

### **Attachment-4-3-5-Waste Acceptance Procedure**

In accordance with Condition No. 8.1.10 of the current IED Licence for the Drehid WMF (W0201-03), Bord na Móna has prepared a Waste Acceptance Procedure to the satisfaction of the EPA. This agreed procedure (Bord na Móna Document Ref. EP 20.0) is included as Attachment A to this document. Upon granting of the new IED Licence for the facility, the attached procedure will be updated accordingly and submitted to the EPA for approval.

The following is an outline of the information to be included in the revised Waste Acceptance Procedure:

Waste will be accepted at the facility only from customers who are holders of a waste collection permit, unless exempted, under the Waste Management (Collection Permit) Regulations (S.I. No. 820 of 2007) and amending Regulations, the Waste Management (Collection Permit) (Amendment) Regulations (S.I. No. 87 of 2008). The facility will not accept waste delivered directly by the general public and a civic amenity facility will not be provided at the site.

Waste contractors using the site will be required to have a contract with Bord na Móna and the site waste acceptance procedure will apply to all waste deliveries to the site. This will ensure that all contractors will be assessed in advance and that the general composition of the waste will be known.

Any contractors who arrive on-site without such a contracted agreement will be refused entry and turned away.

The waste contractor/carrier will be required to provide documentation, which allows a written record to be maintained for each load of waste arriving at the facility. The following information will be recorded:

- a) the date;
- b) the name of the carrier (including if appropriate, the waste carrier registration details);
- c) the vehicle registration number;
- d) the name of the producer(s)/collector(s) of the waste as appropriate;
- e) the name of the waste facility (if appropriate) from which the load originated including the waste licence, IED licence or waste permit register number;
- f) a description of the waste including the associated EWC codes;
- g) the quantity of the waste, recorded in tonnes; and
- h) the treatment, where applicable, to which the waste has been subjected.

Bord na Móna will also record the following information:

- a) the name of the person checking the load; and
- b) where loads or wastes are removed or rejected, details of the date of occurrence, the types of waste and the facility to which they were removed.

Three levels of testing and compliance are required for the acceptance of material based on 2003/33/EC, namely:

- Level 1: Basic Characterisation;
- Level 2: Compliance with Basic Characterisation (i.e. consistency testing for regularly generated wastes); and
- Level 3: On-site Verification.

Testing Level	Responsibility	Objective
Level 1: Basic Characterisation	Waste Producer	Full understanding of the waste.
Level 2: Compliance with Basic Characterisation (i.e. contingency testing for regularly generated wastes)	Waste Producer	Periodic sampling to demonstrate consistency with original understanding of a regularly generated waste (i.e. the basic characterisation) using key characteristics. For singularly produced waste streams, Level 2 testing is not required.
Level 3: On-site Verification	Landfill Operator	Consistency / compliance with basic characterisation for visually non-conforming wastes and 'quick check' of key relevant characteristics where appropriate.

Following satisfactory documentation check and initial on-site verification, of authorised vehicles at the waste control area, these vehicles will be directed to the appropriate location within the facility. While unloading, the waste is subject to further visual inspection by site staff. Should any unacceptable wastes be discovered, the load or any relevant part thereof will be removed to the waste inspection area for further investigation. If the non-conformity has been identified after unloading the waste, the waste will be loaded back on the truck and held in the waste inspection area.

If a load has been rejected while still contained, the truck or trailer will be moved into the waste quarantine area in agreement with the carrier. In the case that the non-conformity is only related to wrong or incomplete documentation, the truck may be held until it is in order. In the event the waste is found to be non-conforming, the waste will either be reclassified and disposed of appropriately or removed from the site by the carrier. The carrier will be required to notify Drehid WMF of the final destination of the waste load.

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**Attachment A – Existing Waste Acceptance Procedure at Drehid Waste Management Facility  
(W0201-03)**

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Document Approved by:		Revision:	4
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**Purpose:** This document has been prepared in compliance with Condition 8.1.6 of the Waste Licence (W0201-03) and Council Decision 2003/33/EC on establishing criteria and procedures for the acceptance of waste at landfills pursuant to Article 16 and Annex II of Council Directive 1999/31/EC on the landfill of waste and details the appropriate method for the acceptance of waste for disposal.

**Scope:** This procedure covers all incoming wastes for disposal and engineering use.

**References:** [EPF 20.1 Waste Contract Form](#)  
[EPF 20.2 Waste Inspection Form](#)  
[EPF 20.3 Waste Consignment Certificate](#)  
[EPF 20.4 Waste Acceptance Criteria](#)  
[EPF 8.1 Environmental Incident Investigation Report Form](#)  
[EPF 8.2 Incident Notification Form](#)  
[EPF 10.1 Corrective and Preventative Action Form](#)

### **Procedure**

**1.1** The types and annual quantities of waste for disposal, as specified in Schedule A.2 of the Waste Licence W0201-03 are shown in Table 1 below.


WASTE TYPE	MAXIMUM (TONNES PER ANNUM)
<b>Non-Hazardous Municipal, Commercial &amp; Industrial wastes</b>	360,000 Landfill – up to 31 <sup>st</sup> December 2017 120,000 Landfill – from 1 <sup>st</sup> January 2018 25,000 Composting Unit
<b>Inert Waste</b>	No limit where used in landfill engineering

### **1.2 Waste Treatment:**

As specified in Licence Condition 8.1.1 only pre-treated wastes are acceptable for disposal as set out in Article 6 (a) of the Landfill Directive.

In accordance with Licence Conditions 8.1.2 regarding the acceptance of biodegradable municipal waste, the following limits shall apply:

- (i) From 1 July 2010 to 30 June 2013 inclusive, a maximum of 47% by weight of municipal solid waste (MSW) accepted for disposal to the body of the landfill shall comprise biodegradable municipal waste (BMW), measured on a calendar year basis or, in 2010 and 2013, part thereof,

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- (ii) From 1 July 2013 to 30 June 2016 inclusive, a maximum of 30% by weight of MSW accepted for disposal to the body of the landfill shall comprise BMW, measured on a calendar year basis or, in 2013 and 2016, part thereof, and
- (iii) From 1 July 2016, a maximum of 15% by weight of MSW accepted for disposal to the body of the landfill shall comprise BMW, measured on a calendar year basis or, in 2016, part thereof.

Any Inert waste accepted at the facility is subject to treatment where technically feasible as set out in Licence Condition 8.1.9.

The acceptance of waste at the facility will require the producer disposing the waste to either treat the waste at its source, or at an approved Licensed or Permitted treatment facility, where technically feasible.

### 1.3 Waste Characterisation, Testing & Monitoring

Waste Acceptance at Drehid Waste Management Facility will be carried out in compliance with the requirements of Council Decision 2003/33/EC.

Bio-stabilised residual waste shall be sampled every 500 tonnes from each source. This sample will be subject to the AT4 Test.


In order for biostabilised material to qualify for an exemption from the landfill levy, the customer is required to demonstrate that an adequate "Separation Process" has been carried out to remove plastic, metal and other non-organic material from the biodegradable fraction of municipal waste.

### 1.4 Basic Characterisation

Basic Characterisation is required for each type of waste prior to approval for disposal at Drehid Waste Management Facility. The producer of the waste, or the person responsible for its management, is responsible for the completion of EPF 20.1 - Waste Contract Form, and ensuring that the characterisation information is correct. Independent laboratory testing may be required to determine the leaching behaviour of the waste.

Bord na Móna will require the submission of the following information for all waste types prior to approval for disposal:

- Details of the source and origin of the waste.

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- Information on the process producing the waste (description and characteristics of raw materials and products).
- Description of the waste treatment applied in compliance with Article 6(a) of Council Directive 99/31/EC, or a statement of reasons why such treatment is not considered necessary.
- Code according to the European Waste Catalogue.
- Data on the composition of the waste (and the leaching test results, where the waste is not classified in Chapter 20 of the European Waste Catalogue and / or where there has been no pre-treatment carried out on the waste).
- Appearance of the waste (smell, colour and physical characteristics).
- Information to prove that the waste does not fall under the exclusions of Article 5(3) of the Council Directive 99/31/EC.

All waste accepted into Drehid Waste Management Facility shall be in compliance with Council Decision 2003/33/EC.

During basic characterisation, it is established whether wastes are regularly generated in the same process or whether wastes are not regularly generated. This differentiation has an impact on both the frequency and extent of tests for basic characterisation and compliance:

If wastes are regularly generated from the same process in a single installation, or from the same process in different installations but the measurements sufficiently show the range and variability of the characteristic properties, then those wastes can be considered characterised and shall subsequently be subject to compliance testing only, unless significant changes in the generation process occur.

If wastes are not regularly generated in the same process and are not part of a well characterised waste stream, then each batch of such waste will need to be subject to basic characterisation, which also means that no compliance testing is needed.

Basic characterisation will be performed and / or paid for by the waste producer or by the person responsible for its management.

## 1.5 Compliance Testing

In order to check regularly arising waste streams, any waste that has been deemed acceptable for disposal at Drehid Waste Management Facility on the basis of basic characterisation shall be subject to compliance testing, to determine if it complies with the results of basic

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characterisation and the relevant acceptance criteria. The testing parameters and frequency will be determined following basic characterisation.

The compliance test shall, as a minimum, consist of a batch leaching test, and shall be carried out in the scope and frequency and for the key variables as determined during basic characterisation. Analysis Methods and Limit Values are as per Environmental Procedure Form (EPF) 20.4 – Waste Acceptance Criteria.

**2.0 Load Acceptance:**

All holders of waste collection permits under the Waste Management Permit Regulations 2001, who wish to deliver waste to the facility for disposal will need to submit a copy of their Facility Licence/Permit and Waste Collection Permits for relevant Regions, along with a completed Waste Contract Form (EPF 20.1) and accept the terms and conditions of the site.

**2.1 Arrival of Waste on Site:**

When a waste load arrives at the facility the Weighbridge Operator and any other site staff present check whether all site rules for hauliers are being and have been adhered to. Once a vehicle is approved for access to the site it will enter the entry weighbridge, where the Weighbridge Operator will perform the documentation check and the first visual inspection if possible.

**2.2 Documentation Check:**

The documentation accompanying the waste load is checked by the Weighbridge Operator. All relevant details relating to the producer and the carrier must be completed as well as all relevant sections relating to the description of the waste. The Weighbridge Operator will establish whether the waste has been approved by reviewing the Waste Consignment Certificate EPF 20.3 which should travel with the consignee and deemed acceptable. The waste load shall only be accepted if the Weighbridge Operator is satisfied that all necessary information has been supplied. Should any of the above not be the case, the waste load has to be quarantined and the facility manager or nominated deputy informed immediately.



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### 2.3 On-Site Verification:

The Weighbridge Operator performs the initial visual inspection of the waste load to verify that the waste delivered is the same as that described in the documentation and has been subject to basic characterisation. The Weighbridge Operator is aided by the CCTV system the weighbridge office if free vision is not possible. If the initial on-site verification at the weighbridge fails, the Weighbridge Operator will reject the load and immediately inform the facility manager.

If the waste load has passed both initial checks it can be conveyed to the disposal area.

### 2.4 Unloading of Waste:

While unloading, the waste is subject to further visual inspection by site staff. Adequate lighting will be provided during operating hours in hours of darkness. Documented inspections are carried on selected loads using EPF 20.2 Waste Inspection Form. If the load also passes this check it can be spread on the working face for compaction. Should any unacceptable wastes be discovered, the load or any relevant part thereof will be removed to the Waste Inspection Area for further investigation.

If the waste load is fully compliant, the driver will on completion of unloading exit through the wheel wash back to the weighbridge.

### 2.5 Procedure for Rejected Waste Loads:

During any of the above described steps, a waste load may be rejected. The incident will be recorded in EPF 8.2 Waste Incident Form. Whenever a waste load is rejected, it will be held until a decision has been made on how to proceed.

If the non-conformity has been identified after unloading the waste, the waste will be loaded back on the truck and held in the Waste Inspection area.

If a load has been rejected while still contained, the truck or trailer will be moved into the Waste Quarantine Area in agreement with the carrier. In the case that the non-conformity is only related to wrong or incomplete documentation, the truck may be held until it is in order. In the event the waste is found to be non-conforming, it will be decided whether to allow the producer to remove it to an authorised destination or remove it using a specialist in the event of it being a difficult waste. The carrier will be required to notify Drehid Waste Management Facility of the final destination of the waste load.