

Parker House

**25 Parker Street, London
WC2B 5PA**

SITE WASTE MANAGEMENT PLAN (SWMP)

Company	Keltbray Ltd	Contract No.	1024
Site Address	25 Parker Street		
Document No.	KB-SWMP-1024-PK-001	Revision no.	AA
Start of Project	TBC	End of Project	TBC

Revision History

Revision No.	Issue Date	Author	Description of Modifications
AA	22.01.13	T Marshall	Draft- issue for comments

This Revision

	Print Name	Signature	Position	Issued to:
Author	Terry Marshall	T Marshall	Assistant Site Manager	
Checked by	C Varzari	C Varzari	Administrator	B Ellis

Status of this Revision

Overall Approval Status	Yes	No	Date
CAT A - Accepted for implementation. Work may proceed as planned.			
CAT B – Not accepted for implementation. Resubmission required.			
Date returned to Contractor:			
SIGN OFF BY (Project Manager):	Print Name	Sign	Date
	B.Ellis		

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1.0 Introduction

The Site Waste Management Plan (SWMP) has been prepared for the soft strip, demolition, removal of materials and associated works for the Parker Street House Project.

The Plan is specific to this project and has been prepared in line with DTI guidance for Construction Contractors and Clients, Voluntary Code of Practice issued 8 July 2004, and this review has been updated in line with the Site Waste Management Plans Regulations 2008.

The value of the contract is **TBC**

Keltbray will ensure a copy of the plan is kept at the site office at all times and will be available for inspection to those enforcing authorities as required whilst carrying out their duties. Once Keltbray leave/hand over the site then the Plan will be handed over to the Client or the new Principal Contractor and a copy will be held at the company's head office for a period of two years.

In complying with the Site Waste Management Plan Regulations 2008 Keltbray and the Client will take all reasonable steps to ensure that: -

- *All waste from site is dealt with in accordance with the waste 'Duty of Care' in Section 34, Environmental Protection Act 1990 and the Environmental Protection (Duty of Care) Regulations 1991; and*
- *Material will be handled efficiently and waste managed appropriately.*
- *Material reuse, recycling and recovery is maximised where reasonably practicable.*
- *The Plan will be reviewed, revised and refined as necessary, to ensure that any changes in respective roles and responsibilities are clearly communicated to those affected.*
- *Take reasonable steps to ensure that sufficient site security measures are in place to prevent the illegal disposal of waste from the site.*

2.0 Responsibilities

Figure 1 below illustrates where waste management responsibilities lie within Keltbray management. Essentially it demonstrates that all personnel, across several departments within Keltbray have a responsibility towards delivering good standards of waste management practice.



Figure 1.

Operations Director – Martyn Drake

Has overall responsibility for the SWMP and together with the Client will ensure that it is implemented in accordance with the SWMP Regulations 2008.

- Ultimate responsibility for waste transferred from site.
- Review the information and waste recovery and /or disposal options provided in the Site Waste Management Plan (types and quantities of waste to be produced) –and then forward to the Haulage Manager for the management of the waste.
- Establish if a Site Investigation (SI) has taken place and organise further analysis is required (in consultation with a competent person)
- Identify time and cost variations between waste treatment and disposal options.
- Organise intrusive Site Investigations.
- Give consideration to the carbon emissions generated by each waste treatment / disposal option when selecting waste management approaches

Project Manager – Robert Ellis

Will produce, revise and update the SWMP and report on its progress to the Operations Director and Client on a regular basis.

- Update the Operations Director and Managing Director regularly on waste management costs.
- Identify permitted/licensed waste treatment or disposal options (taking into account any client specific requirements.
- Carry out Pre-Demolition Audit during the tendering or site preparation stage.
- Pass soil test results to the waste disposal/treatment facility.
- Organise Waste Acceptance Criteria (WAC) testing.
- Ensure all soil analysis information is passed to the Haulage Manager in time to identify suitable waste management facilities.
- Communicate waste issues to the Project Team during handover meetings.
- Ensure key waste management issues are included in the Project Risk Register.

Site Manager – **TBC**

To assist with the implementation of the SWMP the Project Manager, in particular concerning with training & communications with sub contractors and appointing trained and competent persons to check skips, vehicles, record waste types and amounts being produced on site.

- Update the Approved Waste Contractor List.

2.1 All Employees

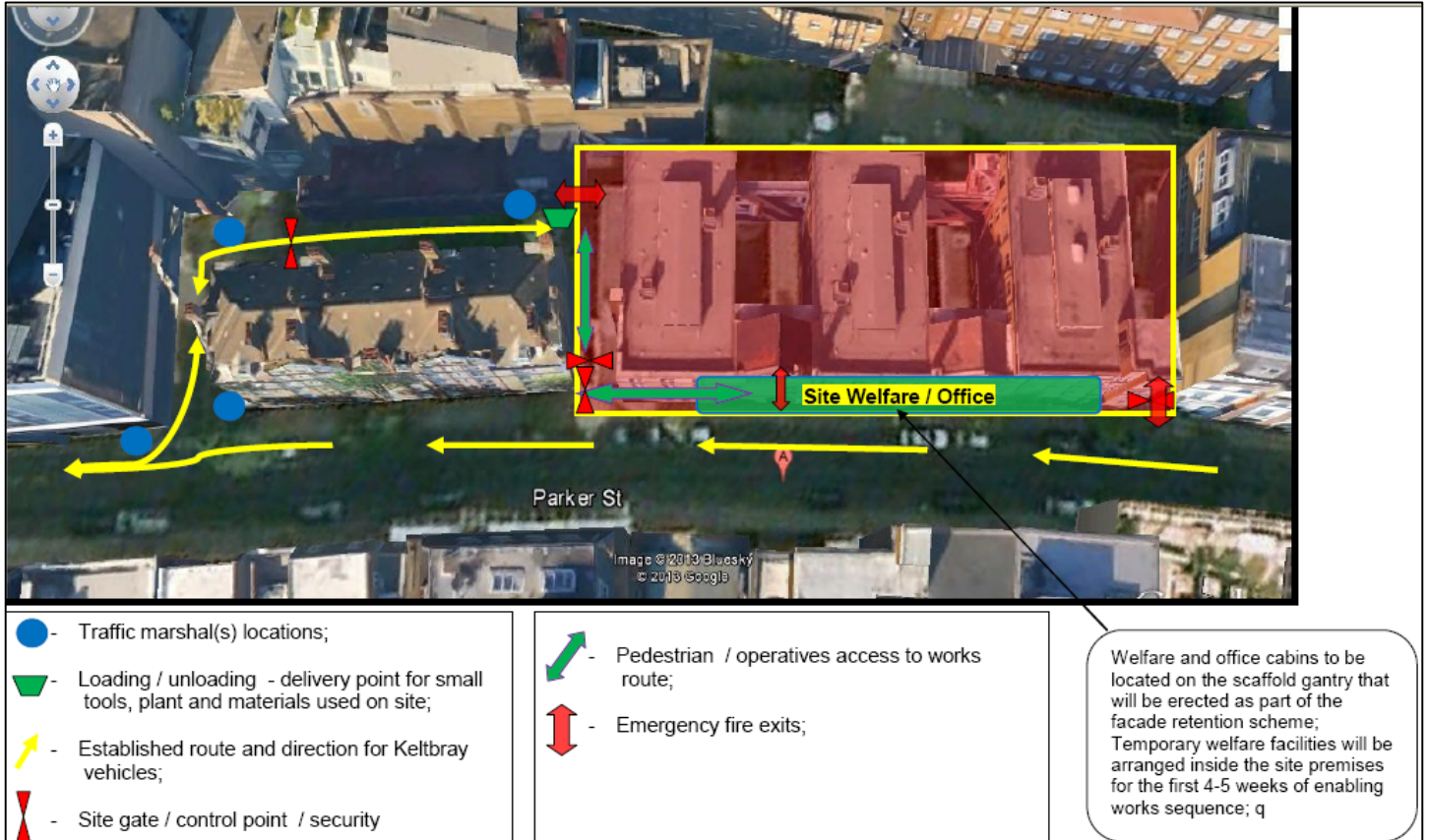
- Follow the Waste Hierarchy principles when managing wastes (waste prevention, minimisation reduction, reuse recycling, energy recovery and disposal.
- Ensure sites are operated so as not to cause pollution of the environment, harm to human health or serious detriment to local amenities.

2.2 Estimating and Planning Department

- Consider the Waste Hierarchy during the tendering stage and/or the site preparation phase.
- Identify any client specific requirements for recycling, re-use, monitoring or reporting and communicate this information to the Operations Director.
- Arrange collection of additional waste information to the Operations Director.
- Arrange collection of additional information from the surveys/assessments and allow time in project schedule for necessary assessments.
- If provided with soil test results, communicate these to the Operations Director and the Haulage Manager.
- Confirm waste management responsibilities (including for pilling arisings and soil testing) with the client for the overall site development.
- Consult with the Environmental Department to determine suitable waste recovery and/or disposal options for the materials identified in the tender information.
- Collate information regarding waste streams, initial characterisation and estimated waste volumes from the tender information and forward to the Operations Director for the inclusions in the Site Waste Management Plan (SWMP)
- Where possible, identify environmental permitting/licensing requirements for Keltbray activities.
- Include key waste management issues in the Project Risk Register.
- Increase client awareness of the need to provide adequate waste information during the tendering stage

3.0 Scope of Works & Programme

Parker House 25 Parker Street



Proposed traffic route used as the main access route for all vehicles approaching the site.

The key elements of the works are:

- Establish site welfare and security;
- Undertake relevant surveys, asbestos, live services, structure, lead paint and bio hazards, remove and make safe as necessary
- Sanitise existing sinks baths WC's Etc and associated plumbing
- Sweep the building checking for sharps and narcotics paraphernalia
- Identification and termination of the selected live services;
- Erect demolition protection scaffold including fans, ladders access etc and fully encapsulate demolition scaffold in Monarflex;
- Re-establish / erect existing associated site hoarding(s);

- Establish pedestrian and traffic routes;
- Erect Tower Crane;
- Lift plant and equipment to roof level;
- Floor by floor demolition utilising small to medium sized excavators (size subject to results of the slab load tests) followed by demolition of the first by a medium sized excavator
- Fill any voids in ground floor (if required)
- Installation of façade retaining towers and associated members (works covered in separate MS)
- Progressive processing and /or removal of demolition arising throughout the term of the works.

Programme

Refer to programme **TBC**

The works have commenced from **TBC**

Removal of materials will be throughout the programme

4.0 Estimated Waste Types and Quantities

A pre demolition audit has been carried out by Management and Health & Environmental team to: -

- Identify each waste type to be produced throughout the course of the project
- Estimate the quantity of each different waste type expected to be produced; and
- Identify the waste management action proposed for each different waste type, including re-using, recycling, recovery and disposal.

From previous experiences our targets for recycling materials are:

	Materials	Recycled Target
i)	Metals	90%
ii)	Concrete/Brick	90%
iii)	Mixed Waste	50%
iv)	Hazardous Waste	0%

Details of the audit are contained in the Demolition works spreadsheet. A hard copy is to be available from site management team and to be attached in **Appendix A**.

5.0 Waste Management Options

For each waste type the Plan identifies what waste management action is proposed and what targets have been set. This information is split into inert, non-hazardous and hazardous waste in order to comply with the SWMP Regulations 2008. The Waste Management Options are set out in **Appendix A**.

6.0 Waste monitoring & Recording

All waste leaving site will be recorded by the site 'Checker' by way of Waste Transfer Notes (WTN) or Consignment Note (CSN) in the case of hazardous waste.

Copies of all Waste Transfer Notes (WTN) and Consignment Notes will be kept on site during the duration of the project. On completion WTNs are archived for two years and CSNs for three years at Keltbray's head office.

Information held on the WTNs or CSNs will be entered onto the 'Waste Disposal Spreadsheet'. This details the waste types and quantities generated on site together with their final destination. On completion of the project the data will be compared with the estimated waste production data for analysis.

The site will provide regular environmental reports stating the types and quantities of waste produced on site.

If applicable, the project will also report how much water has been discharged / used on site. A copy of the discharge license plus the schedule of conditions will be kept in the site filing system.

On completion of the project the SWMP and all associated documentation will be forwarded to the Client and the new appointed Principal Contractor. A copy of the documents will be archived at Keltbrays head office for two years.

7.0 Waste Carriers & Waste Management Facilities/ Exemptions Records

The Waste Carriers and Final Destination Register (WCFDR) identifies the waste types removed from site, by which carrier and their final destination. This document together with all Waste Carrier's licenses and Waste Management Licenses/exemptions are held in **Section J (J_4.)** of the 'Site Filing System' (SFS). As the amount of Keltbray jobs has expanded we have expanded the number of Waste Final Destination Sites used to export/import materials from the Farmington East Ticked Hall site. A display table is attached on Appendix A1

The weekly baulk sheets record the type and amount of waste leaving site. These records are stored in **Section Q (Q_9.)** of the Site filing system. All the above documents are available for inspection on site.

8.0 Training

Every operative on site, including sub contractors will be given training and information on the SWMP as part of their induction. In addition, toolbox talks will be given reinforcing existing training and informing the workforce of the SWMP progress.

The on site-training will include the following topics: -

- The SWMP
- Roles and responsibilities
- Waste procedures on site
- Hazardous waste
- Duty of care/responsibilities
- Materials storage

The SWMP will be kept in the site office and is available for inspection. Records of training are held in **Section E_4** of the site filing system.

Keltbray will ensure the works are co-ordinated during the demolition works phase to ensure waste is managed according to the requirements of the SWMP.

9.0 Review of SWMP

The SWMP will be reviewed on a regular basis or in any case not less than every three months. A log will be kept of how often the plan was reviewed together with any outcomes including any deviation of the plan and the reason why. At the end of the project the plan will be reviewed and analyzed to produce a comparison between estimated and actual waste production. - see **Appendix B** for full details.

10.0 Completion Review

Within three months of project completion the plan will be reviewed to: -

- Confirm that the plan was monitored on a regular basis to ensure that work progressed according to the plan and that the plan was updated in accordance with the regulation;
- Comparison of estimated quantities of each waste type against the actual quantities of each waste type generated;
- Details of any deviation(s) from the plan; and
- Estimates of the cost savings that have been achieved by completing and implementing the plan.

A signed copy will be sent to the Client and new Principal Contractor. A signed review will be kept in **Appendix D**.

11.0 Appendixes

11.1 Appendix A: Pre-Demolition Audit

A Pre Demolition Audit will be carried out by Keltbray Limited, the Principal Contractor for the demolition works once Keltbray Limited are given access or vacant possession of the property. A copy of a typical Audit is attached below while the excel sheet will be made accessible at Keltbray's site office.

keltbray		CONTRACT NAME		8-10 Moorgate		NUMBER		896			
Pre-Demolition Audit (desk top study)		Estimated Cumulative Summary									
Waste Stream	EVC	Recovery Potential	In Situ Quantity	Unit	Quantity Materials (in tonnes)						
					Demolition Recovered Material Potential	Demo Recovered Material Target	VML or Exempt Facility	Disposal to Landfill	Total Waste (tonnes)	% of total waste	
Inert											
Concrete	17.01.01	RCA	5600	Tonnes	5320	95%		280	5600	24.8	
Hardcore	17.01.07	RA	5200	Tonnes	5148	99%		52	5200	23.0	
Soil (Inert)	17.05.04	RA	4400	Tonnes	4180	95%		220	4400	19.5	
Glass	17.02.02	Recycling	40	mtr ²	30	75%		10	40	0.2	
					0			0	0		
Non-Hazardous											
Mixed Waste	17.09.04	Recycling	100	Tonnes	60	60%		40	100	0.4	
Mixed Metals	17.04.07	Scrap	800	Tonnes	760	95%		40	800	3.5	
Wood	17.02.01	Shredded	400	mtr ²	360	90%		40	400	1.8	
Soil (Non-Haz)	17.05.04	Recycling	6000	Tonnes	6000	100%		0	6000	26.6	
Floor Tiles		Shredded	0	m ²	0	80%		0	0	0.0	
Carpet Tiles		Shredded	0	mtr ²	0	50%		0	0	0.0	
Ceiling Tiles		Shredded	0	mtr ²	0	50%		0	0	0.0	
Domestic Waste		Recycling	30	Tonnes	9	30%		21	30	0.1	
					0			0	0		
Hazardous											
Asbestos	17.01.05	Landfill	0	Tonnes	0	0%		0	0	0.0	
Various Hazardous (Oil)		Other	0	Litres	0	0%		0	0	0.0	
Soil (Haz)	17.05.03	Other	0	Tonnes	0	0%		0	0	0.0	
Fluorescent Lights		Other	0.5	Tonnes	0	0%		0.5	1	0.0	
Plasterboard	17.08.02	Recycling	10	Tonnes	9.5	95%		0.5	10	0.0	
Total waste removed			22580.5		21876.5		0	704	22581		
% of total waste							0.0	3.1		100.0	
Summary											
	Tonnes										
Mixed Waste (gross)	100									Net Landfill waste Disposal (tonnes)	704
Segregation at Transfer station	50	(supporting documentation assumes 50%)								% of Total Waste to land fill	3.1
										% of Hazardous Waste to Landfill	1.5
	On site (manual entry)	Off-site (auto entry)	Totals				Percentages (%)				

Adler and Alan Ltd	07/03/2013	JDT	05/05/2013
Associated Reclaimed Oils	28/02/2013	Joywheel	02/04/2013
Atlas Bulk Carriers	28/02/2013	Keanes	17/02/2013
Aylward	04/04/2013	Keltbray	17/02/2013
BD Haulage	01/05/2013	Killoughery	17/06/2013
Boiler & Plant Dismantiers	01/04/2013	KJS Transport	18/03/2013
Brocks	01/04/2013	Lee Demolition	16/05/2014
Bushcade	15/11/2013	Lee Haulage	23/08/2012
C&J Haulage	07/10/2011	LMD	19/07/2013
Caleco Waste	17/11/2011	Lock Bros	13/09/2013
Callanan	02/05/2013	M Long	01/07/2013
Camden Plant	19/07/2013	M&M Demolition	17/02/2013
CJ Pryor	30/03/2013	Mark Luck	01/04/2013
Clywds	15/02/2013	McFen	28/06/2013
Construction Haulage	28/08/2012	McGee	07/02/2013
Daniel Colbert	19/10/2011	McGrath	15/05/2013
Day Aggregates	17/06/2013	Metal & Waste Recycling	17/02/2013
DM Haulage	27/06/2014	Muckit	07/11/2013
Drummond	27/01/2013	Norman Road Haulage	17/02/2013
Earthline	28/03/2013	O'Donovans	10/07/2013
Economic Skips	17/05/2013	PB Donoghue	04/06/2013
Elite	16/05/2014	Pinden Plant	08/10/2013
EPD	28/08/2013	PJ Carey	13/05/2013
Erith Haulage	04/04/2013	Powerday	12/09/2013
Formoss	02/04/2013	Premier Material Supplies	16/02/2014
Frankis Solutions	02/02/2013	Primagrang	17/02/2013
G Webb	01/04/2013	Quattro Ltd (UK)	07/01/2014
Gregory Demolition	17/05/2013	R Kingman	01/04/2014
Highway	13/01/2012	Ron Smith	02/07/2013
Hinkcroft	03/08/2013	S Walsh & Son Ltd	01/04/2013
J Connolly & Sons	18/12/2013	Sivyer	04/04/2013
J&J Transport	12/04/2012	Smith and Sons	05/04/2013
TE Scudder	16/07/2013	Squibb & Davies	13/05/2013
Terence Good	14/08/2013	Supple Transport	16/11/2011
Thames Materials	17/07/2013	VJ Milman	02/04/2013
Tophire	13/05/2013	Welcocks	15/04/2014
		Yuill & Dodds	15/02/2013

WASTE SITE DETAILS		
NAME OF WASTE SITE	REGISTRATION NUMBER	DATE OF REGISTRATION
EMR Canning Town 29 Bidder Street, London E16 4SZ	T/NE/MAY043	05.11.1996
Day Aggregates Transport Avenue, Great West Road Brentford, Middx. TW8 9HF	GTL/362462	18.06.2007
Hinkcroft Transport Limited Deptford Recycling Centre Landmann Way Off Surrey Canal Road, London SE145RS	TSE/388520/CB	14.07.2007
Hunts Waste 75-77 Chequers Lane, Dagenham, Essex, RM9 6QJ	WML80583	04.05.2006
IV Hornchurch Ingrebourne Valley Limited, Cecil House, Foster Street, Harlow Common, CM17 9HY	MP3437SC	Issued 27.06.2006
McFen Haulage & Plant Limited 79 Stanley Road, London E15 2LH	LA-PPC 083/07	11.05.2007
Murphy's Waste Limited Mountbarrow House 12 Elizabeth Street, London SW1W 9RB	DL030	05.12.2003
Powerday plc The Quadrangle 2 nd Floor 180 Wardour Street, London W1F 8FY	WML80723	21.12.2005
Welcocks Skips Ltd, Railway Sidings, Bolina Road, London, SE16 3LD	GTL/367929	15.04.2011

11.3 Appendix C: Actual Versus Estimated Waste Figures (On project completion).

Table 1 - ESTIMATED WASTE RECORD - m³ or Tonnes

Waste Type	EWC	Re-used on site	Re-used off site	Recycled on site	Recycled off site	WML or Exempt Facility	Disposal to landfill	Total Waste	% of total waste
<u>Inert</u>	17.01.01								
<u>Non - Hazardous</u>									
<u>Hazardous</u>									
Total									

Table 2 - ACTUAL WASTE RECORD - m³ or Tonnes

Waste Type	EWC	Re-used on site	Re-used off site	Recycled on site	Recycled off site	WML or Exempt Facility	Disposal to landfill	Total Waste	% of total waste
<u>Inert</u>									
<u>Non - Hazardous</u>									
<u>Hazardous</u>									
Total									
Differences									

11.4 Appendix D: Completion Review

We, Keltbray and the Client, confirm that the plan has been monitored on a regular basis to ensure that work was progressing to the plan and the plan was updated.

Signature

Print Name

Date

This stage is designed to help you evaluate the success of your SWMP, and to identify key 'lessons learnt' to use on your future projects, it is helping you strive for continual improvement

Please explain any deviation from the original plan:

Please review how successful you believe the implementation of the SWMP was:

If projects values in excess of £500,000 estimate of cost savings achieved:

Actions planned for next project:

This plan should be kept at either Head of office at Esher or at the site of the project for 2 years.

11.6 Appendix F: Regulations - Environmental Protection Act 1990, Section 34 & Environmental Protection (Duty of Care) Regulations 1991

Environmental Protection Act 1990, Section 34

34 Duty of care etc. as respects waste

- (1) *Subject to subsection (2) below, it shall be the duty of any person who imports, produces, carries, keeps, treats or disposes of controlled waste or, as a broker, has control of such waste, to take all such measures applicable to him in that capacity as are reasonable in the circumstance —*
- (a) *to prevent any contravention by any other person of section 33 above;*
 - (b) *to prevent the escape of the waste from his control or that of any other person; and*
 - (c) *on the transfer of the waste, to secure—*
 - (i) *that the transfer is only to an authorised person or to a person for authorised transport purposes; and*
 - (ii) *that there is transferred such a written description of the waste as will enable other persons to avoid a contravention of that section and to comply with the duty under this subsection as respects the escape of waste.*
- (2) *The duty imposed by subsection (1) above does not apply to an occupier of domestic property as respects the household waste produced on the property.*
- (3) *The following are authorised persons for the purpose of subsection (1)(c) above—*
- (a) *any authority which is a waste collection authority for the purposes of this Part;*
 - (b) *any person who is the holder of a waste management licence under section 35 below or of a disposal licence under section 5 of the Control [1974 c. 40.] of Pollution Act 1974;*
 - (c) *any person to whom section 33(1) above does not apply by virtue of regulations under subsection (3) of that section;*
 - (d) *any person registered as a carrier of controlled waste under section 2 of [1989 c. 14.] the Control of Pollution (Amendment) Act 1989;*
 - (e) *any person who is not required to be so registered by virtue of regulations under section 1(3) of that Act; and*
 - (f) *a waste disposal authority in Scotland.*

- (4) *The following are authorised transport purposes for the purposes of subsection (1)(c) above—*
- (a) *the transport of controlled waste within the same premises between different places in those premises;*
 - (b) *the transport to a place in Great Britain of controlled waste which has been brought from a country or territory outside Great Britain not having been landed in Great Britain until it arrives at that place; and*
 - (c) *the transport by air or sea of controlled waste from a place in Great Britain to a place outside Great Britain; and “transport” has the same meaning in this subsection as in the Control of Pollution (Amendment) Act 1989.*
- (5) *The Secretary of State may, by regulations, make provision imposing requirements on any person who is subject to the duty imposed by subsection (1) above as respects the making and retention of documents and the furnishing of documents or copies of documents.*
- (6) *Any person who fails to comply with the duty imposed by subsection (1) above or with any requirement imposed under subsection (5) above shall be liable—*
- (a) *on summary conviction, to a fine not exceeding the statutory maximum; and*
 - (b) *on conviction on indictment, to a fine.*
- (7) *The Secretary of State shall, after consultation with such persons or bodies as appear to him representative of the interests concerned, prepare and issue a code of practice for the purpose of providing to persons practical guidance on how to discharge the duty imposed on them by subsection (1) above.*
- (8) *The Secretary of State may from time to time revise a code of practice issued under subsection (7) above by revoking, amending or adding to the provisions of the code.*
- (9) *The code of practice prepared in pursuance of subsection (7) above shall be laid before both Houses of Parliament.*
- (10) *A code of practice issued under subsection (7) above shall be admissible in evidence and if any provision of such a code appears to the court to be relevant to any question arising in the proceedings it shall be taken into account in determining that question.*
- (11) *Different codes of practice may be prepared and issued under subsection (7) above for different areas.*

Environmental Protection (Duty of Care) Regulations 1991

1991 No. 2839

ENVIRONMENTAL PROTECTION

The Environmental Protection (Duty of Care) Regulations 1991

Made 16th December 1991

Laid before Parliament 17th December 1991

Coming into force 1st April 1992

The Secretary of State for the Environment as respects England, the Secretary of State for Wales as respects Wales and the Secretary of State for Scotland as respects Scotland, in exercise of the powers conferred on them by section 34(5) of the Environmental Protection Act 1990⁽¹⁾ and of all other powers enabling them in that behalf, hereby make the following Regulations:

Citation, Commencement and Interpretation

- (1) These Regulations may be cited as the Environmental Protection (Duty of Care) Regulations 1991 and shall come into force on 1st April 1992.
- (2) In these Regulations- "the 1990 Act" means the Environmental Protection Act 1990;

"transferor" and "transferee" mean respectively, in relation to a transfer of controlled waste by a person who is subject to the duty imposed by section 34(1) of the 1990 Act, the person who in compliance with that section transfers a written description of the waste and the person who receives that description.

Transfer Notes

- (1) The transferor and the transferee shall, at the same time as the written description of the waste is transferred, ensure that such a document as is described in paragraph (2) ("a transfer note") is completed and signed on their behalf.
- (2) A transfer note shall-
 - (a) identify the waste to which it relates and state-
 - (i) its quantity and whether on transfer it is loose or in a container;
 - (ii) if in a container, the kind of container; and
 - (iii) the time and place of transfer;
 - (b) give the name and address of the transferor and the transferee;
 - (c) state whether or not the transferor is the producer or importer of the waste and, if so, which;
 - (d) if the transfer is to a person for authorised transport purposes, specify which of those purposes; and
 - (e) state as respects the transferor and the transferee which, if any, of the categories of person shown in column 1 of the following Table describes him and provide any relevant additional information specified in column 2 of the Table.

TABLE

Category of person	Additional information
An authority which is a waste collection authority for the purposes of Part II of the 1990 Act.	
A person who is the holder of a waste management licence under section 35 of the 1990 Act or of a disposal licence under section 5 of the Control of Pollution Act 1974 ^[2] .	If the waste is to be kept, treated or disposed of by that person, the relevant licence number and the name of the licensing authority.
A person to whom section 33(1) of the 1990 Act does not apply by virtue of regulations under subsection (3) of that section.	
A person registered as a carrier of controlled waste under section 2 of the Control of Pollution (Amendment) Act 1989 ^[3] .	The name of the waste regulation authority with whom he is registered and his registration number.
A person who is not required to be so registered by virtue of regulations under section 1(3) of that Act.	
A waste disposal authority in Scotland.	

Duty to keep copies of written descriptions of waste and transfer notes

The transferor and the transferee shall each keep the written description of the waste and the transfer note or copies thereof for a period of two years from the transfer of the controlled waste

Duty to furnish documents

A person who has been served by a waste regulation authority with a notice in writing specifying or describing any document and requiring its production shall, if the document is one which at that time he is under a duty to keep under regulation 3, furnish the authority with a copy of it at the authority's office specified in the notice and within the period (not being less than 7 days) so specified.