

**States of Jersey**  
**Planning and Environment Department**  
**Waste Management (Jersey) Law 2005**

**Guidance Notes on the Movement of Hazardous  
Waste and Healthcare Waste in Jersey (JWL018)**

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## **1.0 Introduction**

- 1.1** The Waste Management (Jersey) Law 2005 [“the Law”] has introduced a new system to the Island for monitoring the movement and disposal of hazardous waste and healthcare waste. These new procedures are designed to ensure that all potentially dangerous wastes are properly managed from the site of production until their final destination for recovery or disposal.
- 1.2** This document is only concerned with the internal movement of waste. For the movement of waste which is subject to the transboundary controls, please refer to the guidance document entitled “The Waste Management (Jersey) Law 2005 - Guidance on the Import and Export of Waste”.
- 1.3** Prior to moving waste from the site of production to the final destination for recovery or disposal, you are required to ensure that, if the waste is classified as hazardous or healthcare, its management complies with the procedures set out in this document and in the Law.
- 1.4** Section 2.0 provides further guidance on the definitions of hazardous waste and healthcare waste.
- 1.5** The remaining paragraphs in this section summarise the aspects of the Law which apply to internal movements and the other sections provide guidance on the application of the Law. However, this guidance is not a substitute for the Law and must be read in conjunction with the Law.
- 1.6** The law provides for the introduction of consignment notes for movements of hazardous waste and healthcare waste within the Island (Article 21). Consignment notes are the means by which persons moving such waste give notice of their intentions and provides for tracking of the waste from ‘cradle to grave’, subject to official approval and monitoring.
- 1.7** Under Article 22 of the Law, The Minister must supply to any person, for a prescribed fee, sufficient copies of a consignment note to enable him to comply with the Law in respect of a movement. Sufficient copies means a 5 part self carbonating form which has been designed by The Minister , a copy of which is reproduced in Appendix A of this guidance document.
- 1.8** Article 38 prohibits the carriage of hazardous waste or health care waste by a motor vehicle on a public road in the Island, except by a registered waste carrier. Limited exceptions to this rule are set out in Article 39. It is therefore advisable to check, prior to consigning your waste for disposal or recovery, to check that the carrier you propose to use can lawfully carry your waste and whether The Minister’s consent is required for the movement.
- 1.9** Article 49 prohibits internal movements of hazardous waste or health care waste on the Island without the consent of The Minister .
- 1.10** Article 50 provides an exemption from the requirement to obtain The Minister’s consent for an internal movement to which any of the exemptions set out in Article 39 apply. More detail on these exemptions can be found in Section 3.0.

- 1.11** Article 51 provides that the standard control procedure for internal movements must be observed during a movement which requires The Minister's consent.
- 1.12** Article 52 provides that if a movement for which The Minister's consent is required is not delivered to and accepted by the Consignee then The Minister may authorize or direct that the consignment be dealt with by other means instead of being returned to the consignor.
- 1.13** Article 53 sets out the statutory defences in respect of the carriage of hazardous waste and healthcare waste.
- 1.14** Article 56 specifies that the minimum retention time for consignment notes and associated information is 2 years from the date of completion of the movement. However, longer periods of document storage may be required by the conditions of a waste management licence or certificate.
- 1.15** Article 100 makes it an offence to knowingly or recklessly make a statement that is false or misleading in a material particular, carrying a maximum penalty upon conviction of up to 2 years in prison or to a fine or both.
- 1.16** Article 104 protects The Minister and his agents (if acting in good faith) against any criminal or civil liability in respect of decisions relating to waste management licences, registration and the authorizing of internal or transboundary movements.

## 2.0 Defining Hazardous and Healthcare Waste

2.1 The system for internal movements of waste applies only to hazardous wastes and healthcare wastes which are defined in the Law.

2.2 The document entitled “Guidance Notes on the New Waste Management Licensing System”, issued by The Minister, gives an introduction to the definition of waste, a summary of which is reproduced below for guidance.

2.3 “Waste” is defined within Article 1 of the Law as -

“waste” means -

- (a) any substance or object, that is discarded;
- (b) any substance or object, in a person’s possession or control, that he intends to discard; or
- (c) any substance or object, in a person’s possession or control, that he is required by a national law to discard,

but does not mean a gaseous effluent that is emitted into the atmosphere, and does not mean waste water that is not waste in liquid form.

2.4 “Controlled waste” is defined within Article 2 of the Law as -

- (a) hazardous waste;
- (b) health care waste; or
- (c) municipal waste.

Some municipal waste may also be defined as hazardous waste and is therefore subject to the control procedure for internal movements of waste.

2.5 Hazardous waste is defined in Article 3 of the Law as -

- (a) waste that is described in Section A of Part 1 of Schedule 2 (which Part relates to wastes specified in the Basel Convention<sup>1</sup>), and possesses at least one of the hazardous characteristics described in Section B of that part; and
- (b) waste that is described in Part 2 of Schedule 2 (which Part relates to other wastes that are hazardous by national definition).

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<sup>1</sup> 1989 Basel Convention on the Control of Transboundary Movements of Hazardous Wastes and their Disposal (UNEP EP/IG.80/3 22<sup>nd</sup> March 1989. 1 JEL 2 (1989), 255 - 277

**2.6** As with Article 2, this Article also provides that the States may, by the issue of Regulations, declare any other kind of waste as hazardous waste. The Article specifically excludes radioactive waste that is subject to international control systems or instruments (other than the Basel Convention); and waste from the normal operation of a ship, the discharge of which is regulated by international instruments other than the Convention, as long as the international control systems or instruments apply to or are binding upon the Island.

**2.7** In simple terms, if the waste is within one of the categories listed in the waste streams detailed in Section A of Part 1 to Schedule 2 of the Law (Schedule 2 is reproduced as Appendix 2 to the Licensing guidance) and it possesses a hazardous characteristic detailed in Section B of Part 1 to Schedule 2 then it is a hazardous waste ( as long as it is not a radioactive waste or waste from a ship as detailed in the previous paragraph).

**2.8** Identifying whether a waste has a hazardous characteristic included in Section B can sometimes prove difficult - often the information can be obtained from the manufacturer of the substance or object that has become a waste via data sheets on its products. Some substances, however, develop hazardous characteristics from the uses they are subjected to and which result in them becoming waste, hence it is occasionally necessary to seek further sources of information or carry out some form of laboratory analysis.

**2.9** A precautionary principle should be adopted - if a substance or object is suspected of being a hazardous waste then it should be considered as such unless proven otherwise. It should also be noted that waste from any of the other categories of controlled waste can be a hazardous waste.

**2.10** Health care waste is defined in Article 4 of the Law as -

- (a) waste arising from medical, nursing, dental, veterinary, pharmaceutical or similar practice, investigation, treatment, care, instruction or research; or
  - (b) waste arising from the collection of blood for transfusion or from the conduct of the business of an undertaker or embalmer,
- if it consists wholly or partly of any of the following things, namely human or animal tissue, blood or any other bodily fluid or excretion, a drug or other pharmaceutical product, a swab or dressing or a syringe, needle or other sharp instrument.

**2.11** The definition excludes household waste from a building, self-contained part of a building, caravan or premises that is or are used wholly for the purposes of private living accommodation, or a garage or store that is used wholly in connection with purposes of private living accommodation.

**2.12** The State, by Regulations, may include household waste from one or more of the sources described above or exclude municipal waste in certain circumstances.

**2.13** Health care waste, therefore, depends upon a combination of two clearly defined factors - the premises or occupation from which it is produced and the nature of the substances or objects that are waste.

### 3.0 Exemptions from the Internal Movements System

3.1 Article 50 of the Law provides that where hazardous and/or health care waste can be moved by a carrier who does not need to be registered as a carrier by virtue of the exemptions from registration provided by Article 39(1) then such a movement is also exempt from the requirement to obtain The Minister's consent under the standard control procedure for internal movements. The movements of hazardous and/or health care waste which can be moved by an unregistered carrier under Article 39(1) are as follows:-

- (a) if it is household waste, and it is being carried in a private motor vehicle;
- (b) if it is being carried in the course of a business that provides a service at any place other than the premises in which the business is situated, and it is being carried as an incidental aspect of the provision of that service, and its carriage does not significantly endanger human health, the environment or flora or fauna;
- (c) if it is carried only within the premises in which it is situated;
- (d) if it is a sample that is being taken in a reasonable quantity to a laboratory for analysis, testing or evaluation; or
- (e) if it is health care waste from a medical, dental or veterinary practice, or from the business of an undertaker or embalmer, and it is being taken to premises that may lawfully be used for the purpose for which it is taken there.

3.3 Further guidance on each of these exempted movements is given overleaf:-

3.3.1 Article 39(1)(a): Household waste is defined by Article 5 of the Law as follows -

- (a) waste from a building, or self-contained part of a building, that is used wholly for the purposes of private living accommodation;
- (b) waste from a garage, or store, that is used wholly in connection with the purposes of private living accommodation;
- (c) waste from a caravan or campsite;
- (d) waste from premises that are used wholly or partly for the purposes of a college, school or other educational establishment;
- (e) waste from premises that are used wholly or partly for the purposes of a hospital, nursing home or residential home;
- (f) waste from a penal institution;
- (g) waste from a residential hostel; or
- (h) waste from premises that are used wholly or mainly for public meetings.

Thus any hazardous or healthcare waste that is produced on any of the premises listed above is also household waste and it may be carried in a private motor vehicle to a suitable place for disposal or recovery without the need for the carrier to be registered and the movement to be consented to by The Minister.

- 3.3.2** Article 39(1)(b): This exemption covers tradesmen and businesses who may carry hazardous and/or health care waste that is produced as an incidental part of the service that they provide. “Incidental” in this context means that the production of such waste is an occasional or secondary part of the service that is provided rather than where the production of such waste is the primary intent or an integral result of the service. This exemption would therefore apply to a mobile service engineer who may produce and remove small amounts of hazardous waste such as waste oils as part of the service provided. The exemption would not apply to an asbestos removal contractor as the production of hazardous asbestos waste would be an integral part of the service they provide. It is also a requirement of the exemption that the waste must be carried in safe and secure manner.
- 3.3.3** Article 39(1)(c): This exempts the movement of hazardous and/or health care waste within the same premises. Where a business is situated on either side of a public highway then the movement of such waste across the highway is covered by this exemption. Where such waste has to be moved along a public highway from one premises of a business to another premises of the same business then this would not be covered by this exemption and the movement would have to be undertaken by a registered carrier and be in accordance with the standard control procedure.
- 3.3.4** Article 39(1)(d): This exemption covers the movement of samples of hazardous and/or health care wastes to a laboratory for suitable analysis, testing or evaluation. The quantity of any such sample must not be greater than that which is reasonably required by the laboratory for the process or processes to which the sample is to be subjected.
- 3.3.5** Article 39(1)(e): This exemption applies only to the movement of health care waste from a medical, dental or veterinary practice or from an undertaker or embalmer to a premises where the waste may be lawfully used, such as a suitably licensed or exempted waste management facility or a crematorium.
- 3.4** Further exemptions are provided by Articles 39(3) and (4). Article 39(3) covers the movement within harbour limits of hazardous and/or health care waste, arising from the normal operations of a ship, from the ship to a facility designated for such waste. This exemption only applies if the movement is in accordance with an international instrument such as MARPOL (the International Convention on Marine Pollution). Article 39(4) covers movements of hazardous and/or health care waste, as part of a transboundary movement, by carriers not based within the Island but who are subject to similar controls in the country in which they are based.
- 3.5** Article 39(2) allows The Minister to create further exemptions by Order.



## 4.0 The Consignment Note Procedure

4.1 The standard control procedures for internal movements of waste and transboundary movements of waste are detailed in Schedule 8 to the Law. This document is only concerned with the system for internal movements which requires prior notification of a proposed movement, the movement to be approved by the Planning and Environment Minister and the history of the actual movement itself to be recorded on a consignment note.

4.2 The notes are issued as standard 5-part self-carbonating forms prescribed by The Minister and can only be obtained from The Minister, i.e. the Waste Regulation Section of the Planning and Environment Department, at the address below:

Head of Waste Regulation,  
Planning and Environment Department, Environment Division,  
States of Jersey, Howard Davis Farm,  
La Route de la Trinite, Trinity,  
Jersey JE3 5JP

4.3 A fee may be charged for the provision of each consignment note, which is likely to be prescribed in a separate document. The fees payable will be calculated, as required, to ensure that The Minister can meet his expenditure in carrying out his functions in relation to internal movements. When fees are in force the payment of the fee is required before The Minister's decision can be given.

4.4 Each consignment note which is issued will have a unique identification code as follows: JE0000 - JE9999. This identification number should be quoted in all correspondence, including continuation sheets, to ensure that the correct information and consideration is applied to a particular movement.

4.5 All 5 copies of the consignment note are split into Sections A to F and are titled to indicate which person retains each part, as follows:

- i. **White** - "Prenotification copy" endorsed original to be retained by the consignor and a photocopy to be retained by Planning and Environment Department.
- ii. **Blue** - "Consignor's copy"
- iii. **Yellow** - "Carrier's Copy"
- iv. **Pink** - "Consignee's copy"
- v. **Green** - "Returns copy"

**4.6** For the purposes of the internal movement system the following definitions apply:

- i. The “consignor” is the person who consigns the waste and is responsible for ensuring that the notification to the Planning and Environment Department is carried out properly.
- ii. The “carrier” is the person who collects the waste from the consignor and delivers it to the consignee.
- iii. The “consignee” is the person to who receives the waste for disposal/recovery.

## **5.0 Stages of the Internal Movement System**

### **5.1 Prenotification by the Consignor**

- 5.1.1** All movements of hazardous waste and healthcare waste on the Island are covered by the consignment note procedure, with limited exceptions. The responsibility for prenotification rests with the consignor, who is usually the original producer of the waste or the person in possession of the waste.
- 5.1.2** The consignor, who may be the producer or current holder of the waste, must obtain The Minister's approval (through the Planning and Environment Department) before hazardous waste or healthcare waste can be moved on the Island. The first step in this process is to complete and sign the relevant parts of the consignment note and send the note to The Minister's Waste Regulation Section for consideration at least 3 working days prior to proposed date for the movement of the waste.
- 5.1.3** The consignor must complete sections A and B and sign Section B of the form (white copy) prior to faxing or posting it to the Planning and Environment Department. Fax notifications must be followed by posting the original note as soon as practicable afterwards and not later than the day on which the waste is to be moved. Failure to do so may result in the Planning and Environment Department delaying approval or even rejecting the consignment's notification. In cases of such failure, or where more information is required, you may be contacted for further information before a decision is made.
- 5.1.4** Article 100 makes it an offence for any person who, in completing and signing any part of a consignment note, knowingly or recklessly makes a statement that is false or misleading in a material particular. The penalty for such an offence is a fine or imprisonment for a term not exceeding 2 years or both. To avoid breaching Article 100, it is advisable for the consignor or any other person who is unsure about how to complete the note to use this document for guidance or to contact the Waste Regulation Section of the Planning and Environment Department for advice. Any person who aids, abets, counsels or procures the commission of an offence under this Law shall also be guilty of the offence and may be liable to subsequent enforcement action, leading to prosecution.
- 5.1.5** The consignment note may not provide you with sufficient space to enter sufficient information to comply with the internal movement procedure. In such cases it is prudent to add as many additional A4 sheets containing the required information as you deem necessary. This information will be assessed by the Planning and Environment Department within the specified time limits for processing a prenotification.
- 5.1.6** Although the Law permits the use of more than one carrier to transport the waste between the consignor and consignee's premises, The Minister will not normally consent to the use of multiple carriers unless there are strong technical grounds for doing so. The details of additional carriers must be supplied on a continuation sheet(s) accompanied by a statement justifying the use of more than one carrier.

## **5.2 Approval/Rejection by The Minister**

- 5.2.1** When the Waste Regulation Section receives a consignment note, an Officer will assess the prenotification and notify you of The Minister's decision (conditional or unconditional consent or refusal) with respect to the consignment within 5 working days (of receipt).
- 5.2.2** The Minister may withhold his decision if he considers that insufficient information has been submitted to enable a decision to be reached or if further clarification of information is required. In such cases you will be informed in writing, by letter or fax, of the steps The Minister requires you to take to enable a decision to be made. Following assessment of a satisfactory written response the Planning and Environment Department will inform you of the Minister's decision within 5 working days (of receipt). If there is an unreasonable delay in receiving the information requested by the Planning and Environment Department the consignment note may be returned with a 'refusal' endorsement.
- 5.2.3** You should always allow a minimum of 8 working days between submission of the prenotification copy and the proposed date of the movement of your waste even if you expect an unconditional endorsement i.e. 5 working days for the Planning and Environment Department to make a decision and 3 working days for that decision to come into effect. It is possible that a decision, in the case of simpler or repetitive notifications, that The Minister's consent may be given in a shorter timescale.
- 5.2.4** If The Minister does not have a reason for refusal and has received all of the information required then he must give his consent within 5 working days of the date of satisfactory receipt of the prenotification. If such a period has elapsed and you have not received a written response from The Minister you may carry out the movement. It is prudent, however, to confirm your decision to do so with an officer by telephone in the event that The Minister's decision has been delayed, in the post for example.
- 5.2.5** Once a decision has been reached your consignment note will be endorsed (using an official stamp) and returned to you by post or may be collected from the Planning and Environment Department's offices in person (by prior arrangement). The Minister will retain a photocopy of the endorsed document to check it against the returns copy after the disposal or recovery site has accepted the waste. This check enables the Minister to investigate any changes to the composition of the load or other details which may have arisen from unlawful practices. All returned consignment notes will be accompanied by a letter stating the date of the Minister's decision.
- 5.2.6** Unconditional consent is denoted by a tick in the box marked "U" and requires the procedure to be carried out as detailed in the approved consignment note.
- 5.2.7** Conditional consent is denoted by a tick in the box marked "C" and requires the procedure to be carried out as detailed in the approved consignment note and the letter or notice accompanying the approved note.

- 5.2.8** If the Minister refuses to approve a consignment, the box marked “REFUSED” will be ticked and a letter or notice accompanying the rejected note will be sent to the consignor. There is no provision for refunding the prescribed fee following rejection of a consignment note. In such circumstances the movement of the prenotified waste must not proceed and a new prenotification form must be submitted for approval.
- 5.2.9** For single consignments, the Minister’s consent is valid for a maximum of 30 days from the date of the endorsement on the consignment note unless a lesser period is otherwise specified. For repeated consignments the period is 12 months following date of the endorsement on the consignment note.
- 5.2.10** If the Minister consents to a movement or movements, its consent shall come into effect 3 working days after it is given.
- 5.2.11** The Minister must refuse his consent to a movement that would be in contravention of the Law, or if he considers on reasonable grounds that the movement is unnecessary or if he considers on reasonable grounds that the movement is undesirable because it would give rise to a serious risk of pollution.
- 5.2.12** If the Minister refuses to consent to a movement, but subsequently considers that the reasons for its refusal no longer apply, it may consent to the movement unconditionally or conditionally. This decision will be discussed with the consignor by telephone prior to confirming the change of decision in writing.
- 5.2.13** The Minister’s notice of conditional consent may make the following conditions -
- i. a date and time at which a movement shall or shall not take place;
  - ii. a route by which a movement shall or shall not be made;
  - iii. a motor vehicle by which the waste shall or shall not be carried;
  - iv. a manner in which the waste shall or shall not be packaged;
  - v. the separation of waste from any other waste or any other thing in the consignment; and
  - vi. any other conditions that are reasonable in the circumstances of the case.
- 5.2.14** If the Minister subsequently considers that the reasons for a condition no longer apply, he may revoke that condition and notify the consignor in writing. Upon receipt of that notice, the consignor shall in writing immediately notify every carrier who is either in possession of the waste or is still to take delivery of the waste, and the consignee, that the condition has been revoked.

### **5.3 Collection by the Carrier**

- 5.3.1** When the carrier arrives at the consignor's premises, the driver is required to check sections A and B and complete and sign section C of the form prior to loading the waste onto his vehicle and leaving the consignor's premises. The consignor's representative must check that the carrier details are correct and then complete and sign Section D to confirm that collection of the consignment has taken place. The blue copy must then be removed by the consignor's representative and retained for a period of 2 years.
- 5.3.2** The driver must check the waste visually, to ensure that it meets the description contained in the consignment note and any supporting documentation and that the quantity is as described. The driver is also responsible for ensuring that the load is safe to carry and for compliance with The Minister's requirements if the consent is conditional. It is the responsibility of the consignor to bring to the carrier's attention any conditions placed upon the movement by The Minister. In any event, the carrier should be able to see that the consent is conditional and ask for the notice of conditions prior to loading the waste. The remaining 3 copies must remain with the load i.e. yellow, pink and green.
- 5.3.3** If the consignment is to be transferred from one carrier to another in the course of its delivery from the consignor to the consignee each of the carriers shall, at the time when it is transferred, sign the relevant part of the consignment note. i.e. the continuation sheet(s) where their details are listed or they shall sign a separate schedule of carriers on a form provided by The Minister when notifying the consignor of its consent.
- 5.3.4** The transferring carrier shall give the remaining copies of the consignment note (as so signed) to the other carrier, who shall retain them in accordance with the requirements of the standard control procedure. All carriers must make arrangements to retain a copy of the yellow copy.

### **5.4 Delivery to the Consignee (Recovery or Disposal Facility)**

- 5.4.1** Upon arrival at the consignee's disposal or recovery site, the carrier must report to the person who is responsible and qualified to receive the waste on behalf of the licence or certificate holder.
- 5.4.2** The load should remain on the vehicle whilst the consignee's representative (chemist or technically competent person) inspects the load, the vehicle and confirms that the details contained on the note are correct (including any conditions forming part of The Minister's approval). The driver should then give the remaining copies of the note to the representative. If all details are correct, both he and the carrier's driver will sign Section E to confirm that the waste has been accepted.
- 5.4.3** If the consignment is not accepted, the procedures detailed in Section 5.6 below apply.

**5.4.4** The Green (Returns) copy of the note must be delivered to the Planning and Environment Department within 3 working days of deposit of the load (by the consignee) and the consignee's copy retained for at least 2 years unless specified otherwise in the waste management licence or certificate for the consignee's site.

## **5.5 Repeated Consignments**

**5.5.1** Repeated movements of the same waste type (the waste must have the same physical and chemical characteristics) are permitted as long as the carrier and the recovery or disposal site and disposal/recovery methods remain the same. To request a repeated movement, tick the box marked regular in Section B of the note.

**5.5.2** If a consignor proposes to make repeated consignments of waste, the notification may relate to proposed movements that are to be made within a period that is not longer than 12 months from the date on which The Minister consents to the first movement.

**5.5.3** Consent for repeated consignments is valid for a maximum of 12 months following the day on which The Minister gives his consent unless a shorter period is specified in its consent i.e. if consent is given on 1 May 2007 the repeated consignment notes are valid until 1 May 2008.

**5.5.4** Repeated consignments must be notified by following the procedure outlined in the preceding sections, with the exception that only the first movement needs to be prenotified to The Minister. It is advisable, however, for all subsequent movements that a copy of the white prenotification copy is sent to The Minister for information only.

## **5.6 Rejection, Refusal and Failure to Deliver Consignments.**

**5.6.1** In most circumstances, the delivery of a consignment will proceed without incident. However, recovery procedures have been set up to ensure that in the event of rejection of a consignment or failure to deliver the consignment for any reason, the consignment can be safely dealt with.

**5.6.2** In the event of non-delivery (including rejection), all parties to the movement each have a general duty to inform The Minister as soon as they become aware of the non-delivery of the consignment. The Minister, upon notification of the failure to deliver, has the power to give instructions to all parties involved to ensure that the waste is safely returned or dealt with. This usually means that the carrier should immediately return the consignment to the consignor and the consignor should accept the return of the consignment. All parties have a duty to co-operate with each other and The Minister, for the purpose of ensuring that the consignment is returned to the consignor safely or otherwise dealt with.

### **5.6.3 Refusal by the consignee:**

The consignee may only refuse to accept delivery of the consignment on one or more of the following grounds, namely -

- i. that the consignee has not agreed with the consignor, or with any person for whom the consignor is acting as an agent, to accept delivery of the consignment, and he is not legally bound to accept delivery;
- ii. that the delivery has been made in contravention of this Law;
- iii. that the delivery has been made outside the working hours of the site to which it was to be made;
- iv. that the site does not at the time of delivery have sufficient available capacity for the safe reception, storage or treatment of the consignment; or
- v. any other ground that The Minister accepts as reasonable in the circumstances of the case.

### **5.6.4 Action following refusal by consignee:**

- i. If the consignee's representative refuses to accept the load for any reason, he must immediately inform the driver (carrier's representative) and the consignor of his reason for refusal of the consignment.
- ii. Once the carrier is aware that the consignment will not be delivered to and accepted by the consignee, he shall endorse on the consignment note (in Section F) the fact that it has not been delivered. The carrier must also endorse on the consignment note the date, time and place of the refusal and the reasons (if any) given by the consignee for refusing to accept the consignment.
- iii. The consignee must confirm in writing to The Minister, within 3 days, that he has refused to accept the consignment and must clearly state the reasons for his refusal.
- iv. The consignor must accept return of the consignment from the carrier and must also acknowledge receipt of the consignment on all of the copies of the consignment note that the carrier has been required to retain (yellow, pink and green). Both the carrier and consignor must countersign the copies.
- v. The carrier must then give the consignor all of those copies of the consignment note (except the yellow carrier's copy) and the consignor must deliver one copy of the consignment note (preferably the green copy), showing the return and acceptance, to The Minister within 3 working days.
- vi. The consignor and the carrier shall retain their own remaining copies of the consignment note for the period specified in Article 56 (section 5.7 below).



## **5.7 Retention of Documents**

Consignment notes must be retained by all parties for at least 2 years from the date the consignment was delivered to the recovery or disposal site (to the consignor). However, holders of waste management licences or certificates should check that their licence or certificate does not specify a longer period of retention. It is likely that most waste management sites will be required to keep the notes for the duration of operational activities or until surrender of the licence or certificate.

## **5.8 Disposal and Recovery Operations**

**5.8.1** Hazardous waste and healthcare waste can only be disposed of or recovered by licensed or exempt facilities which are permitted to deal with the waste types specified on the consignment note and by the methods specified in the waste management licence or certificate. Disposal and recovery operations are detailed in the Law and are reproduced below for reference:

### **5.8.2 Disposal operations**

- D1: Deposit on land, (for example, landfill).
- D2: Land treatment, (for example, biodegradation of liquid or sludgy discards in soils).
- D3: Deep injection, (for example, injection of pumpable discards into wells, salt domes or naturally occurring repositories).
- D4: Surface impoundment, (for example, placement of liquid or sludge discards into pits, ponds or lagoons).
- D5: Specially engineered landfill (for example, placement into lined discrete cells that are capped and isolated from one another and the environment).
- D6: Release into a water body except a sea or ocean.
- D7: Release into a sea or ocean, including seabed insertion.
- D8: Biological treatment, not specified elsewhere in this Schedule, that results in final compounds or mixtures that are discarded by means of any of the operations in this Schedule.
- D9: Physico-chemical treatment, not specified elsewhere in this Schedule, that results in final compounds or mixtures that are discarded by means of any of the operations in this Schedule (for example, evaporation, drying, calcination, neutralisation or precipitation).
- D10: Incineration on land.
- D11: Incineration at sea.
- D12: Permanent storage (for example, emplacement of containers in a mine).
- D13: Blending or mixing prior to submission to any of the operations in this Schedule.
- D14: Repacking prior to submission to any of the operations in this Part.
- D15: Storage pending any of the operations in this Part.

### **5.8.3 Recovery operations**

- R1 Use as a fuel (other than in direct incineration) or other means to generate energy.
- R2 Solvent reclamation or regeneration.
- R3 Recycling or reclamation of organic substances that are not used as solvents.
- R4 Recycling or reclamation of metals and metal compounds.
- R5 Recycling or reclamation of other inorganic materials.
- R6 Regeneration of acids or bases.
- R7 Recovery of components used for pollution abatement.
- R8 Recovery of components from catalysts.
- R9 Re-refining of used oil or other reuses of previously used oil.
- R10 Land treatment resulting in benefit to agriculture or ecological improvement.
- R11 Uses of residual materials obtained from any of the operations numbered R1 - R10.
- R12 Exchange of wastes for submission to any of the operations numbered R1 - R11.
- R13 Accumulation of material intended for any operation in this Part.

## **5.9 Confidentiality**

**5.9.1** Schedule 6 [Article 14(2)] of the Law makes provision for information that is to be made available to the public, including copies of consignment notes received by The Minister under Part 3 (internal movements).

**5.9.2** Article 94 makes provision for applications for certificates of confidentiality to protect trade secrets. This provision does not apply to consignment notes used for the internal movement of hazardous waste and healthcare waste.

## **5.10 Exceptions and Transitional Provisions**

**5.10.1** The Waste Management (Jersey) Law 2005 (Appointed Day) Act 2006 brings the law into force and delays several Articles for a further 3 months [i.e. Articles 23, 38 and 49, Part 4, Articles 86, 87, 88, 89, 90, 91, 92 and 112 (as far as it relates to Schedule 11) and paragraphs 3, 13 and 14 of Schedule 11]. Schedule 10 sets out the timescale for those provisions to have effect after the 3 month period has elapsed. Schedule 11 (Article 112) of the Law states that The Committee shall not be required to obtain consent for its own internal movements of waste, nor to deliver any documents to itself. Schedule 11 no longer has effect.

**5.10.2** Article 112 and Schedule 10 of the Law sets out the transitional provisions which apply during the period of 9 months following the commencement of the relevant provisions of the Law. All existing waste carriers must apply for registration certificates and disposal / recovery sites must apply for a waste management licence within 9 months to continue operating whilst their applications are being determined. This means that a consignor may consign hazardous waste and health care waste to an unlicensed disposal or recovery site using an unregistered carrier without committing an offence provided that the consignee's/carrier's applications are being determined and have not been rejected. During this transitional period the application reference given by The Minister may be stated on the consignment note.

## **5.11 Appeals**

There is no appeal mechanism against the refusal of The Minister to consent to an internal movement of hazardous waste and health care waste.

## **5.12 Offences and Penalties**

**5.12.1** Where the Law prescribes a penalty by way of a fine not exceeding a specified level “on the standard scale”, this is a reference to the scale set out in the Criminal Justice (Standard Scale of Fines) (Jersey) Law 1993. The maximum penalties for each level on that scale are currently: -

Level 1 -	£50
Level 2 -	£500
Level 3 -	£2,000
Level 4 -	£5,000

Where the Law prescribes a fine but does not specify a level, the maximum fine that may be imposed is unlimited.

**5.12.2** Any person charged with an offence of carrying healthcare or hazardous waste without being a registered carrier and without observing the consignment note procedure is guilty of an offence, unless they can prove that all the following mitigating circumstance apply:

- i. the waste was carried in consequence of a decision to do so in an emergency that arose in circumstances beyond his control;
- ii. the decision was reasonable;
- iii. he took all steps that were reasonably practicable for ensuring that it was carried safely;
- iv. he gave full details of the occurrence to The Minister, or ensured that they were given to him, as soon as was reasonably practicable;
- v. he was not the consignor of the consignment to which the charge relates; and
- vi. he took all reasonable precautions and exercised due diligence to avoid or prevent the commission of the offence.

**5.12.3** Any person failing to observe the requirements of the procedure for the internal movement of hazardous waste and health care waste may be guilty of an offence which carries a maximum penalty of 2 years in prison and/or a fine.

## **6.0 Guidance on Completing the Consignment Note**

### **6.1 Sections A and B**

- 6.1.1** The consignor must complete all parts of sections A and B prior to submitting the consignment note to The Minister for approval. Where a section is not completed the consignor must enter “not applicable” or “n/a”.
- 6.1.2** A full description of the waste is required, including the relevant waste codes and hazards. If the consignment contains a complex mixture of wastes, an additional schedule must be provided to accompany all copies of the note (i.e. 5 copies of the schedule) for retention by all parties to the movement. If an analysis of the waste or safety data sheet is available, this must be included in the schedule.
- 6.1.3** If the consignor is not the original producer of the waste, the name, address of the producer and details of the process producing the waste must be provided on an additional sheet to be attached to all copies of the consignment note.
- 6.1.4** If the note is to be used for a single consignment, the consignor needs to allow up to 8 days for the movement to take place i.e. 5 days for The Minister’s decision plus the required 3 days from receipt of The Minister’s approval.
- 6.1.5** All loads in a regular consignment must be accompanied by a consignment note, but the requirement to prenotify the movement only applies to the first movement in the regular consignment.
- 6.1.6** It is normal procedure for waste to be moved by a single carrier between the consignor’s premises and the consignee’s site. However, if for some reason i.e. an emergency, more than one carrier is used during the movement, an additional schedule must accompany the note from the time the waste is transferred between carriers. Use of multiple carriers will not normally be permitted as part of the standard procedure as stated in Section 4.1.6.
- 6.1.7** The details provided in Section A must be specific enough for the consignee to assess whether or not his site can legally accept the waste. The quantity must be specific and state the weight or volume, visual appearance and how it is contained. It is good practice for the consignor to obtain a copy of the waste management licence or certificate for the consignee’s site to audit the waste movement.
- 6.1.8** Please remember that the omission of any information which is deemed relevant to the movement may result in a delay in receiving approval or even a refusal of consent.
- 6.1.9** Repeated consignments - If the waste is to be delivered in more than one load, then a separate consignment note must be made out for EACH load. If the producer is unsure about the exact number of loads required, extra notes may be completed in case they are needed. Notes that are not used or defaced may be cancelled and a partial refund may be made upon application and return of the note to The Minister.

## **6.2 Sections C and D**

- 6.2.1** These sections must be filled in when the waste is collected. Any minor alterations, such as a change in the quantity of waste, must be made at this point. Section D should be signed by the person responsible for checking the load off site and should not be completed until Section C has been signed by the carrier's representative. The carrier's registration number should be included in Section C and it is advisable for all consignors to check that the carrier they are using is registered to avoid commission of an offence. If the carrier is exempt from the requirement to register, please circle the relevant box.
- 6.2.2** If you are unsure about the status of a carrier contact the Waste Regulation Section to check the validity of the carrier's registration or exemption from the requirement to register.

## **6.3 Section E**

- 6.3.1** Section E will be filled out by an authorised person at the consignee's disposal or recovery site. It is important that the quantity received is noted to ensure that none of the consignment has been 'lost' during transit.
- 6.3.2** The waste management licence or certificate number must be entered in the box provided and the carrier's vehicle registration must also be entered. If the vehicle registration is not the same as that specified in Section C and no evidence is available to show that the use of multiple carriers has been permitted the consignee may refuse to accept the consignment or contact an officer at the Waste Regulation Section for advice.

## **6.4 Section F**

- 6.4.1** This section is provided so that the carrier and consignor can declare that the consignment has been rejected in order to follow the procedure for rejection or non-delivery.
- 6.4.2** Upon non-delivery or refusal the carrier must tick the box marked 'non-delivery' on the 3 remaining forms. He must also enter the date, time and place of refusal as well as entering the reason for refusal.
- 6.4.3** Upon return of the consignment to the consignor Section F must be signed by the consignor to acknowledge return of the consignment and subsequently by the carrier to confirm the safe return of the consignment.
- 6.4.4** The carrier must then retain the carrier's copy (yellow) and the consignor will retain the remaining 2 copies i.e. the consignee's copy (pink) and returns copy (green).
- 6.4.5** The consignor must send returns copy (green) to The Minister within 3 working days of the return of the consignment.

## 6.5 Document Trail

**6.5.1** All 5 copies of the consignment note are split into Sections A to E and are titled to indicate which person retains each part, as follows:

### **6.5.2 PRENOTIFICATION COPY (white)**

The **white** copy must be retained by the consignor after it has been returned by The Minister as described above. The Minister will retain a photocopy.

### **6.5.3 CONSIGNOR'S COPY (blue)**

The **blue** copy must be retained by the consigner before the carrier leaves the premises with the consignment of waste. The carrier takes the remaining 3 copies to the consignee's site. Once the consignee has accepted the load, the remaining copies are distributed as stated below.

### **6.5.4 CARRIER'S COPY (yellow)**

The **yellow** copy must be retained by the carrier as proof of deposit or refusal.

### **6.5.5 CONSIGNEE'S COPY (pink)**

The **pink** copy must be retained by the consignee for the period specified in the waste management licence or certificate. If the consignment is refused the note must be given back to the carrier.

### **6.5.6 RETURNS COPY (green)**

**Green** returned to The Minister by the consignee to complete the audit trail and enable The Minister to record that the movement has been successfully completed. If the consignee has refused to accept the consignment the green copy should be returned by the carrier.

## 7.0 Hazardous Waste and Healthcare Waste Category and Hazard Codes

7.1 The relevant hazard codes and hazards for hazardous wastes are derived from the Basel Convention listings as listed below. These hazards and codes must be recorded on the consignment note.

7.2 Categories of hazardous wastes specified in Basel Convention

### Waste streams -

- Y1 Clinical wastes from medical care in hospitals, medical centres and clinics.
- Y2 Wastes from the production and preparation of pharmaceutical products.
- Y3 Waste pharmaceuticals, drugs and medicines.
- Y4 Wastes from the production, formulation and use of biocides and phytopharmaceuticals.
- Y5 Wastes from the manufacture, formulation and use of wood preserving chemicals.
- Y6 Wastes from the production, formulation and use of organic solvents.
- Y7 Wastes from heat treatment and tempering operations containing cyanides.
- Y8 Waste mineral oils unfit for their originally intended use.
- Y9 Waste oils/water, hydrocarbons/water mixtures, emulsions.
- Y10 Waste substances and articles containing or contaminated with polychlorinated biphenyls (PCBs) and/or polychlorinated terphenyls (PCTs) and/or polybrominated biphenyls (PBBs).
- Y11 Waste tarry residues arising from refining, distillation and any pyrolytic treatment.
- Y12 Wastes from production, formulation and use of inks, dyes, pigments, paints, lacquers or varnish.
- Y13 Wastes from production, formulation and use of resins, latex, plasticizers or glues/adhesives.
- Y14 Waste chemical substances arising from research and development or teaching activities that are not identified and/or are new and whose effects on man and/or the environment are not known.
- Y15 Wastes of an explosive nature not subject to other legislation.
- Y16 Wastes from production, formulation and use of photographic chemicals and processing materials.
- Y17 Wastes resulting from surface treatment of metals and plastics.
- Y18 Residues arising from industrial waste disposal operations.

### Wastes having as constituents -

- Y19 metal carbonyls;
- Y20 beryllium or beryllium compounds;
- Y21 hexavalent chromium compounds;
- Y22 copper compounds;
- Y23 zinc compounds;
- Y24 arsenic or arsenic compounds;
- Y25 selenium or selenium compounds;
- Y26 cadmium or cadmium compounds;
- Y27 antimony or antimony compounds;
- Y28 tellurium or tellurium compounds;
- Y29 mercury or mercury compounds;
- Y30 thallium or thallium compounds;
- Y31 lead or lead compounds;
- Y32 inorganic fluorine compounds (excluding calcium fluoride);
- Y33 inorganic cyanides;
- Y34 acidic solutions or acids in solid form;
- Y35 basic solutions or bases in solid form;
- Y36 asbestos (dust and fibres);
- Y37 organic phosphorous compounds;
- Y38 organic cyanides;
- Y39 phenols or phenol compounds (including chlorophenols);
- Y40 ethers;
- Y41 halogenated organic solvents;
- Y42 organic solvents excluding halogenated solvents;
- Y43 any congener of polychlorinated dibenzo-furan;
- Y44 any congener of polychlorinated dibenzo-p-dioxin; or
- Y45 organohalogen compounds other than substances referred to in this Part (for example Y39, Y41, Y42, Y43, Y44).

### 7.3 Hazard codes specified in the Basel convention.

#### UN *Code and characteristics*

#### Class

##### 1 H1: Explosive substances or wastes:

An explosive substance or waste is a solid or liquid substance or waste (or mixture of substances or wastes) that is in itself capable by chemical reaction of producing gas at such a temperature and pressure and at such a speed as to cause damage to the surroundings.

##### 3 H3: Flammable liquids:

The word “flammable” has the same meaning as “inflammable”. Flammable liquids are liquids, or mixtures of liquids, or liquids containing solids in solution or suspension (for example, paints or varnishes, lacquers, but not including substances or wastes otherwise classified on account of their dangerous characteristics) that give off a flammable vapour at temperatures of not more than 60.5°C, closed-cup test, or not more than 65.6°C, open-cup test. (Because the results of open-cup tests and of closed-cup tests are not strictly comparable and individual results even by the same test are often variable, results varying from the above figures to make allowance for such differences are within the scope of this definition.)

##### 4.1 H4.1: Flammable solids:

Solids, or waste solids, other than those classed as explosives, that under conditions encountered in transport are readily combustible, or may cause or contribute to fire through friction.

##### 4.2 H4.2: Substances or wastes liable to spontaneous combustion.

Substances or wastes that are liable to spontaneous heating under normal conditions encountered in transport, or to heating up on contact with air, and are then liable to catch fire.

##### 4.3 H4.3: Substances or wastes that, in contact with water, emit flammable gases.

Substances or wastes that, by interaction with water, are liable to become spontaneously flammable or to give off flammable gases in dangerous quantities.

##### 5.1 H5.1: Oxidizing substances or wastes:

Substances or wastes that, while in themselves not necessarily combustible, may (usually by yielding oxygen) cause or contribute to the combustion of other materials.

##### 5.2 H5.2: Organic peroxides or wastes:

Organic substances or wastes that contain the bivalent-O-O- structure and are thermally unstable substances that may undergo exothermic self-accelerating decomposition.



UN      Code and characteristics  
Class

6.1      H6.1: Poisonous substances or wastes:

Substances or wastes that are liable either to cause death or serious injury or harm to human health if swallowed or inhaled or by skin contact.

6.2      H6.2: Infectious substances:

Substances or wastes containing viable micro-organisms or their toxins that are known or suspected to cause disease in animals or humans.

6.3      H8: Corrosives:

Substances or wastes that, by chemical action, will cause severe damage when in contact with living tissue, or, in the case of leakage, will materially damage or even destroy other goods or the means of transport (whether or not they may cause other hazards).

6.4      H10: Liberation of toxic gases in contact with air or water:

Substances or wastes that, by interaction with air or water, are liable to give off toxic gases in dangerous quantities.

6.5      H11: Toxic substances or wastes, delayed or chronic.

Substances or wastes that, if they are inhaled or ingested or if they penetrate the skin, may involve delayed or chronic effects, including carcinogenicity.

6.6      H12: Ecotoxic substances or wastes:

Substances or wastes that, if released, present or may present immediate or delayed adverse impacts to the environment by means of bioaccumulation and/or toxic effects upon biotic systems.

6.7      H13: Other substances or wastes:

Substances or wastes, that, by any means, are capable after disposal of yielding another material (for example, leachate) that possesses any of the characteristics listed above.

## **Appendix A**

### **Standard form of consignment note and carrier schedule**

**CONSIGNMENT NOTE FOR THE MOVEMENT OF HAZARDOUS AND HEALTHCARE WASTE**

**PRENOTIFICATION COPY (Consignor to send to the Planning & Environment Department's office)**

CONSIGNMENT NOTE No.		<b>JE 9999</b>			Sheet		of		
MINISTRY ENDORSEMENT	C		U	REFUSED	DATE		REFER TO ATTACHED NOTICE//LETTER		
<b>SECTION A: CONSIGNMENT DETAILS -DESCRIPTION OF WASTE TO BE REMOVED FROM CONSIGNOR'S PREMISES</b>									
WASTE TYPE	HAZARDOUS		HEALTHCARE		WASTE CODE(S)				
WASTE DESCRIPTION	SOLID		POWDER		LIQUID		SLUDGE		MIXED
HOW IS WASTE CONTAINED	LOOSE		BAGGED		DRUM		SKIP		OTHER (SPECIFY BELOW)
WASTE QUANTITY	TONNES		VOLUME - M <sup>3</sup>		VISUAL APPEARANCE				
DETAILED DESCRIPTION OF WASTE									
DESTINATION SITE				WASTE MANAGEMENT LICENCE NO.					
<b>SECTION B: CONSIGNOR'S DETAILS</b>									
COMPANY NAME				ARE YOU THE ORIGINAL PRODUCER OF THE WASTE?			YES	NO	
ADDRESS OF PREMISES WHERE WASTE IS TO BE REMOVED FROM				I CERTIFY THAT THE INFORMATION GIVEN IN SECTIONS A & B IS CORRECT AND THAT I AM AUTHORISED TO SIGN THIS CONSIGNMENT NOTE.					
				SIGNED					
			NAME						
POSTCODE				POSITION					
TEL No.				DATE			TIME		
DATE OF REMOVAL OF 1 <sup>st</sup> CONSIGNMENT						DATE OF REMOVAL OF LAST CONSIGNMENT			
CONSIGNMENT TYPE	SINGLE		REGULAR		OTHER CARRIERS	YES/NO	LIST	YES / NO	
<b>SECTION C: CARRIERS CERTIFICATE - TO BE COMPLETED BY THE DRIVER COLLECTING THE CONSIGNMENT</b>									
COMPANY NAME				SIGNED ON BEHALF OF CARRIER. I CERTIFY THAT I COLLECTED THE CONSIGNMENT AT THE TIME STATED AND THAT THE INFORMATION GIVEN IN SECTIONS A & B IS CORRECT TO THE BEST OF MY KNOWLEDGE AND THAT MY COMPANY'S CARRIER REGISTRATION PERMITS THE CARRIAGE OF THE WASTE TYPES LISTED IN SECTION A.					
ADDRESS				SIGNATURE					
				NAME					
POSTCODE				VEHICLE REG. NO.					
TEL No.				DATE			TIME		
CARRIER REG. NO.							TIME		
<b>SECTION D: CONSIGNORS CERTIFICATE - TO BE COMPLETED BY A RESPONSIBLE PERSON FOR THE CONSIGNOR</b>									
SIGNED ON BEHALF OF CONSIGNOR. I CERTIFY THAT THE INFORMATION IN SECTIONS B & C IS CORRECT, THAT THE CARRIER IS REGISTERED TO CARRY OUR WASTE AND THAT THE DRIVER HAS BEEN ADVISED OF THE APPROPRIATE PRECAUTIONARY MEASURES									
SIGNATURE				POSITION					
NAME				DATE			TIME		
<b>SECTION E: CONSIGNEES CERTIFICATE - TO BE COMPLETED BY THE PERSON RESPONSIBLE FOR RECEIPT OF WASTE</b>									
SIGNED ON BEHALF OF CONSIGNEE. I CERTIFY THAT THE WASTE MANAGEMENT LICENCE/CERTIFICATE LISTED BELOW AUTHORISES THE MANAGEMENT OF THE WASTE TYPES AND QUANTITIES SPECIFIED IN SECTION B ABOVE AND THAT I ACCEPTED THE WASTE TYPES AND QUANTITIES SPECIFIED AT THE TIME BELOW.									
COMPANY NAME				ADDRESS					
SIGNATURE							POSTCODE		
NAME/POSITION				DATE			TIME		
LICENCE No.				QUANTITY RECEIVED			VEHICLE REG. NO.		
CARRIER'S SIGNATURE TO CONFIRM TRANSFER TO CONSIGNEE									
<b>SECTION F: NOTICE OF REJECTION OR NON-DELIVERY</b>				NON-DELIVERY		REFUSAL/ REJECTION		CONTINUATION SHEET: YES/NO	
REASON FOR REJECTION				DATE / TIME		PLACE			
				CARRIER SIGNATURE		CONSIGNOR SIGNATURE			

**THE WASTE MANAGEMENT (JERSEY) LAW 2005 - ARTICLE 21  
ANNEX TO CONSIGNMENT NOTE FOR THE MOVEMENT OF HAZARDOUS AND HEALTHCARE WASTE**

**CARRIER SCHEDULE (Prenotification/Consignor/Carrier/Consignee>Returns copy - delete as applicable)**

CONSIGNMENT NOTE No.

**JE 9999**

Sheet

of

**CONSIGNORS CONSENT - TO BE COMPLETED BY A RESPONSIBLE PERSON FOR THE CONSIGNOR**

SIGNED ON BEHALF OF CONSIGNOR. I CONSENT TO THE USE OF THE ADDITIONAL CARRIER STATED BELOW IN THIS MOVEMENT OF OUR WASTE.

SIGNATURE

POSITION

NAME

DATE

PROPOSED CARRIER

**CARRIERS CERTIFICATE - TO BE COMPLETED BY THE DRIVER RECEIVING THE CONSIGNMENT**

SIGNED ON BEHALF OF NEW CARRIER - I CERTIFY THAT:

1. I RECEIVED THE CONSIGNMENT AT THE TIME STATED FROM THE PREVIOUS CARRIER
2. THAT THE INFORMATION GIVEN IN SECTIONS A & B IS CORRECT TO THE BEST OF MY KNOWLEDGE
3. THAT MY COMPANY'S CARRIER REGISTRATION PERMITS THE CARRIAGE OF THE WASTE TYPES LISTED IN SECTION A
4. I HAVE BEEN ADVISED OF THE APPROPRIATE PRECAUTIONARY MEASURES BY THE CONSIGNOR.

COMPANY NAME

SIGNATURE

ADDRESS

NAME

DATE & TIME

VEHICLE REG. NO.

POSTCODE

CARRIER REG. NO.

TEL No.

TO BE TRANSFERRED TO

CARRIER

NAME OF COMPANY

CONSIGNEE