

# HAZARDOUS WASTE RESPONSE FORM (WALES)

PLEASE READ NOTES OVERLEAF **BEFORE** COMPLETING THIS FORM

Organisation Name	- Account code (or) - Agreement number if known (or) - Citron representative name	
Site Address		
	Postcode	

Site Contact Name and Details (This should be a person who is based at the premises concerned)

Title		First Name		Last Name	
Phone					
E-Mail					

Type of Business (e.g., Dentist, Medical Practice, Nursing Home, Leisure Centre, School etc) PLEASE STATE BELOW (this is essential if SIC (2003) Code is not known)	Business SIC Code (2007 Version) if known

PLEASE COMPLETE **ONE** OF SECTIONS A OR B WITH CUSTOMER DECLARATION IN BOTH CASES AND IF ANY WASTE IS HAZARDOUS AS INDICATED IN SECTION B, COMPLETE **ONE** OF SECTIONS C, D OR E ONLY

<b>A Is the waste from a Non-healthcare Activity ?</b>
I confirm all the waste Citron Hygiene collects is from a non-healthcare activity and therefore Non-hazardous, Consignment Notes and Premises Registration or Exemption from Registration don't apply. (Please note <u>Cytotoxic/static &amp; Dental waste is always hazardous</u> )
(please tick to confirm) <input type="checkbox"/> and go to Customer Declaration <b>(NOTE: NON-HAZARDOUS WASTE RESPONSE FORM IS REQUIRED)</b>

<b>B Is the waste from a Healthcare Activity ?</b>				
The waste indicated below is from a healthcare Activity, therefore hazardous waste & requires the Premises to be Registered OR Exempt from Registration & Consignment Notes for every collection at £10 each. (Please note <u>Cytotoxic/static &amp; Dental waste are always hazardous</u> )				
(tick to confirm your hazardous services and then proceed to ONE of Sections C, D or E)				
<b>IMPORTANT NOTE:</b> Producers of healthcare and related wastes are required to complete a pre-acceptance audit before waste can be accepted. Customers should refer to the Citron Waste Pre-acceptance Audit Information Sheet for further details which can be obtained by e-mailing <a href="mailto:wasteaudits@citronhygiene.com">wasteaudits@citronhygiene.com</a> .				
<table style="width: 100%; border: none;"> <tr> <td style="width: 25%; padding: 5px;"> <b>Soft Clinical Waste</b>  <input type="checkbox"/> e.g. clinical waste sacks, clinical waste units             </td> <td style="width: 25%; padding: 5px;"> <b>Hard Clinical Waste</b>  <input type="checkbox"/> e.g. sharps (including pharmini-sharps), other hard clinical items             </td> <td style="width: 25%; padding: 5px;"> <b>Cytotoxic/Cytostatic waste</b>  <input type="checkbox"/> e.g. certain hazardous medicines             </td> <td style="width: 25%; padding: 5px;"> <b>Dental Waste</b>  <input type="checkbox"/> e.g. amalgam, amalgam capsules, x-ray fluids             </td> </tr> </table>	<b>Soft Clinical Waste</b> <input type="checkbox"/> e.g. clinical waste sacks, clinical waste units	<b>Hard Clinical Waste</b> <input type="checkbox"/> e.g. sharps (including pharmini-sharps), other hard clinical items	<b>Cytotoxic/Cytostatic waste</b> <input type="checkbox"/> e.g. certain hazardous medicines	<b>Dental Waste</b> <input type="checkbox"/> e.g. amalgam, amalgam capsules, x-ray fluids
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<b>C Exemption from Premises Registration (but not exemption from Consignment Notes)</b>	
The above site is exempt from Registration because:	
Less than 500kg total hazardous waste of all types is generated at the premises in a 12-month period	(Please tick to confirm) <input type="checkbox"/>

<b>D Premises we require Citron Hygiene to Register with The Environment Agency</b>	
I require Citron Hygiene to register the premises (detailed above) until further notice. The Cannon charge for each registration is £50, invoiced annually in advance.	(Please tick to confirm) <input type="checkbox"/>

<b>E The Premises above is Registered with The Environment Agency</b>							
The Premises is Registered, and the Premises Registration Number is to be used on Consignment Notes	Registration Number	<input type="text"/>					
	Start Date	<input type="text"/>					

<b>Customer Declaration (Please print name, sign and date in all cases)</b>		
Name:	Signature:	Date:

Please return the completed form to: Citron Hygiene Limited, Brunel House, 1<sup>st</sup> Floor, 9 Penrod Way, Heysham, LA3 2UZ or email to: [hazardous@citronhygiene.com](mailto:hazardous@citronhygiene.com)

Certain clinical and dental wastes are affected by **The Hazardous Waste Regulations 2005**. The responsibility for determining if your waste is hazardous rests with you as the Producer, although Citron can assist and advise. So, we can accurately classify your waste please complete the form overleaf, guidance on completing the form is given below -

**Please follow the guidance notes below when completing the HWRP01v10/CHL form**

**Step 1:** Complete the customer details section, we can assist with allocating a SIC code if unknown, but you must provide us if a description of the process giving rise to your waste i.e. dentist, medical practice, nursing home. If you are an existing customer your account code can be found on Citron invoices or on most correspondence letters, if you are a new customer please enter an agreement number if known or your Citron representative name.

**Please refer to the Citron Hazardous Waste Assessment guidance when completing the sections below.**

**Step 2:** Classifying your waste.

Complete **ONE** of sections **A** or **B**.

**Section A** applies if the waste is generated from a non-healthcare activity.

**Section B** applies if the waste is generated from a healthcare activity, please note cytotoxic/static medicines & dental waste (fixer/developer and amalgam waste) are always considered to be healthcare waste and always hazardous.

<b>A Is the waste from a Non-healthcare Activity?</b>
By ticking this section, you are confirming all the waste Citron Hygiene collects is from a non-healthcare activity & therefore non-hazardous. Consignment Notes, Premises Registration AND Exemption doesn't apply, proceed directly to the Customer Declaration, <b>Step 4 (Note: as waste is non-hazardous, FORM NHWRP NON-HAZARDOUS WASTE FORM is then also required)</b>
<b>Please Note Cytotoxic/static Medicines &amp; Dental Waste (fixer/developer and amalgam waste) are always considered to be a healthcare waste and therefore hazardous.</b> If you have either of these services, you must indicate them in section B and then proceed to <b>Step 3</b> .

### **B Is the waste from a Healthcare Activity?**

By ticking a service in this section, you are confirming that waste is from a healthcare activity and therefore hazardous. Each time our driver attends to service any item ticked in this section they will leave a consignment note if waste is removed. **The charge for each hazardous collection is £10, invoiced monthly in arrears.**

Confirming your waste is hazardous requires the Premises to be Registered OR Exempt from Registration, proceed to **STEP 3** below.

**IMPORTANT NOTE:** producers of healthcare and related wastes are required to complete a pre-acceptance audit before waste can be accepted. Customers should refer to the Citron Waste Pre-acceptance Audit Information Sheet for further details which can be obtained by e-mailing [wasteaudits@citronhygiene.com](mailto:wasteaudits@citronhygiene.com).

**Step 3: Are the premises exempt from registration OR the Premises are registered OR you wish Citron to register the site with the Environment Agency?**

**Complete ONE of sections C, D or E if you have ticked a waste type in Section B.**

If the premises isn't exempt from Registration (**Section C**) please complete one of **Sections D or E** & proceed to **Step 4 Customer declaration**

### **C Exemption from Premises registration (but not exemption from Consignment Notes)**

If you have indicated your waste is from a healthcare activity in **Section B** and your premises is exempt from registration please complete **Section C** and then proceed to **Step 4 (please refer to Citron guidance document – Exemption from Hazardous Waste Premises Registration with The Environment Agency in England and Wales – April 2009** to see if exemption applies to your premises).

### **D Premises we require Citron Hygiene to register with the Environment Agency**

If you have indicated in **Section B** that your waste is from a healthcare activity and your premises is not exempt from registration, complete **Section D** if you wish Citron Hygiene to register your premises annually with the Environment Agency.

Citron will register your premises as producing hazardous waste and provide you with confirmation of registration (which may be required by other contractors to dispose of other hazardous wastes). **The Citron charge for each registration is £50, invoiced annually in advance.** We will then use your registration number on Consignment Notes for each collection.

### **E The Premises above is registered with the Environment Agency**

If you have indicated in **Section B** that your waste is from a healthcare activity and your premises aren't exempt from registration, complete **Section E** if you wish to undertake your own registration with the Environment Agency. If undertaking your own registration, you must notify us annually that the Premises registration has been renewed.

**Step 4: Please complete the Customer declaration in all cases.**

### **Customer Declaration**

Customer needs to sign the declaration in all cases.