National Waste Collection Permit Office

Áras an Chontae
Charleville Road
Tullamore
Co. Offaly

Telephone: 057 9357428
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WASTE COLLECTION PERMIT
AMENDMENT TO PERMIT HOLDER TRADING NAME

Waste Management (Collection Permit) Regulations, 2007
Waste Management (Collection Permit) (Amendment) Regulations 2008

For the purposes of an efficient administration of the waste collection permitting system, Offaly County Council as the National Waste Collection Permit Office being a nominated authority under Section 34(1)(aa) of the Waste Management Act 1996, has amended the waste collection permit holder trading name as follows:

Permit Holder Name:	**Key Waste Management Ltd**
Trading As:	A1 Skip Bags
Permit Number:	NWCPO-09-01156-06
Trading Address:	Greenview Grenhills Road Walkinstown Dublin 12
Registered Company Address:	Greenview Grenhills Road Walkinstown Dublin 12
Permit Holder Phone Number:	014299846
Valid From:	13/09/2017
Valid To and Expires On:	07/08/2019

Signed: _____
Programme Manager

Date: 29/3/2022

NATIONAL WASTE COLLECTION PERMIT OFFICE
29 MAR 2022
COMHAIRLE HONTAE UÍBH FHAILÍ

National Waste Collection Permit Office

Offaly County Council
Áras an Chontae
Charleville Road
Tullamore
Co. Offaly
Telephone: 057 9357428
Email: contactus@nwcpo.ie

WASTE COLLECTION PERMIT

Waste Management (Collection Permit) Regulations, 2007 as amended

Offaly County Council as the National Waste Collection Permit Office being a nominated authority under Section 34(1)(aa) of the Waste Management Act 1996, has granted a waste collection permit to:

Applicant Name: **Key Waste Management Ltd.** (herein called the permit holder)

Permit Number: NWCPO-09-01156-06

Trading Address: Greenview Greenhills Road Walkinstown Dublin 12

Registered Company Address: Greenview Greenhills Road Walkinstown Dublin 12

Contact Phone Number: 014299846

Valid From: 13/09/17

Valid to and Expires on August 07, 2019

This permit, issued to the aforementioned permit holder, is subject to the attached schedule of conditions and authorises this permit holder to:

- Only collect the waste type(s) specified in Appendix A (List of Waste six digit codes)
- Only transfer waste to the facilities specified in Appendix B
- Only use vehicle(s) specified in Appendix C, and for household kerbside waste collection, only use vehicles listed Appendix C Table 2
- Only collect waste within the local authority areas specified in Appendix D

Any non-compliance with the conditions of this permit is an offence under the Waste Management (Collection Permit) Regulations, 2007 as amended and Section 34(1) of the Waste Management Act 1996.

Signed: _____ Date: 13/09/17

Programme Manager

REASON FOR THE DECISION

Offaly County Council as the National Waste Collection Permit Office is satisfied on the basis of the information made available by the applicant, that subject to compliance with the conditions of this permit the activity will not cause environmental pollution, and the grant of this permit is consistent with the objectives of the current National Hazardous Waste Management Plan and the objectives of the current Eastern-Midlands Region Waste Management Plan, Southern Region Waste Management Plan and/or Connacht-Ulster Region Waste Management Plan as applicable to the local authority areas where waste is collected.

In reaching this decision Offaly County Council as the National Waste Collection Permit Office, has considered the application and supporting documentation received from the applicant and valid submissions received from the relevant local authorities, the Environmental Protection Agency (EPA) and other parties.

APPEAL OF DECISION

The permit holder may appeal the decision of the NWCPO to grant this waste collection permit in accordance with section 34(9)(a) of the Waste Management Act 1996 to the judge of the Tullamore District Court, it being the District Court in which the principal offices of Offaly County Council is situated within one month of the date of this permit.

INTERPRETATION

Unless otherwise specified, all terms in this permit should be interpreted in accordance with the definitions in the Waste Management Act 1996 (the Act), or Regulations made under the European Communities Act and its associated regulations (as may be amended or replaced from time to time) or as defined in this permit.

References to any enactment, statutory instrument (including any bye-law), each as defined by the Interpretation Act 2005, or a regulation, directive or decision of a European Union institution in this permit shall include amendments and replacements.

References in this permit to the NWCPO means Offaly County Council as the National Waste Collection Permit Office as the nominated authority for all regions under Section 34(1)(aa) of the Waste Management Act 1996 and pursuant to Article 4(2) of the Waste Management (Collection Permit) Regulations, 2007 as amended, or such other authority as may be nominated under this provision.

This permit and any condition imposed therein shall not relieve the permit holder of any statutory obligations.

Any non-compliance with the conditions of this permit is an offence under the Waste Management (Collection Permit) Regulations, 2007 as amended and section 34(1) of the Waste Management Act 1996.

Conditions subject to Fixed Payments Notices (FPN) (section 10B (1) of the Act), and those requiring the review of the permit under section 34A (2)(b) are identified in this permit.

REVIEW OF PERMIT

An application for the review of this permit shall be made **prior to the expiry date of this permit** to the National Waste Collection Permit Office, Offaly County Council, Áras an Chontae, Charleville Road, Tullamore, Co. Offaly. Where an application is made for the review of this permit prior to the expiry date of this permit, this permit shall remain in force until a decision is made on the review application.

The NWCPO may at any time review, and subsequently amend the conditions under section 34A of the Waste Management Act 1996 and will give notice in writing of such intention to the permit holder.

The NWCPO is required to initiate a review of this waste collection permit where:

i. The permit holder has been convicted of an offence prescribed under section 34(5) of the Act
ii. The local authority believes that the permit holder is contravening or has contravened a condition under section 34(7)(b) (other than 34(7)(b)(v)). These are commonly referred to as 1 strike contraventions.
iii. The local authority believes that the permit holder is contravening or has contravened any three conditions other than those in (ii) during a five year period beginning on the date of the first such contravention. These are commonly referred to as 3 strike contraventions.

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CONDITIONS

1. Scope of Permit

1.1 The permit holder shall:

i. Only collect the waste type(s) specified in Appendix A (List of Waste six digit codes) **Fixed Payment Notice Condition (S34(7)(d)(i))**
ii. Only transfer waste to the facilities specified in Appendix B **Fixed Payment Notice Condition (S34(7)(d)(ii))**
iii. Only use vehicle(s) specified in Appendix C, and for household kerbside waste collection, only use vehicles listed in Appendix C Table 2 **Fixed Payment Notice Condition (S34(7)(d)(iii))**
iv. Only collect waste within the local authority areas specified in Appendix D

1.2 The permit holder shall not collect the waste types specified in Appendix A unless they have a facility specified in Appendix B that will accept that waste type from the permit holder.

1.3 The permit holder shall not collect waste where they have no vehicles specified in Appendix C. The permit holder shall not collect household kerbside waste where they have no vehicles specified in Appendix C Table 2.

1.4 The permit shall be read in conjunction with such bye-laws for the time being in force as referred to in condition 2.8 of this permit.

1.5 The permit holder shall give notice in writing to the NWCPO of any proposed changes in the waste collection activity in advance of any such change coming into effect. The permit holder shall obtain the written agreement of the NWCPO before implementing any such change. Any non-compliance with the conditions of this permit is an offence under the Waste Management (Collection Permit) Regulations, 2007 as amended and section 34(1) of the Waste Management Act 1996.

2. Management of the Activity

2.1 The permit holder shall not cause environmental pollution during the course of the waste collection activity to which this permit relates.

2.2 The permit holder shall collect, transport, store, dispose of and/or recover waste in a manner so as to prevent pollution, contamination and deterioration of groundwater in accordance with Council Directive 80/68/EEC on the protection of groundwater against pollution caused by certain dangerous substances and Directive 2006/118/EC of the European Parliament and of the Council on the protection of groundwater against pollution and deterioration and also with Council Directive 2000/60/EC of the European Parliament and of the Council establishing a framework for community action in the field of water policy.

2.3 The permit holder shall identify all hazards associated with the waste being collected and shall be familiar with best practice regarding its safe movement and handling and shall adopt all necessary, reasonable and practicable safety measures accordingly.

2.4 The permit holder shall have in place a documented Emergency Response Procedure (ERP), which shall address any emergency incident that may arise. This procedure shall provide for as a minimum, relevant contact details, an emergency response unit, replacement vehicles and clean-up

equipment in order to minimise the effects of the emergency on the environment. The permit holder shall maintain a copy of the ERP at the principal place of business of the permit holder and in each vehicle listed in Appendix C of this permit or such later revision of the said appendix that the NWCPO may issue.

2.5 The permit holder shall ensure that all operatives employed in the waste collection activity are familiar with and comprehend the conditions of this permit and the ERP.

2.6 The permit holder shall immediately clean up any spillage of waste which occurs in the course of the collection operation in a manner which will not cause environmental pollution. The permit holder shall carry an emergency spill kit on each vehicle listed in Appendix C of this permit or such later revision of the said appendix as the NWCPO may issue, at all times, to deal with minor spillages.

2.7 All vehicles used for the collection of waste which has a liquid fraction (and where the waste is not contained within secondary sealed containers on the vehicle), shall have the seals containing the liquid fraction maintained in accordance with condition 3.3. These seals shall be visually inspected at least weekly and a record maintained of same. This record shall be made available to any authorised person(s) on request.

2.8 Where any local authority for the purposes of the proper management of waste and the prevention and control of environmental pollution has made bye-laws relating, inter alia, to the storage, presentation and/or segregation for the purpose of, and in the course of the collection of waste or for the recovery or disposal of waste in accordance with Part 19 of the Local Government Act, 2001 (in substitution for Part VII of the Local Government, 1994) or in accordance with section 35 of the Waste Management Act 1996 (hereinafter referred to as 'bye-laws'), the permit holder shall not collect waste in the functional area of the said local authority unless it has been stored, presented and/or segregated in accordance with the requirement of the said bye-laws.

2.9 Where waste has been source segregated prior to collection, the permit holder shall ensure that this fraction is separately collected in its entirety, not mixed with other waste types, and shall be transferred to a suitable authorised facility as listed in Appendix B of this permit and in accordance with the waste hierarchy and section 21A of the Act.

2.10 Without prejudice to its obligations under this permit, the permit holder shall at all times ensure that they carry on their waste collection activities in a manner that is consistent with the objectives of the current National Hazardous Waste Management Plan and with the objectives of the current Waste Management Plan(s) as applicable to the local authority area(s) where waste is collected.

2.11 The permit holder shall only transfer waste to the authorised facilities that have been notified in writing to the NWCPO, and where written consent has been issued by the NWCPO. Written consent consists of the inclusion of specified waste facilities in Appendix B of this permit or such later revision of the said appendix as the NWCPO may issue.
Fixed Payment Notice Condition (S34(7)(d)(ii)).

2.12 The permit holder shall ensure that waste collected under this permit is transferred to an authorised facility where there is in force a waste licence, waste facility permit, certificate of registration, Integrated Pollution Prevention Control licence or Industrial Emissions licence in relation to the carrying on of the activity concerned at that facility or other facilities as agreed by the NWCPO.

2.13 The permit holder shall carry or cause to be carried at all times a full copy of this permit including the latest revision of all appendices on each vehicle listed in Appendix C. If presented in electronic format to authorised persons, the copy of the permit shall be fully accessible and legible to the satisfaction of the authorised person.
Fixed Payment Notice Condition (S34(7)(d)(iv)).

2.14 The permit holder shall ensure that all relevant persons who are, or is likely to be in a position to direct or control the carrying on of the waste collection activity i.e. managers/supervisors, hold a relevant qualification in waste management or equivalent, or have received training specific to the collection of waste. Evidence of completing a short-term training course e.g. 1 day course, specific to waste collection permitting will meet the requirement of this

condition.

2.15 The permit holder shall include their permit number, permit holder name or trading name as identified on the front page of this permit, on all promotional material, dockets and correspondence issued by the permit holder in accordance with this permit.

2.16 The permit holder shall ensure at all times that waste collection activities are carried out in accordance with the provisions of Directive 2008/98/EC of the European Parliament and of the Council of 19 November 2008 as applicable.

2.17 The permit holder shall take steps to ensure that all or a specified proportion of waste collected by the permit holder, including any List of Waste type(s) or class or classes of such waste is source segregated, treated, recovered or otherwise disposed of to secure the objectives of all relevant Waste Management Plans and all National and EU waste targets.
In particular the permit holder shall ensure that waste is:

i. Where practicable and having regard to the waste hierarchy and section 21A of the Act, delivered to facilities where the preparation for reuse, recycling or recovery of the waste takes place.
ii. Presented, collected, handled and transported in a form which enables any facility to which the waste is delivered to comply with any specific conditions contained in, as the case may be, the waste licence, waste facility permit, certificate of registration, Integrated Pollution Prevention Control licence or Industrial Emissions licence in relation to any performance targets or other limits or restrictions which have been established for the purpose of ensuring or encouraging the recycling or recovery of waste.

2.18 The permit holder shall ensure that where biowaste collected under this waste collection permit is transferred to a composting or biogas facility for the purpose of treatment and where animal by-products form all or part of that biowaste, that the facility has been approved in writing by the NWCPO for use by the permit holder and there is in force an appropriate veterinary authorisation issued by the Department of Agriculture, Food and the Marine in accordance with Article 10 (6) of the European Union (Animal By-Products) Regulations 2014 as amended.

2.19 Where the permit holder collects waste animal by-products; the collection, transport, storage, handling, processing, disposal and export of waste animal by-products shall be done in accordance with the rules set out in Regulation (EC) No. 1069/2009.

3. Vehicles, Skips, Containers, Trailers and Receptacles

3.1 The permit holder shall only use the vehicles as have been notified in writing to the NWCPO and subsequently agreed, which are listed in Appendix C to this permit or such later revision of the said appendix as the NWCPO may issue, for the purposes of the activity to which this permit relates.
Fixed Payment Notice Condition (S34(7)(d)(iii)).

3.2 Vehicles listed in Appendix C shall not be included on any other waste collection permit at any one time other than a waste collection permit issued to the same legal entity for a different region.

3.3 All vehicles, skips, tankers, trailers, containers and receptacles used by the permit holder for the purposes of the activity to which this permit relates, shall be fit for purpose and maintained in a manner as not to cause environmental pollution.

3.4 Each vehicle (including leased or hired vehicles) used for the purposes of the activity to which the permit relates, shall be marked on the outside of the vehicle with the following information in clearly visible, legible, indelible lettering at least 70 millimetres high:

i. Name of the permit holder or trading name as identified on the front page of this permit and,

ii. Waste collection permit number as identified on the front page of this permit.

The last two digits of the permit number need not be included on the vehicle marking (01, 02, 03 etc). Trade plates or similar will suffice for leased or hired vehicles, provided the criteria above are met.
Fixed Payment Notice Condition (S34(7)(d)(v)).

3.5 Each skip (including skip bags), tanker and trailer used for the purposes to which this permit relates, unless otherwise approved by the NWCPO in writing, shall be marked on at least two sides with the following information in visible, legible and indelible lettering at least 70 millimetres high:

i. Name of the permit holder or trading name or waste collection permit number as identified on the front page of this permit.
ii. A unique identification number for the skip, tanker or trailer.

The last two digits of the permit number need not be included on the skip (including skip bags), tanker or trailer marking (01, 02, 03 etc).
Fixed Payment Notice Condition (S34(7)(d)(v))

3.6 The permit holder when using a skip (including skip bags) or other such receptacle for the purposes of the activity to which this permit relates, shall provide the hirer with a written agreement detailing:

i. The types of wastes which shall be placed in the skip (including skip bags) or other such receptacle in accordance with Appendix A of this permit.
ii. That the skip will be removed as soon as is practicable after it has been loaded unless otherwise agreed in writing with the local authority.

3.7 The permit holder shall ensure that all consignments of waste are appropriately covered and managed during transit (including when parked) to prevent spillage, dust, litter or other nuisance. Any such incident shall be rectified as soon as is practicable to minimise environmental pollution.

3.8 The permit holder shall ensure that skips and other such receptacles left in a public place (as defined in the Litter Pollution Acts 1997 to 2009) shall carry reflectors or lighting so that they are clearly visible during a period when vehicles are required to be lighted.

3.9 The permit holder shall notwithstanding the provisions of any bye-law made under section 72 of the Roads Act 1993, ensure that skips (including skip bags) and other such receptacles left on a public road shall be sited or deposited for no more than 3 days.

3.10 No skip, tanker, trailer or container used by the permit holder for the purposes of the activity to which this permit relates and which contains waste shall be left in a public place (as defined in the Litter Pollution Acts 1997 to 2009), other than where it is initially filled, unless it is on or attached to a mechanically propelled vehicle, which is in transit to an authorised facility listed in Appendix B of this permit or such later revision of the said appendix as the NWCPO may issue.

3.11 The permit holder shall ensure that all wheeled bins used for the collection of municipal waste shall comply with standard IS EN840 parts 1-6, unless otherwise agreed with the NWCPO.

3.12 The permit holder shall, where required by the NWCPO, fit all or specified vehicle(s) listed in Appendix C of this permit, with electronic tracking technology. This technology shall facilitate the surveillance operations of enforcement authorities in monitoring compliance with the waste collection permit conditions. The technology fitted shall include a GPS tracker on each and all vehicles used for the collection and transportation of waste and shall measure the location of the vehicles to an accuracy of not less than 10m. The technology shall include a back-office reporting system detailing all mapped routes, vehicle movements and destination facilities for at least the previous 12 months (records commencing from the date of commissioning of the system). Authorised persons shall be given full access to the back office system in accordance with section 14 of the Act and the back-office system shall have the functionality to export reports on vehicle

movements as may be reasonably required by the authorised person. The back-office system shall ensure that the integrity of the data can be maintained and as such the permit holder shall not have access to amend or delete any data within the back-office reporting system which has been recorded by the electronic tracking technology.

4. Notification and Record Keeping

4.1 The permit holder shall notify the NWCPO in writing in relation to any conviction for an offence prescribed under Article 21 of the Waste Management (Collection Permit) Regulations, 2007 as amended or any requirement of an order under the Waste Management Act 1996, within 5 working days of such conviction or the imposition of such a requirement.

4.2 The permit holder shall notify the NWCPO in writing in relation to any matter which may give rise to a permit holder not being considered a fit and proper person under section 34D of the Act within 5 working days of such information being available and specifically the permit holder shall notify the NWCPO in relation to:

i. Where the permit holder or any person employed by him or her to direct or control the carrying on of the activity to which the waste collection permit relates or, as the case may be, may relate, has been convicted summarily of an offence under -
   a. Subsection (6) of section 32 consisting of a contravention of subsection (1) of that section, or
   b. Section 55(8) of the Act, or
   c. On indictment of an offence under this Act, the Environmental Protection Agency Acts 1992 to 2011, the Local Government (Water Pollution) Acts 1977 to 2007, or the Air Pollution Acts 1987 and 2011
   d. Where the permit holder has employed a person with the requisite technical knowledge or qualifications to satisfy criteria set out in section 34D of the Act and that person has ceased employment with the permit holder
ii. Where the permit holder is not in a position to meet financial commitments or liabilities that will be entered into or incurred by him or her in carrying on the activity to which the waste collection permit relates in accordance with the terms thereof or in consequence of ceasing to carry on that activity
iii. The permit holder has had an order made against him or her under section 57 or 58 of the Act

4.3 The permit holder shall notify the relevant local authority (i.e. the local authority in whose area the incident occurs) immediately after the occurrence of any incident connected with the waste collection activity that caused or has the potential to cause environmental pollution or a threat to human health or where otherwise specified in these permit conditions. The permit holder shall include as part of the notification the date, time, location and a full description of the incident. The permit holder shall also send a written record of the incident to the NWCPO and relevant local authority within 1 week of the incident. This written record of the incident shall include the following information:

i. The date, time and location of the incident
ii. A full description of the incident
iii. Details of any measures taken to prevent or reduce environmental pollution or harm to human health which was caused or may be caused by the incident
iv. Details of steps taken to avoid recurrence of similar incidents.

4.4 The permit holder shall in the collection of waste (excluding household kerbside waste):

i. Use a docket system (electronic or written) to compile the records as outlined in condition 4.6.
ii. Ensure that an individual docket (electronic or written) accompanies each waste load on the

vehicle, until control of the waste is transferred to an authorised facility specified in Appendix B of this permit or such later version of the appendix that the NWCPO may issue.

iii. Provide a copy of the completed docket (electronic or written) to the customer which includes all the information required in condition 4.6.

4.5 The permit holder shall maintain up-to-date summaries by electronic means, of the information in condition 4.6 in respect of waste collected by the permit holder in each calendar month. The dockets/records shall be maintained at the principal place of business for a period not less than 7 years. These records shall be available for inspection at the principal place of business during normal working hours by authorised person(s) of any relevant local authority and any other person authorised under section 14 of the Waste Management Act 1996. The permit holder shall comply with the provisions of this condition unless otherwise agreed in writing by the NWCPO.

4.6 The permit holder shall compile and maintain specified records for the collection of waste, for a period not less than 7 years. **Records other than household kerbside waste** shall include as a minimum the following:

i. List of Waste (LoW) code for each waste type and indicate whether or not the waste is hazardous
ii. Description of waste
iii. Quantity (in units of tonnes or litres) of waste collected
iv. The local authority area of origin of the waste
v. The name and address of the point of collection of the waste (including Eircode and NACE code where provided by the customer)
vi. The name, address and authorisation number for waste facility to which the consignment of waste will be delivered
vii. The name and waste collection permit number of the permit holder
viii. Date and time of the waste collection
ix. Waste collection vehicle registration number
x. Signature or electronic record of the vehicle driver
xi. Signature of a representative of the authorised waste facility or confirmation of the receipt of the waste from the authorised waste facility by electronic means or otherwise in writing.

4.7 The permit holder shall, not later than the 28th of February in each year furnish to the NWCPO in such form as may be specified by the NWCPO, an Annual Report (AR) in respect of waste collection activities carried out by the permit holder in the preceding calendar year or part thereof, as the case may be. The AR shall be a summary of the records maintained under condition 4.6 of the permit. The AR shall contain the following information in summary form, in respect of waste collected by the permit holder in the preceding calendar year:

i. Local authority area of origin of waste
ii. List of Waste (LoW) code for each waste type and indicate whether or not the waste is hazardous
iii. Description of waste
iv. Quantity (in tonnes) and units where specified of each waste type collected
v. Destination of waste (waste facility details)
vi. Country of destination (if exported abroad)
vii. The Transfrontier Shipment (TFS) notification number if the waste is exported abroad
viii. Details of the waste facility where waste was collected if waste is collected from a waste facility

The information specified above may be used for local, regional and national enforcement and reporting, and to produce community statistics on the generation, recovery and disposal of waste as set out by Regulation (EC) 2150/2002.

Fixed Payment Notice Condition (S34(7)(d)(vi))

4.8 A copy of all correspondence sent to and received from any local authority and the NWCPO regarding this waste collection permit shall be kept at the address of the principal place of business for at least 7 years following the date on which the correspondence is sent or received respectively and shall be made available for inspection by any authorised person.

4.9 All communications from the permit holder to the NWCPO shall be addressed in writing by the permit holder to the following address: National Waste Collection Permit Office, Offaly County

Council, Áras an Chontae, Charleville Road, Tullamore, Co. Offaly, or by email to contactus@nwcpo.ie unless otherwise specified. This condition does not apply in respect of the Annual Report as described in condition 4.7.

4.10 If requested by the NWCPO or a local authority, the permit holder shall provide details demonstrating how their waste collection activities are managed in accordance with the waste hierarchy and section 21A of the Act.

4.11 If requested by the NWCPO or a local authority, the permit holder shall provide specified details demonstrating that they have a Tax Clearance Certificate and appropriate and adequate policies of insurance in place.

4.12 If requested by the NWCPO, the permit holder shall implement and maintain an environmental management system in such format as may be specified by the NWCPO, including a customer complaint management system. If requested by the NWCPO, the permit holder shall submit documented procedures to the NWCPO for its approval at intervals as may be specified.

4.13 Upon request by the NWCPO and/or a local authority, the permit holder shall provide details of collection routes, in a format as may be specified.
The details may include:

i. A map indicating the geographical area being collected on given days
ii. The dates and types of waste being collected in geograhical areas on given days
iii. The approximate starting and finishing times of collection routes

5. Charges and Financial Provisions

5.1 The permit holder shall make payments to the local authority or the NWCPO to defray such costs as may reasonably be incurred by the local authority or NWCPO where the costs do not exceed the actual expenditure reasonably incurred by the authority in inspecting, monitoring, auditing, enforcing or otherwise performing any functions in relation to the activity.

5.2 The permit holder shall effect and maintain appropriate and adequate policies of insurance insuring them in respect of any liability on their part to pay damages or costs on account of injury to person or property arising from the activities concerned.

5.3 Without prejudice to the foregoing, the minimum level of indemnity to be maintained by the permit holder shall be to a value not less than €6,500,000 for public liability insurance including cover for sudden and unforeseen pollution and €6,500,000 for third party property damage motor insurance. In both cases noting an indemnity to Offaly County Council as the National Waste Collection Permit Office.

6. Conditions by Waste Type

6.1 Commercial and Industrial Waste

6.1.1 The permit holder shall, in accordance with this permit and in particular in accordance with the provisions of condition 2.8 hereof, implement and maintain a system for the collection of segregated dry recyclables from commercial and industrial premises.

6.1.2 Where a local authority has made bye-laws requiring the separate collection of the biodegradable fraction of municipal waste from commercial and industrial premises, the permit holder shall implement and maintain a system for the collection of biodegradable waste from commercial and industrial premises within the functional area of that local authority.

6.1.3 Where the permit holder is permitted to collect packaging waste (as included in Appendix A) such segregated waste shall be collected in accordance with the European Union (Packaging) Regulations, 2014 as amended.

6.1.4 The permit holder shall not collect packaging waste for disposal from a producer, without

first receiving a written declaration as required under Regulation 31(1)(b) of the European Union (Packaging) Regulations, 2014 as amended.

6.1.5 The permit holder shall ensure that where food waste collection service is provided, it shall be collected and managed in accordance with the Waste Management (Food Waste) Regulations, 2009 as amended.

6.1.6 All waste receptacles (including bags), used for the collection of commercial kerbside waste (including separately collected fractions) shall be identified with the following information in visible, legible and indelible lettering:

i. Name of the permit holder or trading name or waste collection permit number as identified on the front page of this permit.
ii. Where receptacles designed for reuse are used, a unique identification number or Radio Frequency Identification (RFID) chip identifying the customer presenting the waste (excluding bags).

The last two digits of the permit number need not be included on the receptacle (including bags) marking (01, 02, 03 etc).
Fixed Payment Notice Condition (S34(7)(d)(v)

6.2 Construction & Demolition Waste

6.2.1 The permit holder shall not mix or remix source-segregated construction and demolition wastes during collection and transport to ensure compliance with national targets for the recovery, recycling and re-use of construction and demolition wastes.

6.2.2 The permit holder shall, where appropriate, ensure that loads containing dry, fine, materials are properly covered (closed or sheeted) or sprayed prior to transport to prevent nuisance.

6.2.3 The permit holder shall ensure that no waste is deposited on the public road during the collection and transportation of the waste.

6.2.4 The permit holder shall not collect soil contaminated with hydrocarbons, hazardous waste or dangerous substances, unless permitted to do so in accordance with condition 1.1 and as listed in Appendix A.

6.2.5 The permit holder shall ensure that no pollutants or other waste types are allowed to contaminate loads destined for recovery, recycling or reuse. The permit holder shall transfer contaminated loads to authorised facilities where segregation/treatment can be carried out.

6.2.6 The collection of construction and demolition wastes that are hazardous in nature is additionally subject to the conditions specified for hazardous wastes.

6.2.7 The permit holder shall only transfer the control of gypsum wastes to an authorised person for recovery or for disposal in accordance with the Council Decision of 19 December 2002 establishing criteria and procedures for the acceptance of waste at landfills pursuant to Article 16 of and Annex to Directive 1999/31/EC [2003/33/EC].

6.3 End of Life Vehicles

6.3.1 The permit holder shall ensure that all vehicles used for the collection and transportation of end-of-life vehicles (ELVs) shall be of such design to prevent spillage and leakage of end of life vehicle fluids and in any event carry adequate stocks of spill kits (including oil absorbent materials, pillows and blankets) to deal with any spillages of end of life vehicle fluids that may occur during transport.

6.3.2 The permit holder shall ensure that all vehicles used for the collection and transportation of ELVs shall carry an adequate number of fire extinguishers to deal with any fires that may occur during transport. Any fire shall be treated as an incident and reported as per condition 4.2.

6.3.3 The permit holder shall only use mobile car balers for the collection of ELVs containing neither liquids nor other hazardous components. The collection permit holder shall not crush hazardous ELVs using mobile car balers prior to treatment and de-pollution.

6.3.4 The permit holder is prohibited from collecting ELVs in a waste collection vehicle with any other waste.

6.3.5 The permit holder shall only use tow trucks to transport ELVs that are intact and not leaking liquids or hazardous fluids and which have not been crushed or baled.

6.3.6 The permit holder shall ensure that all ELVs collected are transported to an authorised facility in compliance with the Waste Management (End of Life Vehicles) regulations 2006 (S.I. 282 of 2006) and in accordance with the provisions of Council Directive 2000/53/EC as amended by Council Directive 2005/673/EC.

6.3.7 Where applicable, the permit holder shall submit, to the authorised treatment facility, the vehicle's registration certificate/ licensing certificate/ log-book and a letter of authorisation from the registered owner stating they are acting on behalf of the registered owner.

6.4 Hazardous Waste

6.4.1 The permit holder shall not mix hazardous waste with other hazardous or non-hazardous waste types prior to or during collection and transportation.

6.4.2 The permit holder shall maintain records of all hazardous waste movements and shall comply with the European Communities (Shipments of Hazardous Waste exclusively within Ireland) Regulations 2011 (S.I. 324 of 2011), the Council Directive 91/689/EEC with the Waste Management (Transfrontier Shipment of Waste) Regulations, 2007 (S.I. 419 of 2007) and with Council Regulation (EU) No. 1013/2006 of 14 June 2006 on the supervision and control of shipments of waste within, into and out of the European Community. Accordingly, no movement of hazardous waste from point to point within the state should take place without a C1 form being completed. Where waste is to be exported, a transfrontier shipment of waste authorisation should be in place. A movement tracking form should be submitted three days in advance of individual shipments taking place.

6.4.3 A European Waste Catalogue (EWC) code and waste description shall be assigned to each hazardous waste consignment collected, in accordance with the requirements of the European Communities (Shipments of Hazardous Waste exclusively within Ireland) Regulations 2011 (S.I. 324 of 2011).

6.4.4 The permit holder shall ensure that all movements of hazardous waste comply with the requirements of the Carriage of Dangerous Goods by Road Regulations 2007 (S.I. 288 of 2007).

6.4.5 The permit holder shall ensure that all receptacles used for the collection of hazardous waste are clearly identified as containing hazardous waste. The permit holder shall also be aware of the labelling requirements for transporting hazardous wastes under the European Communities (Shipments of Hazardous Waste exclusively within Ireland) Regulations 2011 (S.I. 324 of 2011), Carriage of Dangerous Goods by Road Regulations 2007 (S.I. 288 of 2007).

6.4.6 The permit holder shall include in their Emergency Response Procedure, a backup plan (called the Rejection Procedure) to deal with an event that a hazardous waste load is rejected at an authorised facility listed in Appendix B. Any load of hazardous waste that is rejected shall be treated as an incident and reported as per condition 4.2.

6.4.7 All vehicles used for the collection and transport of hazardous material shall be clean, dry and residue-free prior to commencement of loading of any new consignment of hazardous waste. If vehicles are to be used for the collection of any other waste types, they shall be decontaminated at an appropriate facility prior to use.

6.4.8 Where the permit holder collects waste containing asbestos fibres or dust, care must be taken to ensure that the waste is treated and packaged so as to prevent the release of asbestos particles into the environment in accordance with Council Directive 87/217/EEC.

6.4.9 Where a permit holder collects waste containing ozone depleting substances, care must be taken to ensure that the waste is collected and stored in accordance with Regulations (EC) No. 2037/2000, as amended by Council Regulations (EC) No.'s. 2038/2000, 2039/2000, 1804/2003, Commission Regulation (EC) No. 2077/2004, Commission Regulation (EC) No. 29/2006 and Commission Regulation (EC) No. 1784/2006.

6.4.10 Where a permit holder collects waste containing fluorinated greenhouse gases care must be taken to ensure that the waste is collected and stored in accordance with Regulation (EC) No. 842/2006.

6.4.11 Where a permit holder collects waste containing persistent organic pollutants, care must be taken to ensure that the waste is collected and stored in accordance with Regulation (EC) No 850/2004 of the European Parliament and the Council of 29 April 2004 on persistent organic pollutants and amending Directive 79/117/EEC, as amended by Council Regulation (EC) No. 1195/2006 and Council Regulation (EC) No. 172/2007.

6.5 Bulky Municipal Waste

6.5.1 The permit holder is permitted to collect municipal bulky waste items for recovery, reuse, recycling or disposal, that are generally too large to be accommodated in a 240 litre wheeled bin. The permit holder shall only collect bulky waste items by previous arrangement with the customer. It is the responsibility of the permit holder to inform the customer about the collection arrangements and unless the permit holder has an alternative written agreement with the NWCPO, arrangements must include an instruction for the customer to store the bulky waste items within the curtilage of their premises prior to collection.

6.6 Household Waste (Door to Door Kerbside Collections)

The inclusion of condition 6.6 in this waste collection permit authorises the permit holder to collect household kerbside waste.

Service Provision

6.6.1 On and after 1st of July, 2016 permit holders shall only collect household kerbside waste in approved receptacles which are designed for reuse, with the exception of the collection of such waste in specific areas designated by a local authority as being only suitable for the collection of such waste in non-reusable receptacles such as bags. A register of designated areas is available at the principal office of each local authority or on the website of the NWCPO, www.nwcpo.ie for all local authorities.

6.6.2 The permit holder shall provide a separate receptacle for each waste fraction namely, residual, recyclables and where appropriate, food and bio-waste. The frequency of collection shall be as follows:
i. Recyclable Waste – at least once every fortnight (in line with the Waste Management (Collection Permit) Regulations, 2007 as amended
ii. Food and Bio-Waste - at least once every fortnight or more frequently as may be determined by the relevant local authority (in accordance with the European Union (Household Food Waste and Bio-waste) Regulations 2015 as amended
iii. Residual Waste – in accordance with the European Union (Household Food Waste and Bio-

waste) Regulations 2015 as amended

Contravention of this condition will initiate a review of the permit under section 34A(2)(b).

6.6.3 All waste receptacles (including bags), used for the collection of household kerbside waste (including separately collected fractions) shall be identified with the following information in visible, legible and indelible lettering:
i. Name of the permit holder or trading name or waste collection permit number as identified on the front page of this permit.
ii. Where receptacles designed for reuse are used, a unique identification number for the customer or Radio Frequency Identification (RFID) chip identifying the customer presenting the waste.

The last two digits of the permit number need not be included on the receptacle (including bags) marking (01, 02, 03 etc).
Fixed Payment Notice Condition (S34(7)(d)(v)

6.6.4 The permit holder shall ensure that food and bio-waste from households is collected and managed in accordance with the European Union (Household Food Waste and Bio-waste) Regulations 2015.

6.6.5 The permit holder shall provide for the collection of at least the recyclable waste materials listed in Appendix E of this permit or such later revision to the said appendix as the NWCPO may issue. The permit holder shall provide a dry recyclable waste receptacle with at least the same capacity as the residual waste receptacle provided.

6.6.6 The permit holder shall return emptied waste containers to the designated collection point or to the boundary of the premises from which it was collected, insofar as is practicable.

6.6.7 Only the permit holder which owns a reusable receptacle provided to the householder for use shall empty or remove that receptacle, unless the prior agreement of the said permit holder or the relevant local authority is obtained.

6.6.8 The permit holder shall interpret waste collected from multi-unit dwellings (e.g. apartments) to be household kerbside waste and the conditions of this permit relevant to household kerbside waste shall be complied with in that regard. Communal bins at multi-unit dwellings are allowed, provided segregated waste is collected in appropriate receptacles and in accordance with Condition 6.6.2.

6.6.9 The permit holder shall have a customer charter in place, in the form set out in the sixth schedule of the Waste Management (Collection Permit) (Amendment) Regulations, 2015, or a form substantially to the like effect, to the satisfaction of the nominated authority. Any amendments or updates to the customer charter shall be submitted to the NWCPO within one week of the amendments or updates in order to facilitate publication of the revised charter on the NWCPO website. All customer charters shall be date stamped. The customer charter shall be made available for inspection during normal business hours to any person and shall be prominently displayed on the permit holder's website where the permit holder has a website.
A contravention of this condition will initiate a review of the permit under section 34A(2)(b).

6.6.10 In the case of a customer ceasing service or changing service the permit holder shall collect or arrange the collection of their bins within one month of being notified of the cessation of the service by any party, unless the permit holder can provide evidence that alternative arrangements have been made with the customer regarding the collection of the bins. Where there is waste in the bin at the time of collection, the permit holder shall continue to remove the bins including the bin contents. The charge for this service remains the responsibility of the customer.

6.6.11 The permit holder shall implement and maintain an ongoing programme of communication for their household kerbside waste customers in accordance with their customer charter or as may be required by the NWCPO.

6.6.12 The permit holder shall, minimise noise and nuisance and only collect:
i. Between the hours of 6am and 10pm in areas where a 60 kilometre per hour or lower speed limit applies, or an extended timeframe if agreed between the nominated authority and the local authority in which the collection activities will take place, or
ii. At any time in areas where an 80 kilometre per hour or higher speed limit applies

(i) and (ii) are subject to the permit holder making reasonable efforts to reduce noise and nuisance.

6.6.13 The permit holder shall minimise noise and nuisance where glass is being collected as a separate fraction of household kerbside waste, and shall only collect glass as follows:
i. Monday to Friday between 7am and 10pm (excluding public holidays)
ii. Saturdays between 8am and 10pm
iii. Sundays and public holidays between 10am and 6pm
Unless the permit holder has received written confirmation from the nominated authority or the relevant local authority that noise reduction measures for such collections are sufficient to allow such collections occur within the hours specified in condition 6.6.12.

Vehicle Weighing Systems

6.6.14 Permit holders shall weigh each and every collection of household kerbside waste collected separately in approved receptacles designed for reuse, except for:
i. glass collected separately from households
ii. household kerbside waste collected on off-shore islands
iii. household kerbside waste collected in receptacles which are not designed for reuse in specific areas designated by a local authority under article 20(2)(g)(iv) of the Waste Management (Collection Permit) Regulations 2007 as amended.
A contravention of this condition will initiate a review of the permit under section 34A(2)(b).

6.6.15 Permit holders shall use and maintain a weighing instrument to weigh household kerbside waste that complies with the Metrology Act,1996, (No.27 of 1996) and any ensuing regulations to weigh household waste in accordance with condition 6.6.14.

6.6.16 Permit holders shall only use a weighing instrument to collect household kerbside waste in accordance with condition 6.6.15 of accuracy Class Y (b) or better, where such a weighing instrument shall have a resolution of 1 kilogramme (kg) or better, for weighing approved receptacles designed for reuse with a volume of 360 litres or less and a resolution of 5 kilogrammes [kg] or better for weighing approved receptacles designed for reuse with a volume of greater than 360 litres, in accordance with the Legal Metrology (General) Regulations 2008.

6.6.17 The permit holder shall only use vehicles which are listed in Table 2 of Appendix C and have been fitted with a weighing instrument which is in accordance with Conditions 6.6.15 and 6.6.16, to collect household kerbside waste collected separately in receptacles designed for reuse.

6.6.18 In the event of a weighing system break down or malfunction, permit holders shall record the matter as an incident in accordance with condition 4.3 and notify the NWCPO by the end of the next working day after the breakdown, and in such format as may be required by the NWCPO.

6.6.19 Where a household kerbside waste collection vehicle is configured to collect different fractions of household kerbside waste simultaneously, the existence of this facility shall be clearly marked on both sides of the main body or rear of the vehicle, in clearly exposed, legible, and indelible lettering at least 70 millimetres high.

Record Keeping and Reporting

6.6.20 The permit holder shall report in writing, or make available through electronic means, the weight of each and every seperate collection of waste and the registration number of each vehicle used to collect and transport each and every seperate collection of waste, to the person who presented the waste for collection (this can include a management company in the case of multi-unit dwellings e.g. apartments). These weights shall be reported or made available by electronic means at a frequency of not less than once every month.

A contravention of this condition will initiate a review of the permit under section 34A(2)(b).

6.6.21 The permit holder shall compile and maintain specified records for the collection of household kerbside waste, for a period not less than 7 years, records shall include as a minimum the following:
i. Date of waste collection

ii. Waste collection vehicle registration number
iii. The local authority area of origin of the waste
iv. Customer name and address, including Eircode (where provided by the customer)
v. Identification of the customer as a household or apartment unit
vi. Type of receptacle used by each customer for each waste fraction
vii. List of Waste (LoW) and description of waste (residual, recyclable, food/bio-waste, glass etc.)
viii. Quantity (in units of tonnes) of waste collected
ix. The name, address and licence, permit or certificate of registration number of the authorised waste facility to which the consignment of waste was delivered
x. Record of receptacles that were not collected due to contamination of the waste
xi. Details of customers who choose not to partake in the collection of any of the separate fractions of household kerbside waste

6.6.22 The permit holder shall use an electronic data management system to compile the records as outlined in condition 6.6.21. These records shall be:
i. Available for inspection at the principal place of business during normal working hours by authorised officers of any relevant local authority and any other person authorised under section 14 of the Waste Management Act 1996
ii. Provided on request and in the format specified (including electronically) by authorised officers of any relevant local authority and any other person authorised under section 14 of the Waste Management Act 1996

6.6.23 The permit holder shall, not later than the 28th February each year, furnish to the NWCPO in such form as may be specified by the NWCPO an Annual Report (AR) in respect of waste collection activities carried out by the permit holder in the preceding calendar year or part thereof, as the case may be. The AR shall be a summary of the records maintained under condition 6.6.21 of the permit. The AR shall contain the following information in summary form, in respect of waste collected by the permit holder in the preceding calendar year:
i. Local authority area of origin of waste
ii. Source of waste (household or apartment)
iii. List of Waste (LoW) code for each waste type
iv. Description of waste (residual, recyclables, food/bio-waste, glass etc)
v. Quantity (in tonnes) of each waste type collected
vi. Destination of waste (authorised facility name and address)
vii. Waste licence, permit or certificate of registration register reference number of facilities to which waste was delivered
viii. Country of destination (if exported abroad)
ix. The total number of households and apartment units served with kerbside collection and totals for each segregated fraction of waste (e.g. residual, recyclables, food & bio waste, glass) and the types of receptacles used, for each fraction reported, per each local authority functional area
The information specified above may be used for local, regional and national reporting including being used to produce community statistics on the generation, recovery and disposal of waste as set out by Regulation (EC) 2150/2002.
Fixed Payment Notice Condition (S34(7)(d)(vi))

6.6.24 The permit holder shall maintain a complaint register and procedure for dealing with customer complaints. This register shall be available for inspection at the principal place of business during normal working hours by authorised officers of any relevant local authority and any other person authorised under Section 14 of the Waste Management Act 1996.
The complaint register shall include a written record of at least the following:
i. Date and time of the complaint
ii. The name of the complainant
iii. Details of the nature of the complaint
iv. Actions taken on foot of the complaint and the results of such actions, and
v. The response made to each complainant

6.6.25 Where a permit holder intends to impose any penalty on a household for non-compliance with the terms of the contract for collecting household kerbside waste, including non-compliance by the householder with regard to properly segregating waste or overloading receptacles, they shall ensure that any such penalty be clearly communicated to the customer, including through the customer charter.

6.6.26 The permit holder shall operate an incentivised charging system to ensure that the fees

charged to collect household kerbside waste, in the reasonable opinion and to the satisfaction of the nominated authority respect the polluter pays principle and incentivise the reduction of residual waste and also incentivise the segregation of recyclables and food waste or as the case may be, bio-waste and discourage such waste from being mixed with residual household kerbside waste by the householder in accordance with the waste hierarchy and section 21A of the Act.

The permit holder shall ensure that the fees charged to collect residual household waste are not a "flat rate fee" i.e. a fixed, periodic, fee which covers the cost of collection over a defined period of time, regardless of the weight of residual waste presented or the number of presentations of residual waste.

Pricing structures may contain a service fee or standing charge, but shall contain a weight based and/or per lift fee for the collection of residual waste. Where a service fee is applied as part of an incentivised charging system, the level of the service fee shall not negate the incentive to segregate waste to the satisfaction of the nominated authority. Where a fee is charged for the collection of recyclable, food waste and bio-waste as the case may be, that fee shall not negate the incentive to segregate waste to the satisfaction of the nominated authority and shall be lower than the fees applied for the collection of residual household waste.

Any "flat rate fees" currently in operation shall be phased out as follows:
i. New customers or renewing customers cannot be offered a flat rate fee for residual household waste collection from 30 September, 2017;
ii. Customers who have a contract and are on a flat rate fee on 30 September, 2017 cannot be offered a flat rate fee for residual household waste when they next renew their contract; and
iii. Customers who are on a contract greater than 12 months on 30 September, 2017 cannot remain on a flat rate fee for residual household waste collection after 30 September, 2018.

6.7 Sludges for Agriculture and Septic Tank Waste

The permit holder is not authorised to collect this waste type

6.8 Waste Electrical and Electronic Equipment

6.8.1 The permit holder shall ensure that Waste Electrical and Electronic Equipment (WEEE) is collected, treated and recycled in accordance with the WEEE Directive 2002/96 EC as amended by Directive 2003/108 EC.

6.8.2 WEEE shall only be collected, handled, transported and stored in a manner so as to avoid damage that would prevent equipment or components from being reused, recycled or recovered. The permit holder shall transport fluorescent tubes in suitable containers to prevent damage in transit.

6.8.3 WEEE shall only be transported to a designated civic amenity site, collection point or authorised facility in accordance with condition 2.4.

6.8.4 Where WEEE collected by the permit holder is of a hazardous nature as defined in the European Waste Catalogue (EWC), the permit holder shall adhere to the special conditions relating to collection of hazardous waste.

6.8.5 The permit holder shall not crush hazardous WEEE or remove hazardous substances and components prior to treatment and de-pollution.

6.9 Waste Oils

The permit holder is not authorised to collect this waste type

6.10 Waste Tyres

6.10.1 In accordance with the Waste Management (Tyres and Waste Tyres) Regulations 2007 and any subsequent amendments, the permit holder shall either register with each Local Authority in whose functional area they collect or intend to collect waste tyres in accordance with the provisions

of Part IV of the Regulations, OR become a member of an approved body established in accordance with the provisions of Part VII of the Regulations.

6.10.2 The permit holder may only supply waste tyres to person(s) in accordance with Article 17 of the Waste Management (Tyres and Waste Tyre) Regulations 2007 (S.I. 664 of 2007).

6.11 Waste Batteries and Accumulators

6.11.1 Batteries and accumulators shall only be collected, handled, transported and stored in a manner so as to avoid damage that would prevent equipment or components from being reused or recovered in accordance with Council Directive 91/157/EEC on batteries and accumulators (as amended by Commission Directive 93/86/EEC and by Commission Directive 98/101/EC) and by Council Directive 2006/66/EC on batteries and accumulators and waste batteries and accumulators and repealing Directive 91/157/EEC.

6.11.2 Where batteries and accumulators collected by the permit holder are of a hazardous nature as defined in the European Waste Catalogue (EWC) the permit holder shall adhere to the conditions relating to the collection of hazardous waste.

6.11.3 Where the permit holder is collecting batteries or accumulators independently of an obligated producer or approved scheme, a record of the quantities, by weight or, as appropriate, by number of units, and categories of batteries shall be maintained in accordance with Article 29 of the Waste Management (Batteries and Accumulator Regulations 2008 (S.I. No 268 of 2008).

6.12 Wastes from Incineration

6.12.1 The permit holder shall transport dry residues in the form of dust, such as boiler dust and dry residues from the treatment of combustion gases, in such a way as to prevent dispersal in the environment e.g. in closed containers in accordance with Article 9 of Directive 2000/76/EC of the European Parliament and of the Council of 4 December 2000 on the Incineration of Waste.