

hazardous waste – you can handle it

New rules on agricultural waste

Your guide to the movement of Hazardous Agricultural Waste

This is the second of two guidance notes giving you practical advice and information on what to do if you move hazardous waste off your farm, to comply with the new rules. If you have hazardous waste on your farm and you want to have it removed **you need a consignment note to move that waste**.

Some collectors (carriers) offer a service called a multiple collection round. Talk to your collector to see if they offer this service.

You can complete consignment notes yourself. Or, your waste collector can complete them on your behalf if you authorise this. However, the legal responsibility to ensure the note is completed correctly still remains with you.

This guide sets out the standard consignment procedures for hazardous wastes moved within England and Wales. If you move waste out of England or Wales you need to contact us for help.

What do consignment notes look like?

We have produced standard movement consignment notes which are three-part forms. They are colour-coded and printed on no-carbon-required paper. They are labelled to indicate who needs to keep which copy:

- (White) Producer's/Holder's/Consignor's copy
- (Gold) Carrier's Copy
- (Pink) Consignee's Copy

You can see the consignment note layout here: <http://www.environmentagency.gov.uk/hazwaste/>

Where can you get consignment notes?

You can produce your own consignment notes.

You can use consignment notes produced by your waste contractor.

You can buy single movement consignment notes from us.

If you move more than a couple of types of hazardous wastes on one consignment note you will probably need to use a continuation sheet.

If you want consignment notes and continuation sheets from us:

- call **08708 502858** to speak to the Hazardous Waste team;
- fax an order to **01733 464949**; or
- e-mail us at hazwasteorders@environment-agency.gov.uk

How do you fill in a standard movement (single movement) consignment note?

Before hazardous waste is collected from your farm, you need to start completing the top Producer's/Consignor's/Holder's copy. As you write on the top sheet the information will be copied to the sheets below.

The consignment note is divided into 5 sections, parts A to E. Advice on how to complete each part is given below. Refer to the example form on the next page to help you.

Part A: NOTIFICATION DETAILS

You must fill out this section.

1 Consignment note code

You must follow the format given in this guide otherwise your consignment note is not valid.

The consignment note code must be unique. If you use a code for one load you must not use that number again for another.

The consignment note code depends on whether your site is **exempt from registration** or **required to be registered**. If you produce less than 500 kg of hazardous waste (excluding scrap vehicles) in a year you are exempt.

If your site is **exempt from registration** the consignment note code must be:

EXEFAR/YYYZZ

where,

YYY is the first three letters of your name or trading name

ZZ is letters or numbers that give a unique number for the collection.

NB you need a unique number for each collection.

e.g. for a collection from Bob's Farm, the consignment note code could be EXEFAR/BOB01 or EXEFAR/BOBX1

If you are required to **register your site**, the consignment note code must be:

REGNUM/YYYYY

where,

REGNUM is the premises registration number given to you when your premises was notified to us.

YYYYY is letters or numbers that give a unique number for the collection.

NB you need a unique number for each collection.

e.g. the consignment note code could be ABC049/HW02L.

2 The waste described below is to be removed from (name, address, postcode, telephone, email, facsimile)

These are the details of your farm.

Note that a postcode is required for the consignment to be properly completed. If your farm does not have a postcode, you must use the nearest known full postcode to the farm.

If you have a telephone number, email and/or fax number enter these details too.

3 Premises code (where applicable):

If the farm is registered with us, then your hazardous waste registration number should be entered here.

If the premises are exempt write "exempt" here.

4 The waste will be taken to (name, address & postcode):

This provides details about the site to where the hazardous waste is going to be delivered, i.e., the consignee. Remember your Duty of Care when deciding on a consignee.

5 The waste producer was (if different from 2) (name, address, postcode, telephone, e-mail, facsimile):

If you have produced the waste you can write “As A2” here. If another person has produced the waste on your farm he or she is the producer. They will be completing the consignment notes rather than you.

Part B: DESCRIPTION OF THE WASTE

You must fill out this section.

1 The process giving rise to the waste(s) was:

You can put “farming” here.

2 SIC for the process giving rise to the waste:

Add the farming SICs. 01 and 02.

3 WASTE DETAILS

All of the following must be completed for each hazardous waste being collected.

Description of the waste:

List of Wastes (EWC) code (6 digits):

You need to provide a written description and EWC code for every hazardous waste being collected. Refer to the table of wastes and their codes included on page 5 for descriptions of waste and their codes.

Quantity (kg):

The total quantity of each EWC coded hazardous waste being collected must be provided in kilograms. Where the hazardous waste is a liquid 1 litre is the same as 1 kilogram.

The chemical/biological components of the waste and their concentrations are:

For each waste you need to identify what is in it, this is known as the component. You will need to give an approximate percentage concentration for your particular waste.

Physical Form (gas, liquid, solid, powder, sludge or mixed):

Only one of Gas, Liquid, Solid, Powder, Sludge or Mixed should be given for each EWC coded waste.

Hazard code(s):

This must be completed for all of the hazards appropriate to each hazardous waste. See list of hazard codes on page 4.

Container type, number and size:

Each container of hazardous waste must be described with its size and quantity e.g. 4 x 45 gallon drums, 1 x 14 cubic yard skip.

UN identification number(s), Proper shipping name(s), UN Class(es), Packing group(s) and Special handling requirements:

These items are required for transport purposes where the hazardous waste is also ‘dangerous for carriage’. Please speak to your collector about how to complete this section.

Part C: CARRIER’S CERTIFICATE

The carrier will complete this section.

Part D: CONSIGNOR’S CERTIFICATE

After the carrier has completed Part C you should then complete Part D of the note. You will be signing a declaration which you should read carefully. Once you are happy that the information is correct you can complete Part D.

1 Consignor Name / On behalf of (name, address, postcode, telephone, e-mail, facsimile):

You can write “As A2” here because you are the consignor.

Now sign and date the declaration.

Waste Description and EWC Codes – to be inserted in Part B3 of the consignment note

Agricultural waste stream	Hazardous		Non-hazardous	
	Comments	EWC Codes	Comments	EWC Codes
Packaging (empty containers/bags)				
Containers that have held oil	Assumes as much oil as possible has been removed – otherwise code as oil	15 01 10		
Plastic & metal containers that have held pesticides	These may be hazardous if they are not emptied and triple rinsed and drained	02 01 08	These are only non-hazardous if they are emptied and triple rinsed	Plastic 15 01 02
				Metal 15 01 04
Animal health packaging	These will only be hazardous if they have contained hazardous animal health products and have not been emptied and triple rinsed and drained.	18 02 05	<p>If the packaging has only contained non-hazardous animal health products then the packaging will be non-hazardous.</p> <p>If the packaging has contained hazardous animal health products then the packaging can still be classified as non-hazardous if they are emptied and triple rinsed</p>	Paper & cardboard 15 01 01
				Plastic 15 01 02
				Composite 15 01 05
				Mixed 15 01 06
				Glass 05 01 07
Fertiliser bags	These may be hazardous if they are not emptied	02 01 08	<p>If the bag has only contained non-hazardous fertiliser then the bag will be non-hazardous.</p> <p>If the bag has contained hazardous fertiliser then the packaging can still be classified as non-hazardous if they are emptied and triple rinsed</p>	Paper & cardboard 15 01 01
				Plastic 15 01 02
				Textile 15 01 09
Seed bags Animal feed bags	<p>These may be hazardous if they have been contaminated through re-use or storage. Examples are given below. Please note that this is not a definitive list.</p> <p>Any bags that have been re-used to store cytotoxic or cytostatic medicines, as these are classified as toxic, carcinogenic, toxic for reproduction or mutagenic.</p> <p>Please note: check the label on the medicine.</p> <p>Any contamination with infectious material</p> <p>Any bags that have been re-used as mats, floor coverings or to soak up spills in garages and workshops are likely to be contaminated with diesel, petrol, lubricating oils and used engine oils and should be considered hazardous.</p>	18 02 07	<p>If the bags have not been reused to store hazardous materials such as pesticides or animal health products then the bags are not going to be hazardous.</p>	Paper & cardboard 15 01 01
				Plastic 15 01 02
				Textile 15 01 09
				18 02 02
		15 01 10		

Agricultural waste stream	Hazardous		Non-hazardous	
	Comments	EWC Codes	Comments	EWC Codes
Packaging (empty containers/bags)				
Seed bags Animal feed bags	Any bags that have been re-used to store hazardous agrochemical materials such as pesticides or animal health products should be considered hazardous. Any bags that have been re-used to store hazardous agrochemical materials such as animal health products should be considered hazardous.	02 01 08 02 01 08		
Contaminated cardboard boxes	These may be hazardous if they have been contaminated through re-use or storage. Examples are given below. Please note that this is not a definitive list. Any cardboard boxes that have been re-used to store cytotoxic or cytostatic medicines, as these are classified as toxic, carcinogenic, toxic for reproduction or mutagenic. Please note: check the label on the medicine. Any contamination with infectious material from healthcare Any cardboard boxes that have been re-used as mats, floor coverings or to soak up spills in garages and workshops are likely to be contaminated with oils such as diesel, petrol, lubricating oils and used engine oils and should be considered hazardous. Any boxes re-used to store hazardous materials animal health products that have been in direct contact with the cardboard should be considered hazardous. Any boxes that have been re-used to store hazardous materials such as fertiliser that has been in direct contact with the cardboard should be considered hazardous.	Cytotoxic & cytostatic medicines 18 02 07 18 02 02 15 01 10 18 02 05 02 01 08	If the cardboard packaging has only contained non-hazardous substances then the cardboard boxes will be non-hazardous.	Cardboard 15 01 01
Cores			Cardboard Plastic Wood Metal	15 01 01 15 01 02 15 01 03 15 01 04

Agricultural waste stream	Hazardous		Non-hazardous	
	Comments	EWC Codes	Comments	EWC Codes
Packaging (empty containers/bags)				
Smoke canisters and empty rabbit / mole poison containers (which contain phostoxin)	As these are impossible to clean out properly their residual contents will make them hazardous.	02 01 08		
Non-packaging plastics				
Silage films & wrap				02 01 04
Horticultural films				02 02 04
Bale twine & netwrap				Plastic 02 01 04
				Nylon 15 01 09
Tree guards				Metal 02 01 10
				Plastic 02 01 04
Other plastics				02 01 04
Animal Health waste				
Sheep dip	Concentrate	18 02 05	If the dip tank has been prepared by diluting the dip in accordance with manufacturer's instructions the used dip will not be hazardous	18 02 06
Pour on pesticide / insecticide (animal health)	Concentrate or poorly diluted washings may be hazardous. Be guided by labels and material safety data sheets or refer to the manufacturer's instructions. For instance the label may say harmful, toxic etc.	18 02 05 (animal health care)		18 02 06 (animal health care)
Discarded / damaged treatment guns	Any treatment guns that have come into contact with infectious material. This may be from the animal being treated or the treatment being administered, such as the BCG vaccination.	18 02 02	Uncontaminated treatment guns. Treatment guns that have only been used to deliver non-hazardous treatments to animals that are not infectious.	18 02 08
	Any treatment guns used to administer cytotoxic or cytostatic medicines, as these are classified as toxic, carcinogenic, toxic for reproduction or mutagenic. Please note: check the label on the medicine.	18 02 07	For instance, many vaccines (except BCG) are non-hazardous.	

Agricultural waste stream	Hazardous		Non-hazardous	
	Comments	EWC Codes	Comments	EWC Codes
Animal Health waste				
Unused and residual medicines used for the treatment of animals	Any medicines that are described as cytotoxic or cytostatic, as these are classified as toxic, carcinogenic, toxic for reproduction or mutagenic. Please note: check the label on the medicine.	18 02 07	Medicines which do not have hazardous properties. The reader is advised to check the label on the medicine. For example, many vaccines (except BCG) are non-hazardous.	18 02 08
	Any medicines where the composition or its hazard properties are unclear. Please note: check the label on the medicine.	18 02 07		
Syringes & needles	Any syringes or needles that have come into contact with infectious material. This may be from the animal being treated or the treatment being administered.	18 02 02	These would not be hazardous waste where there is no risk of infection or they have only been used to deliver medicines which do not have hazardous properties. The reader is advised to check the label on the medicine. If the syringe or needle is unused.	18 02 01 and 18 02 08 18 02 01
	Any syringes or needles that have been used to deliver medicines that are described as cytotoxic or cytostatic, as these are classified as toxic, carcinogenic, toxic for reproduction or mutagenic. Please note: check the label on the medicine.	18 02 07 and 18 02 02		
	Any syringes or needles used to administer other animal health products where the composition or its hazard properties are unclear. Please note: check the label on the medicine and check for hazards such as toxic or harmful for the environment.	18 02 07 and 18 02 02		
Disposable gloves, dressings & swabs	Contaminated with body fluids from an infected animal, or, where they may otherwise be considered to present an infection risk	Infectious material 18 02 02	These would not be hazardous waste where there is no risk of infection. For example, if the items are unused or uncontaminated.	18 02 03
Mastitis cream tubes				18 02 08
Worm treatments				18 02 08
Vaccines	BCG vaccination	18 02 07	All other vaccines	18 02 08

Agricultural waste stream	Hazardous		Non-hazardous	
	Comments	EWC Codes	Comments	EWC Codes
Animal Health waste				
Aerosols	Aerosols use a butane propellant. As they are impossible to clean out properly the residual contents will make them hazardous.	15 01 10		
Non Animal Health waste				
Agrochemical wastes such as pesticides, fertilisers	Concentrated pesticides, fertilisers etc containing hazardous substances. Please note: check the label on the materials for hazards such as toxic	02 01 08	Do not contain hazardous substances or diluted such that no hazardous substances present	02 01 09
Building waste				
General construction and demolition waste	Asbestos containing material such as lagging, asbestos cement sheets, building panels	Insulation materials containing asbestos 17 06 01	Non-hazardous unless it is contaminated with something that might make it hazardous e.g. asbestos	Concrete 17 01 01
		Construction materials containing asbestos 17 06 05		Bricks 17 01 02
	Any mixed C & D waste (construction and demolition) that has been contaminated with dangerous substances, such as: diesel, petrol, lubricating oils and used engine oils; industrial paints which may contain lead chromate; asbestos from building rubble; transformer oils; insulation foams; tars.	17 09 03		Tiles and ceramics 17 01 03
				Mixtures of concrete bricks, tiles & ceramics 17 01 07
				Wood 17 02 01
	Glass, plastic or wood contaminated with hazardous substances	17 02 04		Glass 17 02 02
				Plastic 17 02 03
Soil and stones containing hazardous substances	17 05 03	Soil & stones 17 05 04		
		Insulation 17 06 04		
		Gypsum based plaster board 17 08 02		
		Mixed construction & demolition wastes 17 09 04		

Agricultural waste stream	Hazardous		Non-hazardous	
	Comments	EWC Codes	Comments	EWC Codes
Building waste				
Metal	Any metal waste that has been contaminated with dangerous substances, such as: oils - diesel, petrol, lubricating oils and used engine oils; industrial paints which may contain lead chromate; transformer oils containing PCB/PCTs; tars	Contaminated metals 17 04 09	Non-hazardous unless it is contaminated with something that might make it hazardous, e.g. engine oil	Copper, bronze, brass 17 04 02
		Cables containing oil, coal tar & other dangerous substances 17 04 10		Aluminium 17 04 02
				Lead 17 04 03
				Zinc 17 04 04
				Iron & steel 17 04 05
				Tin 17 04 06
				Mixed metals 17 04 07
				Cables that are uncontaminated 17 04 11
Batteries				
Lead acid	Vehicle batteries	16 06 01		
NiCad rechargeable (nickel cadmium)		16 06 02		
Button battery	Mercury containing batteries	06 06 03	Not containing Mercury	16 06 05
Alkaline batteries (eg lithium)				16 06 04
NiMH (Nickel metal hydride) rechargeable				16 06 05
Other batteries				16 06 05
Machinery waste				
Components from machines	Components from machinery eg engines, gear boxes etc contaminated with hazardous components such as oils (diesel, petrol, lubricating oils and used engine oils).	16 01 21	Components from machinery that are not contaminated with something that might make it hazardous e.g. oil	16 01 22
End of life vehicles	Any scrap vehicles that still contain any substance that is hazardous (lead acid battery, oil,brake, fluid, asbestos brake pads) will be hazardous	16 01 04	Depolluted vehicles i.e. end of life vehicles that have had all hazardous material removed	16 01 06

Agricultural waste stream	Hazardous		Non-hazardous	
	Comments	EWC Codes	Comments	EWC Codes
Machinery waste				
Fuel oil (diesel / kerosine)		13 07 01		
Lubricating oil	Chlorinated, mineral based	13 02 04		
	Non chlorinated, mineral based	13 02 05		
	Synthetic	13 02 06		
	Biodegradable	13 02 07		
	Other	13 02 08		
Brake fluid		16 01 13		
Brake pads	Brake pads containing asbestos	16 01 11	Non-hazardous unless contaminated with asbestos	16 01 12
Oil filters	Used oil filters will always be hazardous because of oil content	16 02 08		
Anti-freeze	Will be hazardous if contains dangerous substance Please check manufacturers' safety data sheets for further information	16 01 14	Non-hazardous unless contaminated with asbestos Please check manufacturers' safety data sheets for further information	16 01 15
Air bags containing explosive components		16 01 10		
Tyres				16 01 03
Electronic or electrical waste				
Fluorescent light tubes	Containing mercury	20 01 21		
TVs or computer monitors that contain a cathode ray tube and also flat screen TVs or TFT monitor screens	Cathode ray tubes: coatings on activated glass	16 02 13		
	Flat screen TVs & monitors: mercury contained within the backlight			
Fridges / freezers	Contains CFC, HCFC or HFC refrigerants	16 02 11		
Capacitors (containing PCBs)		16 02 09		

Agricultural waste stream	Hazardous		Non-hazardous	
	Comments	EWC Codes	Comments	EWC Codes
Office waste				
General office paper				20 01 01
Cardboard				20 01 01
Printer & empty cartridges	Cartridges where the contents have not been fully used	08 03 17	Empty cartridges	08 03 18

What happens next?

Now you have completed Part D, detach and retain the top copy (labelled consignor's copy). This is your copy, which you must keep for three years.

Give the other two copies of the consignment note to the carrier.

Within a set period of time (no later than four months after the waste left your site) your consignee must send you a document, called the "Consignee's Returns to a Producer or Holder", to show that they have received hazardous waste from you. They should tell you what they have done with your waste e.g. incinerated, landfilled, transferred it etc. You should check that all of the loads of waste sent out of your site have been properly received and managed by your consignee by matching the return from the consignee with the consignment notes in your register.

Where to find out more

For a full description of consignment note issues refer to HWR03A Consignment Note: Standard Procedure. <http://publications.environment-agency.gov.uk/pdf/GEHO0506BKVP-e-e.pdf>

This guide is one in a series of 'changing practice' information sheets we have produced to help you understand the new rules.

For advice on hazardous waste phone **08708 502858**.

Check your carrier is authorised at www.environment-agency.gov.uk/publicregister.

For details about keeping consignment notes, registers and returns see HWR05 Record Keeping http://www.environment-agency.gov.uk/subjects/waste/1019330/1217981/1219784/?lang=_e

For general advice on agricultural waste visit the Agricultural Waste Stakeholders' Forum by going to: <http://www.environment-agency.gov.uk/awsf> or by contacting our National Customer Contact Centre on **0845 603 3113**, or log on to www.environment-agency.gov.uk/agriculturalwaste

Visit the Waste Recycling Directory: <http://www.wasterecycling.org.uk>