

Waste checklist for food and drink businesses

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

Storing waste

- 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

- 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

- 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 classed as hazardous waste?
- Store hazardous waste separately from non-hazardous waste.
- Check whether you need to register with the Environment Agency as a hazardous waste producer. You will need to register if you produce more than 500kg of hazardous waste in a 12 month period.

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

Waste exemptions

- Check whether you need to register any exemptions with the Environment Agency. You need an exemption for some low risk waste operations eg composting.
- Register your exemptions with the Environment Agency.
- Make sure that you know the conditions of your exemptions, and that you meet them.
- Renew your exemptions with the Environment Agency every three years.
- 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

- 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 carrier's 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 a 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.
- 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]

Pre-treating waste

- 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]

Food and catering waste

- 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]

Further information

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://foodwastewa.netregs.gov.uk) [<http://foodwastewa.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]

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]

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]