

Waste Sampling Plan

OBJECTIVE

To ensure the staff use the correct sampling methods for compliance sampling of incoming and outgoing waste materials.

RESPONSIBILITIES

Technically Competent Manager: To undertake checks to ensure the Nick Brookes Recycling Ltd site management are carrying out the correct sampling of waste streams.

Site Managers/Supervisor: To ensure all samples have been collected according to this written plan and are compliant with the requirements of HMRC and Environmental Agency guidelines.

PROCEDURE

For the purpose of this plan the only wastes that can be accepted on site is non-hazardous, Qualifying Fines <10% LOI and inert wastes.

Each type of waste should be sampled when being accepted into site for the specific analysis stated below:

- A. 19.12.12 Mechanically Treated every 400 tonnes incoming waste for WM3 Level 1 Compliance to ensure the materials remain non-hazardous and HMRC LOI compliance for waste disposed at Landfill.
- B. 17.05.04 Inert Waste every 1000 tonnes incoming waste for WM3 Level 1 Compliance to ensure the materials remain non-hazardous and HMRC LFT1 for restoration/engineering or cover materials under the landfill permit.

The recommended minimum quantity for each sample is 1 kilogramme to ensure a sufficient quantity is available to conduct the required UKAS Accredited tests to comply with HMRC guidance requirements.

Equipment needed

Sampling tools depending on the material type can be used such as bucket scoops, shovels, etc.

WARNING: If there is any risk of cross-contamination, separate or disposable tools and equipment must be used for each product sampled.

Sampling Plan Description

1. Determine the purpose of your sampling.

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2. It is important to establish the purpose of the sampling before commencing:
 - Will the sampling be used to prove HMRC & Environmental compliance?
 - What will analysis of the sample be required?
 - Will it be used as evidence that the waste is in the required parameters of the accepting waste facility?
 - What is the required analysis needed for each sample?
3. Take one or more samples, chosen at random or systematically from 5 different parts of the waste load, at least 4 conventional points from each corner and one in the middle, one at the top or one at the bottom) of the load giving a total of 5 points of sampling. More incremental samples may be required from consignments containing waste with more variable composition.
4. Do not overfill the sample container and leave at least a 10 % empty space to allow for thermal expansion.
5. Collect the adequate volume of waste from a depth of about 20 cm using a sampling trowel or scoop. For samples collected at depth at the sampling location the hole is made with a shovel to the desired sampling depth. Then the sampling trowel is used to collect the sample.
6. More incremental samples may be created from consignments containing waste with high degree of heterogeneity.
7. Mixed waste, large waste items, other waste samples are documented by photographic evidence when required and a duplicate sample be taken and stored on site for reference for a minimum time of 12 weeks.
8. Material to be sampled may be homogeneous or heterogeneous. Homogeneous material resulting from known situations (e.g. process wastes) may not require an extensive sampling protocol. Heterogeneous and unknown wastes require more extensive sampling.
9. Where the product is transported loose in bulk, the load must be considered as a whole and the samples must be taken from all parts of the load.
10. If the variability of the composition of the waste is of interest as well as mean values it may be preferable not to mix incremental samples. An explanation for the additional samples must be shown on the sampling form.

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11. Representative sampling: the sample should be representative of the whole consignment. Each incremental sample is drawn at random from the consignment in such a manner that each incremental sample has the same probability of being selected. The recommended minimum quantity for each incremental sample is 1 kg. The incremental samples must be mixed thoroughly to create the aggregate sample. Ensure that the product being sampled remains unaltered by the sampling process. If the product is not homogeneous, note this in the sampling form.
12. Judgemental sampling (also called ad-hoc sampling): this sampling is performed when representative sampling is not possible due to the heterogenic character of sampled consignment (see also EN 14899 for definition).
13. Packing the samples: Samples must be packed securely with adequate protection against damage (mechanical damage, severe changes in humidity, temperature, etc.). Containers should be fully filled but where there is a risk of expansion or the production of fermentation gases leave ca. 10 % of free space at the top of the container.
14. Fill in the sample form. One copy should be attached to the samples and one copy should be kept for record. Add any photos taken of sampling situation if required (consignment).
15. Suitable transport to the customs laboratory must be arranged taking into account the rules on the transport of the type of waste. A copy of the SDS must be retained by the labs for a minimum of 12 weeks.
16. Suitable storage must be arranged taking into account the rules on the packaging, labelling and storage of the type of waste.
17. The sampling log file must be provided by the testing labs, this will be used to cross reference the analysis results once received.

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