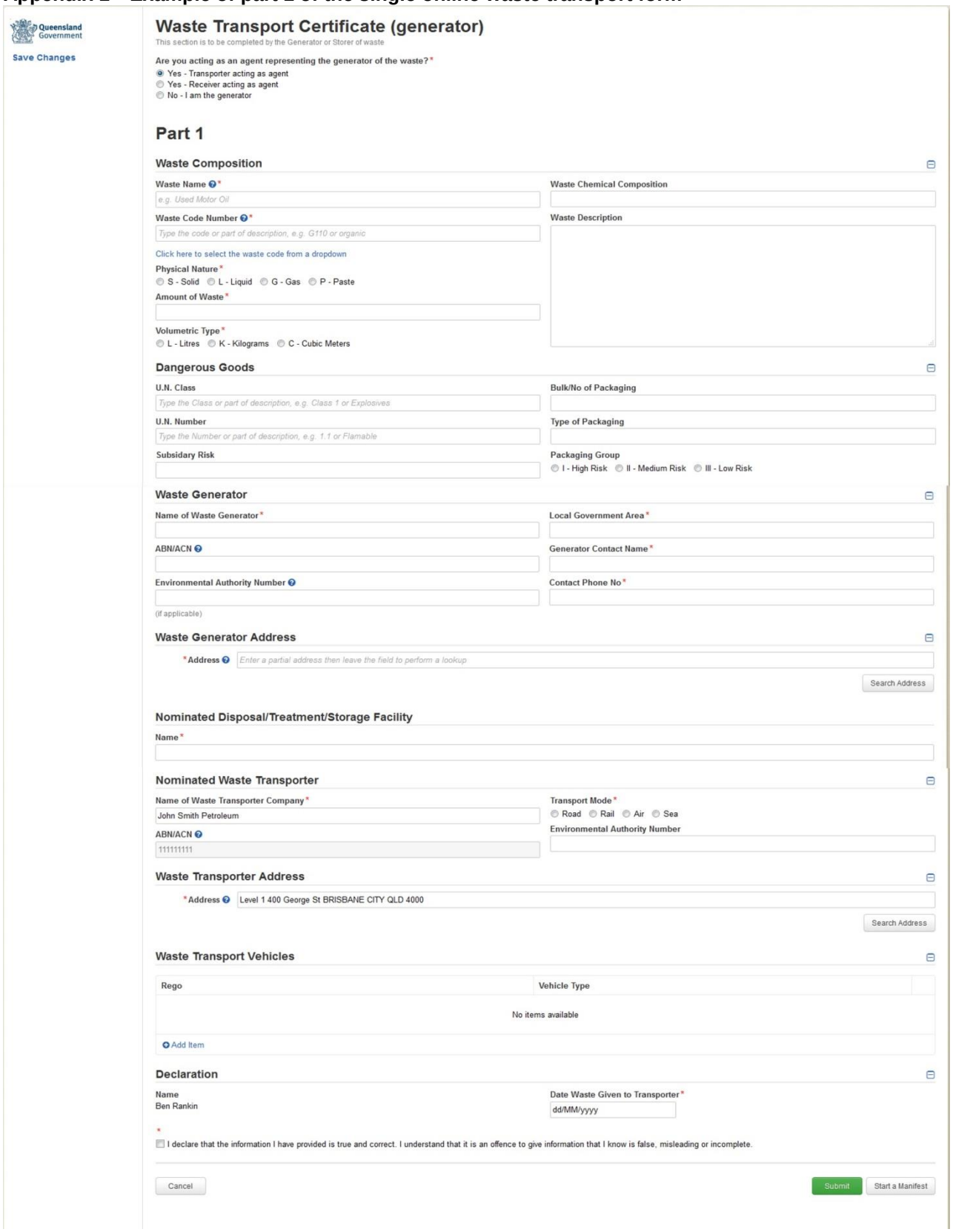
Where can I find more information?

EHP has a variety of general information available on its website https://www.business.qld.gov.au/, which helps explain the provisions of the legislation. Advice on aspects of this guideline or other matters on the generation, transportation and receipt of trackable wastes may be obtained from the department's Waste Tracking Unit on (07) 3330 5677 or email waste.track@ehp.qld.gov.au.
Further information on Connect can be found on its website, www.ehp.qld.gov.au/connect.

Disclaimer

While this document has been prepared with care it contains general information and does not profess to offer legal, professional or commercial advice. The Queensland Government accepts no liability for any external decisions or actions taken on the basis of this document. Persons external to the Department of Environment and Heritage Protection should satisfy themselves independently and consult their own professional advisors before embarking on any proposed course of action.

Appendix 1—Example of part 1 of the single online waste transport form



Queensland Government

Save Changes

Waste Transport Certificate (generator)

This section is to be completed by the Generator or Storer of waste

Are you acting as an agent representing the generator of the waste? *
- Yes - Transporter acting as agent
- Yes - Receiver acting as agent
- No - I am the generator

Part 1

Waste Composition

Waste Name * — e.g. Used Motor Oil
Waste Code Number * — Type the code or part of description, e.g. G110 or organic
Click here to select the waste code from a dropdown
Physical Nature *: S - Solid, L - Liquid, G - Gas, P - Paste
Amount of Waste *
Volumetric Type *: L - Litres, K - Kilograms, C - Cubic Meters
Waste Chemical Composition
Waste Description

Dangerous Goods

U.N. Class — Type the Class or part of description, e.g. Class 1 or Explosives
U.N. Number — Type the Number or part of description, e.g. 1.1 or Flamable
Subsidary Risk
Bulk/No of Packaging
Type of Packaging
Packaging Group: I - High Risk, II - Medium Risk, III - Low Risk

Waste Generator

Name of Waste Generator *
ABN/ACN
Environmental Authority Number
(if applicable)
Local Government Area *
Generator Contact Name *
Contact Phone No *

Waste Generator Address

* Address — Enter a partial address then leave the field to perform a lookup
Search Address

Nominated Disposal/Treatment/Storage Facility

Name *

Nominated Waste Transporter

Name of Waste Transporter Company * — John Smith Petroleum
ABN/ACN — 111111111
Transport Mode *: Road, Rail, Air, Sea
Environmental Authority Number

Waste Transporter Address

* Address — Level 1 400 George St BRISBANE CITY QLD 4000
Search Address

Waste Transport Vehicles

Rego	Vehicle Type
No items available	

Add Item

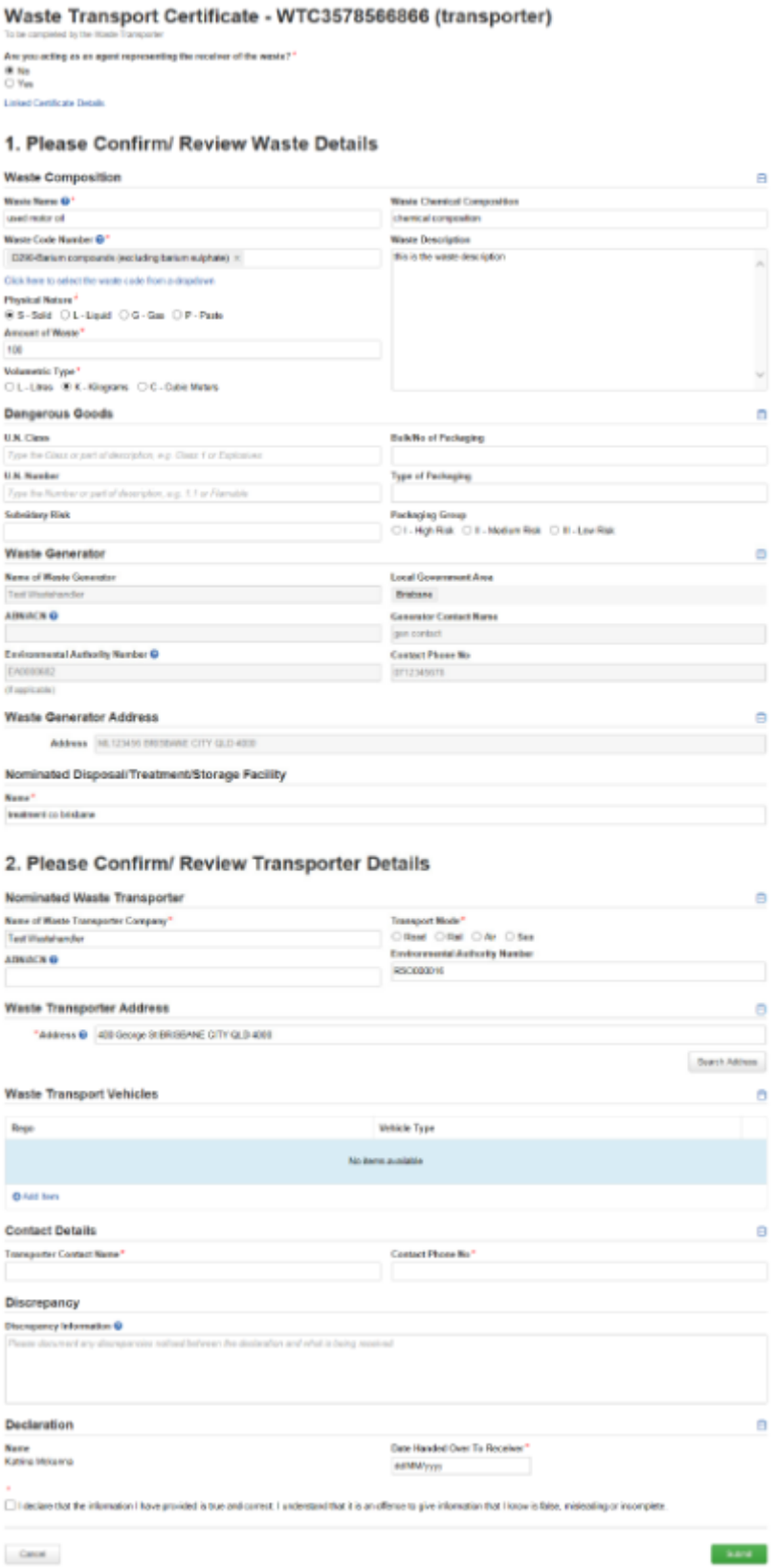
Declaration

Name: Ben Rankin
Date Waste Given to Transporter * — dd/MM/yyyy

I declare that the information I have provided is true and correct. I understand that it is an offence to give information that I know is false, misleading or incomplete.

Cancel | Submit | Start a Manifest

Appendix 2—Example of a part 2 of the single online waste transport form



Waste Transport Certificate - WTC3578566866 (transporter)

To be completed by the Waste Transporter

Are you acting as an agent representing the receiver of the waste? *

- (•) No
- ( ) Yes

Linked Certificate Details

1. Please Confirm/ Review Waste Details

Waste Composition

Waste Name * : used motor oil

Waste Chemical Composition : chemical composition

Waste Code Number * : D266-Barium compounds (excluding barium sulphate)

Click here to select the waste code from a dropdown

Waste Description : this is the waste description

Physical Nature * : (•) S - Solid ( ) L - Liquid ( ) G - Gas ( ) P - Paste

Amount of Waste * : 100

Volumetric Type * : ( ) L - Litres (•) K - Kilograms ( ) C - Cubic Meters

Dangerous Goods

U.N. Class : Type the Class or part of description, e.g. Class 1 or Explosives

Bulk/No of Packaging :

U.N. Number : Type the Number or part of description, e.g. 1.1 or Flammable

Type of Packaging :

Subsidiary Risk :

Packaging Group : ( ) I - High Risk ( ) II - Medium Risk ( ) III - Low Risk

Waste Generator

Name of Waste Generator : Test Wastehandler

Local Government Area : Brisbane

ABN/ACN :

Generator Contact Name : gen contact

Environmental Authority Number : EA000682 (if applicable)

Contact Phone No : 0712345678

Waste Generator Address

Address : 48,123456 BRISBANE CITY QLD 4000

Nominated Disposal/Treatment/Storage Facility

Name * : treatment co brisbane

2. Please Confirm/ Review Transporter Details

Nominated Waste Transporter

Name of Waste Transporter Company * : Test Wastehandler

Transport Mode * : ( ) Road ( ) Rail ( ) Air ( ) Sea

ABN/ACN :

Environmental Authority Number : RSC000016

Waste Transporter Address

* Address : 409 George St BRISBANE CITY QLD 4000

Search Address

Waste Transport Vehicles

Rego	Vehicle Type
No items available	

Add Item

Contact Details

Transporter Contact Name * :

Contact Phone No * :

Discrepancy

Discrepancy Information :

Please document any discrepancies noticed between the declaration and what is being received

Declaration

Name : Katrina Mckenna

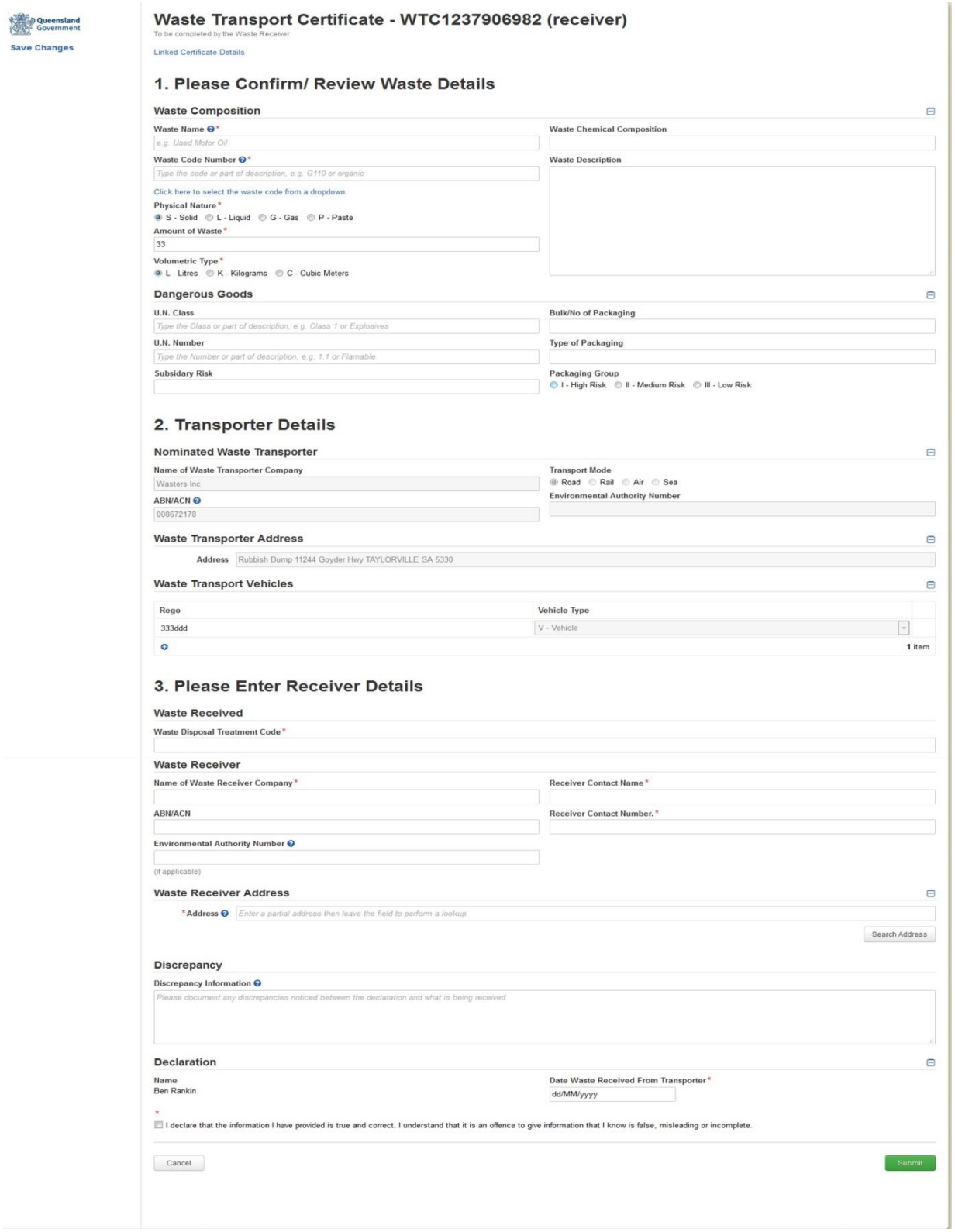
Date Handed Over To Receiver * : dd/MM/yyyy

* I declare that the information I have provided is true and correct. I understand that it is an offence to give information that I know is false, misleading or incomplete.

Cancel

Submit

Appendix 3—Example of part 3 of the single online waste transport form



Queensland Government

Save Changes

Waste Transport Certificate - WTC1237906982 (receiver)

To be completed by the Waste Receiver

Linked Certificate Details

1. Please Confirm/ Review Waste Details

Waste Composition

Waste Name *
e.g. Used Motor Oil

Waste Code Number *
Type the code or part of description, e.g. G110 or organic

Click here to select the waste code from a dropdown

Physical Nature *
S - Solid L - Liquid G - Gas P - Paste

Amount of Waste *
33

Volumetric Type *
L - Litres K - Kilograms C - Cubic Meters

Waste Chemical Composition

Waste Description

Dangerous Goods

U.N. Class
Type the Class or part of description, e.g. Class 1 or Explosives

U.N. Number
Type the Number or part of description, e.g. 1.1 or Flamable

Subsidary Risk

Bulk/No of Packaging

Type of Packaging

Packaging Group
I - High Risk II - Medium Risk III - Low Risk

2. Transporter Details

Nominated Waste Transporter

Name of Waste Transporter Company
Wasters Inc

ABN/ACN
008672178

Transport Mode
Road Rail Air Sea

Environmental Authority Number

Waste Transporter Address

Address: Rubbish Dump 11244 Goyder Hwy TAYLORVILLE SA 5330

Waste Transport Vehicles

Rego	Vehicle Type
333ddd	V - Vehicle

1 item

3. Please Enter Receiver Details

Waste Received

Waste Disposal Treatment Code *

Waste Receiver

Name of Waste Receiver Company *

ABN/ACN

Environmental Authority Number
(if applicable)

Receiver Contact Name *

Receiver Contact Number. *

Waste Receiver Address

*Address
Enter a partial address then leave the field to perform a lookup

Search Address

Discrepancy

Discrepancy Information
Please document any discrepancies noticed between the declaration and what is being received

Declaration

Name
Ben Rankin

Date Waste Received From Transporter *
dd/MM/yyyy

*
I declare that the information I have provided is true and correct. I understand that it is an offence to give information that I know is false, misleading or incomplete.

Cancel

Submit

Appendix 3—Waste Category and Code

Note – If a substance falls under more than 1 item in this list, and the code for one of the items is marked with an asterisk, the code for the substance is the code marked with an asterisk.

Waste description	Waste code
Acidic solutions or acids in solid form	B100
Animal effluent and residues, including abattoir effluent, poultry and fish processing wastes	K100
Antimony and antimony compounds	D170
Arsenic and arsenic compounds	D130
Asbestos	N220
Barium compounds other than barium sulphate	D290
Basic (alkaline) solutions or bases (alkalis) in solid form	C100
Beryllium and beryllium compounds	D160
Boron compounds	D310
Cadmium and cadmium compounds	D150
Chemical waste arising from a research and development or teaching activity, including new or unidentified material and material whose effects on human health or the environment are not known	T100
Chlorates	D350
Chromium compounds (hexavalent and trivalent)	D140
Clinical and related wastes	R100*
Copper compounds	D190
Cyanides (inorganic)	A130
Cyanides (organic)	M210
Encapsulated, chemically-fixed, solidified or polymerised wastes	N160*
Ethers	G100
Filter cake, other than filter cake waste generated from the treatment of raw water for the supply of drinking water	N190
Fire debris and fire washwaters	N140*
Fly ash	N150
Grease trap waste	K110
Halogenated organic solvents	G150
Highly odorous organic chemicals, including mercaptans and acrylates	M260
Inorganic fluorine compounds, other than calcium fluoride	D110
Inorganic sulphides	D330
Isocyanate compounds	M220
Lead and lead compounds	D220
Liquid food processing waste	K200
Material containing polychlorinated biphenyls ((PCB's), polychlorinated napthalenes (PCN's), polychlorinated terphenyls (PCT's) and/or polybrominated biphenyls (PBB's)	M100
Mercury and mercury compounds	D120
Metal carbonyls	D100
Mineral oils	J100
Nickel compounds	D210
Non-toxic salts	D300
Oil and water mixtures or emulsions, or hydrocarbons and water mixtures or emulsions	J120
Organic phosphorous compounds	H110
Organic solvents, other than halogenated solvents	G110
Organohalogen compounds, other than another substances referred to in this table	M160
Perchlorates	D340
Pharmaceuticals, drugs and medicines	R120*
Phenols and phenol compounds including chlorophenols	M150

Waste description	Waste code
Phosphorus compounds, other than mineral phosphates	D360
Polychlorinated dibenzo-furan (any congener)	M170
Polychlorinated dibenzo-p-dioxin (any congener)	M180
Residues from industrial waste treatment/disposal operations	N205
Selenium and selenium compounds	D240
Sewage sludge and residues including nightsoil and septic tank sludge	K130
Surface active agents (surfactants) containing principally organic constituents, whether or not also containing metals and other inorganic materials	M250
Tannery wastes, including leather dust, ash, sludges and flours	K140
Tarry residues arising from refining, distillation, and any pyrolytic treatment	J160
Tellurium and tellurium compounds	D250
Thallium and thallium compounds	D180
Triethylamine catalysts for setting foundry sands	M230
Tyres	T140
Vanadium compounds	D270
Waste containing peroxides other than hydrogen peroxide	E100
Waste from heat treatment and tempering operations that uses cyanides	A110
Waste from surface treatment of metals and plastics	A100
Waste from the manufacture, formulation or use of -	
• biocides and phytopharmaceuticals	H100
• inks, dyes, pigments, paints, lacquers and varnish	F100
• organic solvents	G160
• photographic chemicals or processing materials	T120
• resins, latex, plasticisers, glues and adhesives	F110
• wood-preserving chemicals	H170
Waste from the production and preparation of pharmaceutical products	R140
Waste of an explosive nature other than an explosive within the meaning of the *Explosives Act 1999*	E120
Wool scouring wastes	K190
Zinc compounds	D230

Appendix 4—Disposal and Treatment Type Codes

Part 1—Disposal codes

Operations which do not lead to the possibility of resource recovery, recycling, reclamation, direct re-use or alternative uses.

Description	Disposal code
Disposal to a landfill	D1
Land farming	D2
Surface impoundment	D4
Biological treatment in a way not otherwise mentioned in this table	D8
Immobilisation or solidification	D9A
Physico-chemical treatment other than immobilisation of solidification	D9B
Incineration	D10
Permanent storage	D12
Blending or mixing before disposal in another way mentioned in this table	D13
Repackaging before disposal in another way mentioned in this table	D14
Storage before disposal in another way mentioned in this table	D15

Part 2—Treatment codes

Operations which may lead to resource recovery, recycling, reclamation, direct re-use or alternative uses.

Description	Treatment code
Using waste as a fuel, other than by direct incineration	R1
Recycling or reclaiming a substance, other than a substance mentioned in items R6 to R8, if it is -	
• An organic substance used as a solvent	R2
• An organic substance not used as a solvent	R3
• A metal or metal compound other than a drum	R4
• An inorganic substance other than a metal or metal compound	R5
Recycling or reclaiming -	
• An acid or base	R6
• A component used for pollution abatement	R7
• A component from a catalyst	R8
Refining used oil or otherwise using previously used oil	R9
Using a residual trackable waste obtained from treatment in another way mentioned in this table	R11
Storage before treatment in another way mentioned in this table	R13
Recycling, reconditioning or laundering of drums	R14

Version history

Version	Effective date	Description of changes
1.00	01 09 2016	New guideline for introduction of online system.