GOVERNMENT OF WESTERN AUSTRALIA

Department of Water and Environmental Regulation

GUIDELINE

Driver information package for transportation of bulk controlled waste

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Purpose

This guideline provides information for drivers transporting bulk controlled waste on a road in Western Australia. According to the *Road Traffic Act 1974*:

> ***road*** means any highway, road or street open to, or used by, the public and includes every carriageway, footway, reservation, median strip and traffic island thereon…

The guideline outlines:

- licensing requirements for drivers of bulk controlled waste;
- statutory obligations of drivers transporting bulk controlled waste; and
- the importance of safely transporting bulk controlled waste.

Persons seeking to become licensed by the Department of Water and Environmental Regulation (the Department) as a bulk controlled waste driver must complete and pass a written assessment (Appendix C of this guideline).

The assessment is to determine an applicant or driver's knowledge of the *Environmental Protection (Controlled Waste) Regulations 2004* (the Regulations) in order for an applicant or driver to meet the requirements to be licensed as a driver to transport bulk controlled waste on a road in Western Australia. Regulation 17 states:

> **Drivers to be licensed**
>
> A person —
>
> (a) who is employed or engaged by a carrier to drive a vehicle to transport a bulk controlled waste on a road; and
>
> (b) who is not licensed as a driver,
>
> commits an offence.

Introduction

The Department regulates the transportation of controlled wastes on a road in Western Australia. This includes licensing carriers, bulk controlled waste vehicles and tanks, and bulk controlled waste drivers; and listing waste facilities.

The Department has prepared this information to assist a person applying for a bulk controlled waste driver licence, and to assist a licensed bulk controlled waste driver undertaking the bulk controlled waste driver re-assessment.

The Regulations apply to the transportation of a ***controlled waste*** from the point of generation to appropriately licensed waste facilities.

The driver of a vehicle transporting bulk controlled waste on a road in Western Australia must hold a valid controlled waste driver licence, which is issued by the Department. According to Regulation 2:

> ***bulk controlled waste*** means a controlled waste that is transported in a tank;
>
> ***tank*** means an enclosed space that is on, attached to or part of a vehicle and used, or designed to be used, for the transportation of a liquid or gas in bulk…

This information and the assessment form part of the approved driver knowledge base for demonstrating adequate technical competence to drive a vehicle transporting a bulk controlled waste.

A bulk controlled waste driver licence will not be issued where the written assessment has not been passed by the applicant.

A pass requires that the applicant or driver correctly answers a minimum of 28 questions out of 32 questions in the written assessment.

Identification and classification of controlled waste

What is a controlled waste?

According to regulation 2:

> ***Controlled waste*** means any matter that is —
>
> (a) within the definition of waste in the NEPM for the *Movement of Controlled Waste between States and Territories*;* and
> (b) listed in Schedule 1…

and to regulation 3(4):

> Subject to subregulations (5) and (6), these regulations apply to a controlled waste that is produced by or as the result of —
>
> (a) an industrial or commercial activity;
> (b) a medical, nursing, dental, veterinary, pharmaceutical or other related activity;
> (c) activities carried out on or at a laboratory; or
> (d) an apparatus for the treatment of sewage.

According to the *National Environment Protection (Movement of Controlled Waste between States and Territories) Measure*:

> ***Waste*** means any:
> (a) discarded, rejected, unwanted, surplus or abandoned matter; or
> (b) otherwise discarded, rejected, unwanted, surplus or abandoned matter intended for:
> i. recycling, reprocessing, recovery, reuse, or purification by a separate operation from that which produced the matter; or
> ii. sale,
> whether of any value or not.

Appendix A outlines the controlled wastes listed in Schedule 1 of the Regulations.

Controlled waste category list

The Department has established a controlled waste category list (see Appendix B) comprising 15 broad category groups:

A – Plating and heat treatment
B – Acids
C – Bases
D – Inorganic chemicals
E – Reactive chemicals
F – Paints, resins, inks and organic sludges
G – Organic solvents
H – Pesticides
J – Oils
K – Putrescible and organic wastes
L – Industrial wash water
M – Organic chemicals
N – Soils and sludge
R – Clinical and pharmaceutical
T – Miscellaneous

Each category group contains a number of waste types and associated waste codes that correspond with the controlled waste listed in Schedule 1 of the Regulations (see Appendix A).

The waste types in each category group contain a waste code that consists of the category letter plus three numbers relating specifically to that waste type. For example, K210—sewage waste. For tracking purposes the waste code provides a convenient short-form reference to waste types.

The controlled waste category list (see Appendix B) details examples of waste that fall under each waste type. It is recommended that all vehicles transporting controlled waste contain a copy of the controlled waste category list.

A driver transporting controlled waste should carry a copy of the controlled waste category list for reference when completing controlled waste tracking forms, which must accompany any load of controlled waste transported on a road in Western Australia.

Guide to classification of category G—Organic solvents into relevant waste codes

Controlled waste category group G—Organic solvents are comprised of halogenated and non-halogenated forms. The information below is provided to assist with the correct and accurate categorisation of organic solvents:

Halogenated organic solvents

Generally, a halogenated solvent is one that contains any of the following words in its chemical name:

- chlor;
- bromo;
- fluro; or
- iodo.

Non-halogented organic solvents

Generally, non-halogenated solvents are those that do not contain the above words in the chemical name.

Examples of controlled waste category group G—Solvents

Chemical Name	Waste code and name
Ethyl phenyl ether	G110 Non-halogenated organic solvents
Cyclohexane	G110 Non-halogenated organic solvents
Diethyl ether	G110 Non-halogenated organic solvents
Iso-propanol	G110 Non-halogenated organic solvents
Pentachlorophenol	G150 Halogenated organic solvents not otherwise specified
Perchloroethylene	G130 Dry cleaning waste containing perchloroethylene

Bulk and packaged controlled waste

What is the difference between bulk and packaged waste?

Controlled waste is contained as either:

- bulk controlled waste; or
- packaged controlled waste.

Different licensing requirements apply to the different containment types.

According to regulation 2:

> ***bulk controlled waste*** means a controlled waste that is transported in a tank…
>
> ***tank*** means an enclosed space that is on, attached to or part of a vehicle and used, or designed to be used, for the transportation of a liquid or gas in bulk…
>
> ***packaged controlled waste*** means a controlled waste that is transported otherwise than as a bulk controlled waste…
>
> ***carrier*** means a person licensed as a carrier under these regulations…

Carriers

According to regulation 11(1):

> A person who —
>
> (a) transports or causes to be transported for gain or reward on a road a bulk controlled waste or a packaged controlled waste; and
>
> (b) is not licensed as a carrier,
>
> commits an offence.

Drivers

According to regulation 17:

> **Drivers to be licensed**
>
> A person —
>
> (a) who is employed or engaged by a carrier to drive a vehicle to transport a bulk controlled waste on a road; and
>
> (b) who is not licensed as a driver,
>
> commits an offence.

A person employed or engaged by a carrier to only drive a vehicle transporting packaged controlled waste on a road does not need a bulk controlled waste driver licence.

Bulk controlled waste driver obligations

Bulk controlled waste driver licence

Who requires a bulk controlled waste driver licence?

The driver of a vehicle transporting bulk controlled waste on a road in Western Australia must hold a valid controlled waste driver licence issued by the Department. According to regulation 17:

> **Drivers to be licensed**
>
> A person —
>
> (a) who is employed or engaged by a carrier to drive a vehicle to transport a bulk controlled waste on a road; and
>
> (b) who is not licensed as a driver,
>
> commits an offence.

Note that a reference to "licensed" in the Regulations means a licence issued under the Regulations; not a motor vehicle driver's licence issued by the Department of Transport.

How do I apply for a bulk controlled waste driver licence?

To apply for a bulk controlled waste driver licence the applicant is advised to:

- ensure he/she holds a current motor driver's licence issued under the *Road Traffic Act 1974* for the type of vehicle to be driven;
- complete and submit to the Department the approved Form CW2 – Application for bulk controlled waste driver licence;
- submit two colour passport photographs, or a digital image of the applicant;
- provide proof of an adequate level of technical competence by reading the Driver information package for the transportation of bulk controlled waste, and successfully completing the written assessment; and
- pay the scheduled licence fee (refer to Schedule of controlled waste fees or contact the Department on 6364 7000).

Once the Department grants the application for a controlled waste driver licence, the Department will notify the applicant in writing and provide a controlled waste driver licence and identification card. A person is not licensed until in possession of the licence and identification card.

Allow 30 days for the Department to process complete and legible application forms. According to regulation 5(3):

> If the CEO has not determined an application made under regulation 4 by the end of the period of 30 days —
>
> (a) beginning on the day on which the application was made to the CEO; or
>
> (b) beginning on the day on which information required to be provided under regulation 4(2) is received by the CEO,
>
> whichever is the later, he or she is taken to have made a decision to refuse the application on the last day of that period.

Once the Department grants the application for a bulk controlled waste driver licence, the Department will notify the applicant in writing, and provide a bulk controlled waste driver licence and identification card, which must be carried by the driver when transporting bulk controlled waste.

According to the regulations 19:

> **Driver identification card**
>
> (1) The CEO is to issue a driver identification card to each licensed driver.
>
> (2) A licensed driver who fails —
>
> (a) to carry his or her driver identification card at all times while engaged in the transportation of a bulk controlled waste on a road; or
>
> (b) when required to do so by an inspector, to produce for inspection his or her driver identification card,
>
> commits an offence.

How long is a bulk controlled waste driver licence valid?

Applicants applying for a bulk controlled waste driver licence may choose a one-year, three-year or five-year period. According to regulation 8:

> **Validity of licence**
>
> Subject to these regulations, a licence under these regulations is valid for a period, beginning on the day it is issued, of one year, 3 years or 5 years, as specified in the licence.

Prior to the expiry of a bulk controlled waste driver licence the driver may choose to renew the licence for one year, three years or five years. According to regulation 9(2):

> An applicant for renewal of a licence may apply to renew the licence for a period of one year, 3 years of 5 years and subject to these regulations the renewal, if granted, is to have effect for that period.

Payment of the scheduled fee for the chosen duration of validity must accompany the licence application. For more information on fees or contact the Department on 6364 7000.

Licence renewal

Prior to its expiry the driver is responsible for renewing his/her controlled waste driver licence. According to regulation 9(1):

> Upon application —
>
> (a) made before a licence expires;
>
> (b) made in the approved manner and the approved form duly completed; and
>
> (c) accompanied by the appropriate fee prescribed in Schedule 3,
>
> the CEO may renew the licence.

The Department may send the driver a renewal invoice up to five weeks prior to the expiry of the licence.

If a licence renewal invoice has not been received, the Department should be contacted prior to the licence expiry date.

A driver cannot lawfully transport controlled waste when his/her bulk controlled waste driver licence has expired. Failure by a driver to renew the bulk controlled waste driver licence before the due date will result in the licence expiring.

If a driver wants to transport bulk controlled waste after his/her bulk controlled waste licence has expired, a new bulk controlled waste driver licence application must be submitted accompanied by the full licence fee.

Licence conditions

According to regulation 6, the Chief Executive Officer (CEO) of the Department may grant or renew a licence subject to conditions imposed on the licence.

Conditions

(1) The CEO may issue or renew a licence subject to such conditions as the CEO thinks fit to impose.

In addition to offences under the Regulations that apply to a driver, a person who holds a licence and who contravenes a condition to which that licence is subject commits an offence. According to regulation 6(4):

A person who holds a licence and who contravenes a condition to which that licence is subject commits an offence.

All controlled waste carrier, driver and vehicle licences are subject to conditions.

When engaged in the collection, transportation and unloading of controlled waste, it is important that a bulk controlled waste driver is familiar with and complies with the conditions placed on his or her licence.

Drivers transporting bulk controlled waste should carry a copy of their licence conditions with them whenever engaged in the collection and transportation of controlled waste.

Carrying a copy of his or her licence conditions enables the driver to:

- refer to the licence conditions if in any doubt about whether he or she is licensed to transport a specific waste type;
- comply with his or her licence conditions;
- familiarise himself/herself with his or her obligations as a bulk controlled waste driver; and
- produce to an inspector his or her driver identification card when required.

Prior to transporting bulk controlled waste on a road a licensed bulk controlled waste driver must:

- ensure the vehicle and/or tank to be used to transport bulk controlled waste is licensed with the Department; and
- only transport those bulk controlled waste types specified on the driver, carrier, and vehicle and/or tank controlled waste licence.

How do I review the bulk controlled waste driver information package and complete the written assessment?

An applicant or driver's review and understanding of this bulk controlled waste driver information package is demonstrated by passing the written assessment attached at Appendix C.

A pass is achieved when the Department determines that you have correctly answered a minimum of 28 questions out of the 32 questions.

This driver information package explains the transportation of bulk controlled waste on a road in Western Australia and should be read in conjunction with the Regulations.

In order to correctly answer the questions in the written assessment, the applicant must read this guideline and complete the written assessment (Appendix C).

The completed written assessment and a completed approved Form CW2 – Application for bulk controlled waste driver licence are submitted to the Department via email or mail (refer to at www.der.wa.gov.au/cwfactsheets).

The Department will review the written assessment and only issue a bulk controlled waste driver licence upon the applicant correctly responding to 28 or more questions.

If an applicant or driver refuses or fails to undertake the required driver assessment, the bulk controlled waste driver licence application will be refused by the Department on the grounds of failure to demonstrate adequate technical competence. According to regulation 18:

Refusal of licence

(1) In addition to the grounds specified in regulations 5 and 10, the CEO may refuse an application for, or for renewal of, a licence as a driver, or suspend or cancel the licence of a driver, if the CEO is satisfied that the applicant or driver does not have adequate technical competence to drive a vehicle transporting a bulk controlled waste.

(2) For the purposes of subregulation (1) and without limiting regulation 4(2), the CEO may require an applicant or driver to demonstrate adequate technical competence to drive a vehicle transporting a bulk controlled waste by doing one or more of the following —

  (a) completing an appropriate approved driver training course;

  (b) passing a written test or examination that is part of the driver training course approved under paragraph (a);

  (c) providing any information relevant to driving a vehicle transporting a bulk controlled waste that is specified by the CEO.

(3) An applicant or driver who refuses to comply with a requirement under subregulation (2) is to be taken not to have adequate technical competence to drive a vehicle transporting a bulk controlled waste.

Do I need to periodically review the driver information package and complete the assessment?

Yes. To ensure a driver's knowledge of bulk controlled waste requirements remains current, all bulk controlled waste drivers are reassessed on a three-yearly basis via a written assessment.

If a driver holds a three or five-year licence, he/she will be required to read an information package prior to renewing his/her licence, and submit the completed written assessment with their renewal payment.

If a driver renews his/her licence annually, a completed written assessment must be submitted every three years.

The Driver information package for transportation of bulk controlled waste is updated from time to time.

Driver identification card

According to regulation 19 a driver licensed to transport bulk controlled waste must carry his or her driver identification card at all times while engaged in the transport of bulk controlled waste on the road:

Driver identification card

(1) The CEO is to issue a driver identification card to each licensed driver.

(2) A licensed driver who fails —

(a) to carry his or her driver identification card at all times while engaged in the transportation of a bulk controlled waste on a road; or

(b) when required to do so by an inspector, to produce for inspection his or her driver identification card,

commits an offence.

I have lost my bulk controlled waste driver identification card

It is an offence for a driver to fail to carry his/her bulk controlled waste driver identification card at all times while engaged in the transport of bulk controlled waste on the road.

To request a replacement identification card complete and submit to the Department approved Form CW13 – Request to replace lost or stolen bulk controlled waste ID card, and pay an administration fee of $10.

Can my licence be refused, cancelled or suspended?

Yes, the Department may refuse a bulk controlled waste driver licence application or renewal, or suspend or cancel a controlled waste driver licence at any time if the Department is satisfied that the applicant or driver:

- does not have adequate technical competency to drive a vehicle transporting bulk controlled waste;
- is not of good character and repute;
- has been charged with or convicted of an offence against the *Environmental Protection (Controlled Waste) Regulations 2004,* or *Environmental Protection Act 1986* or corresponding laws;
- has provided an application containing or is accompanied by information that is false or misleading; or
- has breached a condition to which the licence is subject.

How do I amend my licence or update my details?

If seeking an amendment to a driver licence condition, or changing a name, address or contact details, complete and submit to the Department approved Form CW 9 – Amendment to a controlled waste driver licence, and pay the scheduled fee.

According to regulation 6(5):

> A person who holds a licence may apply to the CEO for a condition of a licence to be changed or removed by application —
>
> (a) made in the approved form; and
>
> (b) accompanied by the appropriate fee prescribed in Schedule 3.

I have a driver licence to transport controlled waste in another state or territory; can I transport controlled waste in WA?

No. A driver who holds a bulk controlled waste licence issued in another state or territory and wishes to transport controlled waste on a road in Western Australia will need to submit an application to the Department to be licensed as a controlled waste driver in Western Australia.

I have a Dangerous Goods driver licence, do I still need a controlled waste driver licence?

Yes, a driver holding a Dangerous Goods driver licence issued by the Department of Energy, Mines, Industry Regulation and Safety is required to hold a bulk controlled waste driver licence when transporting bulk controlled waste on a road in Western Australia.

Transportation of bulk controlled waste

Definitions

According to regulation 2:

controlled waste tracking form means an approved form —

(a) that has been issued by the Department in paper or electronic form to track the transportation of a type of controlled waste; and

(b) that has not ceased to be valid under regulation 36;

controlled waste tracking number means the unique number recorded on a controlled waste tracking form under regulation 38…

transit facility means a waste facility that may be used for the temporary storage of a controlled waste;

waste facility means —

(a) prescribed premises in respect of which a licence has been issued under Part V of the Act to store, treat, reuse or dispose of a controlled waste; or

(b) a facility licensed, registered or otherwise approved to store, treat, reuse or dispose of a controlled waste under a corresponding law; or

(c) a facility at which a controlled waste may be lawfully unloaded for transportation to another State or a Territory or overseas; or

(d) a dangerous goods site licensed under the *Dangerous Goods Safety (Storage and Handling of Non-explosives) Regulations 2007* Part 4; or

(e) a sewer of a licensee under the *Water Services Act 2012*; or

(f) premises registered under the *Environmental Protection Regulations 1987* regulation 5B to store, treat, reuse or dispose of a controlled waste; or

(g) a site approved by the CEO as a waste facility; or

(h) a facility at which a controlled waste may be lawfully unloaded, stored, treated, reused or disposed of otherwise than as provided for in another paragraph of this definition:

waste holder means a person —

(a) who is in possession or control of a controlled waste on premises; or

(b) whose apparatus or activities produce controlled waste.

Examples and instances of waste facilities under the above definitions are:

(a) For definition (a), an example is a liquid waste treatment facility that holds a category 61 environmental licence for the acceptance and treatment of septage waste;

(b) For definition (b), an example is facilities located in other states and territories that hold appropriate licenses and approvals in that jurisdiction;

(c) For definition (c), an example is a port facility or railway yard that lawfully allows controlled waste to be unloaded and loaded;

(d) For definition (d), an example is a dangerous goods site licensed under the *Dangerous Goods Safety (Storage and Handling of Non-explosives) Regulations 2007* Part 4;

(e) For definition (e), an example is a site that holds a Water Corporation Discharge to Sewer permit

(f) For definition (f), this type of facility will be registered with the Department of Water and Environmental Regulation;

(g) For definition (g) this refers specifically to a site that has written approval from the Chief Executive Officer (CEO) of the Department of Water and Environmental Regulation to accept asbestos waste for disposal; or

(h) For definition (h) this is limited to facilities where the production or design capacity does not require an environmental licence or registration. The facility must hold all required approvals and authorisations from other state government agencies and local government.

Controlled Waste Tracking System means the electronic web-based system managed by the Department that is used to store information recorded on a controlled waste tracking form.

Find more information about controlled waste, or contact the Department on 6364 7000.

Transporting a load of bulk controlled waste

Before transporting bulk controlled waste

Before transporting bulk controlled waste the driver must:

- hold a valid bulk controlled waste driver licence;
- carry his or her bulk controlled waste driver identification card while transporting controlled waste;
- have in his or her possession a controlled waste tracking form (CWTF);
- ensure the vehicle contains appropriate spill management equipment; and
- ensure the vehicle or tank identification card is in the vehicle as he or she must present it at the waste facility or to an inspector.

Collecting controlled waste from the waste holder

When collecting bulk controlled waste from the waste holder, the driver must:

- not, without carrying a copy of written permission from the Department, transport non-controlled waste in a bulk controlled waste licensed vehicle or tank. According to regulation 34:

Obligations of drivers as to transportation of anything other than controlled waste in licensed vehicle or tank

A licensed driver who carries anything that is not a controlled waste in a vehicle or tank licensed under Part 2 commits an offence unless —

(a) the CEO has given written permission to the carrier under regulation 31A; and

(b) the driver has obtained a copy of that permission.

- accurately and completely record all the required waste collection information on the CWTF (as per steps 1 to 4 in 'Completing a controlled waste tracking form' section in this guideline);
- prior to transporting the controlled waste on a road provide the waste holder with an opportunity to sign the CWTF;
- issue the waste holder with a receipt that contains the CWTF number, date, type and amount of controlled waste loaded onto the vehicle or into tank. It is an offence to provide information that is false or misleading or likely to deceive in a material way;
- comply with licence conditions by ensuring that prior to being transported on a road all bulk controlled waste is in the pH range of 2 to 12.5;
- comply with licence conditions by ensuring that different waste codes of bulk controlled waste are not mixed, with the exception of:
    - Waste Codes K110—Waste from grease traps, K130—Sewage wastes and K210—Septage wastes; or
    - Waste Codes K110—Waste from grease traps, K210—Septage wastes, L100—Car and truck wash waters and L150 Industrial wash water, provided that the waste facility is notified prior to unloading the controlled waste at the waste facility.

If the vehicle and/or tank is not licensed under the *Dangerous Goods Safety (Road and Rail Transport of Non-Explosives) Regulations* 2007, prior to transporting as bulk controlled waste on a road, the driver must comply with licence conditions by:

- obtaining an accredited laboratory analysis from the waste holder for waste code D140—Chromium compounds certifying that the chromium has been reduced from a hexavalent state to a trivalent state, with the total hexavalent chromium concentration not exceeding 100mg/L;
- obtaining an accredited laboratory analysis from the waste holder certifying that the cyanide has been oxidised to destroy the free cyanide, with the total free cyanide concentration not exceeding 5 mg/L for waste codes:
    - A110—Waste from heat treatment and tempering processes that use cyanide,
    - A130—Inorganic cyanide, and/or
    - M210—Cyanides and nitriles

- obtaining an accredited laboratory analysis from the waste holder certifying that the controlled waste has a flashpoint of greater than 61 degrees Celsius, unless the driver can reasonably expect the controlled waste to have a flashpoint of greater than 61 degrees Celsius for waste codes:
  - G110—Non halogenated organic solvents,
  - G130—Dry cleaning waste,
  - G150—Halogenated organic solvents, and/or
  - G160—Waste from production, use and formulation of organic solvents not otherwise specified;
- recording the pH of the controlled waste on the CWTF (NOT required for categories J130, K110, K130 and K210) and not transporting controlled waste outside the pH range of 2 to 12.5.

Transporting controlled waste

During transport, the driver must:

- carry his/her bulk controlled waste driver identification card at all times;
- ensure the vehicle or tank being driven is used in a manner that prevents waste from spilling, discharging or falling from the vehicle or tank;
- notify the Department immediately if any waste spills or falls from the vehicle or tank or is discharged to a location other than a waste facility;
- in the event of an unauthorised discharge refer to and follow the procedures in the carrier's spill management plan; and
- ensure that he or she has a CWTF containing the relevant information for transporting the load of the waste.

Unloading controlled waste at a waste facility or transit facility

Before unloading controlled waste at a waste facility or transit facility, the driver must:

- present to the occupier of the waste facility his/her bulk controlled waste driver identification card and controlled waste vehicle or tank identification card;
- ensure the CWTF is still valid;
- give the CWTF for the waste to be unloaded to the waste facility (for paper CWTFs this is the white copy). According to regulation 40:

Procedure on unloading a controlled waste

(1) Before unloading a controlled waste at a waste facility, the driver of the vehicle on which the waste is carried to the facility must —

(a) if the driver is a licensed driver, present the driver's identification card issued under regulation 19 to the occupier of the waste facility; and

(b) give the controlled waste tracking form for the waste to be unloaded at the waste facility to the occupier of the waste facility.

- unload controlled waste only at a waste facility or transit facility that can lawfully accept it.

Unoccupied waste facility or transit facility

Drivers unloading at unoccupied waste facilities will not be able to present the controlled waste driver identification card to the waste facility occupier, or provide the CWTF number before unloading the controlled waste.

Under regulation 40:

> (2A) If the occupier of a waste facility is not present when the driver proposes to unload a controlled waste at the waste facility, subregulation (1) is complied with if the carrier or the driver gives to the occupier within 7 days after the controlled waste is unloaded at the waste facility —
>
> (a) a copy of the controlled waste tracking form; or
>
> (b) the controlled waste tracking number and the information set out in Schedule 2 Division 3 that the controlled waste tracking form contains.

Transportation of anything other than controlled waste in a licensed vehicle or tank

A driver licensed to transport bulk controlled waste who carries anything that is not a controlled waste in a vehicle or tank that is licensed under the Regulations commits an offence, unless the Department's CEO has given written permission to the carrier and the driver has obtained a copy of that permission. Regulation 34 states:

> **34. Obligations of drivers as to transportation of anything other than controlled waste in licensed vehicle or tank**
>
> A licensed driver who carries anything that is not a controlled waste in a vehicle or tank licensed under Part 2 commits an offence unless —
>
> (a) the CEO has given written permission to the carrier under regulation 31A; and
>
> (b) the driver has obtained a copy of that permission.

Mixing controlled waste categories

Licence conditions stipulate that the licensee must ensure that different waste codes of bulk controlled waste are not mixed, with the exception of:

i) Waste Codes K110 – Waste from grease traps, K130 – Sewage wastes and K210 – Septage wastes; or

ii) Waste Codes K110 – Waste from grease traps, K210 – Septage wastes, L100 – Car and truck wash waters and L150 Industrial wash water, provided that the waste facility is notified prior to unloading the controlled waste at the waste facility.

Failure to comply with the above requirements may result in non-compatible waste types being mixed together, which may cause a dangerous reaction to occur.

Controlled waste tracking

The Regulations require all loads of bulk controlled waste and loads of packaged waste over 200 kilograms or 200 litres to be accompanied by a valid CWTF, from the point of generation to unloading at an approved waste facility.

A CWTF is valid for only the load of waste in a single vehicle or single tank; that is if a vehicle has two or more trailers or two or more tanks that contain a controlled waste then each trailer or tank is taken to be a single vehicle and a CWTF is required for the load of waste in each trailer or tank. Regulation 36 states:

Validity of controlled waste tracking form

(3A) A controlled waste tracking form for the transportation of a type of controlled waste on a road is valid only in respect of —

(a) the single vehicle or single tank; and

(b) the single waste facility,

specified in the controlled waste tracking form.

(3B) For the purposes of subregulation (3A)(a) —

(a) if a vehicle has 2 or more trailers that contain a controlled waste, each trailer is taken to be a single vehicle; and

(b) if a vehicle has 2 or more tanks that contain a controlled waste, each tank is taken to be a single tank.

If transporting less than 200 kilograms or 200 litres of packaged controlled waste in one load, a CWTF is not required; however, the driver must be engaged or employed by a licensed packaged controlled waste carrier. Regulation 32 states:

Obligations of drivers as to transportation of a controlled waste

(1) A driver who transports on a road a controlled waste without a controlled waste tracking form, containing the information set out in Schedule 2 Division 3, for the transportation of that waste commits an offence.

(2) In proceedings against a driver for a breach of subregulation (1) it is a defence for the driver to prove that the controlled waste was a packaged controlled waste and the total weight or volume of packaged controlled waste being transported by the driver at any one time was less than 200 kg or 200 L.

CWTFs are issued by the Department to licensed carriers, either electronically via the Controlled Waste Tracking System (CWTS) or in a booklet of 20 paper forms, and are completed by carriers, drivers, waste holders, and the occupiers of waste facilities, providing information for the Department to track the transportation of controlled waste in Western Australia.

Tracking controlled waste:

- ensures the safe transport of waste from its point of generation to an approved location;
- minimises the risk of unauthorised discharge into the environment; and
- tracks information regarding controlled waste to assist in identifying priority waste management issues in Western Australia.

Both the licensed carrier transporting the controlled waste and the occupier of the waste facility receiving the waste are obligated to send a copy of the relevant CWTF to the Department.

Controlled waste tracking forms

Each CWTF has a unique identifying number and is to be completed with information about the controlled waste that it accompanies including:

- waste type, physical state, and amount;
- waste holder name and address;
- containment type (bulk or packaged); and
- carrier, vehicle and driver details.

Information to be recorded on the CWTF includes but is not limited to:

- when controlled waste was picked up from the waste holder;
- any transfer of the waste to another vehicle or tank;
- temporary storage of the waste at a transit facility; and
- final unloading of the waste at a waste facility.

The CWTF is the record of the collection, transport and unloading of controlled waste, and an independent copy of a CWTF that accompanied a load of waste must be kept by the waste holder, carrier and waste facility for at least three years.

The use of CWTFs allows the Department to ensure that controlled waste is transported to approved waste facilities, and provides vital information about the waste should it spill or be involved in an accident.

The information from CWTFs enables the Department to identify controlled waste trends and comply with international reporting obligations.

What information needs to be on the CWTF?

Information that must be recorded on a CWTF by the carrier is detailed in Schedule 2, Division 3 of the Regulations:

Information to be recorded on controlled waste tracking form
Waste holder's name or identification number
Waste holder's address
Name and address of waste facility
Type of controlled waste
Date loaded onto or into vehicle or tank
Amount of controlled waste
Type and amount of controlled waste unloaded at waste facility without occupier being present, and date of unloading
Type and amount of controlled waste loaded onto or into, or unloaded from, vehicle or tank at transit facility, and date of loading or unloading
Containment type (bulk or packaged)
Physical state of controlled waste (solid, liquid or gaseous)

Driver's name
Driver's licence number (if licence required under these regulations)
Vehicle registration number
Tank licence number (if licence required under these regulations)
Carrier's name
Carrier's licence number
Vehicle or tank capacity

Information that must be recorded on a CWTF by the occupier of a waste facility is detailed in Schedule 2, Division 4 of the Regulations:

Information to be recorded by the occupier of a waste facility
Name and address of waste facility
Date of receipt at waste facility
Type of controlled waste
Amount of controlled waste
Type of disposal, treatment or handling of controlled waste at waste facility
Discrepancies

How long are CWTFs valid?

According to regulation 36(1):

Subject to subregulation (1B), a controlled waste tracking form for the transportation of a type of controlled waste on a road is valid —

(a) in the case of a bulk controlled waste, for a period of 7 days beginning on the consignment day; or

(b) in the case of any other controlled waste, for a period of 21 days beginning on the consignment day; or

(c) in the case of any controlled waste, for a period ending when any part of the controlled waste loaded onto the vehicle or tank is unloaded at a waste facility or under regulation 39(1)(a),

whichever is the shorter period.

What happens to the CWTF during a truck-to-truck transfer or at a transit facility?

A copy of the CWTF must stay with the waste load even if the waste is transferred to another vehicle or unloaded at a transit facility for temporary storage. Regulation 39 states:

> **Obligations as to unloading controlled waste**
>
> (1) A driver must not unload a controlled waste from a vehicle or tank except at a waste facility that may lawfully receive that type of controlled waste unless the waste is —
>
> (a) unloaded as approved or directed by the CEO under subregulation (5); or
>
> (b) unloaded so that it can be transferred directly to another vehicle or tank.

I am transporting waste interstate or from interstate into WA, do I need to use a CWTF?

Yes.

Waste transported into Western Australia

Controlled waste can only be transported into Western Australia from another jurisdiction under an approved Consignment Authorisation (CA) issued by the Department.

Each load of controlled waste transported into Western Australia must be accompanied by a copy of the CA in addition to an electronic CWTF.

Although the waste facility may be lawfully able to accept the type of controlled waste detailed on the CA, without a valid CWTF, the driver will not be able to unload the controlled waste at the waste facility.

The controlled waste must be unloaded at a waste facility no later than seven (7) days after the day on which the vehicle or tank, used to bring the controlled waste, entered Western Australia. According to regulation 39:

> (2) Unless otherwise approved or directed by the CEO, a driver must not unload a controlled waste at a waste facility in the case of a vehicle or tank that is used to bring a controlled waste from another State or a Territory, later than 7 days after the day on which the vehicle or tank entered this State.

Waste transported out of the state

Controlled waste can only be transported out of Western Australia to another jurisdiction under an approved CA issued by the state or territory that will receive the controlled waste.

Where a CA has been approved by the receiving jurisdiction, every load of controlled waste transported in association with the CA must be accompanied by a waste transport certificate, or equivalent, issued by the jurisdiction receiving the waste.

Any part of an interstate movement of controlled waste where the controlled waste is transported on a road in Western Australia must be accompanied by a valid CWTF in addition to the waste transport certificate.

The controlled waste must exit Western Australia no later than seven (7) days after the vehicle or tank transporting the controlled waste enters a Western Australian road. According to regulation 39:

> (3) Unless otherwise approved or directed by the CEO, a driver who has collected a controlled waste in this State and who is taking the waste to another State or a Territory must remove the waste from this State not later than 7 days after —
>
> (a) the day on which the waste was collected in this State; or
>
> (b) if the controlled waste is loaded onto a vehicle or tank other than on a road, the day on which the vehicle or tank enters a road,
>
> whichever is the later.

How do I use an electronic CWTF?

Prior to transporting bulk controlled waste or packaged controlled waste over 200 kilograms or 200 litres, a carrier must open an electronic CWTF for the load in the CWTS.

When opening the CWTF the carrier needs to print out a copy of the CWTF and the driver must take this copy in the vehicle when transporting controlled waste, and provide the relevant information as required.

The driver should return the CWTF to the carrier at the completion of the job.

Within seven days of unloading the waste the carrier must record the information in the CWTS and, once the waste facility has entered their data, close off the CWTF within 14 days of unloading the waste. According to regulation 41A:

> **Carrier to provide CEO with copy of controlled waste tracking form**
>
> (1) Within 14 days after a controlled waste is unloaded from a vehicle or tank at a waste facility, the carrier must give to the CEO —
>
> (a) a copy of the controlled waste tracking form for the transportation of the controlled waste; or
>
> (b) the controlled waste tracking number and the information set out in Schedule 2 Division 3 that the controlled waste tracking form contains.

A CWTF completed in the CWTS is not deemed to be given to the Department as required under regulation 41A until the carrier has closed the form in CWTS.

How do I use a paper CWTF?

For carriers with limited access to the internet and unable to use the CWTS, the Department issues to licensed carriers when requested a book of 20 paper CWTFs.

Each CWTF in a book contains a unique CWTF number and is in triplicate.

When transporting controlled waste the driver should take the CWTF book in the vehicle with him or her, and complete a CWTF for each load of bulk controlled waste and packaged waste over 200 kilograms or 200 litres.

The driver should provide the white copy of the CWTF to the waste facility when the waste is unloaded and return the yellow and green copies to the carrier at the completion of the job.

The carrier must retain the yellow copy for their records and give the green copy to the Department within 14 days of unloading at the waste facility.

The Department records the CWTF information in the CWTS.

Fees

Fees apply to each CWTF, and for licensing of drivers, carriers and vehicles and tanks.

The fees cover the cost of administering the Regulations in Western Australia. For information on the Department's controlled waste fees, please refer to Schedule 3 of the Regulations, or contact the Department.

The Department issues fortnightly invoices to carriers for the electronic CWTFs opened in CWTS during the preceding 14-day period.

Users of paper CWTFs are invoiced for a book of 20 CWTFs.

Why does a paper CWTF cost more than an electronic CWTF?

The higher cost of a paper CWTF reflects the additional administrative costs incurred by the Department to produce and process these forms.

When a paper CWTF is used, the Department records the data in the CWTS and closes off the form. This administrative time is compounded when paper CWTFs returned to the Department for processing are found to be illegible and/or incomplete. Extra resources are expended in obtaining the relevant information to close these forms.

The Department encourages businesses using paper CWTFs to consider using electronic CWTFs where internet access is available.

Controlled waste attachment form

A controlled waste attachment form is a CEO-approved document (see Appendix D).

A controlled waste attachment form must have an active and valid tracking number, and the relevant sections of the form must be fully completed in accordance with the Regulations prior to the transportation of controlled waste on a road.

An attachment form can be used in a situation where a tracking form book or a printed electronic tracking form has been damaged or destroyed. In these circumstances a valid and active tracking number can be placed on the form so it can be used to record the controlled waste collected for transportation on a road.

The form can also be used when the number of collections to be made exceeds the space available on a CWTF as long as the maximum carrying capacity of the vehicle or tank is not exceeded. According to regulation 36:

> (3) Subject to subregulations (1) and (3A), a controlled waste tracking form for the transportation of a type of controlled waste on a road is valid for more than one collection of the type of controlled waste specified in the controlled waste tracking form whether collected from the same or different waste holders.

When a controlled waste tracking number from a paper CWTF is placed on an attachment form, the carrier/driver must circle ‘Yes’ for attachments (top right hand corner of paper CWTF) to indicate the tracking number is being used on an attachment form.

What do I do if I destroy or damage a paper CWTF?

All CWTF books have 20 tracking forms each with a unique number, which are allocated to the carrier in CWTS.

Each controlled waste tracking number relating to a paper form is pre-paid by the carrier.

Should a paper CWTF be damaged or destroyed it can only be replaced with a controlled waste attachment form using the unique number of the damaged or destroyed CWTF.

By using a replacement controlled waste attachment form with the unique number of the damaged or destroyed CWTF, the carrier can account for all the controlled waste tracking numbers allocated to its carrier licence.

The carrier must take three copies of the completed controlled waste attachment form in order to:

- submit one to the Department;
- retain one for the carrier’s records; and
- provide one to the waste facility.

A blank controlled waste attachment form is available for download and use from the Department's website, or by contacting the Department.

Completing a controlled waste tracking form

The completion of a CWTF is the individual responsibility of each of the following in respect of their role in the process:

- carrier;
- initial driver (collecting from waste holder);
- waste holder;
- transit facility occupier (if applicable);
- secondary driver (collecting from transit facility or involved in truck-to-truck transfer of controlled waste);
- secondary carrier (if applicable); and
- waste facility occupier.

Carrier—under regulation 29:

> (1) A carrier who fails to ensure that a driver, employed or engaged by the carrier, of a vehicle which is being used to transport a controlled waste on a road has a controlled waste tracking form, containing the information set out in Schedule 2 Division 3, for the transportation of the waste commits an offence.

Driver—under regulation 32:

> (1) A driver who transports on a road a controlled waste without a out in Schedule 2 Division 3, for the transportation of that waste commits an offence.

Waste holder—under regulation 25:

> (3) A waste holder who does not provide to a carrier transporting a controlled waste for the waste holder, or to a person collecting a controlled waste from the waste holder, the information relating to that waste set out in Schedule 2 Division 2 commits an offence.

Waste facility—under regulation 41:

> (1) The occupier of a waste facility who receives a controlled waste from a driver must record the information relating to that waste set out in Schedule 2 Division 4 on the controlled waste tracking form for the transportation of that waste immediately after that waste is unloaded at the waste facility.

Before arriving at waste holder premises

Step 1: Driver to verify

The driver should complete or ensure that the carrier has provided the following sections on the CWTF prior to collecting the first load of controlled waste:

- carrier's name;
- carrier's licence number;
- driver's name;
- driver's licence number;
- vehicle/tank registration;
- vehicle/tank capacity;
- containment type – circle either 'Bulk' or 'Packaged';
- nominated waste facility;
- waste holder's business/entity name, or a waste holder ID number issued to that company/person by the Department;
- waste holder's street number and name;
- waste holder's suburb; and
- for paper CWTFs only—
    - attachments – circle 'Yes' if there is an attachment form with the same tracking form number, else 'No'
    - tracking form number, if using a controlled waste attachment form.

Step 2: Driver to complete

To certify the validity of the information provided the driver should complete the following section:

- Driver's signature.

Before transporting bulk controlled waste from a waste holder premises

Step 3: Driver to complete

Before the waste is removed from the waste holder premises and transported on a road; the driver must complete the following sections within the 'Waste Collection Details' area for each waste holder listed on the CWTF:

- collection date;
- waste code;
- physical state – mark either 'S' for solid, 'L' for liquid or 'G' for gas;
- amount;
- unit of measure – mark either 'L' for litres, 'kg' for kilograms or 'm^3' for cubic metres (metres cubed);
- number of packages (only for packaged waste); and
- pH measure – not required for categories J130, K110, K130 and K210.

Step 4: Driver to verify

The driver should be aware of the waste holder's obligations under the Regulations such that if the waste holder is present at the time of the controlled waste collection, the driver provides the waste holder the opportunity to sign the controlled waste tracking form. According to regulation 25:

> (4A) A waste holder who does not sign, or cause the waste holder's representative to sign, the controlled waste tracking form held by the person collecting a controlled waste from the waste holder commits an offence.
>
> (4B) Subregulation (4A) does not apply if the waste holder is not present or represented when the controlled waste is collected from the waste holder.

Unloading controlled waste at a transit facility

Step 5: Driver to verify

The driver should ensure the following is completed on the CWTF by the occupier of the transit facility prior to leaving the CWTF with the waste at the transit facility:

- transit facility name;
- gatehouse attendant's name;
- attendant's signature;
- unloading date;
- amount; and
- unit of measure – mark either 'L' for litres, 'kg' for kilograms or 'm^3' for cubic metres (metres cubed).

Note: Unless a separate CWTF has been issued for the transportation of the controlled waste from the transit facility the original CWTF must stay with the entire waste load when unloaded at a transit facility for temporary storage.

If the validity period of the CWTF passes while the controlled waste is still in storage at the transit facility the CWTF becomes invalid and a new CWTF will be required when transporting the controlled waste from the transit facility to the waste facility. In this circumstance, the occupier of the transit facility will need to:

- complete the unloading details section of the invalid CWTF; and
- send a copy of the invalid CWTF to the Department.

According to regulation 41A:

> (1) Within 14 days after a controlled waste is unloaded from a vehicle or tank at a waste facility, the carrier must give to the CEO —
>
> (a) a copy of the controlled waste tracking form for the transportation of the controlled waste; or
>
> (b) the controlled waste tracking number and the information set out in Schedule 2 Division 3 that the controlled waste tracking form contains…
>
> (7A) Subregulations (1), (2) and (6) do not apply to the occupier of a transit facility at which a controlled waste is unloaded unless a separate controlled waste tracking form has been issued for the transportation of the controlled waste from the transit facility.

Collecting controlled waste from a transit facility

Step 6: Collecting driver to verify

When collecting controlled waste from a transit facility the driver must ensure the CWTF for the waste is valid, and has been completed for Steps 1 to 5 as detailed above.

Step 7: Collecting driver to complete

The collecting driver should complete the following sections under the 'Transit facility' area on the CWTF:

- to: carrier's licence number;
- to: driver's name;
- to: driver's signature;
- collection date;
- to: vehicle registration.

Truck-to truck-transfer (secondary driver)

Step 8: Collecting driver to verify

When undertaking a truck-to-truck transfer the driver of the second vehicle must ensure:

- the CWTF for the waste is valid;
- the controlled waste is unloaded so that it can be transferred directly to another vehicle or tank; and
- the CWTF has been completed for Steps 1 to 4 as detailed above.

Step 9: Collecting driver to complete

The collecting driver must complete the following sections under the 'Truck to truck transfer' area on the CWTF:

- to: carrier's licence number;
- to: driver's name;
- to: driver's signature;
- to: vehicle registration;
- date;
- amount;
- unit of measure – mark either 'L' for litres, 'kg' for kilograms or 'm^3' for cubic metres (metres cubed); and
- transfer location.

Unloading controlled waste at a manned waste facility

Step 10: Driver to verify

The driver should verify the occupier of the waste facility has completed the following under the 'Unloading details' area on the CWTF:

- waste facility name;
- waste facility address;
- type of disposal, treatment or handling by facility;
- gatehouse attendant's name;
- attendant's signature;
- unloading date (date of receipt at waste facility);
- waste code (type of controlled waste as per controlled waste category list);
- physical state of controlled waste ('s' solid, 'l' for liquid or 'g' for gas);
- amount and units – circle litres (l), or kilograms (kg), or cubic metres (m^3); and
- discrepancies +/- (in type, amount, state).

Unloading controlled waste at an unoccupied waste facility

Step 11: Driver to complete

When unloading at an unoccupied waste facility the driver must complete the following sections under the 'Unloading details' area on the CWTF:

- waste facility name;
- waste facility address; and
- unloading date.

It is an offence under the Regulations if the driver or carrier does not provide the occupier of the waste facility a copy of the CWTF or the controlled waste tracking number and information within seven (7) days after the controlled waste is unloaded at the waste facility. According to regulation 40:

> (2A) If the occupier of a waste facility is not present when the driver proposes to unload a controlled waste at the waste facility, subregulation (1) is complied with if the carrier or the driver gives to the occupier within 7 days after the controlled waste is unloaded at the waste facility —
>
> (a) a copy of the controlled waste tracking form; or
>
> (b) the controlled waste tracking number and the information set out in Schedule 2 Division 3 that the controlled waste tracking form contains.

CWTF end-of-life details

Step 12:

Submit CWTF and keep records—Paper:

Each paper CWTF is in triplicate:

1. white copy—which the driver is to leave with the occupier of the waste facility (who must retain it for three years);
2. yellow copy—which the driver returns to the carrier (who must retain it for three years);
3. green copy—which the driver returns to the carrier (who must send it to the Department).

The paper CWTF is no longer valid once the controlled waste has been unloaded at a waste facility and therefore cannot be used for a second load of controlled waste.

The driver should also be aware the carrier must return the green copy of the CWTF to the Department within 14 days of the waste being unloaded.

Submit CWTF and keep records—Electronic:

Electronic CWTFs opened by a carrier in the CWTS have unique CWTF numbers and are printed by the carrier to enable Steps 1 to 11 as detailed above to be completed.

Changes and amendments can be made to the information provided on the printed CWTF as required.

Changes must be made by crossing out incorrect information on the form and writing the correct information immediately.

The CWTF is no longer valid once the controlled waste has been unloaded at a waste facility and cannot be used for a second load of controlled waste. The driver should:

1. provide a copy of the printed form to the occupier of the waste facility (who must retain it for three years).
2. also be aware the carrier must return a copy of the CWTF to the Department within 14 days by closing the completed CWTF in the CWTS; therefore the driver will need to return the original CWTF to the carrier (who must retain it for three years).

The waste facility and carrier are obligated to transfer the relevant details from the completed CWTF to the CWTS within 14 days of the waste being unloaded.

CWTS data entry by the occupier of waste facility

The occupier of a waste facility who receives a controlled waste from a driver must record the information relating to that waste set out in Schedule 2 Division 4 of the Regulations in the CWTS within 14 days of the waste being unloaded at the waste facility.

If the occupier of a waste facility is not present when the driver unloads a controlled waste at the waste facility, the carrier or driver must within seven days of unloading controlled waste at the waste facility provide to the occupier of the waste facility a copy of the CWTF or the controlled waste tracking number and the information set out in Schedule 2 Division 3. Regulation 40 states:

> (2A) If the occupier of a waste facility is not present when the driver proposes to unload a controlled waste at the waste facility, subregulation (1) is complied with if the carrier or the driver gives to the occupier within 7 days after the controlled waste is unloaded at the waste facility —
>
> (a) a copy of the controlled waste tracking form; or
>
> (b) the controlled waste tracking number and the information set out in Schedule 2 Division 3 that the controlled waste tracking form contains.

Within 14 days of the waste being unloaded at the facility the occupier of the waste facility must then record the information relating to the waste set out in Schedule 2 Division 4 of the Regulations in the CWTS.

> (2) If the occupier of a waste facility is not present when the controlled waste is unloaded at the waste facility, the occupier complies with subregulation (1) if the occupier records the information referred to in that subregulation within 7 days after the carrier or the driver complies with regulation 40(2A).

CWTS data entry by the carrier

Within 14 days of a controlled waste being unloaded from a vehicle or tank at a waste facility the carrier must provide the details set out on the CWTF, or the information relating to that waste set out in Schedule 2 Division 3, in the CWTS for the relevant CWTF.

This can only occur after the occupier of the waste facility has provided their relevant data as described above.

If the CWTF was opened in the CWTS, any changes to the information provided on the physical form must also be made in the CWTS prior to the carrier closing off the CWTF in the CWTS.

The CWTS is part of the approved form and approved manner, and a CWTF is not deemed to be given to the Department until the carrier has closed the form in the CWTS. According to regulation 41A:

> **Carrier to provide CEO with copy of controlled waste tracking form**
>
> (1) Within 14 days after a controlled waste is unloaded from a vehicle or tank at a waste facility, the carrier must give to the CEO —
>
> (a) a copy of the controlled waste tracking form for the transportation of the controlled waste; or
>
> (b) the controlled waste tracking number and the information set out in Schedule 2 Division 3 that the controlled waste tracking form contains.

Legislative and other requirements

Following are legislative requirements drivers of bulk controlled waste should be aware of:

Vehicle or tank obligations

All vehicles or tanks transporting bulk controlled waste must be licensed. A vehicle or tank is not permitted to transport bulk controlled waste until the Department issues a bulk controlled waste vehicle or tank licence.

According to regulation 21:

Vehicles and tanks of carriers to be licensed

A carrier who transports or causes to be transported a bulk controlled waste on a road in a vehicle or tank other than —

(a) a vehicle or tank that is licensed under this Part to transport a bulk controlled waste; or

(b) a vehicle licensed under the *Dangerous Goods Safety (Road and Rail Transport of Non-explosives) Regulations 2007*; or

(c) a vehicle or tank or class of vehicle or tank that the CEO has exempted from the requirement to be licensed,

commits an offence.

Why do I need the vehicle identification card while transporting controlled waste?

In order to comply with licence conditions, a licensed controlled waste carrier must ensure the vehicle or tank identification card is kept with the vehicle or tank at all times. A licensed bulk controlled waste driver must:

- produce for inspection the vehicle or tank identification card when required to do so by an inspector; and
- produce the vehicle or tank identification card to an occupier of a waste facility prior to unloading the controlled waste.

Vehicle or tank—signage and conditions of a controlled waste carrier and vehicle licence

Bulk controlled waste vehicles/tanks

To ensure compliance with the Regulations and controlled waste licence conditions the Department periodically requires that vehicles and/or tanks being used to transport bulk controlled waste are inspected. According to regulation 22:

> (2) Before an application for a licence for a vehicle or tank is determined the applicant may be required by the CEO to submit the vehicle or tank for inspection at a time and place satisfactory to the CEO.
>
> (3) The CEO may by written notice require the owner of a licensed vehicle or tank to submit the vehicle or tank for inspection at a time and place specified in the notice.

The owner/licensee of a vehicle/tank must ensure that any vehicle/tank licensed to transport controlled waste complies with the carrier and vehicle/tank licence conditions.

Conditions may vary specific to the licensed vehicle being used to transport controlled waste. A driver should always check the controlled waste licence conditions of the vehicle he or she will be driving to transport controlled waste. Applicable licence conditions may include:

1. If the tank is attached to or placed on a vehicle or trailer, the vehicle or trailer must be registered with the Department of Transport and be in roadworthy condition.
2. If the tank is fully detachable and not affixed to the same vehicle or trailer, the tank will be required to have its own tank licence identification number issued by the Department.
3. The tank must have sign-writing (also known as signage) as set out below:
   a) On both sides of the tank with lettering of 150mm in size:
      - the carrier trading name as stated on the controlled waste licence; and
      - the carrier licence number.
   b) On both sides of the tank with lettering of 50mm in size:
      - the words ‘Controlled Waste’; and
      - tank carrying capacity in litres.
   c) On the rear of the tank with lettering of 150mm in size:
      - the carrier licence number.
   d) On the rear of the tank with lettering of 50mm in size:
      - the words ‘Controlled Waste’; and
      - the carrier trading name as stated on the controlled waste licence.
   e) Sign-writing for tanks not affixed to the same vehicle, must also include on the rear and both sides of the tank with lettering of 150mm in size:
      - tank identification number.
4. The tank must have an accurate measurement device, such as a dipstick or sight gauge, so the contents of the tank can be measured:

a) If a sight gauge is utilised it must be fitted with safety valves at both ends to stop leakage in the event that the sight gauge is damaged.
b) If a dipstick is utilised, the dipstick must reach the bottom of the tank and finish at the total volume of the tank.

5. The tank must have a device such as a sampling tap in place to allow a sample of the load to be taken from the tank.
6. The tank must be impervious and of a sound construction suitable for the collection and transportation of controlled waste.
7. The tank must have a cam and groove locking end cap mechanism fitted to all external fittings of the tank while transporting controlled waste.
8. Certification of the tank integrity must be submitted for each tank that is to be licensed with the Department.

A spill management plan and suitable spill equipment must accompany the tank when transporting controlled waste.

Packaged controlled waste vehicles

A carrier should ensure the carrier's licence conditions are met with regard to their packaged controlled waste vehicles; namely that the carrier ensures:

- any vehicle used to transport packaged controlled waste has a sign on both sides and rear of the vehicle that states in writing:
  i. of at least 50mm the words "Controlled Waste";
  ii. of at least 50mm the name of the carrier or the business name; and
  iii. of at least 50mm the carrier's licence number;
- a vehicle used to transport packaged controlled waste is fitted with rigid sides or gates;
- no controlled waste packages protrude above the sides or gates of the vehicle by more than 30 per cent of the height of the package;
- each unit of packaged controlled waste, with the exception of waste codes T140—Used tyres and N120—Soils contaminated with a controlled waste, is clearly labelled with the waste code and waste name it contains prior to being transported;
- all packaged controlled waste is stowed securely during transport; and
- when transporting packaged controlled waste that the waste is transported in a separate compartment from the driver.

I have lost my bulk controlled waste vehicle or tank identification card. What should I do?

It is a breach of a carrier's vehicle or tank licence conditions to fail to ensure that the vehicle identification card is kept with the vehicle or tank at all times.

A lost or stolen card must be reported to the Department as soon as possible.

To request a replacement vehicle identification card a carrier should complete and submit Form CW13 – Request to replace lost or stolen controlled waste identification card, and pay a $10 administration fee.

Waste holder obligations

A controlled waste holder has statutory requirements under the Regulations. The waste holder must:

1. Use a carrier licensed to transport that type of controlled waste on a road.
2. Ensure packaged controlled waste is in a container that is fit for safe transport.
3. Provide to the carrier information on the type of controlled waste, amount and containment type, and the physical state of the controlled waste.
4. If present at the time of the controlled waste collection, sign, or cause a representative to sign, the controlled waste tracking form (CWTF) held by the person collecting the controlled waste.
5. Keep the receipt issued by the driver or carrier for at least three years from the date the waste was loaded onto the carrier's vehicle.

A bulk controlled waste carrier licence requires the carrier to ensure that bulk controlled waste is in the pH range of between 2 and 12.5 prior to being transported on the road.

Therefore, a carrier may also request information from the waste holder on the pH of the controlled waste to be transported.

There are specific controlled waste types that the carrier cannot transport on the road without particular characteristics of the controlled waste being made evident in an accredited laboratory certificate received from the waste holder. The waste types and required characteristics are:

- Solvents wastes – must have a minimum flashpoint of 61°C
- Chromium wastes – must have been reduced from a hexavalent state to a trivalent state where the hexavalent chromium is less than 100mg/L; and
- Cyanide wastes – must have been oxidized to destroy free cyanide with total free cyanide concentration not exceeding 5mg/L.

Therefore, for the above waste types, the waste holder must first obtain an accredited laboratory analysis certifying that the waste meets the relevant aforementioned criteria, and prior to the transportation of the controlled waste provide a copy of that certificate to the carrier.

Transit facility obligations

A transit facility must only accept waste in accordance with the licence, authorisation and/or approvals for the premises.

Transit facilities that accept bulk controlled waste have waste facility obligations under the Regulations.

The occupier of a transit facility who receives a bulk controlled waste must always give or send to the carrier a receipt for the bulk controlled waste unloaded at the facility.

This receipt must contain the bulk controlled waste tracking form (CWTF) number for the load and be signed by a representative of the facility.

The transit facility must ensure the entire load, as recorded on the CWTF, is unloaded from the vehicle to the facility.

Any load of controlled waste temporarily stored at a transit facility cannot undergo any treatment and must match the details of the CWTF that accompanies the load.

Further obligations on the transit facility vary depending on if the load transits the facility on the original CWTF or if the load of bulk controlled waste is collected on a new CWTF. These requirements are listed below.

Obligations of a transit facility where the transportation of the bulk controlled waste from the transit facility occurs on the original CWTF

When a driver presents a load of bulk controlled waste at a transit facility for unloading, the occupier of the transit facility must record the following details under the relevant section on the CWTF:

- transit facility name;
- gatehouse attendant's name; and
- attendant's signature.

The transit facility must also ensure that a copy of the CWTF remains with the controlled waste listed on the form.

Obligations of a transit facility where the transportation of the bulk controlled waste from the transit facility occurs on a new CWTF

When a driver presents a load of bulk controlled waste at a transit facility for unloading and the load leaves the transit facility on a new CWTF, then the facility representative must record the following details under the 'Unloading Details" section on the original CWTD:

- type of disposal, treatment or handling by facility;
- gatehouse attendant's name;
- attendant's signature;
- unloading date;
- waste code;
- amount;
- unit of measure – circle either 'L' for litres, 'kg' for kilograms or 'm^3' for cubic metres (metres cubed); and
- discrepancy (+/-) – if applicable.

The transit facility must keep a copy of the original CWTF, or the CWTF number and the information required under Schedule 2 Division 4 of the Regulations for at least three years from the day the waste was unloaded at the facility.

The transit facility must provide the details of the waste to the Department with the original CWTF number and information detailed in Schedule 2 Division 4 of the Regulations within 14 days of being unloaded. The transit facility representative can submit this information electronically via the CWTS.

When arranging the transportation of the bulk controlled waste from the premises, the occupier of the transit facility must comply with the statutory requirement of a waste holder:

- use a carrier licensed to transport that type of bulk controlled waste on a road;
- ensure packaged controlled waste is in a container that is fit for safe transport;
- provide to the carrier information on the type of controlled waste, amount and containment type, and the physical state of the controlled waste;
- sign, or cause a representative to sign, the controlled waste tracking from (CWTF) held by the person collecting the controlled waste; and
- keep the receipt issued by the driver/carrier for at least three years from the date the waste was loaded onto the carrier's vehicle.

Note: Loads of packaged controlled waste less than 200 kilograms or 200 litres do not require CWTFs; however, they must be transported by a licensed packaged controlled waste carrier.

Controlled waste tracking form validity

A CWTF for the transportation on a road of a type of controlled waste that is to be unloaded at a transit facility is valid for the approved period.

In order for controlled waste to be unloaded at a waste facility using the original CWTF with which the load arrived at the transit facility, then the validity of the CWTF for the transportation of the controlled waste from the transit facility is:

- in the case of bulk controlled waste, a period of seven (7) days beginning on the consignment day (that is, when waste is first loaded onto the vehicle or tank); and
- in the case of any other controlled waste, a period of 21 days beginning on the consignment day.

However, where the issue of a new CWTF has occurred for the transportation of the controlled waste from the transit facility then:

- the original CWTF validity period ends on the day that the waste is unloaded at the transit facility; and
- the new CWTF validity period begins
  - in the case of bulk controlled waste, for a period of seven days beginning on the consignment day, and
  - in the case of any other controlled waste, for the period of 21 days beginning on the consignment day.

Where the controlled waste is collected from the transit facility on a new CWTF, the transit facility has the statutory obligations of a waste holder.

Controlled waste unloading requirements

A licensed bulk controlled waste driver must only transport controlled waste for disposal to a waste facility listed with the Department.

Prior to disposing of controlled waste at an approved waste facility the controlled waste driver must present to the waste facility operator their driver and vehicle identification cards and CWTF.

The occupier of a waste facility receiving a load of controlled waste must give to the driver or send to the carrier a signed receipt for the waste bearing the controlled waste tracking number for the waste unloaded at the waste facility.

Spill management plan

Carrier's responsibilities

Carrier licence conditions may specify the need for a carrier to have a documented spill management plan (SMP). A SMP outlines the actions to be taken in the event of an unauthorised or spill of controlled waste.

The carrier must ensure a copy of the SMP accompanies any vehicle or tank transporting controlled waste.

Spill management equipment must also accompany vehicles when transporting controlled waste on a road.

The purpose of a SMP is to limit harm to the environment and the public in the event of a controlled waste spill. The SMP must clearly outline the actions to be taken should a spill occur (stop, contain, report, clean up, and record).

The following is the key information that should be present in an SMP.

Management

- Spill management procedures—how will the spill be managed?
- Spill management people—which people and resources are in charge of the spill management process?
- Equipment—what equipment will be used to contain and manage the spill and where will it come from?
- Disposal—where will the spilt controlled waste be disposed and who will dispose of it?

Communication

- Notification flow-path—who will be contacted in the event of a spill? Include full name and contact phone number.

Reporting

- Type of report—how will the spill be reported?
- Report recipient—who will receive the spill report?
- Report content—what will be reported?
- Timeline for reporting—the carrier and driver are both obliged to immediately notify the Department in the event of any waste discharging at a location other than a waste facility, or spilling or falling from a vehicle used to transport controlled waste.

Background

- Controlled waste codes—what are the controlled waste codes being transported?
- Controlled waste properties—what are the properties of the controlled waste being transported?
- Transportation—how is the controlled waste transported?
- Routing—where is the controlled waste transported and where are the likely locations of a spill?
- Environmental impacts—what are the likely environmental impacts of a spill?

Suggested reference material in relation to spill management is:
Standards Australia (2001), HB76:1997– *Dangerous Goods – Initial Emergency Response Guide*. Appendix F – State and Territory.

Driver responsibilities

Prior to collecting or transporting controlled waste a driver:

- must ensure the vehicle contains a SMP and suitable spill management kit or equipment;
- should be familiar with the carrier's spill management plan and ensure a copy is located in the vehicle;
- Should in the event of a spill use the **3C's approach**;
  1. **Control**—shut off the source of the discharge (close valve)
  2. **Contain**—prevent the spill from spreading or entering drains (absorbent)
  3. **Clean up**—ensure waste material is disposed of in an appropriate manner.

In the event of a spill, a driver is required to contain the spill in accordance with the carrier's SMP and also immediately report it to the Department.

Appendices

Appendix A: Controlled waste listed in Schedule 1 of the *Environmental Protection (Controlled Waste) Regulations 2004*

Acidic solutions or acids in solid form

Animal effluent or residues (including abattoir effluent, poultry, and fish processing waste)

Antimony; antimony compounds

Arsenic; arsenic compounds

Asbestos

Barium compounds other than barium sulphate

Basic solutions or bases in solid form

Beryllium; beryllium compounds

Boron compounds

Cadmium; cadmium compounds

Ceramic based fibres with physio-chemical characteristics similar to those of asbestos

Chlorates

Clinical waste

Cobalt or cobalt compounds

Containers or drums that are contaminated with residues of a controlled waste

Copper compounds

Chromium compounds (hexavalent or trivalent)

Cyanides (inorganic)

Cyanides (organic) and nitriles

Encapsulated, chemically-fixed, solidified, or polymerised controlled wastes

Ethers

Filter cake containing controlled wastes

Fire debris or fire washwaters

Fly ash other than fly ash generated from Australian coal fired power stations

Halogenated organic solvents

Highly odorous organic chemicals (including mercaptans and acrylates)

Inorganic fluorine compounds excluding calcium fluoride

Inorganic sulphides

Isocyanate compounds

Lead; lead compounds

Mercury; mercury compounds

Metal carbonyls

Nickel compounds

Non toxic salts

Organic phosphorus compounds

Organic solvents excluding halogenated solvents

Organochlorine pesticides (OCPs)

Organohalogen compounds other than substances referred to elsewhere in this Schedule

Oxidising agents

Perchlorates

Phenols; phenol compounds including chlorophenols

Phosphorus compounds other than mineral phosphates

Polychlorinated Biphenyls (PCBs)

Polychlorinated dibenzo-furan (any congener)

Polychlorinated dibenzo-p-dioxin (any congener)

Reactive chemicals

Reducing agents

Residues from industrial waste treatment or disposal operations

Selenium; selenium compounds

Sewage

Soils contaminated with a controlled waste

Surface active agents (surfactants), containing mainly organic constituents and which may contain metals and inorganic materials

Tannery wastes (including leather dust, ash, sludge, or flours)

Tellurium; tellurium compounds

Thallium; thallium compounds

Triethylamine catalysts for setting foundry sands

Tyres

Vanadium compounds

Vegetable and food processing waste

Waste chemical substances arising from research and development or teaching activities which substances are not identified or are new or the effects of which on human health or the environment are not known

Waste containing peroxides other than hydrogen peroxide

Waste from grease traps

Waste from heat treatment or tempering operations containing cyanides

Waste from the manufacture, formulation, or use of wood-preserving chemicals

Waste from the production, formulation, or use of biocides and phytopharmaceuticals

Waste from the production, formulation, or use of inks, dyes, pigments, paints, lacquers, or varnish

Waste from the production, formulation, or use of organic solvents

Waste from the production, formulation, or use of photographic chemicals or processing material

Waste from the production, formulation, or use of resins, latex, plasticisers, glues, or adhesives

Waste from the production or preparation of pharmaceutical products

Waste mineral oils unfit for their intended use

Waste oil and water, or hydrocarbons and water, mixtures or emulsions

Waste pharmaceuticals drugs or medicines

Waste resulting from surface treatments of metals or plastics

Waste tarry residues arising from refining, distillation, or pyrolytic treatment

Waste, substances, or articles containing or contaminated by polychlorinated biphenyls (PCBs), polychlorinated napthalenes (PCNs), polychlorinated terphenyls (PCTs), or polybrominated biphenyls (PBBs)

Wastes of an explosive nature not subject to any other written law

Wool scouring wastes

Zinc compounds

Appendix B: Controlled waste category list

The Controlled Waste category list arranges the controlled wastes listed in Schedule 1 of the *Environmental Protection (Controlled Waste) Regulations 2004* into 15 broad waste groups and assigns a waste code to each waste type within the group.

The waste codes are used by industry and the Department of Water Environmental Regulation for waste tracking and reporting purposes.

Category Group	Waste Code	Waste Type	Waste Examples
A Plating & Heat Treatment	A100	Waste resulting from the surface treatment of metals and plastics	• Waste from surface treatment of metals and plastics
	A110	Waste from heat treatment and tempering processes which use cyanide	• Waste from heat treatment and tempering processes which use cyanide
	A130	Inorganic cyanide	• Complex cyanides (inorganic) • Inorganic isocyanates • Other cyanides (inorganic)
B Acids	B100	Acidic solutions or acids in solid form	• Chromic acid • Glacial acetic acid • Hydrochloric acid • Hydrofluoric acid • Mineral acids • Mixed acids (inorganic) • Nitric acid • Phosphoric acid • Pickle liquor • Sulfuric acid • Sulfuric/hydrochloric acid mixtures • Other acids
C Bases	C100	Basic (alkaline) solutions or bases (alkalis) in solid form	• Alkaline cleaners • Ammonia • Ammonium hydroxide • Calcium hydroxide • Caustic soda • Lime • Potash • Other alkaline waste

Category Group	Waste Code	Waste Type	Waste Examples
D Inorganic Chemicals	D100	Metal carbonyls	• Iron pentacarbonyl • Nickel carbonyl
	D110	Inorganic fluorine compounds (excluding calcium fluoride)	• Inorganic fluoride wastes often result from industrial processes such as steel manufacture, primary aluminium, copper and nickel production, phosphate fertiliser production and brick and ceramic manufacture • Sodium fluoride
	D120	Mercury and mercury compounds	• Mercury and mercury compounds • Mercury impregnated activated carbon • Phenyl mercuric acid (PMA) • Phenyl mercuric chloride (PMC) • Quicksilver
	D130	Arsenic and arsenic compounds	• Arsenic and arsenic compounds • Arsenic Trioxide
	D140	Chromium compounds	• Hexavalent and trivalent chromium wastes
	D141	Tannery waste containing chromium	• Tannery wastes such as leather dust, ash, sludge and flours from tanneries who use chromium in their processes
	D150	Cadmium and cadmium compounds	• Cadmium and cadmium compounds
	D151	Used nickel cadmium batteries	No controlled waste tracking form currently required.
	D160	Beryllium and beryllium compounds	• Beryllium and beryllium compounds
	D170	Antimony and antimony compounds	• Antimony and antimony compounds
	D180	Thallium and thallium compounds	• Thallium and thallium compounds

Category Group	Waste Code	Waste Type	Waste Examples
	D190	Copper compounds	• Bluestone (copper sulphate) • Copper compounds (excluding copper fungicides)
	D200	Cobalt compounds	• Cobalt compounds
	D210	Nickel compounds	• Nickel compounds • Spent catalysts (nickel)
	D211	Used nickel metal hydride batteries	No controlled waste tracking form currently required.
	D220	Lead and lead compounds	• Grit blast waste • Lead wastes • Used fire assay cupels
	D221	Used lead acid batteries	No controlled waste tracking form currently required.
	D230	Zinc compounds	• Zinc compounds
	D240	Selenium and selenium compounds	• Selenium and selenium compounds
	D250	Tellurium and tellurium compounds	• Tellurium and tellurium compounds
	D270	Vanadium compounds	• Spent catalysts • Vanadium compounds
	D290	Barium and barium compounds	• Barium and barium compounds (excluding barium sulphate)
	D300	Non-toxic salts	• Aluminium dross, aluminium smelter waste • Ammonium chloride • Calcium chloride • Non-metallic product • Salt slag

Category Group	Waste Code	Waste Type	Waste Examples
			• Sodium chloride
	D310	Boron compounds	• Borax • Boron and boron compounds • Boron trioxide
	D330	Inorganic sulfides	• Inorganic sulphur containing compounds
	D340	Perchlorates	• Perchlorates
	D350	Chlorates	• Magnesium chlorate • Potassium chlorate • Sodium chlorate
	D360	Phosphorus compounds excluding mineral phosphates	• Ethyl phosphate • Phosphorus and phosphorus compounds (inorganic)
E Reactive Chemicals	E100	Waste containing peroxides excluding hydrogen peroxide	• Barium peroxide • Sodium peroxide
	E120	Waste of an explosive nature not subject to other legislation	• Waste of an explosive nature not subject to other legislation
	E130	Highly reactive chemicals not otherwise specified	• Highly reactive chemicals not otherwise specified
F Paints, Resins, Inks and Organic Sludges	F100	Aqueous-based wastes from the production, formulation and use of inks, dyes, pigments, paints, lacquers and varnish	• Water based wastes from inks, dyes, pigments, paints, lacquers and varnish

Category Group	Waste Code	Waste Type	Waste Examples
	F110	Aqueous-based wastes from the production, formulation and use of resins, latex, plasticisers, glues and adhesives	• Water based wastes from resins, latex, plasticisers, glues and adhesives
	F120	Solvent based-wastes from the production, formulation and use of inks, dyes, pigments, paints, lacquers and varnish	• Solvent (hydrocarbon) based-wastes from inks, dyes, pigments, paints, lacquers and varnish
	F130	Solvent based wastes from the production, formulation and use of resins, latex, plasticisers, glues and adhesives	• Solvent (hydrocarbon) based wastes from resins, latex, plasticisers, glues and adhesives
G Organic Solvents	G100	Ethers & highly flammable hydrocarbons	• Ethers • Waste aviation fuel (Av-Gas) • Waste petrol
	G110	Non-halogenated organic solvents	• Acetone • Benzene • Ethanol • Hexane • Klenasol (non-chlorinated) • Methanol • Methyl ethyl ketone • Methylated spirits • Mineral turpentine • Toluene • Waste jet fuel • Waste kerosene • White spirit • Xylene
	G130	Dry-cleaning wastes containing perchloroethylene	• Dry-cleaning wastes containing perchloroethylene

Category Group	Waste Code	Waste Type	Waste Examples
	G150	Halogenated organic solvents Not otherwise specified	• Carbon tetrachloride • Genklene • Methylene chloride (dichlormethane) i.e. paint stripper • Tetrachloroethylene • Trichloroethane • Trichloroethylene • Trinue
	G160	Waste from production, use and formulation of organic solvents not otherwise specified	• Organic solvents and solvent residues not otherwise specified • Solvent recovery residues
H Pesticides	H100	Waste from the production, formulation or use of biocides and phytopharmaceuticals	• Arsenic based pesticides such as sheep dip, daconate, DMA (disodium methylarsonate) and DSMA (disodium methyl arsenate) • Biological pesticides • Inorganic and organo-metallic pesticides including copper based fungicides • Mixed pesticide residue • Nitrogen containing pesticides including paraquat and trifluralin • Sulfur containing pesticides • Glyphosate
	H110	Organic phosphorous compounds	• Organic phosphorus compounds • Organo phosphorus pesticides
	H130	Organochlorine pesticides	• Chlordane • DDT • Dieldrin • Heptachlor • Aldrin
	H170	Waste wood-preserving chemicals	• Copper-chrome-arsenic (CCA) • Creosote • Organic wood preserving compounds • Other inorganic wood preserving compounds

Category Group	Waste Code	Waste Type	Waste Examples
J Oils	J100	Waste mineral oils unfit for their intended purpose	• Mineral oils unfit for their original intended use (lubricating and hydraulic) • Oils, hydrocarbons and emulsions • Petroleum based grease such as axle grease • Rags and absorbent material wet/ saturated with oil • Transformer fluids (excluding PCB's) • Waste hydrocarbons which are not highly flammable, such as diesel • Waste mineral oil and coolant mixtures NOTE: Dried oily rags and absorbent materials (not containing free liquids) are generally suitable for disposal to putrescible landfill. If they are suitable for disposal at a Class I, II or III landfill they are not controlled waste.
	J120	Waste oil and water mixtures or emulsions, and hydrocarbon and water mixtures or emulsions	• Cutting oils and soluble oils • Hydrocarbon such as petrol or diesel and water mixtures or emulsions • Waste oil and water mixtures or emulsions
	J130	Oil interceptor wastes	• Oil interceptor wastes • Triple interceptor wastes
	J160	Waste tarry residues arising from refining, distillation or pyrolytic treatment	• Tars and tarry residues
	J170	Used oil filters	• Used oil filters NOTE: drained and/or mechanically crushed oil filters not containing free liquids are generally suitable for disposal to putrescible landfill. If they are suitable for disposal at a Class I, II or III landfill they are not controlled waste.
	J180	Oil sludge	• Oil sludge from plate separators

Category Group	Waste Code	Waste Type	Waste Examples
K Putrescible and Organic Wastes	K100	Animal effluent and residues	• Abattoir effluent • Animal effluent and residues • Animal oils and derivatives • Poultry and seafood processing waste • Stock truck washes
	K110	Waste from grease traps	• Grease interceptor waste from grease traps
	K130	Sewage waste from the reticulated sewerage system	• • Sewage waste from the reticulated sewerage system (e.g. Water Corporation)
	K140	Tannery wastes not containing chromium	• Tannery wastes such as leather dust, ash, sludges and flours from tanneries which do not use chromium in their processes
	K190	Wool scouring wastes	• Wool scouring waste
	K200	Food and beverage processing wastes	• Dairy waste such as unusable milk and ice cream • Vegetable and fruit processing effluent • Winery wastes • Other liquid food waste NOTE: Vegetable oil is not a controlled waste.
	K210	Septage wastes	• Liquid and solid components from the pump-out of septic tanks
L Industrial Wash Water	L100	Car and truck wash waters	• Car and truck wash waters from wash down bays

Category Group	Waste Code	Waste Type	Waste Examples
	L150	Industrial wash waters contaminated with a controlled waste	• Boiler blowdown sludge • Cooling tower wash waters • Industrial plant wash waters • Stormwater collected from industrial facilities including ports and landfills. • Textile effluent and residues • Wash water from industrial processes
M Organic Chemicals	M100	Waste substances and articles containing polychlorinated biphenyls (PCBs)	• Equipment contaminated with PCBs • PCB oil • PCB waste (solid and liquid), as defined in the polychlorinated biphenyls management Plan (Revised Edition April 2003)
	M105	Waste substances and articles containing polybrominated biphenyls (PBB), polychlorinated napthalenes (PCN), and/or polychlorinated terphenyls (PCT)	• Equipment contaminated with PBB, PCN, and/or PCT • Waste PBB, PCN and/or PCT
	M130	Non-halogenated organic chemicals	• Brake fluid • Coolant (if mixed with waste mineral oil place under J100) • Ethylene glycol (antifreeze) • Propylene glycol • Radiator fluid
	M150	Phenols, phenol compounds including halogenated phenols	• Carbolic acid (phenol) • Phenols, phenol compounds including halogenated phenols
	M160	Organohalogen compounds not elsewhere listed	• Halogenated organic compounds • Hexachlorobenzene (HCB) • PFOS and PFOA fire fighting foams

Category Group	Waste Code	Waste Type	Waste Examples
	M170	Polychlorinated dibenzofuran (any congener)	• Furans are inadvertently produced as a result of combustion activities including power generation, waste incineration, metal smelting and some types of chemical manufacture
	M180	Polychlorinated dibenzo p-dioxin (any congener)	• Dioxins are inadvertently produced as a result of combustion activities including power generation, waste incineration, metal smelting and some types of chemical manufacture
	M210	Cyanides (organic)/nitriles	• Nitriles • Organic cyanides
	M220	Isocyanate compounds	• Isocyanates (organic)
	M230	Triethylamine catalysts	• Spent catalysts for carbon dioxide scrubbing in natural gas processing • Spent triethylamine catalysts for setting foundry sands
	M250	Surfactants and detergents	• Detergents • Emulsifiers • Fire fighting foams (excluding PFOS and PFOA) • Surface active agents (surfactants) • Wetting agents
	M260	Highly odourous organic chemicals including mercaptans and acrylates	• Methacrylates (excluding solid inert polymeric material) • Odorous, organic compounds including mercaptans, acrylate • Organic sulphur compounds
N Soils and Sludge	N100	Containers or drums contaminated with residues of a controlled waste	• A residue is 1% or less of the containers total capacity

Category Group	Waste Code	Waste Type	Waste Examples
	N120	Soils contaminated with a controlled waste	• Soils contaminated with controlled waste at a concentration which exceeds the criteria for acceptance into a Class I, II or III landfill facility • Please refer to DWER's Landfill Waste Classification and Waste Definitions 1996 (as amended Dec 2009) for landfill acceptance criteria NOTE: Contaminated soil which meets the acceptance criteria for a Class I, II or III landfill facility is NOT controlled waste.
	N140	Fire debris or fire wash waters	• Fire debris and wash waters contaminated with chemicals
	N150	Fly ash excluding fly ash generated from Australian coal fired power stations	• Fine particle residue generated by the combustion of coal by non-Australian power stations
	N160	Encapsulated, chemically fixed, solidified or polymerised controlled wastes	• Encapsulated, chemically fixed, solidified or polymerised controlled wastes • including those suitable for disposal at a Class I, II or III landfill
	N190	Filter cake containing a controlled waste	• Filter cake containing controlled waste
	N205	Industrial waste treatment plant residues	• Industrial waste treatment sludges and residues • Ion-exchange column residues • Residues from pollution control • Scrubber sludge
	N220	Asbestos	Currently no controlled waste tracking form is required. Please refer to Controlled Waste Fact Sheet – Asbestos for information on asbestos packaging, labelling and transport requirements.

Category Group	Waste Code	Waste Type	Waste Examples
	N230	Ceramic based fibres with physico-chemical characteristics similar to asbestos	• Aluminium silicate fibre products used mainly for fire protection and insulation purposes
R Clinical and Pharmaceutical	R100	Clinical and related wastes	• Waste generated by medical, nursing, dental, veterinary, pharmaceutical or other related activity which is poisonous or infectious, likely to cause injury to public health or contains human tissue or body parts. NOTE: Sanitary napkins, incontinence pads, nappies, emptied colostomy/ urine bags and dressings which are not saturated in blood, are NOT controlled waste.
	R120	Waste pharmaceuticals, drugs and medicines	• Expired or discarded medicines, drugs and pharmaceuticals
	R130	Cytotoxic waste	• Waste material including sharps contaminated with a cytotoxin
	R140	Waste from production or preparation of pharmaceutical products	• Waste from production or preparation of pharmaceutical products
T Miscellaneous	T100	Waste chemical substances arising from research and development or teaching activities	• Waste chemical substances arising from research and development or teaching activities
	T120	Waste from production or formulation of photographic chemicals or processing materials.	• Waste from production or formulation of photographic chemicals or processing materials such as fixer and developer may contain silver
	T140	Used Tyres	• Used truck and passenger tyres

Appendix C: Bulk controlled waste driver—written assessment

This is the written assessment approved by the Chief Executive Officer (CEO) of the Department of Water and Environmental Regulation (DWER) for persons seeking to be licensed as a driver to transport bulk controlled waste under the *Environmental Protection (Controlled Waste) Regulations 2004* (the Regulations) within Western Australia, or for a bulk controlled waste driver renewing a bulk controlled waste licence after three years has passed since last passing the approved written assessment.

Carrier company _____

Name of applicant or driver _____

Signature of driver _____

Date _____

Instructions—read the entire question and all of the choices, and then circle only one answer that you believe is the most applicable or correct

1. **A bulk controlled waste driver must record details of controlled waste to be transported on a road on:**

   A. Health Department liquid waste form in triplicate
   B. A controlled waste tracking form
   C. A note pad if the official docket is not available
   D. A liquid waste advice docket
   E. Does not have to record all details

2. **A driver must complete the controlled waste tracking form:**

   A. On arrival at an approved waste facility
   B. Before leaving the waste holder's premises
   C. Only if more than one premises are serviced
   D. Within 24 hours after the collection
   E. Both B and C

3. **A driver cannot transport controlled waste on a road unless the driver is in possession of:**

   A. A liquid waste advice docket
   B. A local authority disposal form
   C. A valid controlled waste tracking form and number
   D. A waste track service voucher

Name of applicant or driver (first name and last name):

_____

4. **To transport bulk controlled waste on a road, a driver must hold a controlled waste driver licence under the:**

   A. *Environmental Protection (Controlled Waste) Regulations 2004*
   B. *Road Traffic Act 1974*
   C. *Dangerous Goods Safety Act 2004*
   D. *Environmental Protection (Liquid Waste) Regulations 2004*

5. **What must a driver obtain prior to placing and transporting liquids other than controlled waste into a licensed controlled waste tank?**

   A. Written permission to the carrier from the CEO of the Department of Water and Environmental Regulation (DWER)
   B. Authorisation from Water Corporation
   C. Permission from the local council
   D. A letter from the Health Department
   E. None of the above

6. **A waste holder's signature is not required when collecting bulk controlled waste consisting of:**

   A. Waste codes J130—Oil interceptor wastes, K110—Wastes from grease traps, K130—Sewerage waste from the reticulated sewerage system, K210—Septage wastes, T140—Used tyres or category group R—Clinical and pharmaceutical
   B. Chromium waste
   C. Cyanide
   D. Solvent

7. **Prior to a driver departing the waste holder's premises and transporting controlled waste on a road, the driver must:**

   A. Leave a receipt with the waste holder related to the controlled waste removed
   B. Collect any outstanding money from the waste holder
   C. If the waste holder is present, obtain their signature on the controlled waste tracking form
   D. Both A and C
   E. None of the above

8. **Controlled waste vehicles must:**

   A. Comply with requirements set out in the Controlled Waste Regulations and licence conditions
   B. Be registered with the Department of Transport and be in roadworthy condition
   C. Have appropriate signage
   D. All of the above

9. **A driver can only unload controlled waste at:**

   A. A waste facility that may lawfully receive the controlled waste
   B. A site specified by their employer
   C. A site specified by the local authority
   D. A trench

Name of applicant or driver (first name and last name):

_____

10. Prior to transporting controlled waste on a road, the driver must ensure the pH range falls between:

A. 5.0–10.0
B. 1.0–13.0
C. 2.0–12.5
D. 2.5–12.0

11. Prior to transporting controlled waste consisting of Cyanide, Chrome or Solvent on a road, a driver must ensure that:

A. The vehicle's tank is empty prior to collection
B. The waste holder is seen to be reliable
C. The carrier has confirmed with the waste holder that the waste is suitable for transportation and has been verified by a laboratory certificate
D. The driver is in possession of a waste track service voucher

12. After a driver collects controlled waste, who is responsible for ensuring the waste is disposed of at a DWER approved waste facility?

A. Driver
B. Carrier
C. Waste facility occupier
D. Waste holder
E. Both A & B

13. Which of the following is NOT a signage requirement for a controlled waste vehicle?

A. Signage on both sides of the tank which states in writing of at least 150 millimetres (mm) the name of the carrier or the carrier's business name
B. Signage on the rear stating the type of controlled waste being carried
C. Signage on the rear of the tank which states in writing of at least 50mm the name of the carrier or the carrier's business name
D. Signage on both sides and the rear of the tank which states in writing of at least 150mm the carrier's licence number
E. All of the above

14. The CEO of DWER may cancel, suspend or refuse to renew a licence for offences against the:

A. Health Act
B. Occupational Health Act
C. Environmental Protection (Controlled Waste) Regulations 2004
D. Dangerous Goods Transport Act
E. Environmental Protection (Liquid Waste) Regulations 2004

15. A controlled waste tracking form (CWTF) for bulk controlled waste is valid for:

A. 21 days from the initial collection date
B. 5 days from the initial collection date
C. 7 days from the initial collection date
D. 10 days from the initial collection date

Name of applicant or driver (first name and last name):

_____

16. A driver may only transfer controlled waste from one licensed vehicle/tank to another if:

A. The full load and associated documents are transferred to the other licensed vehicle/tank
B. At least one of the vehicles/tank holds a valid controlled waste vehicle/tank licence
C. Both A and B
D. It is considered safe to do so
E. Another load will not fit into the vehicle/tank

17. In the event of a spill, a driver is required to:

A. Contain the spill, report it immediately to DWER and refer to their employer's spill management plan
B. Drive to a licensed waste facility and then report the spill
C. Contain the spill and report it immediately to a licensed waste facility
D. Contain the spill and carry on as usual

18. A licensed controlled waste driver must carry their driver identification card at all times:

A. While engaged in the transportation of controlled waste on a road
B. When told to do so by their employer
C. Only when discharging waste
D. Depends on situation
E. Not necessary

19. Which of the following information is required on a controlled waste tracking form?

A. The address of the waste holder
B. The carrier name and carrier licence number
C. A waste holder's signature
D. The vehicle registration and vehicle capacity
E. All of the above

20. If requested by the carrier, a driver may unload controlled waste that has been transported on a road at:

A. A holding tank
B. A compensating basin
C. A tank on the waste holder's property
D. A DWER approved waste facility
E. A leach drain

21. A person cannot transport bulk controlled waste on a road unless:

A. They possess a current bulk controlled waste driver's licence
B. They understand the *Environmental Protection (Controlled Waste) Regulations 2004*, as applied to drivers
C. They hold a current appropriate driver's licence issued by the Department of Transport
D. All of the above
E. They have at least one month's experience in the removal of controlled waste

Name of applicant or driver (first name and last name):

_____

22. What do the three C's in spill management stand for, and in what order?

A. Contain, Clean up, Control
B. Control, Clean up, Contain
C. Control, Contain, Clean-up
D. Capture, Clear, Clean

23. If a licensed controlled waste driver loses or damages their vehicle or driver identification card, they must:

A. Contact the local council
B. Make a note of it in their notebook and report it later
C. Notify DWER within one week
D. Notify DWER as soon as possible
E. Ignore it because DWER already has a record of it

24. A controlled waste driver, when requested to do so by a DWER Inspector, must:

A. Immediately produce the local authority waste docket
B. Immediately produce the current controlled waste driver and vehicle identification cards
C. Immediately produce the relevant documentation regarding the controlled waste being carried
D. Both B and C
E. Both A and B

25. Prior to discharging controlled waste at a DWER approved waste facility, a driver must:

A. Pay the gate attendant for the treatment charges before entering
B. Present the current controlled waste driver and vehicle identification cards
C. Supply the relevant documentation to the waste facility attendant
D. Make sure the controlled waste tracking form is still valid
E. Complete B, C and D

26. Which of the following are legislative requirements you should be aware of?

A. Waste holder obligations
B. Transit facility requirements
C. Truck-to-truck transfers
D. All of the above

27. Which of the following information is required on the receipt issued to the waste holder?

A. The controlled waste tracking form number relating to the waste being transported
B. The date the waste was transported off site
C. The volume and waste type collected and removed off site
D. All of the above
E. None of the above

Name of applicant or driver (first name and last name):

28. A driver who wishes to amend a condition of their licence must:

A. Amend the condition themselves
B. Apply to the CEO of DWER in writing
C. Apply to the Chief Financial Officer of DWER in writing
D. Both A & C
E. None of the above

29. A driver may only mix different categories of controlled waste in a vehicle's tank if:

A. By doing so does not breach licence conditions
B. The volume of each waste category is the same
C. There is room in the vehicle's tank
D. The waste holder approves the mixing

30. When can a controlled waste attachment form be used?

A. When it is associated with a valid and active tracking number
B. When a tracking form book is empty of forms
C. When picking up non-controlled waste
D. When the number of collections to be made exceeds the space available on a controlled waste tracking form
E. Both A and D

31. A driver must ensure prior to transporting controlled waste on a road that:

A. The driver holds a valid controlled waste tracking form containing information on the waste about to be transported
B. That there is sufficient room in the vehicle's tank to collect the waste
C. The carrier and vehicle licences permit the driver to collect the controlled waste categories to be transported
D. An order number from the employer is obtained prior to leaving the depot
E. Both A and C

32. A driver cannot transport controlled waste on a road using a controlled waste attachment form unless:

A. The form has a liquid waste advice number and is fully completed
B. A Local Authority number is used and the form is fully completed
C. The form has a valid controlled waste tracking number and the relevant sections on the form are completed
D. A waste track service number is used on the form

FOR OFFICE USE ONLY

Carrier company _____

Name of driver _____

Date _____

Total assessment score **=** _____ **Pass** ☐

32 **No pass** ☐

Assessor's name _____

Assessor's signature _____

Date _____

Comments _____

_____

_____

_____

_____

Appendix D: Controlled waste attachment form (sample only)

Government of **Western Australia**
Department of **Environment Regulation**

CONTROLLED WASTE ATTACHMENT FORM

GREEN COPY Carrier to return to Department of Environment Regulation within 14 days of unloading
YELLOW COPY retained by Carrier for 3 years
WHITE COPY retained by Waste facility for 3 years

TRACKING FORM NUMBER:

Carriers Name:	**Driver's name:**	**Vehicle/tank registration:**
Carriers licence number:	**Driver's licence number:**	**Vehicle/tank capacity:**
Containment type (please circle) Bulk Packaged	**Driver's signature:**	Attachments (please circle) Yes No
Nominated waste facility		

WASTE COLLECTION DETAILS

	Waste holder's business/entity name	Street number and name	Suburb	Waste holder's signature and name (NOT for J130, K110, K130, K210, T140 and category R) I confirm that this consignment is accurately described and is in proper condition for transport	Collection date	Waste code	Physical state solid(s), liquid(l), gas(g)	Amount	L kg m^3	No. pack-ages	pH (if reqd)
1.											
2.											
3.											
4.											
5.											
6.											

SAMPLE ONLY

TRANSIT FACILITY A transit facility is when the controlled waste is unloaded from a vehicle at a premise for temporary storage before later being loaded onto another vehicle

Transit unloading	Transit facility	Gatehouse attendant's name	Attendant's signature	Unloading date	Amount	(circle) L kg m^3
Transit collection	To: Carrier's licence number	To: Driver's name	To: Driver's signature	Collection date	To: Vehicle registration	

TRUCK TO TRUCK TRANSFER A truck to truck transfer is when the controlled waste is transferred from one vehicle and loaded onto another vehicle

To: Carrier's licence no.	To: Driver's name	To: Driver's signature	To: Vehicle	Date	Amount	(circle)	Transfer location
						L kg m^3	

UNLOADING DETAILS To be completed by occupier of waste facility OR driver/carrier if the waste facility is not occupied when unloading.

Waste facility name		Waste facility address	
Type of disposal, treatment or handling by facility			

Gatehouse attendant	Attendant's signature	Unloading date	Waste code	Physical state solid(s), liquid(l), gas(g)	Amount	(circle)	Discrepancy (+/-)
						L kg m^3	