

## **Waste checklist for food and drink businesses**

Use this checklist to see if you are complying with waste regulations in Northern Ireland.

### **Storing waste**

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- Store waste securely and protect it from vandalism.
- Cover or place a net over any loose waste.
- Store different waste types separately.
- Check your waste containers for leaks, holes or other damage.
- Keep all liquid wastes in a container inside an impermeable bund (or other appropriate secondary containment system).
- Check that your staff know how to dispose of each type of waste produced on your site.

 [NetRegs: Waste storage and transport](http://www.netregs.gov.uk/foodanddrink-wastestorage) [www.netregs.gov.uk/foodanddrink-wastestorage]

### **Preventing pollution**

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- Check that your staff know what to do if there is a spill of any waste on your site.
- Label all your surface water drains, so that you will know where any spill will end up.
- Keep a map of all the surface water drains on your site.

 [NetRegs: Preventing pollution](http://www.netregs.gov.uk/preventpollution) [www.netregs.gov.uk/preventpollution]

### **Hazardous waste**

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- Check whether you produce hazardous waste on your site. Most sites will produce hazardous waste – did you know that empty oil containers and fluorescent light tubes are classes as hazardous waste?
- Store hazardous waste separately from non-hazardous waste.
- Check that you don't store too much hazardous waste on your site.  
The limits are:
  - liquid waste in a secure container – 23,000 litres
  - solid waste in a secure container – 80 cubic metres
  - solid waste in a secure place – 50 cubic metres

 [NetRegs: Hazardous/special waste](http://www.netregs.gov.uk/foodanddrink-hazardouswaste) [www.netregs.gov.uk/foodanddrink-hazardouswaste]

### **Waste exemptions**

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- Check whether you need to register any exemptions with the Northern Ireland Environment Agency (NIEA). You need an exemption for some low risk waste activities e.g. composting, compacting waste or storing certain types of waste.
- Register your exemptions with the NIEA.
- Make sure that you know the limitations of your exemptions, and that you meet them.
- Re-notify the NIEA every three years if you have any simple exemptions.
- Re-notify the NIEA annually if you have any complex exemptions.
- Keep records of all the exemptions you hold and the conditions of the exemptions.

 [NetRegs: Your waste responsibilities](http://www.netregs.gov.uk/foodanddrink-wasteresponsibilities) [www.netregs.gov.uk/foodanddrink-wasteresponsibilities]

## Moving waste

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- Check containers that you use to move waste for leaks. This includes tankers, skips and drums etc.
- Check that anyone who takes waste away from your site is authorised to do so. Ask to see their waste carriers certificate.
- Complete waste transfer notes every time someone else takes waste away from your site.
- Check that your waste ends up where your waste carrier says it does. You should check periodically that your waste is being disposed of correctly – remember it is your responsibility (your duty of care) to make sure your waste isn't fly-tipped.
- If you take your own waste to a disposal site, check that they have an appropriate licence or permit.
- Complete a waste transfer note if you take your own waste to a disposal site.
- Keep waste transfer notes for at least two years.
- Pre-notify the NIEA at least three working days before moving any hazardous waste.
- Complete consignment notes whenever anyone else takes hazardous waste away from your site.
- Keep consignment notes and consignee returns (for hazardous waste) for at least three years.

[NetRegs: Waste storage and transport](http://www.netregs.gov.uk/foodanddrink-wastestorage) [[www.netregs.gov.uk/foodanddrink-wastestorage](http://www.netregs.gov.uk/foodanddrink-wastestorage)]

## Pre-treating waste

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- Pre-treat your waste before it goes to landfill. If you use a waste contractor, check that they are pre-treating your waste before it is landfilled.
- Keep records to prove that your waste has been pre-treated.

[NetRegs: Treating waste for landfill](http://www.netregs.gov.uk/treatingwaste) [[www.netregs.gov.uk/treatingwaste](http://www.netregs.gov.uk/treatingwaste)]

## Food and catering waste

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- Keep different categories of animal by-products separate and clearly labelled to avoid contamination.
- Complete commercial documents and make sure they accompany all movements of animal by-products.
- Keep all commercial documents for at least two years.
- Make sure your animal by-products are disposed of at an approved plant.

[NetRegs: Animal by-products and food waste](http://www.netregs.gov.uk/animalbyproducts) [[www.netregs.gov.uk/animalbyproducts](http://www.netregs.gov.uk/animalbyproducts)]

## Further information

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If you are not certain that you already do everything on the checklist, see the relevant links above for further information or visit our [waste learning tool](http://foodwasteni.netregs.gov.uk) [<http://foodwasteni.netregs.gov.uk>].

Find guidance on your other environmental impacts on the NetRegs website.

[NetRegs: Food and drink processing](http://www.netregs.gov.uk/foodanddrink) [[www.netregs.gov.uk/foodanddrink](http://www.netregs.gov.uk/foodanddrink)]

Use our water checklist to see if you are complying with water regulations and best practice guidelines.

[NetRegs: Checklists for food and drink businesses](http://www.netregs.gov.uk/foodanddrink-checklists) [[www.netregs.gov.uk/foodanddrink-checklists](http://www.netregs.gov.uk/foodanddrink-checklists)]

Keep up to date with any changes in the laws that affect you by signing up for NetRegs free email updates.

[NetRegs: Environmental legislation updates](http://www.netregs.gov.uk/updates) [[www.netregs.gov.uk/updates](http://www.netregs.gov.uk/updates)]