

Waste Services Contract

# Waste Acceptance Procedure – Overview

WSC-WAP-OVR – Draft Version [2.0 – January 2010](#)

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# Waste Acceptance Procedure – Overview

## Document Control

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## Executive Summary

This document forms part of the Waste Services Contract between LLW Repository Ltd and its Customers. It provides an overview of LLW Repository Ltd's Waste Acceptance Procedure giving key information about LLW Repository Ltd, lower activity radioactive waste, waste treatment and disposal services and it acts as an introduction to the process for consigning waste to LLW Repository Ltd. Along with the processes that make up the Waste Acceptance Procedure, it tells customers **how** to consign waste. It should be read in conjunction with the Waste Acceptance Criteria that details **what** waste can be consigned to LLW Repository Ltd for treatment and / or disposal. A Process Overview Diagram (Reference: WAP-PRO-OVR) that provides a visual guide to the waste acceptance processes described in this document is available from our website: [www.llwrsite.com](http://www.llwrsite.com)

If you need any assistance or have any questions regarding this Waste Acceptance Procedure or LLW Repository Ltd's Waste Services, please contact the LLW Repository Ltd Customer Team by telephone: (01946) 722000 or by e-mail: [customerteam@llwrsite.com](mailto:customerteam@llwrsite.com)

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1. Introduction

This document provides an Overview of LLW Repository Ltd's *Waste Acceptance Procedure*. It forms part of the Waste Services Contract and it is a contractual requirement for Customers to follow these procedures in order to consign waste to *LLW Repository Ltd* for Treatment and / or Disposal.

1.1. LLW Repository Ltd

LLW Repository Ltd is a Radioactive Waste Management company providing a range of treatment and disposal services to Customers across the UK to support the management of lower activity radioactive waste. LLW Repository Ltd is a Nuclear Decommissioning Authority Site Licence Company. It is owned and managed, under contract to the Nuclear Decommissioning Authority, by UK Nuclear Waste Management Ltd, a consortium led by URS Washington Division including Areva NC, Studsvik UK and Serco Assurance.

1.2. Low Level Waste Repository

LLW Repository Ltd manages and operates the *Low Level Waste Repository* in West Cumbria under contract to the owner of the Facility, the Nuclear Decommissioning Authority. This is the UK's National Facility for the disposal of low level radioactive waste. LLW Repository Ltd's *Low Level Waste Disposal Service* involves the grouting and disposal of waste at the *Low Level Waste Repository* in the Near Surface Disposal Facility. LLW Repository Ltd holds the Nuclear Site Licence and the *Disposal Authorisation* that allow the facility to operate. In operating the *Low Level Waste Repository*, LLW Repository Ltd's primary objective is to provide a safe and secure disposal facility for *Low Level Waste* whilst ensuring that the disposal capacity is preserved only for waste which needs to be disposed of in an engineered facility.

1.3. Waste Services

Through the [Waste Services Contract](#), LLW Repository Ltd provides Customers with a range of [waste management options to ensure their lower activity wastes are managed in the most efficient manner possible with the ultimate objective of preserving the disposal capacity at the Low Level Waste Repository](#). LLW Repository Ltd's Waste Services are:

**M** [Metallic Waste Treatment Service](#)

[This service is a recycling option. Waste can be treated by decontamination, blasting or melting to remove the radiological content. The vast majority of the metal can then be recycled as Exempt Waste thus reducing the volume for disposal. The remaining Secondary Waste is either consigned to the Low Level Waste Repository for disposal or disposed of by the Service Supplier.](#)

**S** [Supercompactable Waste Treatment Service](#)

[This service is a volume reduction option. Waste can be treated by shredding and high force compaction to reduce its volume. The Secondary Waste product is consigned to the Low Level Waste Repository for disposal.](#)

**L** [Low Level Waste Disposal Service](#)

[This service is a disposal option. Waste that is not suitable or selected for treatment, has already been treated or Secondary Waste from a treatment process is consigned to the Low Level Waste Repository for disposal.](#)

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Deleted: collective term used for all Low Level, Very Low Level and Exempt Waste that arises from the Nuclear Industry.

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Deleted: Low Level Waste includes metals, soil, building rubble and organic materials, which arise principally as lightly contaminated miscellaneous scrap. Metals are mostly in the form of redundant equipment. Organic materials are mainly in the form of paper towels, clothing and laboratory equipment that have been used in areas where radioactive materials are used – such as hospitals, research establishments and the nuclear industry. Low Level Waste contains radioactive materials other than those acceptable for disposal with municipal and general commercial or industrial waste. It is defined as "radioactive waste having a radioactive content not exceeding four gigabecquerels per tonne (GBq/te) of alpha or 12 GBq/te of beta/gamma radioactivity".¶  
Very

Deleted: Very Low Level Waste covers waste with very low concentrations of radioactivity. It arises from a variety of sources, including hospitals and the wider non-nuclear industry. Because Very Low Level Waste contains little total radioactivity, it has been safely treated by various means, such as disposal with municipal and general commercial and industrial waste directly at landfill sites or indirectly after incineration. Its formal definition is:¶

¶  
(a) in the case of low volumes ('dustbin loads') of Very Low Level Waste "Radioactive waste which can be safely disposed of to an unspecified destination with municipal, commercial or industrial waste ("dustbin" disposal), each 0.1m<sup>3</sup> of waste containing less than 400 kilobecquerels (kBq) of total activity or single items containing less than 40 kBq of total activity. For wastes containing carbon-14 or hydrogen-3 (tritium):¶  
<#>in each 0.1m<sup>3</sup>, the activity limit is 4,000 kBq for carbon-14 and hydrogen-3 (tritium) taken together¶  
<#>for any single item, the activity limit is 400 kBq for carbon-14 and hydrogen-3 (tritium) taken together¶

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## Waste Acceptance Procedure - Overview

### 1.4. Service Suppliers

To provide the Waste Services, LLW Repository Ltd has contracts with a range of Service Suppliers. These sub-contractors to LLW Repository Ltd operate or have access to suitable treatment and / or disposal facilities.

## 2. Prerequisites

To consign waste to LLW Repository Ltd for treatment and / or disposal, there are a number of prerequisites that must be in place before Customers can follow this Waste Acceptance Procedure.

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The following are required:

- Disposal Authorisation
- Agreement in Principle
- Waste Services Contract

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The following may be required:

- Transfrontier Shipment Authorisation
- Third Party Waste Agreement

### 2.1. Disposal Authorisation

To allow waste to be consigned to LLW Repository Ltd, the Customer must hold a valid *Disposal Authorisation* issued under the Radioactive Substances Act by either the Environment Agency in England and Wales or the Scottish Environmental Protection Agency in Scotland. The *Disposal Authorisation* must cover the Waste Service the Customer wishes to utilise and the route to consign the waste to either the *Low Level Waste Repository* or preferably directly to the relevant Treatment or Disposal Facility.

Deleted: **Services Contract¶**  
A Waste Services Contract is the contractual agreement between LLW Repository Ltd and the Customer who wants to consign waste to LLW Repository Ltd. The Contract incorporates the Waste Acceptance Procedure and the Waste Acceptance Criteria. ¶  
¶ New Customers can apply for a Waste Services Contract by completing the Application Form available on our website. ¶  
¶

### 2.2. Agreement in Principle

To support an application for a *Disposal Authorisation* to the relevant Regulatory Body, a Customer may require an Agreement in Principle from LLW Repository Ltd that the proposed waste will, in principle, be suitable for Treatment and / or Disposal by LLW Repository Ltd.

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Customers can apply for an Agreement in Principle by contacting our Customer Team.

Deleted: To support an application for a Disposal Authorisation to the relevant Regulatory Body, a Customer may require an Agreement in Principle from LLW Repository Ltd that the proposed waste will, in principle, be suitable for Treatment and / or Disposal by LLW Repository Ltd. ¶  
¶ New Customers can apply for an Agreement in Principle by completing the Application Form available on our website. ¶

### 2.3. Waste Services Contract

A Waste Services Contract is the contractual agreement between LLW Repository Ltd and the Customer who wants to use the Waste Services offered by LLW Repository Ltd. The Contract incorporates the *Waste Acceptance Procedure* and the *Waste Acceptance Criteria*.

Customers can apply for a Waste Services Contract by contacting our Customer Team.

### 2.4. Transfrontier Shipment Authorisation

Where waste is to be consigned to a Treatment and / or Disposal to a Facility outside the UK, the consignment must be covered by a *Transfrontier Shipment Authorisation*. For

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Waste Acceptance Procedure - Overview

waste to be consigned to LLW Repository Ltd through the Waste Services Contract, LLW Repository Ltd will manage, or support applications for a Transfrontier Shipment Authorisation including obtaining any relevant Export Licences that may be required.

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Metallic

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Deleted: This service is a recycling option. Waste can be treated by shotblasting or smelting to remove the radiological content. The vast majority of the metal can then be recycled as Exempt Waste thus reducing the volume for disposal. The remaining secondary waste is consigned to the Low Level Waste Repository for disposal.¶

<#>Supercompactable Waste Treatment¶

This service is a volume reduction option. Waste can be treated by high force compaction to reduce the volume that needs to be disposed of. The secondary waste product is consigned to the Low Level Waste Repository for disposal.¶

<#>Low Level Waste Disposal¶

This service is a disposal option. Waste that is not suitable for treatment or secondary waste from a treatment process is consigned to the Low Level Waste Repository for disposal.¶

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2.5. Third Party Waste Agreement

A number of Customers, who are not waste generators themselves, hold a Waste Services Contract with LLW Repository Ltd in order to consign waste on behalf of a Third Party who generates waste. To allow Third Party Waste to be consigned, a Third Party Waste Agreement must be in place.

Customers can apply for a Third Party Waste Agreement by contacting our Customer Team.

3. Waste Acceptance Procedure

The Waste Acceptance Procedure is the term used for the arrangements that Customers follow to consign waste to LLW Repository Ltd.

The Waste Acceptance Procedure has been split into a series of logical processes that cover the entire spectrum of waste management from forecasting through characterisation to treatment and disposal. The processes are:

- Waste Forecasting
• Waste Assurance
• Waste Characterisation
• Waste Enquiry
• Waste Consignment
• Waste Receipt

Each process can consist of four elements:

- Process Diagram
• Guide
• Forms
• Templates

Process Diagram

Each Process is detailed in a Process diagram. This diagram highlights the key steps in each process and defines the actions that the Customer, LLW Repository Ltd and the Supplier will take to complete the process.

Guide

Each Process is supported by a Guide. The Guide provides additional details about each process step, information requirements, actions and the objectives of the Process. The Guide also explains how each Form should be completed, including the level of detail required, and the role of any Templates that LLW Repository Ltd completes.

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Forms

Forms are to be completed by the Customer and submitted to LLW Repository Ltd to provide relevant information to complete the Process. Forms can be completed electronically and submitted to LLW Repository Ltd by e-mail.

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Templates

Templates are completed by LLW Repository Ltd and issued to the Customer to provide relevant information related to the Process. Templates will be completed electronically and issued to the Customer by e-mail.

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3.1. Waste Forecasting

The Waste Forecasting Process is the process that Customers follow to provide LLW Repository Ltd with a regular forecast of their Waste Treatment and Disposal Volumes, Radioactivity Content and Container Supply requirements. Customers complete the Waste Forecasting Form and submit it to LLW Repository Ltd. Following review of the forecast, LLW Repository Ltd will issue Customer's an allocation of capacity for Waste Services. For Packaging Services requirements, LLW Repository Ltd will ensure that sufficient containers are available to meet Customer requirements subject to receipt of a Purchase Order from the Customer. Further details are provided in the Packaging Services Process Diagram and Guide that form part of the Waste Services Contract.

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The Waste Forecasting Process is an ongoing process between the Customer and LLW Repository Ltd for the duration of the Waste Services Contract. For a particular year, the process begins with the Customer compiling their requirements for the next 12 months in the Waste Forecasting Form and ends with LLW Repository Ltd providing an Allocation for the next 12 months.

The Waste Forecasting Process consists of:

- Waste Forecasting Process (Reference: WSC-PRO-WFO)
- Waste Forecasting Guide (Reference: WSC-GUI-WFO)
- Waste Forecasting Form (Reference: WSC-FOR-WFO)

3.2. Waste Characterisation

The Waste Characterisation Process is the process that Customers follow to detail the techniques they have used to characterise their waste for Treatment and / or Disposal. LLW Repository Ltd uses the information provided in the Waste Characterisation Form to confirm that the Customer's characterisation techniques will result in an accurate declaration of the radioactivity content of the waste during the Waste Consignment Process.

There are a number of elements required to suitably characterise waste: originating process and history of the waste, consideration of predicted isotopic and hazardous elements, development of a sampling and analysis plan, implementation of sampling and analysis, derivation of a waste fingerprint, categorisation of the waste, identification of activity assessment and measurement techniques and finally the compilation of this information in a Waste Characterisation Form.

The Waste Characterisation Process is an ongoing process between the Customer and LLW Repository Ltd for the duration of the Waste Services Contract. For a particular

## Waste Acceptance Procedure - Overview

quantity of waste, the process begins with the Customer identifying the nature of the waste to be characterised and ends when a Waste Characterisation Form has been approved by LLW Repository Ltd.

The Waste Characterisation Process consists of:

- Waste Characterisation Process ([Reference: WSC-PRO-WCH](#))
- Waste Characterisation Guide ([Reference: WSC-GUI-WCH](#))
- Waste Characterisation Form ([Reference: WSC-FOR-WCH](#))

### 3.3. Waste Assurance

The Waste Assurance Process is the process that Customers follow to provide re-assurance to LLW Repository Ltd that their own waste management arrangements and procedures will ensure that waste consigned to LLW Repository Ltd for Treatment and / or Disposal will comply with the requirements of both the *Waste Acceptance Procedure* and the *Waste Acceptance Criteria*.

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[The Process](#) also includes the activities that LLW Repository Ltd will undertake to provide assurance that waste consigned to LLW Repository Ltd for Treatment and / or Disposal is as described in the Waste Consignment Form. These objectives are achieved by undertaking Customer Audits and Assurance Monitoring of waste consignments.

The Waste Assurance Process is an ongoing process between the Customer and LLW Repository Ltd for the duration of the Waste Services Contract. [Once a Waste Quality Plan has been submitted](#), the process begins with the Customer outlining their waste management arrangements in the Waste Assurance Form, [for a particular quantity of waste selected by the Customer](#). [The process includes](#) LLW Repository Ltd monitoring [waste](#) consignments [during the Waste Receipt Process and completing Customer Audits](#).

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The Waste Assurance Process consists of:

- Waste Assurance Process ([Reference: WSC-PRO-WAS](#))
- Waste Assurance Guide ([Reference: WSC-GUI-WAS](#))
- Waste Assurance Form ([Reference: WSC-FOR-WAS](#))

### 3.4. Waste Enquiry

The Waste Enquiry Process is the starting point for consigning a specific volume of waste under the *Waste Acceptance Procedure*. Customers wishing to consign waste to LLW Repository Ltd must complete a Waste Enquiry Form that provides outline information about the waste to be consigned and the potential waste treatment and / or disposal options that can be applied. The Form requires details for waste description, waste composition, physical properties, radiological properties and waste packaging options.

The Waste Enquiry Process is related to a particular quantity of waste. It can be used to enquire about the suitability of a range of waste volumes for Treatment and / or Disposal services, such as a one-off large item, a multi-year operational wastestream, an entire decommissioning project or a single consignment of mixed waste. The process begins with the Customer completing the Waste Enquiry Form and ends with LLW Repository Ltd issuing a Waste Services Quotation [that includes](#): the [Service Information](#), any necessary variations that would be required [to meet the Waste Acceptance Criteria](#), and [for Metallic Waste Treatment, an agreed](#) Waste Packing Plan.

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The Waste Enquiry Process consists of:

- Waste Enquiry Process ([Reference: WSC-PRO-WEN](#))
- Waste Enquiry Guide ([Reference: WSC-GUI-WEN](#))
- Waste Enquiry Form ([Reference: WSC-FOR-WEN](#))
- Waste Packing Plan Template ([Reference: WSC-TEM-WPP](#))
- Waste Services Quotation Template ([Reference: WSC-TEM-WSQ](#))

### 3.5. Waste Consignment

The Waste Consignment Process follows the [Waste Enquiry Process and its purpose is to consider](#) the acceptance of each waste consignment. Customers that have accepted a Waste Services Quotation and generated a *Waste Consignment* must complete a Waste Consignment Information Form that provides detailed information on the contents of a specific container of waste. It may be necessary to obtain approval for a variation to the *Waste Acceptance Criteria* from LLW Repository Ltd through the submission of a Waste Consignment Variation Form. The information provided during this process forms the lifetime record of waste disposed of at the *Low Level Waste Repository*. It is therefore very important that Customers complete the Forms [as](#) fully and accurately as possible.

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[Where Customers have used the 'Approval in Advance' option on the Waste Consignment Variation Form, or a required variation was identified at the Waste Enquiry stage, the variation must be confirmed through approval of a Waste Consignment Variation Form for the specific waste consignment.](#)

The Waste Consignment Process is related to a specific consignment of waste, i.e. a single container of waste. The process begins with the Customer generating the waste and packing it in accordance with the Waste Services Quotation and [for Metallic Waste Treatment](#), the Waste Packing Plan. The process ends with the *Waste Consignment* being transported to the relevant Treatment or Disposal Facility.

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The Waste Consignment Process consists of:

- Waste Consignment Process ([Reference: WSC-PRO-WCO](#))
- Waste Consignment Guide ([Reference: WSC-GUI-WCO](#))
- Waste Consignment Information Form ([Reference: WSC-FOR-WCI](#))
- Waste Consignment Transport Form ([Reference: WSC-FOR-WCT](#))
- Waste Consignment Variation Form ([Reference: WSC-FOR-WCV](#))
- Waste Consignment Approval Template ([Reference: WSC-TEM-WCA](#))
- Waste Consignment Rejection Template ([Reference: WSC-TEM-WCR](#))

### 3.6. Waste Receipt

The Waste Receipt [Process follows](#) the [Waste Consignment Process and begins](#) once a *Waste Consignment* has been delivered to a Treatment or Disposal facility. This Process does not require any initiating action from the Customer.

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The Waste Receipt Process is related to a specific consignment of waste, i.e. a single container of waste. The process begins with the *Waste Consignment* being received at the relevant Treatment or Disposal Facility. [This process begins with an](#) inspection to confirm that the consignment complies with the relevant *Waste Acceptance Criteria* and ends with LLW Repository Ltd issuing a Waste Disposition Report that details the final

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status of the waste that was consigned after all Treatment and / or Disposal Services have been completed.

The Waste Receipt Process consists of:

- Waste Receipt Process ([Reference: WSC-PRO-WRE](#))
- Waste Receipt Guide ([Reference: WSC-GUI-WRE](#))
- Waste Receipt Template ([Reference: WSC-TEM-WRE](#))
- Waste Services Invoice Template ([Reference: WSC-TEM-WSI](#))
- Waste Event Report Template ([Reference: WSC-TEM-WER](#))
- Waste Disposition Report Template ([Reference: WSC-TEM-WDR](#))

### 4. Waste Delivery

The arrangements for delivery of Waste Consignments depend on which treatment or disposal service the Customer is using as detailed below. However, Waste Consignments will not normally be received on Saturdays, Sundays, Bank Holidays or on other days notified in advance to Customers.

#### 4.1. Metallic Waste Treatment Service

Due to there being a range of delivery destinations, Waste Consignments for the Metallic Waste Treatment Service shall be delivered in accordance with the details specified in the Service Information that is issued as part of a Waste Services Quotation (Reference: WSC-TEM-WSQ).

#### 4.2. Supercompactable Waste Treatment Service

Waste Consignments for the Supercompactable Waste Treatment Service shall, unless otherwise agreed, be delivered to Sellafield in accordance with the following:

- **Delivery Address:** Sellafield Site, Sellafield, Seascale, Cumbria, CA20 1PG
- **Delivery Times:** Monday to Friday from 08:00 to 14:30

#### 4.3. Low Level Waste Disposal Service

Waste Consignments for the Low Level Waste Disposal Service shall, unless otherwise agreed, be delivered to the Low Level Waste Repository in accordance with the following:

- **Delivery Address:** Low Level Waste Repository Site, Old Shore Road, Drigg, Holmrook, Cumbria, CA19 1XH
- **Delivery Times:** Monday to Friday from 09.15 to 14:00

In addition, to maintain good local stakeholder relationships, delivery vehicles should not drive through Drigg village before 09:00 or after 15:30.

### 5. Communications

#### 5.1. Help and Support

LLW Repository Ltd has a dedicated Customer Support Team to help Customers with their waste management activities and any aspect of LLW Repository Ltd's services. LLW Repository Ltd's Office Hours are 08:30 to 16:30, Monday to Friday.

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### 5.2. Preferred Communication Methods

To complete the *Waste Acceptance Procedure*, Customers must submit a range of forms and supporting documents to LLW Repository Ltd and various communications will pass between the Customer and LLW Repository Ltd. To make this transfer of information as efficient as possible, LLW Repository Ltd use e-mail and electronic documents and prefers Customers to use the same approach.

### 5.3. Notices

Some notices required under the Terms and Conditions of the Waste Services Contract may involve transfer of 'wet signature' documents. If Customers therefore need to post any notices, they should be sent to the following address marked for the attention of the Service Manager:

Customer Support Team  
LLW Repository Ltd  
Blengdale Court  
Greengarth Business Park  
Holmrook  
Cumbria  
CA19 1UL

## 6. Records

There are a range of records that are required to support the management of waste under the Waste Services Contract. Primarily, these requirements are addressed by the Forms and Templates of the Waste Acceptance Procedure as detailed below.

### 6.1. LLW Repository Ltd Records

All Forms, as submitted to LLW Repository Ltd, and Templates, as issued by LLW Repository Ltd, will be retained by LLW Repository Ltd for the duration of the contract and for a minimum of 12 years after the contract has expired. In some cases, such as the Waste Consignment Forms, the Forms are the lifetime record of the *Waste Consignment* and will be retained by LLW Repository Ltd for an indefinite period as required by LLW Repository Ltd's *Disposal Authorisation*. Where Forms have to be signed by the Customer and / or LLW Repository Ltd, a signed copy will be retained.

The following Forms and Templates will be retained as records by LLW Repository Ltd:

- Waste Forecasting Form (Reference: WSC-FOR-WFO)
- Waste Characterisation Form (Reference: WSC-FOR-WCH)
- Waste Assurance Form (Reference: WSC-FOR-WAS)
- Waste Enquiry Form (Reference: WSC-FOR-WEN)
- Waste Consignment Information Form (Reference: WSC-FOR-WCI)
- Waste Consignment Variation Form (Reference: WSC-FOR-WCV)
- Waste Consignment Transport Form (Reference: WSC-FOR-WCT)
- Waste Packing Plan Template (Reference: WSC-TEM-WPP)
- Waste Services Quotation Template (Reference: WSC-TEM-WSQ)
- Waste Consignment Approval Template (Reference: WSC-TEM-WCA)
- Waste Consignment Rejection Template (Reference: WSC-TEM-WCR)

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- [Waste Receipt Template \(Reference: WSC-TEM-WRE\)](#)
- [Waste Services Invoice Template \(Reference: WSC-TEM-WSI\)](#)
- [Waste Event Report Template \(Reference: WSC-TEM-WER\)](#)
- [Waste Disposition Report Template \(Reference: WSC-TEM-WDR\)](#)

In addition to the Forms and Templates, LLW Repository Ltd will retain the following records:

- [Contractual Documents](#)
- [Contractual Notices](#)
- [Copies of Disposal Authorisations](#)
- [Copies of Transfrontier Shipment Authorisations](#)
- [Package Approval Certificates](#)
- [Waste Receipt Monitoring Reports](#)
- [Waste Event Investigation Reports](#)
- [Customer Audit Reports](#)
- [Service Supplier Audit Reports](#)
- [Service Supplier Quotations](#)

Other records will be retained as required. All records retained by LLW Repository Ltd are available for inspection by the Customer in accordance with the relevant clauses of the Waste Services Contract.

### 6.2. Customer Records

Customers are likely to retain their own records in relation to their waste management activities under the Waste Services Contract. In addition to copies of Forms and Templates, Customers are likely to retain at least some of the following records:

- [Contractual Documents](#)
- [Contractual Notices](#)
- [Disposal Authorisations](#)
- [Waste Consignment Packing Inventories](#)
- [Photographic Records of a Waste Consignment](#)
- [Quality Plans](#)
- [Waste Event Investigation Reports](#)
- [Customer Audit Reports](#)

LLW Repository Ltd advises Customers to retain these records for the duration of the contract and for a minimum of 12 years after the contract has expired. As a minimum, the Customer should retain all records relating to any given *Waste Consignment*, until the Waste Disposition Report for that *Waste Consignment* has been issued by LLW Repository Ltd. This is to ensure that all relevant information is available to support any waste event investigations following receipt of a *Waste Consignment*.

All records retained by the Customer must be made available for inspection by the LLW Repository Ltd in accordance with the relevant clauses of the Waste Services Contract.

## 7. Glossary

**Activity**, expressed in Becquerels, means the number of spontaneous nuclear transformations occurring in a period of one second.

**Consign**, in the context of waste, means to transfer waste to LLW Repository Ltd for the purpose of disposal at the *Low Level Waste Repository* and **Consigned** has a corresponding meaning.

**Disposal Authorisation** means either the Customer's current Certificate of Authorisation or the current Certificate of Authorisation for the *Low Level Waste Repository* (Reference: BZ2508) both of which are issued under the Radioactive Substances Act 1993 by either the Environment Agency or the Scottish Environment Protection Agency.

**Disposal Container(s)** means those containers, as defined in the relevant *Waste Acceptance Criteria*, that are approved for use to consign a *Waste Consignment* to the *Low Level Waste Repository* for disposal.

**LLW Repository Ltd** means the waste management company that holds the Site Licence to manage and operate the *Low Level Waste Repository* under contract to the owner of the site, the Nuclear Decommissioning Authority.

**Low Level Waste** means solid low level radioactive waste in accordance with the requirements specified in the relevant *Waste Acceptance Criteria* document. It typically includes metals, soil, building rubble and organic materials, which arise principally as lightly contaminated miscellaneous scrap. Metals are mostly in the form of redundant equipment. Organic materials are mainly in the form of paper towels, clothing and laboratory equipment that have been used in areas where radioactive materials are used, such as hospitals, research establishments and the nuclear industry. *Low Level Waste* contains radioactive materials other than those acceptable for disposal with municipal and general commercial or industrial waste.

**Low Level Waste Repository** means the national low level radioactive waste disposal facility situated near the village of Drigg in West Cumbria.

**Metallic Waste** means those wastes for which best practicable means are sufficient to render them into a form suitable for treatment and which if subject to relevant techniques such as decontamination, blasting or melting could reasonably be expected to be reduced in volume by 50% or more. *Metallic Waste* can typically consist of: scaffolding, pipes, tubing, valves, structural elements, cabinets, plant items, heat exchangers, turbines, etc.

**Secondary Waste** means waste for disposal at the *Low Level Waste Repository* that arises from a treatment process completed by *LLW Repository Ltd* for a Customer under the *Waste Services Contract*.

**Sellafield** means *Sellafield Ltd's* Nuclear Licensed Site at Sellafield in West Cumbria.

**Sellafield Ltd** means the company that holds the Site Licence to manage and operate Sellafield under contract to the owner of the site, the Nuclear Decommissioning Authority.

**Service Supplier** means any sub-contractor that *LLW Repository Ltd* uses to deliver *Waste Services* as defined in the relevant *Waste Acceptance Criteria*.

## Waste Acceptance Procedure - Overview

**Supercompactable Waste** means those wastes for which best practicable means are sufficient to render them into a form suitable for High Force Compaction and which if subject to High Force Compaction and allowing for *Reassertion* could reasonably be expected to be reduced in volume by 30% or more. *Supercompactable Waste* can typically consist of: paper, gloves, tape, sisalkraft, cloth, punctured and drained aerosol cans, small tool items (hammer heads, bolts, nuts etc) in small quantities, light gauge metal assemblies, small quantities of timber, plastic items, PPE, small quantities of glass (wrapped in tape and placed in a tin with the lid taped), electrical cables, electrical conduit, size reduced chairs and wastes of similar size and composition.

**Supercompaction** means the application of pressure of at least 20,000kN/m<sup>2</sup>. *Supercompacted* has a corresponding meaning.

**Third Party Waste** means those wastes, which are consigned to LLW Repository Ltd under a Waste Services Contract by an organisation other than the organisation which generates the waste.

**Transfrontier Shipment Authorisation** means a licence required under the Transfrontier Shipment of Radioactive Waste and Spent Fuel Regulations 2008 for the import/export of radioactive waste and / or spent nuclear fuel issued by the Environment Agency or the Scottish Environment Protection Agency.

**Transport Container(s)** means those containers, as defined in the relevant *Waste Acceptance Criteria*, that are approved for use to consign a *Waste Consignment* to LLW Repository Ltd for treatment.

**Waste Acceptance Criteria** means the requirements set out in Schedule 4 of the Waste Services Contract and relevant Statutory Regulations applicable to the customer in respect of the transport, treatment and disposal of *Low Level Waste*.

**Waste Acceptance Procedure** means the requirements, including this document, set out in Schedule 5 of the Waste Services Contract that define how waste can be consigned to *LLW Repository Ltd* for treatment and / or disposal.

**Waste Consignment** means one *Transport Container* or *Disposal Container* and its contents of waste and packaging with a maximum external volume of 40m<sup>3</sup>, received from a single Customer on one road or rail vehicle as specified in the Waste Consignment Information Form (Reference: WSC-FOR-WCI).