

DUTY OF CARE: CONTROLLED WASTE TRANSFER NOTE

Section A – Description of the Waste

1. Please describe the waste being transferred:

2. Where did the waste come from (this should show where the waste was produced if known or where you collected it from):

3. What is the European Waste Catalogue (EWC) Code:

4. How is the waste contained?

Loose Bags Skip Drum Containers
 Other Please describe:

5. What is the quantity of waste (number of bags, containers; size of containers, weight of bags, etc).

Section B – Current holder of the Waste (Transferor)

1. Full Name (BLOCK CAPITALS):

2. Name and Address of the Company:

Postcode: _____

SIC code (2007): _____

3. Which of the following are you? (× one or more boxes)

Producer of the waste
 Holder of waste authorisation
 Waste Authorisation Number: _____

Importer of the waste

Registered waste carrier waste broker or dealer
 Registration number: _____

Section C – Person receiving the Waste (Transferee)

1. Full Name (BLOCK CAPITALS)

2. Name and Address of the Company:

3. Which of the following are you? (× one or more boxes)

Holder of waste authorisation
 Waste Authorisation number: _____
 Issued by: _____

Importer of the waste

Registered waste carrier waste broker or dealer
 Registration number: _____

Section D – Waste Hierarchy Declaration

I confirm that I have fulfilled my duty to apply the Waste Hierarchy as a priority order as required by regulation 17 of the Waste Regulations (Northern Ireland) 2011

or

I confirm that I have departed from the Waste Hierarchy priority order to achieve the best overall environmental outcome, due to the following:

Section E Place of Transfer

1. Address of place of transfer/collection point:

2. Date of transfer:

3. Time(s) of transfer (for multiple consignment, give “between” date):

4. Name, address and registration number of broker or dealer who arranged this waste transfer (if applicable):

I confirm the information provided is true and correct.

Section F -Signatures:

<p><u>Transferor</u> Signed Full Name: (BLOCK CAPITALS)</p> <p>Representing:</p>	<p><u>Transferee</u> Signed Full Name: (BLOCK CAPITALS)</p> <p>Representing:</p>
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You must only complete Section G if you are delivering waste to a landfill site.

Section G – Pre-Treatment Declaration

The Landfill Directive defines treatment as physical, thermal, chemical or biological processes (Including sorting) that change the characteristics of the Waste in order to reduce its volume or hazardous nature or facilitate its handling or enhance recovery

What materials have been segregated from this Waste? Please tick appropriate box:									
Paper		Card		Metal		Glass		Plastic	
Wood		Food		Compostable		WEEE		Other	
Please indicate the percentage of the total original volume of the Waste that has been removed:									
Less than 5%		5% to 25%		25% to 50%		50% to 75%		More than 75%	

Please report any processes that have been employed to segregate or treat this Waste or any other information that may assist in its treatment or disposal. Or if the Waste has not been treated please state why¹ :

- (1) Waste destined for landfill shall be subject to prior treatment unless –
 (a) it is inert waste for which treatment is not technically feasible; or (b) it is waste other than inert waste and treatment would not reduce its quantity or the hazards which it poses to human health or the environment.

A transfer note needs to be provided for all transfers of waste between holders for example between a waste producer and waste carrier, then subsequently, between a waste carrier and a waste manager. In between these transfers there may be a broker or a dealer involved and these holders **must** also ensure that a transfer note is produced.

The transfer note **must** contain the following prescribed information.

- An adequate description of the waste.
- Where the waste came from.
- The appropriate code from the List of Wastes Regulations for the waste (commonly referred to as the EWC code).
- Information on the quantity and nature of the waste and how it is contained.