

Compliance information for tyre retailers

Under the Environmental Protection Regulation 2008, waste tyres are classified as a regulated waste and therefore have waste tracking requirements when transported for recycling or disposal. Tyre retailers, as a source of waste tyres, must comply with these requirements. Failing to comply could result in compliance action being taken including the issuing of fines. This fact sheet has been created to assist waste tyre generators in becoming aware of their legal obligations.

Do you engage a separate company to transport your tyres?

It is your responsibility, as a tyre retailer, to comply with specific waste tracking requirements or you may be subject to compliance action. Please use the following information to ensure you understand your waste tracking requirements:

1. Ensure the individual or company that you engage holds, or is acting under, an environmental authority (EA) to transport regulated waste.

Transporting any amount of waste tyres on a commercial basis requires an Environmental Authority (EA) for the environmentally relevant activity (ERA) of 57 – regulated waste transport.

It is your responsibility to make sure your waste tyres are transported by a licenced transporter.

If you are uncertain if the EA held by the transporter is valid, please contact the Department of Environment and Science (the department) on 1300 130 037 (option 4).

2. As the waste tyre generator, you must record and submit to the department specific information relating to each instance of tyre transportation.

Waste tyre generators are required to submit the prescribed information (detailed below) to the department using a waste tracking certificate. As a generator, you have two options to ensure you have recorded and submitted the relevant information: complete and submit your own waste transport certificate (electronic/paper form) OR the waste transporter may submit the information on your behalf (agent's agreement).

Complete and submit your own waste transport certificates

Dependant on your business needs, there are a number of options for completing waste tracking information and submitting to the department. You can:

- Complete a paper based waste transport certificate and email or post it to the department within seven days of the load of tyres being collected. The cost is \$5.10 per movement.
- Complete a single waste transport certificate online using the department's system "Connect" within seven days of the load of tyres being collected. The cost is \$3.00 per tyre movement.

- Complete multiple collections online within seven days of the end of each month, using the department's system Connect. This method is termed a 'bulk upload' and has a cost of \$2.14 per load of tyres collected

* Please note that the chosen method to track and report the waste tyre movement must remain the same from point of collection (generation) to point of receipt. It is recommended that the chosen method is discussed, confirmed and agreed to with the chosen waste transporter prior to a collection being arranged.

Waste Transport Certificate CERTIFICATE EXAMPLE ONLY DO NOT USE

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Part 1
This section is to be completed by the generator of waste. The generator must be one of the following:
- Licenced transporter
- Environmental Authority (EA) holder
- Waste transporter acting as an agent for the generator

Name, Description and Chemical Composition of the Waste

U.N. Class, Subst Risk, U.N. Number, Bulk/No of Packaging, Type of Packaging, Packaging Grp

Amount of Waste (Litres, Cubic Metres, Kilograms), Physical Nature, Waste Code No

Name of Waste Generator, Address where waste was generated, Contact Name, Phone No, ABN/ACN, Environmental Authority No (if applicable), Local Government Area

Nominated Disposal/Treatment/Storage Facility

Name of Transporter Company, Address, Vehicle No, Rego No, Trailer Rego No, ABN/ACN, Environmental Authority No, Mode of Transport (Road, Rail, Air, Sea)

I declare that to the best of my knowledge and belief the above information is true and correct (Name and Position), Signature, Date

Part 2
To be completed by the Waste Transporter

I acknowledge the receipt of the waste described in part 1. Discrepancy: Waste Type, Volume received, Other

If applicable I am acting as an agent for: Generator, Receiver

Name, Phone No, Signature, Date

Part 3
To be completed by the Facility Receiving Waste

Name of Receiving Facility, Address, ABN/ACN, Disposal/Treatment Code, Physical Nature, Waste Code No, Environmental Authority No, Amount of Waste, Discrepancy (Waste Type, Volume Received, Transporter Details, Other)

If applicable I am acting as an agent for the Generator

I acknowledge the receipt of the waste described in part 1. (Name and Position), Phone No, Signature, Date

WHITE COPY - TO BE FORWARDED TO DES BY THE RECEIVER (PARTS 1, 2 & 3 COMPLETED)
PINK COPY - TO BE FORWARDED TO DES BY THE GENERATOR (PARTS 1 & 2 COMPLETED)
GREEN COPY - TO BE RETAINED BY THE GENERATOR (PART 1 & 2 COMPLETED)
YELLOW COPY - TO BE RETAINED BY THE RECEIVER (PARTS 1, 2 & 3 COMPLETED)
BLUE COPY - TO BE RETAINED BY THE WASTE TRANSPORTER (PARTS 1 & 2 COMPLETED)
PLEASE FORWARD DES COPIES WITHIN 7 DAYS TO WASTE TRACKING, GPO BOX 4944, BRISBANE, QLD 4001. Pollution Hotline No. 1300 130 372

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Have a written “agent’s agreement” in place

The waste tyre transporter you engage may be willing to submit the required waste tracking information on your behalf as part of the service they provide. If this is the case, you will need to have a signed written agreement in place confirming that they are acting as the agent on your behalf (please see the template below). You do not need to lodge the agreement with the department, but you should keep the signed agreement on file at your registered places of business.



Agents agreement template

We _____ agree to act as the ‘agent’ for _____ for the supply of waste tracking information to the Department of Environment and Science in accordance with s81U (3) of *Environmental Protection Regulation 2008*. This includes keeping records of the required waste tracking information on behalf of _____ for a period of 5 years.

Start date: _____

End date: _____

Signed: _____ Date: _____

Signed: _____ Date: _____

Further Information

Please contact the department on 1300 130 037 (option 4) if you have any further questions about waste tracking certificates and checking a transporter’s environmental authority.

Connect

More information about setting up a Connect customer account can be accessed at www.des.qld.gov.au/connect. You can also contact the department on 1300 130 372 (option 6) for assistance in setting up your Connect account.

Prescribed Information required to be submitted by a waste tyre generator

Prescribed information

As the waste tyre generator you must give the following information to the waste tyre transporter (this is the information set out in the waste transport certificate, which may be paper based or online)

- Your business name, address, local government area and contact details; or your generator identification number if you’ve been assigned one by the department.
- Your ABN.
- The name, address and contact details of the person to whom the waste is to be transported.
- The day the generator gives the waste to the transporter for transporting.
- The unique identifier for the transportation of the load of waste (the waste tracking certificate number).
- For a load of waste transported to a receiver outside Queensland—the consignment number for the load.
- The type of waste (tyres).
- The weight of the tyres in kilograms, their physical nature (solid) and their trackable waste code (T140).

Information relating to the transporter must also be submitted to the department.

- The transporter’s name, address and contact details.
- The transporter’s EA number.
- The transporter’s vehicle registration number.