

End of waste request form

Introduction:

Before you complete this form, please read 'Guidance for the end of waste request form'.

Guidance:

Fill in this form if you are requesting an opinion on the end of waste status of a material from the definition of waste service. Always download the form from our website to make sure you are using the latest version.

Please read through this form and complete all the relevant sections.

You can either:

- 1) save the form onto a computer and fill it in electronically
- 2) print the form and fill it in by hand. Please write clearly and legibly in the answer spaces. Once complete, scan the document so you can email it to us.

For the purposes of this form, the term 'waste' refers to the material considered waste before any treatment or processing. The term 'final waste derived material' refers to the final material, substance or object after all processing, which you propose has achieved end of waste.

This request form gives you space to give the required information. The amount of space is restricted. Where the space is not sufficient to contain all the required information, please give the additional information in a separate document. Where you use a separate document, please give a short summary of the information in the space, referencing where the more comprehensive information is located (for example a document reference, page numbers). Please list all documents you include with your request (including the document references) in Section J of this form.

Send the completed form and supporting documentation to:

dowservices@environment-agency.gov.uk

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A. About the operator

A1. Main contact details

Please give the following details for the main contact for the request. If you are a consultant, please put your details here.

Title (such as Mr, Mrs, Miss) _____

First name _____

Last name _____

Company name _____

Phone _____

Email _____

A2. Operator details

Give details for the company, partnership, public body or individual making this request or on whose behalf the request is being made. If you are not a registered company, include the name and address details in this section (leaving the other sections blank).

Where company details are requested in this form but the entity in question is for example a partnership, public body or individual, put details of that partnership, public body or individual instead.

Name of the company or operator _____

Company registration number _____

Date of registration (DD/MM/YYYY) _____

Main or registered office address _____

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Postcode

A3. Site details

A3.1. Give details for the site at which the main treatment and processing of the final waste derived material will take place. In most cases, this will be the site where the final waste derived material is proposed to have achieved end of waste status. If different to the company in A2, you also need to add details of the company carrying out the main treatment and processing.

Site or facility name

Address

Postcode

(Only complete the next section if different to the information in A2)

Give details for the company undertaking the main treatment and processing activity

Company name

Date of registration (DD/MM/YYYY)

Main (registered office) address

Postcode

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A3.2. Is the site identified in question A3.1 regulated under a permit?

Yes

No

If you answered 'yes', please give details for the permit reference, authority who issued the permit and the site regulatory officer name and contact details.

A4. Billing information

Who should we contact about your billing or invoicing?

Title (such as Mr, Mrs, Miss)

First name

Last name

Company name

Phone

Email

Address

Postcode

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A5. Operator information

Please give a brief description of the business identified in question A2. Give the details for the business making this request or on whose behalf this request is being made.

B. Executive summary

You must include an executive summary document (no more than 4 pages). This summary must give an overview of the request, so that the definition of waste service can understand the general proposal within the request.

Please tick the box to confirm you have included an executive summary in your request.

C. Process inputs

The following questions relate to all feedstocks used to produce the final waste derived material.

C1. List all waste

Please list all waste (including EWC codes) and non-waste materials going into the process or activity that generates the final waste derived material.

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C2. Producer

Are you the producer of the waste which will be used as an input material in the process?

Yes

No

If you answered 'no', please give details of the producer of the waste (for example the company name and address). If you propose to source the waste from several sources, give details about all these sources.

C3. Are any of the activities that produce the waste regulated under a permit?

Yes

No

If you answered 'yes', please give permit details and details of the authority who issued the permit.

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C4. How do all wastes referred to in C1 arise?

What processes lead to the production of the waste in the first place? Where waste is generated from another process (for example bottom ash from combustion), outline the input materials to this process.

C5. What happens to the waste input after it initially arises at the site of production?

Is the waste transferred from the site of production to any other site before reaching the site of production of the 'final waste derived material'? How is the waste transferred? Is there any treatment or processing before transfer of the waste?

C6. Sampling data

Give sampling data which shows the composition of the input waste used in the production of the final waste derived material. Present the sampling data in Excel 2013 or a compatible format. The guidance document accompanying this request form gives information and guidance on the requirements for the sampling data.

Please tick the box to confirm that you have included sampling data (in the required format) for the input waste in your request.

C7. Is there a specification in place for the incoming waste?

If so, give it as part of the request and reference. Give information on how you assess that the waste has met the specification. Explain what happens if the waste does not meet the specification. Tell us if there any additional quality control measures in place for the incoming waste.

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D. About the process

The following questions relate to the processing and treatment techniques used to produce the final waste derived material.

D1. How is the final waste derived material produced?

Include a full breakdown of the processes carried out, including how the waste inputs are treated and the purpose of any process or treatment.

D2. Process described in question D1

Give information to explain why you selected each input waste and non-waste for inclusion in the process described in question D1. Explain why each is appropriate for the proposed use, for example the beneficial properties that each input gives to the process or the final waste derived material (or both).

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D3. Do any other residues or outputs arise as part of the waste treatment?

If so, what are they and what happens to them?

D4. Give a specification which will be in place for the final waste derived material.

This must include, where relevant, minimum values for desirable properties and maximum thresholds for substances of potential concern.

D5. Quality control procedure

Give the quality control procedure you will put in place to make sure the final waste derived material will meet the specification (for example, the sampling process and frequency and process for non-compliant material).

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D6. What is the maximum time you will store the material on site before sale or use?

This may be an estimate and if so, please explain how you came to this estimate.

E. Use of the material

E1. What is the proposed use for the final waste derived material?

You should clearly define the specific use (for example 'use as a replacement heavy fuel within heavy fuel combustion plants' instead of simply 'use as a fuel'). Where you propose multiple uses, fully detail each use.

E2. Following processing and subsequent sale or transport from the site

Is any further treatment needed before the final waste derived material can be used for its specified purpose? If so, give details.

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E3. What is the proposed non-waste comparator for the final waste derived material?

The comparator must be a non-waste and be used in the same way (including storage, transport and handling) as proposed for the final waste derived material. Give justification to explain why this comparator is appropriate. If there is no non-waste comparator for your final waste derived material, explain why this is the case and give justification.

E4. Difference in use

Will customers use the final waste derived material in any way that is different to the non-waste comparator? If so, fully detail the differences in use, explaining why the differences are required (for example it requires different plant, more stringent testing, consideration of potentially toxic equivalents, is used in different quantities). If it can be used in exactly the same way, give evidence to support this.

E5. Multiple uses

Where the non-waste comparator material has multiple uses, are all these uses appropriate for the final waste derived material? If not, state which uses are not appropriate and the reason for this.

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F. Market information

F1. Market or potential customer destinations

What market or potential customers is the final waste derived material destined for (for example sale into general aggregates or fertiliser market)? What are predicted sales to these destinations?

F2. At what price will the final waste derived material be sold?

Give a pricing structure to explain why you chose this price and whether it will be worthwhile considering the cost to produce the material. How does this price compare with the non-waste comparator material if there is one? If proposed to be sold at a lower price, give reasoning and justification for this.

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F3. Potential to purchase

Give evidence that the identified market or demand have the potential to purchase and use all the final waste derived material produced.

G. Technical requirements

G1. Legislation and standards

Identify and detail the legislation and standards applicable to products for the proposed final use of the final waste derived material. This may include technical standards (for example British Standards), specific product standards or regulations (for example fertiliser regulations) and engineering specifications (for example specifications in place for use in a particular combustion plant). Give a copy of the applicable standards within your request.

G2. Identified standards assessment

Give an assessment of how the final waste derived material meets the identified standard, specifications and legislation you listed in G1. This should include consideration of sampling data for the final waste derived material and comparison with identified limit values or required specifications within the relevant standards. If you consider an aspect of an identified legislation or standard is not relevant to your final waste derived material, provide justification to explain why this is the case.

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H. Environmental and human health impact

H1. Sampling data for the waste derived material

Give sampling data which shows the full composition of the final waste derived material (for example elemental composition, metals, physical properties, leaching behaviour, anions, PCBs, dioxins, beneficial properties (such as nutrient or calorific value)). Where relevant, you must include ecotoxicity and speciation of metals and compounds. In addition, give data analysis to demonstrate the variability of the material.

You must present the sampling data in Excel 2013 or a compatible format.

Please see 'Guidance for the end of waste request form' for what to submit and guidance on the requirements for the sampling data.

Please tick the box to confirm that you have included the required sampling data (in the required compatible format) for the final waste derived material in your request.

H2. Sampling data using a non-waste comparator

Where you have a non-waste comparator for your final waste derived material, give sampling data which shows the composition of the chosen non-waste comparator material in question E3 (for example metals, physical properties, anions, PCBs, dioxins). You should present the sampling data in Excel 2013 or a compatible format.

Please tick the box to confirm that you have included the required sampling data (in the required format) for the non-waste comparator material in your request.

H3. Sampling and testing methods

Outline and explain the sampling and testing methods used to collect the sampling data for the final waste derived material and the chosen non-waste comparator. The sampling techniques must be designed to produce representative compositional data of the materials over an extended period of time (for example to reflect potential variations in the input waste or materials).

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H4. Comparison of sampling data

Where you have a non-waste comparator for your final waste derived material, give a comparison of the sampling data for the final waste derived material and the non-waste comparator

You should present the comparison in Excel 2013 or a compatible format and give a clear comparison of the results for each material (for example present means, maximum, minimum and percentiles for each parameter for each material side by side, using the same units of measurement).

Please tick the box to confirm that you have included a comparison of the sampling data (in the required format) for the final waste derived material and non-waste comparator material in your request.

H5. Assessment using a non-waste comparator

Where you have a non-waste comparator for your final waste derived material, give a written assessment of the results given in response to question H4.

The written assessment should consider and explain the comparison seen between the 2 materials.

Please tick the box to confirm that you have included a written assessment of the comparison as detailed.

H6. Non-waste comparator risk assessment

Where you have a non-waste comparator, where the waste derived material compares unfavourably to the comparator (that is, higher levels of substances of concern seen when compared) a risk assessment is required in relation to those substances of concern. This risk assessment should assess the final waste derived material in relation to its intended use, including handling, transportation and storage. It needs to show that there is no significant risk to the environment or human health from use of the final waste derived material compared to use of the chosen comparator.

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Where you do not have a non-waste comparator, you must give a full risk assessment for the final waste derived material in relation to its intended use, including handling, transportation and storage.

The risk assessment must use the source, pathway and receptor model. It needs to show that there is no significant risk to the environment or human health from use of the final waste derived material.

Significance is decided based on technical expertise and consideration of whether the level of risk is of concern.

If you would like further guidance on risk assessment, please email dowservices@environment-agency.gov.uk

Please tick the box to confirm that you have included a risk assessment in your request as detailed.

I. Benefits of end of waste status

Answers to the questions in this section will not affect the end of waste assessment process but they will help us to run the definition of waste service.

I1. Annually, how much non-waste (including virgin material) would be replaced by your final waste derived material (tonnes per annum)?

I2. Annually, how much waste would be diverted from disposal to landfill or other disposal methods by achieving end of waste status (tonnes per annum)?

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13. What would be the approximate annual cost saving (£ per annum) from this diversion from landfill or other disposal methods by achieving end of waste status (for example gate fees or disposal costs)?

14. Are there CO2 savings associated with the production and subsequent use of the final waste derived material? If so, give the details and figures (for example tonnes per annum).

15. What would be the approximate annual regulatory cost saving from achieving end of waste status (for example savings associated with no longer needing a permit or having to comply with waste duty of care)?

Please include administrative savings.

16. What would be the total annual financial benefit (£ per annum), excluding disposal costs and regulatory cost savings, from achieving end of waste status (for example increased sales income, reduced internal costs)?

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J. Request form documents

If your request is incomplete we will return it to you. If you are not sure about what you need to send, please email dowservices@environment-agency.gov.uk before you submit your request.

Please list all documents that are part of the request in the table, including a short description of the document if required:

Document title	Document reference in the request
Title:	Ref:

K. Declaration

K1. Terms and conditions

By submitting a request to the Environment Agency you are agreeing to the terms and conditions for making a request. See our [terms and conditions](#) documents.

Please tick the box to confirm that you agree to the terms and conditions.

K2. FOI and EIR requests

By submitting information to support your request to the definition of waste service, there is a possibility this information will be released if the Environment Agency receive an applicable Freedom of Information (FOI) or Environmental Information Regulations (EIR) request.

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The definition of waste service receives regular FOI and EIR requests and, upon receipt of these, they are required to assess each request and associated information. Much of the information they receive is required to be shared through a FOI or an EIR request and, if specifically requested, they would be obliged to share this with a requestor.

As part of your request, you are free to tell the service if the information is confidential, however if you submit this as part of a request and it is asked for in an applicable FOI or EIR request, we may still be required to share this.

Please tick the box to confirm that you have read section K2 about FOI and EIR requests.

Feedback

(You do not have to answer this part of the form, but it will help the Environment Agency improve their forms if you do)

We want to make our forms easy to fill in and our guidance notes easy to understand. Please give us any comments you may have about this form or the guidance notes that came with it.

How long did it take you to fill in this form?

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We will use your feedback to improve our forms and guidance notes.

Would you like a reply to your feedback?

Yes

No