Transfrontier Shipment of Waste
Guidelines For Exporting Waste from, and Importing Waste to the Republic of Ireland

Contents

1. Introduction 2
2. Waste Lists 3
3. Brokers and Dealers Registration 4
4. Prior Written Notification Procedures (Waste Exports from the Republic of Ireland) 4
5. Assessing and Transmitting the Notification 6
6. Moving the Waste 7
7. Waste Processing 7
8. General Notifications 8
9. Pre-Consented Recovery Facility Certificate 8
10. Interim Recovery and Disposal 8
11. Green-Listed Waste 9
12. Exports To and Transit Through Countries Outside The EU 11
13. Waste Imports 12
14. Enforcement 13
15. General Provisions 14

Annex 1 - Broker and Dealers Registration FAQs 16
Annex 2 - Completing Notification and Movement Documents 18
Annex 3 - Schedule of Charges 24
Annex 4 - Refunds 25
Annex 5 - Contract (Amber) 26
Annex 6 - Financial Guarantee 27
Annex 7 - Contract (Green) 29
Annex 8 - Frequently Asked Questions 30
Annex 9 - Useful Websites 33
Annex 10 - Contacts 34

This document is a guide only and does not purport to provide, and should not be relied upon as, a legal interpretation of the Regulations.

1. Introduction

1.1 EU / Irish Legislation

The transfrontier shipment of waste concerns the movement of waste between countries. Transfrontier shipments of waste within, into and out of the EU, for recovery or disposal operations, are governed by Regulation (EC) No. 1013/2006 on shipments of waste (Waste Shipment Regulation, WSR) which came into effect on 12th July 2007. Notifications for the export of waste from, and the import of waste into the Republic of Ireland are subject to the provisions of the Waste Management (Shipments of Waste) Regulations 2007, S.I. No. 419, introduced on 5th July 2007, which give effect to the WSR under Irish Law. The overall objective of the WSR is to implement measures for the supervision and control of shipments of waste in order to ensure that the movement, recovery, or disposal of waste, is managed in an environmentally sound manner, for the protection of the environment and human health.

1.2 Scope of the WSR

The Regulations apply to waste:

(a) exported from the Republic of Ireland to EU Member States
(b) in transit through the EU
(c) exported from the Republic of Ireland to countries outside the Community
(d) imported into the Republic of Ireland from EU Member States
(e) imported into the Republic of Ireland from countries outside the Community

1.3 Competent Authorities

All EU member states have designated a national competent authority, responsible for implementing both EU and national TFS Regulations within their jurisdiction. Countries outside the EU operate under an agreement whereby nominated competent authorities supervise international waste movements. There are three competent authorities involved with the transfrontier shipment of waste:

(a) the competent authority of dispatch for the country or area from which the waste shipment originates;
(b) the competent authority of destination for the country or area where the authorised facility is located in which the shipment is received for recovery or disposal;
(c) the competent authority of transit for the country through which the waste is transported on route to the destination facility.

1.4 National TFS Office

Under the Waste Management (Shipments of Waste) Regulations 2007, Dublin City Council is nominated as the competent authority of dispatch in respect of the export of waste, the competent authority of destination in respect of the import of waste, and the competent authority of transit in respect of any waste shipments transiting through the Irish State. The National TFS Office (NTFSO) was established within Dublin City Council to administer and enforce the provisions of the WSR. It is based at

National Transfrontier Shipment Office
Floor 2, Block B
Blackhall Walk
Smithfield
Dublin 7
D07 ENC4

Email: nationaltfs@dublincity.ie
Ph: +353 1 222 4700
Fax: + 353 1 411 3452

This document is a guide only and does not purport to provide, and should not be relied upon as, a legal interpretation of the Regulations.

2. Waste Lists

2.1 Amber and Green Lists

For export and import purposes, wastes are identified for inclusion on Green or Amber waste lists, the entries of which are detailed in Annexes to the WSR (Annex III, IIIA, IIIB and Annex IV). Each waste type also has a corresponding waste code, a list of which may be found in the European List of Waste (LoW) published by the Environmental Protection Agency.

Shipments of amber-listed waste destined for recovery, and all shipments of waste destined for disposal, are subject to notification and tracking procedures. Shipments of uncontaminated, sorted wastes which appear on the Green Waste List and are destined for recovery need only be accompanied by an Annex VII document containing information certified by the person arranging the shipment, as specified in Article 18 of the WSR, and will not normally be subject to further control under the Regulations.

It should be noted that a particular classification will not always apply, as Regulations vary according to the country for which the material is destined if that country is outside the EU. Misclassified material may be returned on the basis that it has been illegally exported.

2.1.1 Amber List

The amber list applies to the export of hazardous and non-hazardous waste destined for recovery or disposal. Shipments of amber-listed waste are subject to the prior written notification and consent procedures (See page 4).

2.1.2 Green List

The green list applies to the export of non-hazardous waste for recovery. Shipments of green listed waste (GLW) for recovery are not controlled by the notification and consent procedures but must be accompanied by an Annex VII document certified by the person arranging the shipment and filled out in accordance with Article 18 of the WSR (see section 11).

It should be noted that regardless of whether or not wastes are included in the green list, they may not be shipped as green wastes if they are contaminated by other materials to an extent which increases the risks associated with the waste sufficiently to render it appropriate for inclusion in the amber list, or prevents the recovery of the waste in an environmentally sound manner.

2.2 Mixed Municipal Waste

Shipments of mixed municipal waste (waste entry LoW 200301) to recovery or disposal facilities shall be subject to the same provisions as shipments of waste destined for disposal (prior written notification and consent procedures).

2.3 Dry Recyclable Waste

Exports of dry recyclable waste for the purposes of recycling or recovery must be correctly classified. Dry recyclable waste will not normally qualify as green listed waste unless it has been sorted and is readily classifiable under a single category of the permitted green listed wastes. Co-mingled dry recyclable material of municipal origin will qualify as amber listed waste, and must be notified in accordance with the Regulations.

This document is a guide only and does not purport to provide, and should not be relied upon as, a legal interpretation of the Regulations.

3. Brokers and Dealers Registration

Brokers and Dealers Regulations
Brokers and dealers, who on a professional basis collect or arrange for the shipment of waste the subject of the WSR and the Waste Management (Registration of Brokers and Dealers) Regulations 2008, S.I. No. 113 of 2008, must ensure that they are registered with the NTFSO.

Any person who arranges for the shipment of waste the subject of the WSR and the Brokers and Dealers Regulations, on behalf of others or themselves, has a responsibility to only use a broker or dealer who is registered with the competent authority. Any person who contravenes these provisions shall be guilty of an offence. A waste broker arranges to handle, transport, dispose of or recover controlled waste on behalf of themselves or others. They do not necessarily handle, transport, dispose of or recover the waste directly. Waste brokers include waste dealers who acquire waste and sell it on.

Waste brokers and dealers include:

- Businesses that buy and sell scrap metal and other recoverable materials. They may operate from a yard or act as a third party making the buying and selling arrangements for the materials.
- Businesses arranging the disposal of waste on behalf of another company or waste producer.
- Waste disposal operators or carriers arranging the disposal or recovery of waste not covered by their own licence.

A broker shares responsibility with the waste holders for the proper management of the waste before and after its transfer. As they control what happens to the waste, they are legally responsible for its proper handling and disposal. Any individual or business that arranges the collection, recycling, recovery or disposal of waste on behalf of themselves or another party must register as a waste broker with the NTFSO ***[see Annex 1 for registration guidance]***.

4. Prior Written Notification Procedures (Waste Exports from the Republic of Ireland)

There are four main stages involved in the shipment of waste each of which is dealt with in turn under the appropriate heading:

- Submitting an Application/Notification;
- Assessing and Transmitting the Notification;
- Moving the Waste;
- Waste Processing

4.1 Submitting an Application/Notification

4.1.1 Notification and Movement document

Intended shipments that are subject to the controls of the prior written notification and consent procedures must be brought to the attention of the NTFSO. This is achieved by the submission of an application, known as a notification, consisting of a notification document and a movement document, as set out in Annex 1A and 1B of the WSR.

4.1.2 Notifier

A person or body proposing to carry out a shipment of waste, whether it is the waste producer, collector, broker, or dealer, may act in a notifying and exporting capacity.

This document is a guide only and does not purport to provide, and should not be relied upon as, a legal interpretation of the Regulations.

4.1.3 Applying for a notification

The notifier should apply in writing to the NTFSO for a requisition number (for inclusion on the Notification Document Annex 1A), outlining proposals in relation to the description, waste code, origin and destination of the waste. Requests for requisition numbers may be made by post, email, or fax:

National Transfrontier Shipment Office
Floor 2, Block B
Blackhall Walk
Smithfield
Dublin 7
D07 ENC4

Email: nationaltfs@dublincity.ie
Fax: +353 1 411 3452

A unique reference number is allocated to each notification issued for tracking purposes. Before the notifier can proceed with arranging any waste shipments he/she shall submit a completed Notification Document, together with any supporting documentation, to the NTFSO for approval. The notifier is required to submit by post one original and two copies of the notification.

4.1.4 Information, documents and items required in a notification

The notification and movement documents must be completed to the fullest extent possible at the time of notification ***[see Annex 2 for guidance on completing the Notification and Movement Document]***. The notifier shall provide the information listed in Annex II, Parts 1 and 2. Subject to exceptions, only one identification code shall be covered for each notification. When the notifier is not the original producer, the notifier shall ensure that the appropriate person also signs the notification document.

A notification must be accompanied by:

(a) The notification fee ***[see Annex 3: Schedule of Charges]***. Please note that the NTFSO is not in a position to process applications unless the correct fee is included in the notification application. The notifier may claim a refund of fees paid for unused tonnages ***[see Annex 4 for guidance on Refunds]***.

(b) Copy of a contract drawn up between the notifier and the consignee for the recovery or disposal of the waste ***[see Annex 5 for Contract template]***.

(c) Financial Guarantee and Calculations: The original guarantee document, together with calculations (see Annex 6), must be furnished to the NTFSO as part of the notification process, i.e. submitted with completed notification document

(d) List of carriers/hauliers, indicating Waste Collection Permit reference numbers

(e) Detailed waste description and appropriate waste codes in Box 14

(f) Transport Itinerary

(g) Contact details for the Competent Authority of Destination & Transit, including name, address, telephone number, email address & contact name

4.1.5 Financial Guarantee

Before any shipment takes place, notifiers of waste shipments are legally obliged to put in place a financial guarantee to cover the cost of transport, disposal or recovery, storage for up to 90 days, and any costs incurred due to illegal or incomplete shipments ***[see Annex 6 for guidance on the Financial Guarantee]***.

4.1.6 Certificate

Subject to compliance with all other relevant provisions of the Regulations, the export of waste cannot be effected unless a certificate has been issued by the NTFSO confirming that there is an adequate financial guarantee in force to cover the proposed shipment.

This document is a guide only and does not purport to provide, and should not be relied upon as, a legal interpretation of the Regulations.

4.1.7 Bond Release

The financial guarantee shall be released when the NTFSO receives certified confirmation of the completion of the final recovery or disposal operations. The notification process is complete when certificates of recovery/disposal have been issued for all the waste shipments carried out under a specific notification number.

5. Assessing and Transmitting the Notification

5.1 Acknowledgement and Transmission

Once the notification procedure has been followed correctly, the NTFSO shall retain a copy of the notification and transmit the original to the competent authority of destination, with copies sent to any competent authority (ies) of transit, within three working days of the official receipt of the notification. The NTFSO shall send an acknowledgement to the notifier within three working days of the receipt of the notification (and copies to the other competent authorities concerned), informing the notifier of the transmission of the notification. When the competent authority of destination considers that the notification has been completed correctly, it shall send an acknowledgement notice to the notifier and the other competent authorities concerned.

5.2 Additional Information

If the notification procedure has not been followed correctly, the NTFSO will issue a request for additional information within three working days of the receipt of the notification. The application will be considered incomplete and will not be processed any further. Once the additional information is received and checked, the application will be considered complete and the transmission procedures shall apply. Following the transmission of a notification, any of the competent authorities concerned may request additional information from the notifier.

5.3 Consent

The competent authorities of destination, dispatch and transit, may within 30 days following the transmission of the acknowledgement by the competent authority of destination, transmit their decision in writing to the notifier, with copies to each other, granting consent to the planned shipment with or without conditions. Tacit consent by the competent authority of transit may be assumed if no objection is lodged within the 30-day time limit. The competent authorities shall signify their written consent by appropriately stamping, signing and dating the original notification document or their copies of same.

5.4 Objections

Once the notification procedure has been followed correctly, the NTFSO may decide, within three working days, to object to the shipment, and shall inform the notifier of its decision and the reason for the objection.

Where a notification is transmitted by the NTFSO regarding a planned shipment of waste destined for disposal or recovery, the competent authorities of dispatch and destination may within 30 days following the transmission of the acknowledgement by the competent authority of destination raise objections on specified grounds.

5.5 Changes in the shipment after consent

If any essential change is made to the details and/or conditions of the consented shipment, (including changes to the intended quantity, route, date of shipment, or carrier), before the shipment starts, the notifier shall immediately inform the NTFSO, all other competent authorities concerned and the consignee.

In such cases a new notification shall be submitted, unless all the competent authorities concerned consider that the proposed changes do not require a new notification.
Where such changes involve additional competent authorities to those involved in the original notification, a new notification shall be submitted.

This document is a guide only and does not purport to provide, and should not be relied upon as, a legal interpretation of the Regulations.

6. Moving the Waste

Once a satisfactory notification has been submitted and prior to any waste being exported, waste exporters must have:

(a) obtained the necessary consent from all the competent authorities involved;
(b) received a certificate for the guarantee;
(c) have appropriate third party liability insurance;
(d) ensure that the waste is moved in accordance with the information provided in the notification; have arranged to comply with all other applicable enactments in addition to the TFS legislation, and
(e) ensure that the proposed shipment is managed in an environmentally sound manner.

The following procedures then apply:

6.1 Completion of the movement document

After consent has been given to a notified shipment by the competent authorities involved, the notifier shall complete boxes 2, 5, 6, 7, 8, (except the means of transport, the date of transfer and the signature) and 15 of the movement document prior to submitting it to those authorities. This is in addition to the information already input into boxes 1, 3, 4 and 9 - 14 of the Annex 1B at the notification stage.

6.2 Three working-days' notice

The notifier shall send a copy of the pre-notification movement document to the competent authorities concerned and to the consignee at least three working days (excluding Bank Holidays) before the shipment starts. A copy of the pre-notification should be submitted to the NTFSO between the hours of 9.30am - 4.30pm Monday to Friday. The notifier shall retain a copy of the completed movement document.

Movement Documents (Annex 1b) forms can be sent using the tfscerts@dublincity.ie email address.

Emails can be sent **with only one TFS notification number per email**, but multiple movement docs relating to that TFS number can be attached (All the load numbers in the attachment must correspond to the one TFS notification number)

6.3 Documents to accompany each transport

The movement document and a copy of the notification document, together with the written consents and any conditions specified by the competent authorities concerned, shall accompany each shipment. The movement document shall be retained by the consignee facility that receives the waste.

7. Waste Processing

7.1 Written confirmation of receipt of the waste by the consignee facility

Within three working days of receiving the waste, the facility shall provide confirmation in writing that the waste has been received. This confirmation shall be contained in, or annexed to, the movement document. The facility shall send signed copies of the movement document containing this confirmation to the notifier and to the NTFSO.

7.2 Certificate for recovery or disposal by the facility

As soon as possible, but no later than 30 days after completion of the recovery or disposal operation, and no later than one calendar year following receipt of the waste, the facility carrying out the operation shall, under its responsibility, certify that the recovery or disposal has been completed. This certificate shall be contained in, or annexed to, the movement document. The facility shall send signed copies of the movement document containing this certificate to both the notifier and the NTFSO.

This document is a guide only and does not purport to provide, and should not be relied upon as, a legal interpretation of the Regulations.

8. General Notifications

The notifier may, with the consent of the NTFSO, submit a general notification to cover several shipments if, in the case of each shipment:

(i) the waste has essentially similar physical and chemical characteristics;
(ii) the waste is shipped to the same consignee and the same facility; and
(iii) the route of the shipment as indicated in the notification document is the same.

Notification procedures detailed in this document apply in principle to general notifications.

9. Pre-Consented Recovery Facility Certificate

A notification will only be consented to for a maximum of one year unless the recovery/disposal facility is pre-consented in accordance with Article 14 of the WSR, where the consent can be extended to a maximum of three years. The NTFSO can issue a pre-consent certificate for Irish recovery/disposal facilities that receive amber waste **imports** under the notification procedure. Notifiers are advised to contact the NTFSO if they wish to apply for pre-consent status.

Recovery facilities that are issued with pre-consent by the NTFSO will benefit from:

- a shortened notification procedure - the competent authorities are required to respond within 7 working days following the date of issue of the acknowledgement, and
- a maximum notification period of up to 3 years, subject to the agreement of all the concerned competent authorities.

10. Interim Recovery and Disposal

Interim Disposal means disposal operations D13 (Blending or mixing prior to submission to any of the operations D 1 to D 12); D 14 (Repackaging prior to submission to any of the operations D 1 to D 13); D 15 (Storage pending any of the operations D 1 to D 14).

Interim Recovery means recovery operations R12 (Exchange of wastes for submission to any of the operations R 1 to R 11) and R13 (Storage of wastes pending any of the operations R 1 to R12).

General Requirement

i) Where a shipment of waste is destined for an interim recovery or disposal operation, all the facilities where the interim operation in the country of destination and the subsequent non-interim recovery and disposal operations located in the country of destination or located in another country are envisaged, and information on the interim and non-interim operations, shall be indicated in the notification document.

ii) A notification shall cover the shipment of waste from its initial place of dispatch to its interim recovery or disposal. If a subsequent non-interim operation takes place in another country then a new notification shall be required to cover the shipment of the waste from the first country of destination to the next country of destination which shall be consented to under the jurisdiction of the competent authority in the first country of destination.

Notification Document

i) **Block 10:** If the disposal or recovery operation is a D13–D15 or R12-R13 operation, details on the facility performing the interim operation should be provided in Block 10. Corresponding information on the subsequent facility or facilities where any subsequent non-interim operation takes place or may take place in the first country of destination or in another country should be provided in an Annex referenced in Block 10

This document is a guide only and does not purport to provide, and should not be relied upon as, a legal interpretation of the Regulations.

ii) **Block 11:** If the disposal or recovery operation is a D13–D15 or R12-R13 operation, details on the interim operation/s should be provided in Block 11. Corresponding information on the subsequent non-interim operation/s taking place in the first country of destination or in another country should be provided in an Annex referenced in Block 11.

Financial Guarantee

i) If the waste shipment is destined for interim recovery or disposal operations, a financial guarantee shall be raised to cover the interim operation in the first country of destination.

ii) Further to request from the notifier, the financial guarantee shall be released when the NTFSO has received the completion certificate for the interim operation.

iii) Any further shipment for a subsequent non-interim operation taking place in another country shall be covered by a new financial guarantee or equivalent insurance.

Contract

If the waste shipment is destined for interim recovery or disposal operations, the contract shall include an obligation on the destination facility of interim recovery or disposal to-

i) Provide certificates to the notifier and the competent authorities concerned that the waste has been recovered or disposed of in accordance with the notification.

ii) Obtain a certificate of completion from the subsequent non-interim facility if located in the first country of destination, and to transmit the certificate to the notifier and the competent authorities concerned.

11. Green-Listed Waste

Green-list waste (GLW) refers to shipments of non-hazardous waste for recovery within and from the EU. Annex III, IIIA and IIIB of the WSR specify different types of non-hazardous, GLW that can potentially be shipped for recovery in accordance with Article 18 of the WSR.

'Green-list' waste is:

- A single type of waste that can be classified by a single entry in Annex III, or;
- A mixture of wastes covered by an entry in Annex IIIA,

Annex IIIB comprises waste that is considered 'green list' when moving only between EU member states. Exports of waste in Annex IIIB to non-OECD countries are subject to notification controls.

The exporter/notifier must determine the code that best describes the waste being shipped. Any contamination that may either make the waste hazardous or make it more appropriate to classify it by another code for shipment under the Amber rules, must be taken into account when determining the waste classification.

The person who arranges the shipment of GLW must ensure that each consignment is accompanied by the document in Annex VII of the WSR and moved under contract to an authorised facility. They must also ensure that each shipment is managed in an environmentally sound manner.

To export waste under green-list controls the exporter/person arranging the shipment must:

- Make sure the waste being exported is 'green-list' waste
- Check the recovery facility is located in a country that accepts imports of the type of GLW being sent under green-list controls

This document is a guide only and does not purport to provide, and should not be relied upon as, a legal interpretation of the Regulations.

- Make sure the waste is going to an authorised facility where it will be recovered in an environmentally sound manner
- Enter into a contract with the facility the waste is being sent to for recovery. The contract must contain specified terms and be in place before the waste is shipped
- Register as a Broker or Dealer with the NTFSO in accordance with the Waste Management (Registration of Brokers and Dealers) Regulations, S.I. No. 113 of 2008
- Complete and sign an Annex VII form before moving the waste, providing details about: the persons involved with producing and moving the waste, waste description, proposed recovery operation and the recovery facility
- Make sure a copy of the signed and completed Annex VII document accompanies the waste on its journey to the receiving facility in the country it is going to
- Keep copies of the completed document sent with the waste for three years. NTFSO enforcement officers may ask for copies of the completed documents for shipments already made

The Annex VII document must be completed as far as possible before the shipment commences in order to provide details of the shipment. It must be signed and dated by the person who arranges the shipment and by the consignee and/or the recovery facility when the waste is received.

The person arranging the shipment is responsible for ensuring that the waste is moved in accordance with the information provided on the Annex VII. It is also their responsibility to ensure that the shipment complies with all other requirements as well as waste shipment legislation i.e. that appropriate liability insurance is provided, and that the proposed shipment is managed in an environmentally sound manner.

The contract referred to in Annex VII (Box 12) should be drawn up between the person or company who arranges the waste shipment and the consignee. The contract is effective from the start of the shipment and its duration. It must include obligations on the person who arranges the shipment (or the consignee in certain circumstances) to have the waste returned, recovered, or provide for its storage in cases when the shipment or its recovery cannot be completed or where an illegal shipment has been effected. The person who arranges the shipment or the consignee shall provide a copy of the contract to the NTFSO if requested ***[see Annex 7 for a Contract template]***.

Online Reporting System:

To facilitate the administration, recording, enforcement and inspection of GLW shipments, the NTFSO operates an online reporting system for the export and import of GLW out of and into Ireland. This is in accordance with Regulation 13(d) of the Waste Management (Registration of Brokers and Dealers) Regulations 2008, and Regulation 5(1)(q) of the Waste Management (Shipments of Waste) Regulations 2007. The person or company who arranges GLW shipments, whether a broker or dealer involved in the export and import of waste, is required to provide information to the NTFSO in a GLW report each calendar quarter. This is a quarterly summary report on waste shipped in the previous three months.

The GLW shipment report must be completed and submitted online at the end of each calendar quarter; this may be accessed together with instructions for completing the report via the webpage https://wrms.dublincity.ie/wrms/frontoffice.

This document is a guide only and does not purport to provide, and should not be relied upon as, a legal interpretation of the Regulations.

Fees for GLW shipments:

TFS SERVICE CHARGES FOR GLW	EXPORTS	IMPORTS
Annual Administration Fee (per notifier)	**€500**	**€500**
Tonnage Fee General	**€0.60**	**n/a**
Tonnage Fee Glass	**€0.30**	**n/a**
Bulk Shipment (1 shipment > or = 1000 tonnes)	**€0.30**	**n/a**

Note: A bulk shipment is defined as a single waste shipment greater than or equal to 1,000 tonnes carried out at any one time.

Invoice
The person arranging the shipment will be issued with an invoice every quarter based on the details contained in the GLW report in accordance with the schedule of charges. For payment purposes the calculation of the fee should be based on the tonnages received at the facility as recorded from actual shipments carried out in the previous quarter.

Payments
Payments are to be made by Electronic Fund Transfer or Online.

Pre-shipment notice to Enforcement
If directed, the person who arranges the shipment shall send a copy of the completed Annex VII document to the NTFSO Enforcement Unit at least three working days, not including Bank Holidays, before the shipment starts. The NTFSO should be notified during the hours of 9.30am - 4.30pm Monday to Friday.

12. Exports To and Transit Through Countries Outside The EU

The WSR contains rules on the shipment of waste, whereby a distinction is made between exports to:

(a) another EU Member State,
(b) an EFTA country,
(c) an OECD country or
(d) a non-OECD country.

Regulations vary by country if the destination facility is located outside the EU. Before exporting any waste it is advisable to check with the competent authorities in those countries to and through which the waste will travel as to what controls/procedures apply to the waste type being shipped.

Articles 33-40 and 47-48 of the WSR are the main provisions to be noted in relation to the shipment of waste outside the EU.

12.1 Export of Green List Waste to non-OECD Countries

Green-listed waste for recovery, such as paper/metal can be exported to EU Member States, EFTA countries and OECD countries without prior notification. Under the WSR, non-OECD countries must state (in answer to a European Commission written request sent to each of them) whether and, if so, under what procedure, they wish to receive green-list waste from the EU for recovery.

Each country's response can be found in Commission Regulation (EC) No 1418/2007 issued on 26th November 2007 and updated on a number of occasions. Please see a consolidated version at the following link: EUR-Lex - 02007R1418-20220402 - EN - EUR-Lex (europa.eu)

This document is a guide only and does not purport to provide, and should not be relied upon as, a legal interpretation of the Regulations.

A country can state that it:

(a) does not wish to import green-list waste - a prohibition
(b) that it will permit exports only with a pre-notification and consent
(c) that it is prepared to accept them without any controls
(d) that it will permit exports in accordance with other local requirements.

It is the responsibility of the notifier/exporter/ person who arranges the shipment of waste to ensure that waste material intended for export is correctly classified, and to ascertain the controls that apply to proposed shipments of waste for recovery to countries outside the EU. Misclassified material may be returned (under waste repatriation procedures) on the basis that it has been illegally exported.

The document contained in Annex VII of the WSR must accompany the shipment. Blocks 6 and 7 of this form should be completed with the name and address of the waste generator or the plant where the waste is to be received together with the details of a contact person [A plant responsible for storing the waste intended for recovery (an R13 organisation) also comes under this definition].

The Annex VII form must be duly completed by-

(a) the person who arranges the shipment before the shipment takes place, and then by;
(b) the recovery facility and the consignee when the waste is received - see Article 18 of the WSR .

The completed Annex VII form must accompany each consignment of waste throughout its journey.

If a country has not responded to the Commission's request for a procedure to be chosen, prior notification must be obtained in every case for the country in question (Article 37(2) of the WSR). If a notification has to be made, a non-OECD country has 60 days to decide. During this period, no export to that country is possible from the EU.

13. Waste Imports

13.1 Waste Management

Waste shipped within the Community and waste imported into the Community must be managed throughout the period of shipment and on its arrival in the country of destination, without endangering human health and without using processes or methods which could harm the environment. The authorised facility which receives the waste should be operated in accordance with established standards for human health and environmental protection.

13.2 Imports of waste into Ireland

Proposals for the import of waste into the Republic of Ireland are subject to the provisions of the WSR, and the Waste Management (Shipments of Waste) Regulations 2007, S.I. No. 419. Shipments of amber-listed waste destined for recovery and all shipments of waste destined for disposal, are subject to notification and tracking procedures. Shipments of uncontaminated, sorted wastes which can be classified as a GLW, are destined for recovery at an authorised facility under contract need only be accompanied by an Annex VII document.

13.2 Imports of waste into the Community for recovery

Imports into the Community of waste for recovery may be permitted where the exporting country:

(a) Is one to which the OECD Decision applies;
(b) Is a Party to the Basel Convention; or
(c) Where prior agreements or arrangements are in place.

This document is a guide only and does not purport to provide, and should not be relied upon as, a legal interpretation of the Regulations.

This applies to proposals for the import of waste into the Republic of Ireland.

13.3 Right of prohibition
The NTFSO reserves the right under the Regulations to prohibit the import of waste.

13.4 Adequate cover
As the competent authority of destination, the NTFSO shall review the amount of cover provided for a waste import into the State and, if necessary, approve an additional financial guarantee.

13.5 Exclusions
Subject to conditions, shipments of waste generated by armed forces or relief organisations are excluded from the scope of the Regulations.

14. Enforcement

14.1 Legal procedures
The NTFSO enforces the Regulations by ensuring that waste is exported and imported in accordance with the relevant legal procedures.

14.2 Supervision
The NTFSO supervises and monitors the shipment and recovery or disposal of waste through notification procedures and inspections.

14.3 Inspections
Staff from the NTFSO are authorised to carry out inspections of any intended consignments of waste prior to dispatch**,** and any consignments of waste entering the State. On and off-site inspections are carried on throughout the State in order to prevent illegal shipments and to ensure that the shipment, recovery or disposal of waste is managed in an environmentally sound manner for the protection of the environment and human health.

14.4 Ports
The NTFSO may direct that shipments of waste shall leave or enter the State at a specified port or place within the State.

14.5 Control of waste
The NTFSO may seize, take in charge, recover or dispose of a consignment of waste or a part thereof where any provision of the Regulations has not been complied with as respects the consignment or a part thereof, as the case may be.

14.6 Direction to return waste [waste repatriation]
The NTFSO may direct a person who undertakes the shipment of waste or who is the consignee of waste imported into the State, to return the waste to its place of origin or to such other place as may be specified in the direction. It may also direct a person to take such measures as may be so specified in relation to the waste, including the recovery or disposal of the waste in such manner or at such facility as may be so specified.

14.7 Prohibition
The NTFSO may prohibit the import or export of any shipment of waste, or of a class or classes of waste, or of any shipment, class or classes of waste intended for any specified purpose, either generally or for such periods as may be specified for the purposes of the Regulations or to comply with recommendations or provisions of the Hazardous Waste Management Plan made under Section 26 of the Act.

This document is a guide only and does not purport to provide, and should not be relied upon as, a legal interpretation of the Regulations.

14.8 Exclusions
Types of shipments and activities excluded from the scope of these Regulations are listed in Article 1(3) of the WSR.

15. General Provisions

15.1 Waste Management
All those involved in a shipment of waste and its recovery or disposal shall take the necessary steps to ensure that the shipment is managed without endangering human health and in an environmentally sound manner throughout the period of shipment and its recovery and disposal.

15.2 Communication methods
Subject to the agreement of the NTFSO, the other competent authorities concerned, and the notifier, the information and documents referred to in these Regulations may be submitted by using any of the following methods of communication:

- Post;
- Email
- Email followed by post
- Fax; or
- Fax followed by post

15.3 Language
Any notification, information, documentation or other communication submitted by the notifier shall be supplied in English or Irish to the NTFSO.

15.4 Keeping of documents and information
All documents relating to a notified shipment shall be kept for at least three years from the date when the shipment starts by the notifier, the NTFSO, the consignee and the facility which receives the waste. Information given pursuant to Article 18 shall be kept for at least three years from the date when the shipment starts by the person who arranges the shipment, the consignee and the facility which receives the waste.

15.5 Public access to information
The NTFSO, as the competent authority of dispatch and destination, may make publicly available information on notifications consented to, where such information is not legally confidential.

The NTFSO provides access to certain information maintained on our Public Register in connection with: 1) the shipment of Amber-listed waste; and, 2) the shipment of Green-listed) waste, carried out under the WSR and the Waste Management (Shipments of Waste) Regulations 2007.

The NTFSO also provides access to certain information on Brokers and Dealers who have obtained a Certificate of Registration under the Waste Management (Registration of Brokers and Dealers) Regulations 2008.

1) Hazardous (Amber) Shipments
The NTFSO provides public access to information on consented notifications in respect of hazardous waste shipments that are exported from the ROI, imported into the ROI, and transited through the ROI, under the following headings:

Hazardous Waste Exports - Notification Number; Notifier/Exporter; Waste Description; LOW Code; Basel/OECD Code; Y Code; Shipment Number; Shipment Quantity; Disposal/Recovery Code; Destination Country.
Hazardous Waste Imports - Notification Number; Competent Authority of Dispatch; Notifier/Exporter; Waste Description; Basel/LOW Code; Y Code; Shipment Number; Shipment Quantity; Disposal/Recovery Code;

This document is a guide only and does not purport to provide, and should not be relied upon as, a legal interpretation of the Regulations.

Hazardous Waste Transits - Notification Number; Competent Authority of Dispatch; Notifier/Exporter; Waste Description; LOW Code; Y Code; Shipment Number; Shipment Quantity; Disposal/Recovery Code; Country of Origin; Destination Country.

Request to access specific information contained in TFS notifications

TFS notifications are not available for public inspection on the grounds that certain information contained in notification files and records is regarded as confidential. A request received from a member of the public to inspect a notification, or a request to obtain other specific information regarded as confidential, shall not be granted. The NTFSO is subject to the provisions of the Freedom of Information Act. An information request under this Act must be submitted in writing to Dublin City Council. Details are available from: Freedom of Information Officer, Block 3, Floor 5, Civic Offices, Dublin 8; Tel: 2223775; Email: foi@dublincity.ie.

2) Non-hazardous (Green) Shipments
The NTFSO provides public access to information in respect of non-hazardous waste shipments that are exported from the ROI, and imported into the ROI, under the following headings:

Non-Hazardous Waste Exports - The Person/Company Who Arranges the Shipment; Waste Description: LOW Code; Shipment Quantity; Shipment Month; Destination Country.

Non-Hazardous Waste Imports - The Person/Company Who Arranges the Shipment; Waste Description: LOW Code; Shipment Quantity; Shipment Month; Country of Origin.

3) Registered Brokers and Dealers
The NTFSO provides public access to information in respect of the registration of Brokers and Dealers under the following headings: Registered Person/Company; Registered Number; Certification/ Registration Date; Contact Person.

Availability Information specified above is available for public inspection at the NTFSO by prior arrangement (telephone +353 1 2224700) and also available on request by email (nationaltfs@dublincity.ie).

This document is a guide only and does not purport to provide, and should not be relied upon as, a legal interpretation of the Regulations.

Annex 1 - Broker and Dealers Registration FAQs

What are the Brokers and Dealers Regulations?
The Waste Management (Registration of Brokers and Dealers) Regulations, S.I. No. 113 of 2008 provide for the introduction of a registration system for waste brokers and dealers in order to better facilitate controls on such persons who arrange shipments of waste.

Any individual or business involved in the export of Amber List or Green List waste abroad for recovery and/or disposal must register with the National Transfrontier Shipment Office (NTFSO) in Dublin City Council.

Who is required to register?
A **broker** is defined as an individual or company who arranges the recovery or disposal of waste and includes those who do not take physical possession of the waste.

A **dealer** means any individual or company whose activities involve the purchase and selling of waste and includes those who do not take physical possession of the waste.

Brokers and dealers as described above must be registered with the NTFSO in Dublin City Council in order to carry out their activities. Registration is valid for a period of two (2) years.

How do I register?
Applications for registration must be submitted to the NTFSO of Dublin City Council. The application form is available from the NTFSO, which must be completed and accompanied by the following documents:

- Signed and stamped statutory declaration (provided with application form) (Schedule 1 of the Regulations)
- Copy of the applicant's certificate of incorporation, certified by the Registrar of Companies
- If the applicant carries out business under a name which differs to that of the applicant, a copy of a certificate of registration under the Registration of Business Names Act 1963
- Application fee of €200

A full list of the information required is given in Articles 7 and 8 of the Waste Management (Registration of Brokers and Dealers) Regulations 2008.

Application forms can be accessed on the following web-page or by emailing nationaltfs@dublincity.ie

http://www.dublincity.ie/main-menu-services-water-waste-and-environment-waste-and-recycling-national-tfs-office/brokers-and

Where should applications be sent for processing?
Completed applications forms and accompanying documentation should be sent to the following address:

Brokers and Dealers Registration
National Transfrontier Shipment Office
Floor 2, Block B
Blackhall Walk
Smithfield
Dublin 7
D07 ENC4

What is the application fee?
An annual registration fee of €100 applies to all applications.

What are the criteria used in deciding to grant or refuse an application for registration?
See Article 8 of the Regulations.

The certificate of registration may be subject to conditions related to environmental protection and preventing the illegal shipment of waste, see Article 9 of the Regulations.

Is there an appeals process if I am refused a certificate of registration?
See Article 11 of the Regulations.

How will commercially sensitive information be handled in the application process?
See Article 14 (3) of the Regulations.

This document is a guide only and does not purport to provide, and should not be relied upon as, a legal interpretation of the Regulations.

What if my company is registered outside of Ireland?
Where the applicant is incorporated outside the State, the equivalent company registration certificate from the appropriate authority of that State must be provided. If the applicant's principal place of business is outside the State, confirmation must be provided from the competent authority (ies) of that State of the applicant's registration or authorisation under the relevant legislation in that State.

Applicants for registration, who are resident outside of the State, will be required to provide the address and the CRO Number of their principal place of business within the State. A signed letter from the business providing the applicant with authorisation to use their address must also be submitted on their company headed paper.

It is an offence under these Regulations to supply misleading or false information in an application for registration.

How long is the certificate of registration valid?
Certificates of registration will be valid for a period of two (2) years.

How do I renew or transfer my certificate of registration?
- See Article 10 for certificate renewal process
- See Article 12 for transfer of certificate process

Duties of Brokers and Dealers
The obligations of brokers and dealers are set out in Article 13 of the Waste Management (Registration of Brokers and Dealers) Regulations, S.I. No. 113 of 2008, and include:
- Compile and maintain records relating to the waste dealt with during the course of business
- Notify the competent authority (Dublin City Council) when convicted of an offence as specified in Schedule 2 of the regulations
- Make available, within 10 working days, records as required under the regulations
- Provide information on the collection and movement of waste as specified by the competent authority
- Records must be retained for 5 years.
- It is an offence under these Regulations to supply misleading or false information in an application for registration.

What obligations are there on individuals or companies exporting waste from the State?
Under Article 15 of the regulations only registered brokers and dealers may export waste from Ireland. Therefore any person or business who arranges for the shipment of waste the subject of the TFS Regulation (i.e. Green List and Amber List waste) and the Brokers and Dealers Regulation, has a responsibility to only use a broker or dealer who is registered with the competent authority. Any person who contravenes these provisions shall be guilty of an offence.

What are the enforcement powers of NTFSO regarding brokers and dealers?
- The NTFSO administers the registration of waste brokers and dealers
- It has enforcement powers, see Article 11 (revocation process) and 14 (general enforcement) of the Regulations

This document is a guide only and does not purport to provide, and should not be relied upon as, a legal interpretation of the Regulations.

Annex 2 - Completing Notification and Movement Documents

A planned shipment subject to the procedure of prior written notification and consent may take place only after the notification and movement documents have been completed pursuant to **Regulation (EC) No 1013/2006 of the European Parliament of the Council of 14 June 2006 on Shipments of Waste**, and during the period of validity of the written or tacit consents of all the competent authorities concerned.

Dublin City Council [NTFSO], the National Competent Authority of Dispatch for Ireland, is responsible for providing and issuing the notification and movement documents (in both paper and electronic versions). The competent authorities use a notification numbering system prefixed with the country code of the country of dispatch, which allows a particular consignment of waste to be tracked and traced. The NTFSO issues a notification document using the prefix IE 31 (the country code in ROI) to identify the notification, which is followed by a five digit number.

The notification document is intended to provide the competent authorities concerned with the information they need to: assess the acceptability of proposed waste shipments; to acknowledge receipt of the notification; and to consent in writing to a proposed shipment. The movement document is intended to travel with a consignment of waste at all times from the moment it leaves the waste producer to its arrival at a disposal or recovery facility in another country. Each person who takes charge of a shipment is to sign the movement document either upon delivery or receipt of the wastes in question. The movement document records the passage of the consignment through the customs offices of all countries concerned, and is used by the relevant disposal or recovery facility to certify that the waste has been received and that the recovery or disposal operation has been completed.

At the time of notification, the notifier is required to complete blocks 1–18. When the notifier is not the same person as the original producer, this producer or one of the persons indicated in point 15(a)(ii) or (iii) of Article 2 of Regulation 1013/2006 is, where practicable, also to sign in block 17. At the time of notification, the notifier is also required to complete blocks 3, 4 and 9–14 on the movement document. Where it is necessary to add annexes to the documents providing additional information, each annex should include the reference number of the relevant document and cite the block to which it relates.

After receipt of the consents from the competent authorities of dispatch, destination and transit (or tacit consent), and before the actual start of the shipment, the notifier is required to complete on the movement document blocks 2, 5–8 (except the means of transport, the date of transfer and the signature), 15 and, if appropriate, 16. Prior to the actual start of shipment the notifier is required to send a copy of the completed and signed movement document to the NTFSO and the other competent authorities concerned and the consignee at least 3 working days before the shipment commences. At the time of taking possession of the consignment, the carrier or its representative is to complete on the movement document the means of transport, the date of transfer and the signature, which appear in blocks 8(a) to 8(c) and, if appropriate, 16. The shipment shall be accompanied by the movement document and copies of the notification document containing the written consent, including any conditions, of the competent authorities concerned.

Guidance for completing the Notification Document (as per Annex IC of WSR)

Block 1: Exporter/Notifier - Provide the required information on the exporter/notifier: registration number; exporter/notifier name & address including the name of the country; contact person who is responsible for the shipment; telephone number, fax number & email.

Block 2: Importer/Consignee - Provide the required information on the importer/consignee. Normally, the consignee would be the disposal or recovery facility given in block 10. In some cases, however, the consignee may be another person, for example a dealer, a broker or a corporate body, such as the headquarters or mailing address of the receiving disposal or recovery facility in block 10. In order to act as a consignee, a dealer, broker or corporate body must be under the jurisdiction of the country of destination and possess or have some other form of legal control over the waste at the moment the shipment arrives in the country of destination.

Block 3: Notification Number - When issuing a notification document, the NTFSO provides an identification number which will be printed in this block. Under A, “individual shipment” refers to a single notification and “multiple shipments” to

This document is a guide only and does not purport to provide, and should not be relied upon as, a legal interpretation of the Regulations.

a general notification. Under B, give the type of operation the waste being shipped is destined for. Under C, pre-consent refers to Article 14 of Regulation 1013/2006.

Block 4: Number of Shipments - Give the intended number of shipments.

Block 5: Quantity - Give the estimated minimum and maximum weight in tonnes (1 tonne equals 1 megagram (Mg) or 1 000 kg) of the waste. The total quantity shipped must not exceed the maximum quantity declared in Block 5.

Block 6: Period for shipment - Give the intended date of a single shipment or, for multiple shipments, the dates of the first and last shipments. The intended period of time for shipments may not exceed one year, with the exception of multiple shipments to pre-consented recovery facilities, for which the intended period of time may not exceed three years. All shipments must take place within the validity period of the written or tacit consents of all competent authorities concerned issued by the competent authorities. Where a competent authority issues a written consent to the shipment and the validity period of that consent in block 20 differs from the period indicated in block 6, the decision of the competent authority overrides the information in block 6.

Block 7: Packaging - Types of packaging should be indicated using the codes provided in the list of abbreviations and codes attached to the notification document. If special handling precautions are required, such as those required by producers' handling instructions for employees, health and safety information, including information on dealing with spillage, and instructions in writing for the transport of dangerous goods, tick the appropriate box and attach the information in an annex.

Block 8: Carriers - Provide the required information on the intended carriers of the waste: registration number; name & address including the name of the country; contact person responsible for the shipment; telephone number, fax number & email. If more than one carrier is involved, append to the notification document a complete list giving the required information for each carrier. Where the transport is organised by a forwarding agent, the agent's details and the respective information on actual carriers should be provided in an annex. Provide evidence of registration of the carrier(s) regarding waste transports in an annex. Means of transport should be indicated using the abbreviations provided in the list of abbreviations and codes attached to the notification document.

Block 9: Generator/Producer - Provide the required information on the generator/producer of the waste: registration number. If the notifier is the producer of the waste then write "Same as block 1". If the waste has been produced by more than one producer, write "See attached list" and append a list providing the requested information for each producer. Where the producer is not known, give the name of the person in possession or control of such waste (holder). Also provide information on the process by which the waste was produced and the site of production.

Block 10: Destination Facility - Provide the required information: destination of the shipment by ticking either disposal or recovery facility; registration number; actual site of disposal or recovery if it is different from the address of the facility. If the disposer or recoverer is also the consignee, state here "Same as block 2". If the disposal or recovery operation is a D13–D15 r R12 or R13 operation, the facility performing the operation should be mentioned in block 10, as well as the location where the operation will be performed. In such a case, corresponding information on the subsequent facility or facilities, where any subsequent R12/R13 or D13–D15 operation and the D1–D12 or R1–R11 operation or operations takes or take place or may take place should be provided in an annex (see R-codes or D-codes of Annexes IIA or IIB of Directive 2006/12/EC on waste (see also the list of abbreviations and codes attached to the notification document).

Block 11: Disposal/Recovery operation - Indicate the type of recovery or disposal operation. If the disposal or recovery operation is a D13–D15 or R12 or R13 operation, corresponding information on the subsequent operations (any R12/R13 or D13–D15 as well as D1–D12 or R1–R11) should be provided in an annex. Also indicate the technology to be employed. If the waste is destined for recovery, provide the planned method of disposal for the non-recoverable fraction after recovery, the amount of recovered material in relation to non-recoverable waste, the estimated value of the recovered material, and the cost of recovery and the cost of disposal of the non-recoverable fraction in an annex.

Block 12: Waste Description - Provide designation and composition of the waste. Give the name or names by which the material is commonly known or the commercial name and the names of its major constituents (in terms of quantity and/or hazard) and their relative concentrations (expressed as a percentage). In the case of a mixture of wastes, provide the

This document is a guide only and does not purport to provide, and should not be relied upon as, a legal interpretation of the Regulations.

same information for the different fractions and indicate which fractions are destined for recovery. A chemical analysis of the composition of the waste may be requested. Attach further information in an annex if necessary.

Block 13: Physical Characteristics - Indicate physical characteristics of the waste at normal temperatures and pressures.

Block 14: Waste Identification - State the code that identifies the waste according to Annexes III, IIIA, IIIB, IV or IVA of Regulation 1013/2006. Give the code according to the system adopted under the Basel Convention (under subheading (i) in block 14) and, where applicable, the systems adopted in the OECD Decision (under subheading (ii)) and other accepted classification systems (under subheadings (iii) to (xii)). Give only one waste code (from Annexes III, IIIA, IIIB, IV or IVA of Regulation 1013/2006) with the following two exceptions: In the case of wastes not classified under one single entry in either Annex III, IIIB, IV or IVA, give only one type of waste. In the case of mixtures of wastes not classified under one single entry in either Annex III, IIIB, IV or IVA, unless listed in Annex IIIA, provide the code of each fraction of the waste in order of importance (in an annex if necessary).

(i): Basel Convention Annex VIII codes should be used for wastes that are subject to the procedure of prior written notification and consent (see Part I of Annex IV of Regulation 1013/2006). Basel Annex IX codes should be used for wastes that are not usually subject to the procedure of prior written notification and consent but which, for a specific reason such as contamination by hazardous substances or national regulations, are subject to the procedure of prior written notification and consent. Basel Annexes VIII and IX can be found in Annex V of Regulation 1013/2006. If a waste is not listed in Annexes VIII or IX of the Basel Convention, insert “not listed”.

(ii): OECD member countries should use OECD codes for wastes listed in Part II of Annexes III and IV of Regulation 1013/2006, i.e. wastes that have no equivalent listing in the Annexes of the Basel Convention or that have a different level of control under this Regulation from the one required by the Basel Convention. If a waste is not listed in Part II of Annexes III and IV of Regulation 1013/2006, insert “not listed”.

(iii): European Union Member States should use the codes included in the European Community list of wastes (see Commission Decision 2000/532/EC as amended).
(iv) *and* ***(v):*** Where applicable, national identification codes other than the EC list of wastes used in the country of dispatch and, if known, in the country of destination should be used. Such codes may be included in Annexes IIIA, IIIB or IVA of this Regulation.

(vi): If useful or required by the relevant competent authorities, add here any other code or additional information that would facilitate the identification of the waste.

(vii): State the appropriate Y-code or Y-codes according to the “Categories of wastes to be controlled” (see Annex I of the Basel Convention and Appendix 1 of the OECD Decision), or according to the “Categories of wastes requiring special consideration” given in Annex II of the Basel Convention (see Annex IV Part I of Regulation 1013/2006 or Appendix 2 of the Basel Instruction Manual), if it or they exist(s). Y-codes are not required by Regulation 1013/2006 and the OECD Decision except where the waste shipment falls under one of the two “Categories requiring special consideration” under the Basel Convention (Y46 and Y47 or Annex II wastes), in which case the Basel Y-code should be indicated. Nevertheless, indicate the Y-code or Y-codes for wastes defined as hazardous according to Article 1(1)(a) of the Basel Convention in order to fulfil the reporting requirements under the Basel Convention.

(viii): If applicable, state here the appropriate H-code or H-codes, i.e. the codes indicating the hazardous characteristics exhibited by the waste (see the list of abbreviations and codes attached to the notification document). If there is no hazardous characteristics covered by the Basel Convention, but the waste is hazardous according to Annex III of Directive 91/689/EEC on hazardous waste, state the H-code or H-codes according to this Annex III and insert “EC” after the H code (e.g. H14 EC).

(ix): If applicable, state here the United Nations class or classes which indicate the hazardous characteristics of the waste according to the United Nations classification (see the list of abbreviations and codes attached to the notification document) and are required to comply with international rules for the transport of dangerous goods (see the United Nations Recommendations on the Transport of Dangerous Goods. Model Regulations (Orange Book), latest edition).

(x and xi): If applicable, state here the appropriate United Nations number or numbers and United Nations shipping name or names. These are used to identify the waste according to the United Nations classification system and are required to

This document is a guide only and does not purport to provide, and should not be relied upon as, a legal interpretation of the Regulations.

comply with international rules for transport of dangerous goods (see the United Nations Recommendations on the Transport of Dangerous Goods. Model Regulations (Orange Book), latest edition).

(xii): If applicable, state here customs code or codes, which allow identification of the waste by customs offices (see the list of codes and commodities in the "Harmonised commodity description and coding system" produced by the World Customs Organisation).

Block 15: Countries/CA Codes/Exit/Entry - On line (a) of block 15, provide the name of the countries of dispatch, transit and destination. On line (b), provide, where applicable, the code number of the respective competent authority for each country and on line (c) insert the name of the border crossing or port and, where applicable, the customs office code number as the point of entry to or exit from a particular country. For transit countries give the information in line (c) for points of entry and exit. If more than three transit countries are involved in a particular shipment, attach the appropriate information in an annex. Provide the intended route between points of exit and entry, including possible alternatives, also in cases of unforeseen circumstances, in an annex.

Block 16: Customs - In cases where shipments enter, pass through or leave the European Union, provide the required information

Block 17: Declaration - Each copy of the notification document is to be signed and dated (six-digit format) by the notifier before being forwarded to the competent authorities of the countries concerned. When the notifier is not the same person as the original producer, this producer, the new producer or the collector is, where practicable, also to sign and date; it is noted that this may not be practicable in cases where there are several producers.

Block 18: Annexes - Indicate the number of annexes containing any additional information supplied with the notification document. Each annex must include a reference to the notification number to which it relates.

Block 19: Acknowledgement/Waste recd - For use by competent authority or authorities of the country or countries of destination (where applicable) and transit when issuing a signed, dated and stamped acknowledgement for the receipt of the waste.

Block 20: Consent - For use by competent authorities of any country concerned when providing a signed, dated and stamped written consent (a competent authority of transit may provide a tacit consent) to the waste shipment.

Block 21: Consent/Objection - If the shipment is subject to specific conditions, the competent authority in question should tick the appropriate box and specify the conditions in block 21 or in an annex to the notification document. If a competent authority wishes to object to the shipment it should do so by writing "OBJECTION" in block 20. Block 21, or a separate letter, may then be used to explain the reasons for the objection.

Guidance for completing the Movement Document (as per Annex IC of WSR)

Block 1: Notification Number - The notification number entered is the number in Block 3 in the notification document.

Block 2: Serial/Total No. Shipments - For a general notification for multiple shipments, enter the serial number of the shipment and the total intended number of shipments indicated in block 4 in the notification document (for example, enter "4/11" for the fourth shipment out of eleven intended shipments under the general notification in question). In the case of a single notification, enter "1/1".

Block 3: Exporter/Notifier - Reproduce the same information on the notifier as given in block 1 in the notification document.

Block 4: Importer/Consignee - Reproduce the same information on the consignee as given in block 2 in the notification document.

Block 5: Quantity -Give the actual weight in tonnes (1 tonne equals 1 megagram (Mg) or 1000 kg of the waste.

Block 6: Date of shipment - Enter the date when the shipment actually starts.

This document is a guide only and does not purport to provide, and should not be relied upon as, a legal interpretation of the Regulations.

Block 7: Packaging - Types of packaging should be indicated using the codes provided in the list of abbreviations and codes attached to the movement document. If special handling precautions are required, such as those prescribed by producers' handling instructions for employees, health and safety information, including information on dealing with spillage, and transport emergency cards, tick the appropriate box and attach the information in an annex. Also enter the number of packages making up the consignment.

Blocks 8 (a), (b) and (c): Carriers - Provide the required information on the carriers: registration number; name & address including the name of the country; telephone number; fax number; email. When more than three carriers are involved, appropriate information on each carrier should be attached to the movement document. The means of transport, the date of transfer and a signature should be provided by the carrier or carrier's representative taking possession of the consignment. A copy of the signed movement document is to be retained by the Notifier. Upon each successive transfer of the consignment, the new carrier or carrier's representative taking possession of the consignment will have to comply with the same request and also sign the document. A copy of the signed document is to be retained by the previous carrier.

Block 9: Generator/Producer - Reproduce the information given in block 9 of the notification document.

Block 10: Destination Facility - Reproduce the information given in blocks 10 in the notification document. If the disposer or recoverer is also the consignee, write "Same as block 4".

Block 11: Disposal/Recovery operation - Reproduce the information given in block 11 in the notification document. If the disposal or recovery operation is a D13–D15 or R12 or R13 operation, the information on the facility performing the operation provided in block 10 is sufficient. No further information on any subsequent facilities performing R12/R13 or D13–D15 operations and the subsequent facility(ies) performing the D1–D12 or R1–R11 operation(s) needs to be included in the movement document.

Block 12: Waste Description - Reproduce the information given in block 12 in the notification document.

Block 13: Physical Characteristics - Reproduce the information given in block 13 in the notification document.

Block 14: Waste Identification - Reproduce the information given in block 14 in the notification document.

Block 15: Declaration - At the time of shipment, the notifier shall sign and date the movement document. The shipment shall be accompanied by the movement document and copies of the notification document containing the written consent, including any conditions, of the competent authorities concerned.

Block 16: Additional requirement in certain cases - This block can be used by any person involved in a shipment in specific cases where more detailed information is required by national legislation concerning a particular item (for example, information on the port where a transfer to another transport mode occurs, the number of containers and their identification number, or additional proof or stamps indicating that the shipment has been consented by the competent authorities). Give the routing (point of exit from and entry into each country concerned, including customs offices of entry into and/or exit from and/or export from the Community) and route (route between points of exit and entry), including possible alternatives, also in case of unforeseen circumstances, either in block 16 or attach it in an annex.

Block 17: Shipment not first recd by facility - This block is to be completed by the consignee in the event that it is not the disposer or recoverer and in case the consignee takes charge of the waste after the shipment arrives in the country of destination.

Block 18: Shipment recd by facility - This block is to be completed by the authorised representative of the disposal or recovery facility upon receipt of the waste consignment. Tick the box of the appropriate type of facility. With regard to the quantity received, give the actual weight in tonnes (1 tonne equals 1 megagram (Mg) or 1000 kg of the waste. A signed copy of the movement document is given to the last carrier. If the shipment is rejected for any reason, the representative of the disposal or recovery facility must immediately contact his or her competent authority. Signed copies of the movement document must be sent within three days to the notifier and the competent authorities in the countries concerned. The original movement document shall be retained by the disposal or recovery facility. Receipt of the waste consignment must be certified by any facility performing any disposal or recovery operation, including any D13–D15 or R12 or R13 operation. Indicate also the type of disposal or recovery operation by using R-codes or D codes and the approximate date by which the disposal or recovery of waste will be completed.

This document is a guide only and does not purport to provide, and should not be relied upon as, a legal interpretation of the Regulations.

Block 19: Certification of Completion - This block is to be completed by the disposer or recoverer to certify the completion of the disposal or recovery of the waste. Signed copies of the movement document with block 19 completed should be sent to the notifier and competent authorities of dispatch, transit and destination as soon as possible, but no later than 30 days after the completion of the recovery or disposal and no later than one calendar year following the receipt of the waste. The disposal or recovery of waste must be certified by any facility performing any disposal or recovery operation, including a D13–D15 or R12 or R13 operation.

Block 20, Block 21 and Block 22: Customs - The blocks must be used for control by customs offices at the borders of the Community.

This document is a guide only and does not purport to provide, and should not be relied upon as, a legal interpretation of the Regulations.

Annex 3 - Schedule of Charges

Export Charges €	Amber	Green	Amber + Green
Annual Fixed Administration Fee (per calendar year)	500	250	600
Tonnage Fee	2.50	0.60	
Glass		0.30	
Soil	0.30		
Bulk Shipment [a single shipment of waste greater than or equal to 1000 tonnes (for fee purposes)].	0.30	0.30	

Import Charges €	Amber	Green
Annual Fixed Administration Fee (per calendar year)	500	500
Shipment Fee	25	

Repatriation Fee €	Amber and Green List Waste
Repatriation/direction to return amber or green list waste from Irish, EU or international ports	750 per returned shipment

Registration Fee €	2-yearly Fee/ Renewal Fee
Waste Management (Registration of Brokers and Dealers) Regulations 2008	200

Refund Fee €	Administration of Refund Application
Unused Tonnes notified; Cancelled Notifications	350

Monitoring Fee €	Amber and Green List Waste
Investigations/Written Directions re Amber & Green Shipments	350

Please Note

Export Charges: The administration fee applies from 1st January to 31st December each year.
Import Charges: The €25 fee applies to each shipment on a notification for Amber waste imports. No tonnage/shipment fees apply to the import of Green waste.
Repatriation Fee: The €750 fee covers all containers in a returned shipment. This fee is avoidable.
Registration Fee: The Certificate of Registration shall be valid for a period of 2 years.
Refund Fee: The fee of €350 shall be deducted from the tonnage fees already paid on the notification. Refund claims up to €350 shall not be considered. The annual administration fee is non-refundable. A claim for a refund must be received by email on the prescribed TFS Refund Form no later than 60 calendar days from the notification expiry date (guidance and form available on website: www.nationaltfs.ie.

This document is a guide only and does not purport to provide, and should not be relied upon as, a legal interpretation of the Regulations.

Annex 4 - Refunds

The NTFSO considers claims or requests from notifiers for a partial refund of fees paid in respect of the submission of TFS Notifications on the basis that i) the total intended quantity of waste indicated in tonnes on the notification document was not shipped, or ii) the notification is cancelled. Claims for a refund must be received no later than **60 calendar days** from the notification expiry date.

Fee per Refund Application

A fee of €350 shall be charged for the processing of each refund application in respect of unused tonnages and cancelled notifications. This fee shall be deducted from the tonnage fees already paid on the notification. Accordingly, applications for a refund amounting to €350 or less shall not be considered.

Refunds Claims are processed in accordance with the following conditions-

Unused Tonnes: A refund is payable in respect of unused tonnes of waste not shipped on the notification. The amount refunded shall be the fees paid for any unused tonnes, less €350 of the total tonnage fee paid on the notification.
Cancelled notifications: A refund is payable in respect of the tonnage fee paid on a notification that is cancelled prior to shipments taking place, less €350 of the tonnage fee paid.
Administration Charge: A refund is payable for unused tonnes only. The annual administration fee charged per notifier is non-refundable.
Refund Claim Form: A claim for a refund must be submitted to the NTFSO by email (nationaltfs@dublincity.ie) on the prescribed form: TFS Refund Form.
Refund Submission Time: Claims for a refund must be received no later than 60 calendar days from the notification expiry date.

Procedures for Claiming a Refund

Claimants for a refund in respect of Unused Tonnes and Cancelled Notifications must-

- Submit a claim for a refund to the NTFSO by email on the prescribed form: TFS Refund Form.
- Submit the completed TFS Refund Form no later than 60 calendar days from the expiry date on a notification.
- Provide information on the TFS Refund Form in respect of each notification under the following 8 headings:

1) The TFS Notification Number/s.
2) The notification expiry date.
3) The refund category: whether the claim is for unused tonnes or a cancelled notification.
4) The intended quantity in tonnes and the intended number of loads.
5) The quantity in tonnes and the number of loads received at the destination facility (as confirmed by the facility in Block 18 on Annex 1B Movement Document).
6) The unused quantity in tonnes and the unused number of loads.
7) The reason/s for not shipping the intended tonnage, or the reason for cancelling the notification.
8) For Exports – The refund amount claimed (for unused tonnes)
   For Imports – The refund amount claimed (for unused loads)

This document is a guide only and does not purport to provide, and should not be relied upon as, a legal interpretation of the Regulations.

Annex 5 - Contract (Amber)

Contract concluded between the Notifier and the Consignee for purposes of Article 5 of Regulation (EC) No 1013/2006 of the European Parliament and of the Council of 14 June 2006 on Shipments of Waste

This Contract applies to waste shipments effected on TFS Notification Number IE 31XXXXX (in addition to any other contract entered into between the parties concerned).

The parties to this Agreement being the Notifier and the Consignee shall comply with the requirements of the Waste Shipment Regulations in respect of the recovery or disposal of notified waste shipments. Shipments shall be carried out in accordance with the information provided in the Notification subject to the conditions of Consent and the approved Financial Guarantee and this Contract.

Notifier (Name, Address):

_____

Consignee: (Name, address);

_____

Competent Authority of Dispatch:
National Transfrontier Shipment Office
Floor 2, Block B
Blackhall Walk
Smithfield
Dublin 7
D07 ENC4

It is hereby agreed between the parties that the following legal duties and obligations will be observed in relation to TFS Notification No IE 31XXXXX, as required by Council Regulation (EC) No 1013/2006:

-The Notifier shall take back the waste if the shipment or the recovery or disposal operation has not been completed in the intended way or was effected in an illegal way, in accordance with the provisions of Article 22 and Article 24(2) of Council Regulation (EC) No 1013/2006.

-The Consignee shall recover or dispose of illegally shipped waste under its responsibility, in accordance with the provisions of Article 24(3), of Council Regulation (EC) No 1013/2006.

-The Facility shall submit a certificate to the competent authorities and to the Notifier indicating that the recovery or disposal operation on each shipment has been completed, in accordance with the provisions of Article 16(e) of Council Regulation (EC) No 1013/2006.

-This Contract is valid for the duration of all shipments effected on the notification until the final certificate from the facility has been received indicating that the recovery or disposal operation has been completed.

Signatures

Notifier: _____ **Date:** _____

Consignee: _____ **Date:** _____

This document is a guide only and does not purport to provide, and should not be relied upon as, a legal interpretation of the Regulations.

Annex 6 - Financial Guarantee

Under Regulation (EC) No. 1013/2006 and the Waste Management (Shipments of Waste) Regulations 2007, the notifier of a proposed waste shipment is legally obliged to put in place a financial guarantee to cover liabilities resulting from shipments carried out under the notification. The purpose of the financial guarantee is to cover costs arising in the context of 1) cases where a notified shipment, or the recovery or disposal of the notified waste cannot be completed as intended, or 2) cases where a shipment or the intended recovery or disposal is deemed illegal. The financial guarantee is concerned with the legal completion of the waste only and does not apply to liabilities covered by public liability insurance put in place by the notifier in connection with environmental pollution or damage to third parties.

The guarantee must cover costs in relation to transport, recovery or disposal, and storage. The calculation of the amount of the guarantee should be based on the costs involved in respect of an individual shipment, as follows:

Calculations

a) **Transport costs.** These costs are associated with transporting one shipment of waste between the points of dispatch and destination, there and back, in respect of, for example, shipping, carriage and harbour costs, in cases where shipments cannot be completed as intended or are deemed illegal and must be returned to the country of origin.
b) **Recovery/Disposal costs.** These are costs based on the estimated cost of the recovery/disposal operation in respect of one shipment in relation to shipments which cannot be completed as intended or are deemed illegal. In such cases alternative arrangements would be required for recovery or disposal in the country of dispatch or destination, as agreed.
c) **Storage costs.** A contingency sum amounting to 50% of the transport and recovery/disposal costs must be included to cover storage for up to 90 days in situations where the waste material cannot be delivered directly to the facility for legal or other reasons and must be stored at the port of entry or elsewhere. The contingency sum also covers any additional administrative or legal costs incurred by the competent authorities.
d) **Number of active shipments taking place at any one time.** The value of the guarantee increases according to the number of active shipments covered and specified in the guarantee. A shipment is deemed active until such time that a certificate of disposal or recovery is issued by the consignee.

The value of an average bond should be calculated according to the following formula: [a + b + (a + b x 50%)] x d

Certificate
The guarantee must be furnished for the approval of the NTFSO, Dublin City Council. A financial guarantee in the form of a deposit with a bank to secure the bond is acceptable. The export of the waste cannot commence unless the NTFSO issue a certificate confirming that there is an adequate financial guarantee in force to cover the proposed shipment.

Shipments
It is the full responsibility of the notifier to ensure that all shipments carried out are financially guaranteed in accordance with the certification process. The consent issued to a TFS notification shall be considered withdrawn if the financial guarantee approved and certified by the NTFSO is not effective when the pre-notified shipment starts.

Bond Release
The NTFSO shall release the Financial Guarantee following receipt of certified confirmation regarding the completion of all recovery or disposal operations.

Text
A financial guarantee should be submitted to the NTFSO on headed paper; contain the original signature of the appropriate person acting on behalf of the Bank, the date of issue, and a reference number. The guarantee should be based on the wording in our suggested text, as follows:

This document is a guide only and does not purport to provide, and should not be relied upon as, a legal interpretation of the Regulations.

Template for Financial Guarantee

In accordance with the provisions of the Waste Management (Shipments of Waste) Regulations, 2007 (S.I. No. 419 of 2007), and Regulation (EC) No. 1013/2006 of the European Parliament and of the Council of 14 June 2006 on shipments of waste, we, **(NAME OF BANK)** hereby unconditionally and irrevocably guarantee to pay for any and all claims made by the NTFSO, Dublin City Council, being the Competent Authority of Dispatch as defined by the above Regulations, on receipt of a written demand or demands from the Competent Authority referred to above, accompanied by a signed Declaration that the amount claimed is due by reason of the notifier **(NAME)** and / or the consignee **(NAME)** having failed to fulfil their obligations under the Regulations with regard to **(TFS Number)**, provided that our liability shall not exceed **(AMOUNT)** per load and our total liability shall not exceed **(AMOUNT)**.

This guarantee covers the movement of any **(Number)** consignments only at any one time. Further consignments can issue only upon receipt of a copy certificate of disposal or recovery from the previous consignment. The Guarantee shall be in place to cover all consignments notified for the period **(** **)** to **(** **)** as specified by **(TFS Number** **)** and shall terminate on the close of our banking business on the 400th day after receipt of the consignment by the consignee if that consignment was collected on the last day of the period as specified above (and if that day is not a business day, that the next succeeding business day) or if sooner upon receipt of a copy of the certificate of recovery/disposal of the final consignment. This guarantee may also be terminated by 400 days written notice served by us on you, the NTFSO, Dublin City Council, as the Competent Authority of Dispatch, and our liability hereunder shall cease as and from the close of our banking business on the day of expiry of that notice (and if that day is not a business day, then the next business day) except for any liability in respect of which a demand in writing shall have been made hereunder before the expiry date.

Any demand under this guarantee must be presented in writing to the Manager, **(NAME OF BANK)**.

Dated this _____ day of _____ 20__

Signed: _____
Manager

This document is a guide only and does not purport to provide, and should not be relied upon as, a legal interpretation of the Regulations.

This document is a guide only and does not purport to provide, and should not be relied upon as, a legal interpretation of the Regulations.

Annex 7 - Contract (Green)

Contract concluded between the Person Who Arranges Shipments of Green-list Waste for purposes of Article 18, Regulation (EC) No 1013/2006 of the European Parliament and of the Council of 14 June 2006 on Shipments of Waste

This Contract applies to waste shipments carried in accordance with Article 18 procedures on an Annex VII document in compliance with the requirements of Regulation (EC) No 1013/2006. The parties to this Agreement, being the Person Who Arranges Shipments and the Consignee, shall comply with the requirements of the Waste Shipment Regulation in respect of the movement of Green waste and its recovery at an authorised facility. Shipments shall be carried out in accordance with the information provided in the Annex VII document and under the terms of this Contract.

Person Who Arranges the Shipment: _____

Consignee: _____

Competent Authority of Dispatch:
National Transfrontier Shipment Office
Floor 2, Block B
Blackhall Walk
Smithfield
Dublin 7
D07 ENC4

It is hereby agreed between the parties that the following legal duties and obligations will be observed, as required by Council Regulation (EC) No 1013/2006:

-This contract between the person who arranges the shipment and the consignee shall be effective when the shipment starts.

-This contract is valid for the duration of all shipments effected on the Annex VII document until the final recovery operation has been completed at the authorised facility.

-The Annex VII document shall be signed by the person who arranges the shipment before the shipment starts, and by the recovery facility and the consignee when the waste is received.

-The person who arranges the shipment shall ensure that the waste is accompanied by the Annex VII document.

-The person who arranges the shipment or the consignee shall provide a copy of the contract upon request by the competent authority concerned.

-The person who arranged the shipment, or where that person is not in a position to complete the shipment of waste or its recovery, the consignee, shall take back the waste or ensure its recovery in an alternative way, and provide, if necessary, for its storage in the meantime, if the shipment or the recovery operation has not been completed in the intended way or was effected in an illegal way.

Signatures

Person Who Arranges the Shipment: _____ **Date:** _____

Consignee: _____ **Date:** _____

This document is a guide only and does not purport to provide, and should not be relied upon as, a legal interpretation of the Regulations.

Annex 8 - Frequently Asked Questions

What is the transfrontier shipment of waste?
The transfrontier shipment of waste concerns the shipment of waste between countries involving waste movement within, into and out of the EU.

How is the Transfrontier Shipment of waste regulated and controlled?
Transfrontier shipments of waste within, into and out of the EU are regulated and controlled by Regulation (EC) No.1013/2006 of the European Parliament and the Council of 14 June 2006 on shipments of waste effective from the 12th July 2007. As and from this date, Dublin City Council is designated as the National Competent Authority for the export, import and transit of waste shipments under the Waste Management (Shipments of Waste) Regulations 2007, which give effect to the provisions of Regulation (EC) No. 1013/2006.

What is the NTFSO?
For purposes of the Regulations Dublin City Council has established the National TFS Offce (NTFSO). The NTFSO is responsible for meeting Dublin City Council's obligations as the nominated Competent Authority of Dispatch in respect of the export of waste from the State, the Competent Authority of Destination in respect of the import of waste into the State, and the Competent Authority of Transit in respect of the passage of waste in transit through the State.

What is a Competent Authority?
To implement the TFS Regulations and ensure the movement and processing of waste in an environmentally sound manner, authorities are designated for the dispatch, destination and transit of waste.

What are the Waste Lists?
For export and import purposes, wastes are identified for inclusion in Green or Amber lists which are annexed to Regulation (EC) No. 1013/2006. Shipments of Amber listed waste for recovery are subject to the prior written notification and consent procedures. Shipments of Green listed waste for recovery need only be accompanied by information certified by the owner. All shipments of waste destined for disposal are subject to the prior written notification and consent procedures.

Who is the Notifier?
A person or body proposing to carry out a shipment of waste, whether it is the waste producer, collector, broker, or dealer, may act in a notifying and exporting capacity. Where the notifier intends to ship waste, he/she shall submit a prior written notification to and through the NTFSO.

What does prior written notification mean?
Under the prior written notification and consent procedures, any proposals for the shipment of waste which originate in Ireland must first of all be brought to the attention of the NTFSO by means of the submission of an application, known as a notification. This consists of a notification document and a movement document, as set out in Annex 1A and 1B of Regulation (EC) No. 1013/2006. Having obtained consent to the waste movement, prior to export the notifier shall send a copy of the completed movement document to the NTFSO between the hours of 9:30am to 4:30pm Monday to Friday (excluding Bank Holidays) and to the competent authorities concerned at least 3 working days before the shipment starts. The notifier shall retain a copy of the completed movement document.

What is the purpose of the Notification and Movement documents?
The Notification Document provides the Competent Authorities of countries concerned in the proposed waste shipment with information such as the waste type, waste generator, intended quantity of shipments, disposal/recovery process, expiry date etc. The Movement Document, must accompany the waste shipment at all times through the country (ies) of transit en route to the disposal/recovery facility in the country of destination. This document provides information on the notifier, importer, carriers of the consignment, means of transport etc. The main objective of this document is to track and trace the movement of the waste shipment from cradle to grave, including the certification regarding the acceptance and the completed recovery/disposal operation at the authorised waste recovery/disposal facility.

This document is a guide only and does not purport to provide, and should not be relied upon as, a legal interpretation of the Regulations.

What Information should be submitted in an application or notification?
The notification and movement documents must be fully completed and must be accompanied by:
• The notification fee.
• Copy of a contract drawn up between the notifier and the consignee for the recovery or disposal of the waste.
• Financial Guarantee.
• List of Carriers/Hauliers, indicating Waste Collection Permit reference numbers
• Detailed Waste Description.
• Transport Itinerary.
• Contact details for the Competent Authority of Destination & Transit, including name, address, telephone number, email address & contact name.

How do I export waste out of the Republic of Ireland?
Intended shipments from the State that are subject to the controls of the prior written notification and consent procedures must be brought to the attention of the NTFSO by means of the submission of a notification. The notifier should firstly apply in writing to the NTFSO for the notification document and movement document, outlining proposals in relation to the description, origin and destination of the waste. A reference number is allocated to each notification issued.

What if I am exporting waste outside the European Community?
Proposals for the export of waste to countries outside the EU such as China, Hong Kong, Malaysia, Singapore, India are subject to specific importation Regulations. **Please contact the NTFSO for further information**.

When can I commence a waste shipment?
Having submitted a satisfactory notification, prior to export, waste exporters must have obtained the necessary consent from all the competent and regulatory authorities involved; have received a certificate for the guarantee; have appropriate third party liability insurance; ensure that the waste is moved in accordance with the information provided in the notification; have arranged to comply with all other applicable enactments in addition to the TFS legislation, and ensure that the proposed shipment is managed in an environmentally sound manner. The notifier shall insert the actual date of shipment in the movement document, sign it and otherwise complete the movement document and shall send a copy of the completed movement document to the competent authorities concerned and to the consignee at least 3 working days before the shipment starts. The movement document and a copy of the notification document containing the written consents and the conditions of the competent authorities concerned shall accompany each transport.

How do I reference any annexes/attachments to my notification documents?
Each attachment should include the reference number of the relevant notification and mention the block to which it relates in the notification or Movement Document. It should be in capital letters at the top of each annex/amendment.

Are there any other requirements needed on completing the notification documents?
A six digit format should be used to indicate the date e.g. 12 July 2007 should be shown as 12.07.07*(day. month. year.)* All signatures should be written in permanent ink. The name of the authorised representative e.g. signature of declaration box 15, should also be written in capital letters to accompany the signature.

What is consent to notification?
The competent authorities of dispatch, destination, and transit may consent to the proposed shipment with or without conditions, or may object to the shipment.

What if I have changes in the shipment after consent?
If any essential change is made to the details and or the conditions of the consented shipment, including changes in:
• Intended quantity
• Route
• Date of shipment or carrier
The notifier shall inform the competent authorities concerned and the consignee immediately.

In such cases a new notification shall be submitted, unless all the competent authorities concerned consider that the proposed changes do not require a new notification. Where such changes involve competent authorities other than those concerned in the original notification, new notification shall be submitted.

This document is a guide only and does not purport to provide, and should not be relied upon as, a legal interpretation of the Regulations.

What is a general notification?
In cases where essentially similar waste (e.g. those having essentially similar physical and chemical characteristics) are to be shipped to the same consignee, facility, through the same route, exporter, the competent authorities of the countries concerned may provide one general notification for such multiple shipments for a time period of up to one year.

What is a pre – consented facility?
The competent authorities of destination, import, which have jurisdiction over specific recovery facilities, may decide to issue pre-consents to such facilities. Such decisions can be limited to a specified period of time and can be revoked at any time.

What is an illegal shipment?
Please see Article 2 (35) of the WSR.

How long do I keep the documents and information for?
All documents sent to or by the competent authorities in relation to a notified shipment shall be kept for *at least three years* from the date when the shipment starts, by the competent authority (ies), the notifier, the consignee and the facility that receives the waste.

What is the Basel Convention?
Means the Basel Convention of 22 March 1989 on the control of transboundary movements of hazardous wastes and their disposal.

What is the OECD Decision?
The OECD (Organisation of Economic Co-operation and Development) decision [Council Decision C (2001) 107/FINAL – Decision] is applied to transfrontier shipments of waste destined for recovery operations that take place from one OECD member to another. Any country that is not part of the OECD decision is known as a non-OECD country e.g. China.

Who are the EFTA countries?
The European Free Trade Association (EFTA) consists of four members Iceland, Liechtenstein, Norway and Switzerland. If you are intending on exporting to these countries **please contact the NTFSO for further Information**.

What is IMPEL?
IMPEL is the European Union Network for the Implementation and Enforcement of Environmental Law (IMPEL). It is an informal Network of the environmental authorities of the Member States. The network is commonly known as the IMPEL Network.

This document is a guide only and does not purport to provide, and should not be relied upon as, a legal interpretation of the Regulations.

Annex 9 - Useful Websites

• Application forms, including the Notification Document; Movement Document; Broker and Dealer Registration Form; Refund Claim Form; and the Annex VII Document, can be accessed through the appropriate quick-link on the following:

http://nationaltfs.ie or by emailing nationaltfs@dublincity.ie

• List of Waste coding system: **2019--FULL-template.pdf (epa.ie)**

• Irish Acts and Statutory Instruments are available at **www.irishstatutebook.ie**

• Irish Department of Environment**: gov.ie - Department of the Environment, Climate and Communications (www.gov.ie)**

• EC Waste Shipments: **https://ec.europa.eu/environment/waste/shipments/index.htm**

• Basel Convention: **http://www.basel.int/**

• OECD waste recovery: **https://www.oecd.org/env/waste/theoecdcontrolsystemforwasterecovery.htm**

• IMPEL: **https://www.impel.eu/**

This document is a guide only and does not purport to provide, and should not be relied upon as, a legal interpretation of the Regulations.

Annex 10 - Contacts

National Transfrontier Shipment Office
Dublin City Council
Floor 2, Block B
Blackhall Walk
Smithfield
Dublin 7
D07 ENC4
Tl: + 353 (0)1 222 4700
E: **nationaltfs@dublincity.ie**
http://nationaltfs.ie

Waste Enforcement Unit
Dublin City Council
Floor 2, Block B
Blackhall Walk
Smithfield
Dublin 7
D07 ENC4
T: + 353 (0)1 2224276
Email: **waste.enforcement@dublincity.ie**

Department of Environment, Climate and Communications
29 – 31 Adelaide Road, Dublin, D02 X285
LoCall: 1890 44 99 00
www.decc.gov.ie

EPA Headquarters
PO Box 3000 Johnstown Castle Estate
Co. Wexford
Lo Call: 1890 335599
T: +353 (0)53-9160600
Email: **info@epa.ie**
www.epa.ie

Health and Safety Authority
The Metropolitan Building
James Joyce Street Dublin 1
T: 1890 289 389
www.hsa.ie

Department of Agriculture, Food and Marine
Agriculture House
Kildare Street
Dublin 2
T: +353 (0) 1 6072000
E: **info@agriculture.gov.ie**
www.agriculture.gov.ie

Government Publications
T: 076 1106 834 or
E: **publications@opw.ie**
www.opw.ie/governmentpublications

This document is a guide only and does not purport to provide, and should not be relied upon as, a legal interpretation of the Regulations.

Other Competent Authorities

Northern Ireland
Department of Agriculture, Food and Rural Affairs (DAERA), Hazardous Waste/TFS Section
Klondyke Building
Cromac Avenue
Gasworks Business Park
Lower Ormeau Road, Belfast BT7 2JA
T: +44 28 90569742
www.daera-ni.gov.uk

England and Wales
Environment Agency, **TFS National Service**
Richard Fairclough House
Knutsford Road
Warrington WA4 1HT
T: +44 1925542413
Email: **nattfs@environment-agency.gov.uk**
Web: **www.environment-agency.gov.uk/**

Scotland
The Scottish Environment Protection Agency (SEPA)
Clearwater House
Heriot Watt Research Park
Avenue North, Riccarton, Edinburgh
EH16 6UW
T: + 44 131 449 7296
E: **transfrontier@sepa.org.uk**
www.sepa.org.uk

This document is a guide only and does not purport to provide, and should not be relied upon as, a legal interpretation of the Regulations.