



RECOVERED REFRIGERANTS AND THE HAZARDOUS WASTE REGULATIONS

Recovered refrigerants (CFCs, HCFCs and HFCs) have been designated as Hazardous Waste since 16th July 2005 under the *Hazardous Waste (England and Wales) Regulations 2005* the *Hazardous Waste (Wales) Regulations 2005* and *Hazardous Waste (England and Wales)(Amendment) Regulations 2009* (S.I. 2009 No 507) (referred to here as the Hazardous Waste Regulations). These regulations require the movement of recovered refrigerants to be controlled through a system of Premises Registrations, Consignment Note tracking and provision of and keeping of records, to ensure the waste is correctly handled and recycled or destroyed as appropriate.

1. CONTRACTORS' RESPONSIBILITIES

The contractor is the **PRODUCER** and **CONSIGNOR** of the Recovered Refrigerant (which is officially hazardous waste) and has the responsibility to ensure that the material is handled correctly and in compliance with the regulations, the required **CONSIGNMENT NOTE** is prepared and accompanies the material when it is moved from the site where it was produced and the appropriate records are provided and kept.

2. PREMISES REGISTRATION AND PREMISES CODES

If they intend to operate as a **MOBILE SERVICE**, contractors need to register their premises (from which they operate their business) and obtain a **PREMISES CODE**. Their *premises code is used on consignment notes if the amount produced by them on each site is less than 500kg per year.

If the amount produced on a site is likely to reach the 500kg per year threshold, then the contractor must make sure that the site is a registered premises and that site †premises code is used on consignment notes.

3. CONSIGNMENT NOTES AND CODES

Before recovered refrigerant is removed from a site, a consignment note must be prepared, it must be completed as required and a copy must accompany the recovered refrigerant when it is moved from the site. The Contractor must retain a copy and if requested an additional copy can be provided to the site owner or his representative. Photocopies may be used.

The Environment Agency oversees the requirements of the Hazardous Waste Regulations and can provide a standardised consignment note. A consignment note may be customised, as long as all of the elements required to meet compliance with the regulations are retained. A customised consignment note is more appropriate for recovered refrigerants, as only one type of hazardous waste is involved but a number of different refrigerants and cylinders are involved. The major suppliers of refrigerants offering recovery and recycling services also provide customised consignment notes, which can be used, especially if the material is being collected from the site where it is produced, or from a contractor's own site, or is being returned directly to a wholesaler.

Customising a Consignment Note (see sample below)•

It is possible to customise the requirements of a consignment note e.g. into a worksheet, especially if the material is from a particular site and is being returned to the contractor's own site for onward movement to a recycler (A new consignment note is required for the onward movement to a recycler, or wholesaler).

A. Standard Elements:

- The waste description is the same for all recovered CFC, HCFC and HFC refrigerants. Only the refrigerant 'R' number needs to be added at the time along with the quantity. The **UN NUMBER** of the refrigerant should be included if known, or use the generic UN Number.

B. Site and Recovery-Job Specific Elements:

- Assign a unique consignment code for each recovery movement (using the Environment Agency's coding standard).
- Name, Address, Tel No. of the work site from where recovered (+**CONTRACTOR** *premises code, if under 200kg per year on site or +†premises code if over 200kg per year on site).
- Name, Address, Tel No. of contractor (as the producer of the waste).
- Where the waste is to be taken to.

C. Movement Specific Elements:

- Signature of the carrier (if this is the contractor taking material back to his site, or a wholesaler, then this could be custom worded against the one signature) + wording 'I certify that the waste collected today is as described in Site and Recovery-Job Specific Elements above and I have been informed of any special handling requirements'
- Signature of the consignor (usually the contractor) + a full statement must be provided as per Schedule 4 of the Regulations 'I certify the information provided is correct and that the carrier is registered or exempt *and been made aware of any special handling requirements*'.
- Vehicle registration number and **WASTE CARRIER'S LICENCE NUMBER** (if appropriate).

D. Consignee Element:

- Signature of recipient of waste (e.g. contractor site, wholesaler or recycler), with all of the details as required by Part E such as confirmation that the material, as indicated on the consignment note has been received.

4. CONTRACTOR OBLIGATION

Contractors must ensure that all of the information required under the Hazardous Waste Regulations (as indicated above) other than the Consignee Element, is completed before the recovered refrigerant is moved and must ensure that all signature requirements are met. It is not acceptable under the regulations, to move the recovered refrigerant without the above information and signature certification.

5. CONSIGNEE OBLIGATION

The Contractor taking recovered refrigerant to his own site, thereby acting as the waste Consignee, must submit a quarterly return to the Environment Agency, listing all the Consignment Notes received at his site and keep records as required by the Regulations.

6. FURTHER ADVICE AND INFORMATION

Your company or wholesaler may already have a procedure for this in place but if you require any assistance information is available from the Environment Agency at:

<http://www.environment-agency.gov.uk/business/topics/waste/>

DEFRA have also published a guide to the 2009 Regulations at:

<http://www.defra.gov.uk/environment/waste/topics/hazwaste/index.htm>

HAZARDOUS WASTE CONSIGNMENT NOTE (SAMPLE)

(These elements will be found on all Hazardous Waste consignment notes and need to be included in a customised consignment note)

A. Standard Elements (for CFC, HCFC and HFC Refrigerants only)

Waste Description Elements

The Process giving rise to the waste e.g. repair and maintenance of refrigeration /air conditioning equipment.:
SIC for the process giving rise to the waste e.g. Repair and maintenance of industrial type air conditioning (manufacture) - 29.23, Installation of refrigeration - 45.33 etc :

EWC CODE: 14 06 01	HAZARD CODE: H14	DESCRIPTION OF WASTE: RECOVERED REFRIGERANT
PHYSICAL FORM: GAS	CONCENTRATION: (give actual concentration or 100% if not known)	

COMPONENT: **R-** _____ QUANTITY: _____ **KG** CYLINDER NUMBER(S): _____

(Space may be provided for more than one cylinder number of the same refrigerant or if customised for more than one refrigerant R Number then all the information below the dotted line must be duplicated for each cylinder number. The information above the dotted line is standard for all F-Gas Refrigerants)

Dangerous Goods Elements

PACKING GROUP:
UN 1078 REFRIGERANT GAS N.O.S. UN CLASS: 2.2A
SPECIAL HANDLING REQUIREMENTS:

B. Site and Recovery-Job Specific Elements

1. Assign a unique consignment code for each recovery movement (using the Environment Agency's coding standard).
2. Name, Address, Tel No. of the work site from where recovered (+contractor *premises code, if under 500kg per year on site or +†premises code if over 500kg per year on site).
3. Name, Address, Tel No. of contractor (as the producer of the waste).
4. Where the waste is to be taken to.

C. Movement Specific Elements

5. Name and Signature of the carrier (if this is the contractor taking material back to his site, or to a wholesaler, then this could be custom worded against the one signature) + wording '*I certify that the waste collected today is as described and I have been informed of any special handling requirements.*'
6. Name and Signature of the consignor (usually the contractor) + a full statement must be provided as per Schedule 4 of the Regulations '*I certify the information provided is correct and that the carrier is registered or exempt and been made aware of any special handling requirements.*'
7. Vehicle registration number and waste carrier's licence Number (if appropriate).

D. Consignee Elements

8. Name and Signature of receiver of the waste (e.g. contractor site), + wording with all of the details as required by Part E such as confirmation that the material, as indicated on the consignment note has been received. '*I confirm that the waste, as described, has been received at the receiving address indicated.*'