

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

It is anticipated that the vast majority of the public will bring waste to the facility using cars and small vans. Facility staff will be in position at the entrance gate to inspect incoming waste and take payment, as appropriate. Any inappropriate incoming waste will be refused, and the customer requested to remove the unsuitable waste from the facility. A quarantine area will be identified for temporary storage of unsuitable waste.

Commercial waste will not be accepted at the facility. An example of the procedure to be followed to identify commercial waste is included in Appendix A.

Staff at the facility will record waste quantities based on the waste removed from the facility. Waste collection vehicles are typically equipped with measurement cells to record haulage loads. These records will be used to complete Annual Environmental Reports (AERs) as required by the conditions of the Waste Licence.

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**Attachment A – DCC Policy on Waste Acceptance**

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### **Policy on Waste Acceptance at Ballymun Recycling Centre**

Commercial waste is not accepted at the facility.

1. **Frequency of use:** If a vehicle is making repeated trips to the facility with large amounts of waste, the driver should be approached by the designated member of staff and questioned about the nature of their visit. Name, address of driver and vehicle registration should be taken for reporting purposes. The nature of the waste should be examined, and an explanation sought regarding its origin.
2. **Size of Vehicles:** The drivers of all large vehicles should be questioned about the nature and origin of their waste. Details as in Item 1 should be taken.
3. **Nature of Material:** Only household waste shall be accepted. No commercial waste is permitted. Unacceptable materials should not be deposited at the site. As a guide household waste should not, in general, contain multiples of the same item. The quantity of material involved may also indicate that it is commercial in origin.
4. **Number of Items:** Only one item of each material type from a household should be accepted at the site i.e. one fridge, cooker, suite of furniture etc.
5. **Non-Acceptance:** If the designated person reasonably suspects that the waste is commercial in origin then it should not be accepted at the facility. The refused person should be given the reason for the non-acceptance and informed that they can write to Waste Management Services in Dublin City Council if they wish to make further representations.

It should be noted that some householders might require the use of commercial vehicles to transport their household items to the centre. The use of a commercial type of vehicle does not in itself indicate that the waste is commercial. In order to ensure uniformity in the application of these rules there should be one person designated to make on site judgements in relation to this matter.

The relevant person in Waste Management Services in Dublin City Council is to be given a written report as soon as possible after any incident of non-acceptance so that they can deal with any queries raised in relation to it.