

# Asbestos and Waste Tyres Guidelines

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## 1. Definitions

The following terms are used throughout these Asbestos and Waste Tyres Guidelines. Any other terms, unless otherwise stated, take the same meaning as in the Protection of the Environment Operations (Waste) Regulation 2014 (the Waste Regulation).

**EPA:** the New South Wales Environment Protection Authority.

**EPA Fixed Plate:** a fully-functioning fixed plate approved by the EPA with a unique QR2id code and alphanumeric number for a particular premises.

**Asbestos Waste:** asbestos waste, where clause 79 of the Waste Regulation applies to its transportation.

**Waste Tyres:** waste tyres, where clause 76 of the Waste Regulation applies to their transportation.

**WasteLocate:** the online tool developed by the EPA for reporting on the location and movement of certain waste types.

## 2. Introduction

These *Asbestos and Waste Tyres Guidelines* (the Guidelines) contain legal requirements that consignors, transporters, and occupiers of premises must meet in addition to their obligations under the Waste Regulation.

The guidelines include general and specific user requirements for WasteLocate.

Each guideline, and the relevant clause(s) under which the guideline has been made, are listed below.

1. **Asbestos and Waste Tyres Guideline 1:** Prescribed form and manner (clauses 76(3), (4), (5), (6), (7), (9) and 79(3), (4), (5), (6), (8) of the Waste Regulation).
2. **Asbestos and Waste Tyres Guideline 2:** Waste tyres consignor requirements (*clause 76(3)(g) of the Waste Regulation*).
3. **Asbestos and Waste Tyres Guideline 3:** Waste tyres transporter requirements (*clauses 76(6)(b) of the Waste Regulation*).
4. **Asbestos and Waste Tyres Guideline 4:** Occupier of premises to which a load of waste tyres is delivered (*clause 76(7)(d) of the Waste Regulation*).
5. **Asbestos and Waste Tyres Guideline 5:** Asbestos waste transporter requirements (*clauses 79(3)(f) of the Waste Regulation*).
6. **Asbestos and Waste Tyres Guideline 6:** Occupier of premises to which a load of asbestos waste is delivered (*clauses 79(6)(c) of the Waste Regulation*).

These Asbestos and Waste Tyres Guidelines take effect on and from 1 October 2015.

## 2.1 Asbestos and Waste Tyres Guideline 1: Prescribed form and manner

See clauses 76(3),(4), (5), (6), (7),(9) and 79(3), (4), (5), (6), (8) of the Waste Regulation.

This guideline sets out how to give information to the EPA under clauses 76 and 79 of the Waste Regulation (prescribed form and manner).

A consignor of Waste Tyres must:

- a) register as a consignor of Waste Tyres on WasteLocate following the instructions at [wastelocate.epa.nsw.gov.au](http://wastelocate.epa.nsw.gov.au) before the transport of any Waste Tyres
- b) provide the information it is required to give or cause to give under clause 76 of the Waste Regulation and these guidelines on WasteLocate following the instructions at [wastelocate.epa.nsw.gov.au](http://wastelocate.epa.nsw.gov.au).

A transporter of Waste Tyres must:

- a) register as a transporter of Waste Tyres on WasteLocate following the instructions at [wastelocate.epa.nsw.gov.au](http://wastelocate.epa.nsw.gov.au) no later than on delivery of its first load of Waste Tyres
- b) provide the information it is required to give or cause to give under clause 76 of the Waste Regulation and these guidelines on WasteLocate following the instructions at [wastelocate.epa.nsw.gov.au](http://wastelocate.epa.nsw.gov.au).

A transporter of Asbestos Waste must:

- a) register as a transporter of Asbestos Waste on WasteLocate following the instructions at [wastelocate.epa.nsw.gov.au](http://wastelocate.epa.nsw.gov.au) before any transport of Asbestos Waste
- b) provide the information it is required to give or cause to give under clause 79 of the Waste Regulation and these guidelines on WasteLocate following the instructions at [wastelocate.epa.nsw.gov.au](http://wastelocate.epa.nsw.gov.au).

The occupier of any premises to which Waste Tyres or Asbestos Waste are delivered must display an EPA Fixed Plate at its premises on and from delivery of the first load of either Waste Tyres or Asbestos Waste to its premises. This is to enable it to give information to the EPA under clauses 76 and 79 of the Waste Regulation.

A transporter of a load of Waste Tyres or Asbestos Waste to any of those premises must scan the EPA Fixed Plate at the premises through their mobile device for each load. Scanning of the EPA Fixed Plate by the transporter for a load enables the occupier to meet its obligations under clause 76(7) or 79(6) (as applicable) of the Waste Regulation for that load.

**Note:** Consignors and transporters should refer to the information on how to register and use WasteLocate available at [www.epa.nsw.gov.au/wasteregulation/transport-asbestos-tyres.htm](http://www.epa.nsw.gov.au/wasteregulation/transport-asbestos-tyres.htm).

## **2.2 Asbestos and Waste Tyres Guideline 2: Waste tyres consignor requirements**

See clause 76(3)(g) of the Waste Regulation.

This guideline sets out what information a consignor of Waste Tyres must provide to the EPA, in addition to the other information listed in clause 76(3) of the Waste Regulation.

The consignor of Waste Tyres must provide the following information to the EPA upon registration on WasteLocate before the transportation of any Waste Tyres:

- a) mobile telephone number of the consignor
- b) email address of the consignor
- c) trading name or agency name of the consignor
- d) postal address of the consignor if different from consignor's address
- e) primary telephone number and email address of the consignor
- f) the Australian Business Number for the consignor (if the entity has an ABN).

The consignor of a load of Waste Tyres must provide the following information to the EPA by using WasteLocate before the transportation of any load of Waste Tyres:

- a) the type of Waste Tyres in the load
- b) the name of the transporter.

## **2.3 Asbestos and Waste Tyres Guideline 3: Waste tyres transporter requirements**

See clause 76(6)(b) of the Waste Regulation.

This guideline sets out what information a transporter of Waste Tyres must provide to the occupier of any premises to which Waste Tyres are delivered, in addition to the other information listed in clause 76(6) of the Waste Regulation.

The transporter of Waste Tyres must cause the following information to be entered into WasteLocate upon registration on WasteLocate no later than on delivery of its first load of Waste Tyres:

- a) mobile telephone number of the transporter's registered driver\*
- b) drivers licence number of the transporter's registered driver\*
- c) trading name or agency name of the transporter
- d) an Australian Business Number for the transporting company (ABN) (if the entity has an ABN).

The transporter of a load of Waste Tyres must provide the Vehicle registration number of the vehicle driven by the transporter's registered driver for the specific consignment to the EPA using WasteLocate no later than on delivery of each load.

\* *A transporter of Waste Tyres can only select one driver per registration on WasteLocate.*

## 2.4 Asbestos and Waste Tyres Guideline 4: Occupier of any premises to which a load of waste tyres is delivered

See clause 76(7)(d) of the Waste Regulation.

This guideline sets out what information an occupier of any premises to which Waste Tyres are delivered must provide to the EPA, in addition to the other information listed in clause 76(7) of the Waste Regulation.

If the EPA Fixed Plate at an occupier's premises to which a load of Waste Tyres is delivered is not scanned by the transporter of the waste tyres (Unscanned Tyre Load), the occupier must provide the EPA the following information in relation to the load:

- a) the date and time of delivery of the load of Waste Tyres
- b) the vehicle registration number of the vehicle driven by or on behalf of the transporter for the specific consignment.

The occupier must provide this information to the EPA:

- a) in writing using the form in Appendix 1 of these guidelines.
- b) within 7 days after the end of the month in which the load was received
- c) via email to [waste.operations@epa.nsw.gov.au](mailto:waste.operations@epa.nsw.gov.au) or by post to EPA Waste Operations, PO Box A290, Sydney South, NSW 1232, unless otherwise authorised by an EPA officer.

## 2.5 Asbestos and Waste Tyres Guideline 5: Asbestos transporter requirements

See clauses 79(3)(f) of the Waste Regulation.

This guideline sets out what information a transporter of Asbestos Waste must provide to the EPA, in addition to the other information listed in clause 79(3) of the Waste Regulation.

The transporter of Asbestos Waste must provide the following information to the EPA upon registration on WasteLocate no later than on delivery of its first load of Asbestos Waste:

- a) name and address of the transporter
- b) mobile telephone number of the transporter's registered driver\*
- c) email address of the transporter
- d) trading name or agency name of the transporter
- e) drivers licence number of the transporter's registered driver\*
- f) postal address of the transporter, if different from address
- g) primary telephone number of transporter
- h) the Australian Business Number (ABN) for the transporting company (if the entity has an ABN)
- i) WorkCover licence number of the transporter, if held.

\* A transporter of Asbestos Waste can only select one driver per registration on WasteLocate

The transporter of a load of Asbestos Waste must provide the following information to the EPA by using WasteLocate before the transportation of any load of Asbestos Waste:

1. the type of Asbestos Waste in the load
- vehicle registration number of the vehicle driven by the transporter's registered driver for the specific consignment.

## **2.6 Asbestos and Waste Tyres Guideline 6: Occupier of any premises to which a load of asbestos waste is delivered**

See clause 79(6)(c) of the Waste Regulation.

This guideline sets out what information an occupier of any premises to which Asbestos Waste is delivered must provide to the EPA, in addition to the other information listed in clause 79(6) of the Waste Regulation.

If the EPA Fixed Plate at an occupier's premises to which a load of Asbestos Waste is delivered is not scanned by the transporter of the Asbestos Waste (Unscanned Asbestos Load), the occupier provide the EPA the following information in relation to the load:

- a) the date and time of delivery of the load of Asbestos Waste
- b) the vehicle registration number of the vehicle driven by or on behalf of the transporter for the specific consignment.

The occupier must provide this information to the EPA:

- a) in writing using the form in Appendix 1 of these guidelines
- b) within 7 days after the end of the month in which the load was received
- c) via email to [waste.operations@epa.nsw.gov.au](mailto:waste.operations@epa.nsw.gov.au) or by post to EPA Waste Operations, PO Box A290, Sydney South, NSW 1232, unless authorised otherwise by an EPA authorised officer.

## Appendix 1: Record of Unscanned Loads

### Details of receiving premises

Company or agency name	
Contact name	
Address of premises	
Environment Protection Licence Number	
Australian Business Number (ABN)	
Phone number	
Email address	
Fixed Plate Number or Numbers (if more than one on premises)	

### Record for [date] [month] [year] to [date] [month] [year]

Date of Delivery	Time of Delivery	Waste Tyres or Asbestos Waste	Vehicle Registration Number

### Submitted by:

Name	Position	Signature	Date