

Waste Shipment News

No: 8 September 2018



For customers and stakeholders interested in the import and export of waste



News

GDPR (General Data Protection Regulation)



If you have received our newsletter directly then you will be aware that we wrote to you earlier in the year to ask you for your consent to continue sending you email alerts; this newsletter and to retain your personal contact data.

Please keep the team advised of any changes to your contact details so that we can ensure that our contact lists are always up to date and equally, if you wish to be removed from our list then just let us know. You can do this by contacting us at: [askshipments](#)

For further details about GDPR click [here](#)

Key messages from the notifications team



Courier mail service

Whilst we are happy to support those of you who wish to use a courier service, to transmit your notification, we would just like to remind you that we will always require the following information to enable us to work with you on this:

- You must provide us with the name of the courier being used. You need to check with the courier as to whether they intend to sub-contract out the collection to another courier. If they do, then we need to be made aware of this, and be provided with details of what courier will be making the collection.
- We will always require packing documents (i.e. address labels) to be sent to us in advance. This is to ensure a smooth handover. Please provide these documents in a timely manner so that we can complete the package properly, and deliver it to our loading bay in good time.

Heavy Metals content



Just to clarify and standardise what we ask for in terms of Heavy Metals information on notifications, you need to be aware of the following:

When quoting analysis for heavy metals it should include those listed in the Industrial Emissions Directive - Mercury (Hg), Cadmium(Cd), Thallium (Tl), Antimony(Sb), Arsenic(As), Lead (Pb), Chromium (Cr), Cobalt (Co), Copper (Cu), Manganese (Mn), Nickel (Ni) and Vanadium (V).

If your analysis covers a different suite of heavy metals it is important that you list those included.

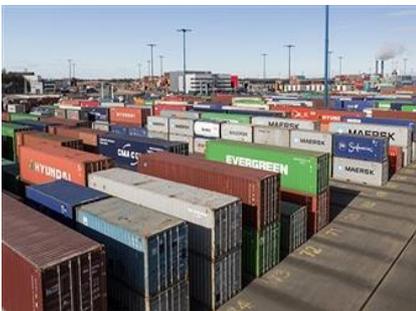
Compliance Monitoring

We have recently been undertaking a desktop monitoring exercise and have found the following notification noncompliance issues:

- A number of notifiers are continuing to use outdated licence numbers. Carriers and Brokers licence details that are listed on notification/movement tracking forms should begin with the characters 'CBDU' and then the number.

Key messages from the data team

Pre-notification of Shipments



Recently we have fielded a number of questions on this subject so we thought we would communicate this out to a wider audience.

What is a shipment?

We consider a shipment to be a movement of one or more vehicles or containers starting from the same location on the same day, following the same route and arriving at the same recovery/disposal facility on the same day. However you must be aware that other authorities in countries to and through which the waste travels en route to its

destination, may take a different position and may require each individual container to be accompanied by a separate movement document. In these circumstances, a movement document should be provided for each individual container and provided to all competent authorities concerned.

When to pre-notify a shipment?

- No less than 3 working days prior to the shipment taking place
- No more than 30 calendar days prior to the shipment taking place

What documents are required for a pre-notification?

- A consented movement document with the shipment number clearly identified in block 2
- The actual date of the shipment should be identified in block 6
- You should also complete blocks 5,7 & 8 and also sign block 15
- Any additional information which is specified in the consent letter
- Once again, if you require any further clarity from the team, please contact [askshipments](#)

customer service line
03708 506 506

incident hotline
0800 80 70 60

floodline
0345 988 1188

www.gov.uk/environment-agency

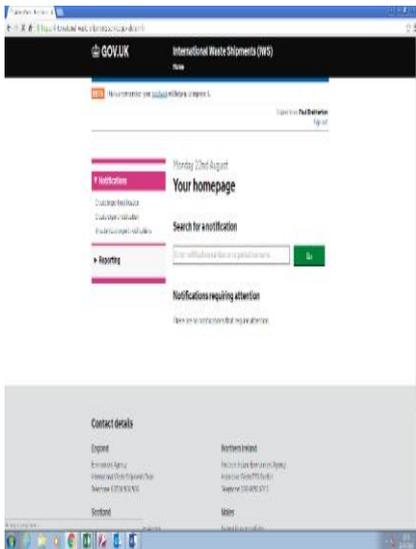
Helping us to help you

In order to help us to help you, and speed up response times, please note the following:

- Always remember to date the pre-notifications as they are shipped.
- Please note that you should not cancel a shipment and then re-use that number
For movement forms including prenotes and cancellations always use this e-mail address - shipments@environment-agency.gov.uk The format of the e-mail subject heading should read like this example: GB 0001 123456 MTF or PRE or CANC. This will help us to quickly identify the request.
- We no longer have a physical fax machine, but our fax number still operates in as much as it converts your message to email. The conversion process is problematic though so we suggest that you may wish to consider using email as we find this far more reliable - just ensure your total email size is less than 10MB

IWS Online

Changes made to improve the system



During the past 12 months we have made a number of improvements to the system so that you are now able to do the following:

- Assign notifications to other registered users
- Create multiple prenotifications for the same day, quantity and packaging type(s)
- Upload multiple prenotifications as one document
- Record the receipt AND recovery of a shipment and then upload as one document

We have also made it quicker for you to add intended carriers to your export notifications and added guidance on recovery contracts. A number of customers have raised concerns about the IWS team not receiving movement documents that they have sent through. But are you aware that you can input the data and upload the movement document into IWS Online yourselves?

User research

A big thank you to the large response that we had back from customers who offered to participate in user research for the next development phase of IWS Online. We are intending to further improve IWS Online by building new functionality and improving what has already been delivered and so we took the opportunity to request for volunteers, from both exporters and importers, to help further shape what the on-line service looks like and how it works. Watch this space for further updates.

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Guidance: Waste Import and Export



Our guidance on Gov.Uk is updated with any changes made to waste shipments; therefore you should always refer to our pages when making an application. Clicking on this [link](#) will direct you to this guidance

The Waste Exports Control Tool (WECT)



This tool will help you to identify the appropriate classification code for waste which is intended for export and the regulatory controls which apply to certain countries.

Click on this [link](#)

Frequently asked Questions concerning response times

Question: I have received acknowledgment to my notification. When will I receive consent from the Environment Agency?

We have 30 days from the date of acknowledgment in which to make our decision. If it is a pre-consented facility then we have 7 working days. Generally we make our decision in advance of these deadlines, but this can be and is, subject to the volumes of work that we are experiencing in the team

Question: I have also submitted a Financial Guarantee application. When will this be dealt with?

We aim to assess your application within 20 working days. This is dependent upon workloads, and the status of your notification.

Question: I have a General Enquiry about exporting waste that I have sent to the [askshipments](#) mailbox. When am I likely to receive a response or answer to this?

Under Environment Agency customer charter guidelines, we aim to respond to correspondence within 10 working days. However, sometimes we may need longer to respond. For example, if you are asking for complex information or if we need to check something with a third party. But we will always get back to you.

Question: I have recently submitted a notification and you have asked for further information from me before you can proceed. If I send the information that you require, back to you now, when will this be dealt with?



We have 3 working from date of receipt to transmit the notification. If we still require further information following your initial response, then we have a further 3 working days from receipt of that information. (All of these response times are exclusive of bank Holidays)

GDPR unsubscribe to Newsletter

To ensure that we are compliant with GDPR (see 'News' story) we now include an option for you to unsubscribe from receiving this publication. If you wish to unsubscribe please click [unsubscribe IWS newsletter](#). You should be aware that we will still contact you regarding notification applications as required

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