

## Environmental Permit

Environment Protection Act (CAP. 549)

Permit number  
**EP 024/09/G**

The Environment and Resources Authority (hereinafter the Authority; the Competent Authority or ERA) in exercise of its powers under the Environment Protection Act (CAP. 549) hereby authorises:

### **IMA Engineering Ltd**

Company registration number: C15875  
(hereinafter "the Operator" or "the Permit Holder"),

Of / Whose Registered Office (or principal place of business) is at

**IMA Engineering Ltd**  
**B27C Bulebel Industrial Estate**  
**Zejtun, Malta**

To operate an interim storage, pre-treatment and transfer facility for specified hazardous and non-hazardous waste prior to export at:

**IMA Engineering Ltd**  
**B27C Bulebel Industrial Estate**  
**Zejtun, Malta**

to the extent authorised by and subject to the conditions of this Permit.

This permit is valid for **two (2) years** from the date below. An application for renewal of this permit is to be submitted at least six weeks prior to expiry of this permit.

Signed

Date

Ms. Carmen Buttigieg Deputy Chairperson	Permit Issued: 17 / 07 / 2018
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**Authorised to sign on behalf of the Competent Authority**

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## Conditions

### 1 General

The Permitted Installation shall, subject to the conditions of this Permit, be managed, controlled and operated as described in the Application, or as otherwise previously agreed in writing by the Authority.

#### Status Log

Detail	Date
Issued Permit (WM 0035/08)	25 March 2010
Issued Permit (EP 0024/09)	11 September 2009
Consolidated Permit EP 0024/09/D Issued	21 January 2014
Renewal issued	18 August 2015
Variation Issued	20 October 2015
Renewal and Variation determined by ERA Board	06 July 2018

### 1.1 Permitted Activities

1.1.1 The permitted installation shall be subject to the methodology outlined in the approved method statement titled: “*Request for renewal and amalgamation of: EP 0024/09 and WM 0035/08: To operate an interim storage, pre-treatment and transfer facility for hazardous waste*” as submitted on 13 October 2013 and to the updates submitted as part of this renewal and variation process ‘G’. When discrepancies arise between the methodology submitted and the conditions of this Permit, the conditions of this Permit shall prevail.

1.1.2 The Operator is authorised to carry out the activities and the associated activities specified in Table 1.1.1.

Activity	Description of specified activity	Limits of specified activity
Temporary storage of hazardous and non-hazardous solid waste	Receipt and storage of hazardous and non-hazardous solid waste as set in the approved methodology	From receipt of waste to dispatch of solid waste to an authorised facility either locally or abroad.
Temporary storage of hazardous and non-hazardous waste sludges	Receipt and storage of hazardous and non-hazardous waste sludges as set out in in the approved methodology	From receipt of waste to dispatch of waste sludges to an authorised facility either locally or abroad.
Temporary storage and dismantling of specified counterfeit hazardous waste as per condition 3.1.5.1	Receipt, temporary storage & dismantling of specified counterfeit hazardous waste as set out in in the approved methodology excluding dismantling of batteries as per section 4.4.	From receipt of specified counterfeit hazardous waste to dispatch of dismantled components to an authorised facility either locally or abroad

Associated activity of storage and disposal of hazardous waste materials	Handling, storage and disposal of hazardous wastes arising from the processes (including electroplating) taking place at the installation	From generation of waste to disposal of waste to an authorised facility either locally or abroad
Temporary storage and dismantling of specified types of WEEE as per Condition 2.2.1	Receipt, temporary storage & dismantling of specified types of WEEE as per Condition 2.2.1	From receipt of specified WEEE to dispatch of dismantled components for recycling to an authorised facility either locally or abroad
Recovery of refrigerant gases from refrigeration circuits and extraction of waste compressor oil from WEEE refrigeration equipment and air conditioning units	Extraction of refrigerant gases from WEEE and extraction of waste compressor oil. The process includes the separation of the resultant gases and oils into separate fractions for disposal, resale or reuse.	From extraction of gases and storage in specified refillable containers to either disposal at a Commission approved destruction facility or for resale/reuse as recovered refrigerant (HFCs only)  From extraction to storage and dispatch of extracted compressor oil to authorised facilities either locally or abroad.
Temporary storage and recovery of refrigerant gases accepted on site	Transfer of gases from cylinders into separate fractions for disposal, resale or reuse.	From transfer of gases and storage in specified refillable containers to either disposal at a Commission approved destruction facility or for resale/reuse as recovered refrigerant (HFCs only)
Temporary storage and dismantling of off-specification products and components (discarded EEE), not having been placed on the market	Receipt, temporary storage and dismantling of off-specification products and components not having been placed on the market as defined in the WEEE Regulations but accepted, stored and treated as per Waste Regulations.	From receipt of off-specification products and components not having been placed on the market, to dispatch of dismantled components for recycling to an authorised facility either locally or abroad.
Temporary Storage of Waste Batteries	Storage of waste batteries with EWC codes as specified in the permit	From receipt of waste to dispatch of waste batteries to an authorised facility either locally or abroad.

## 1.2 Site

- 1.2.1 The activities authorised under condition 1.1.1 shall not extend beyond the Site, as shown on the Site Map in Schedule 2 to this Permit.

### **1.3 General Conditions**

- 1.3.1 The conditions and obligations of this permit are without prejudice to any other regulation, code of practice, conditions or requirements requested by other Authorities or entities, including but not limited to, the Planning Authority, the Occupational Health and Safety Authority, Transport Malta and the Regulator for Energy and Water Services (REWS).
- 1.3.2 This permit is granted saving third party rights. The Permit Holder is not excused from obtaining any other permission required by law.
- 1.3.3 In these conditions and their interpretation, all terms shall have the same meaning as that assigned to them in S.L. 549.63 - the Waste Regulations.
- 1.3.4 The Permit Holder is to be legally responsible and accountable for managing the site in all its various aspects, thus ensuring that the waste management activity for which he has been granted a permit is carried out in accordance with the provisions as per S.L. 549.63 as amended, and other related legislation, as well as all the conditions of this permit.
- 1.3.5 The site must be well secured to minimise the opportunity for unauthorised entry. An employee is to be present at all times during the operational hours of the facility; and the premises must be closed and secured when no operations are taking place on site.
- 1.3.6 The company shall maintain a register of third party complaints. The register shall record the name and address of the complainant(s), the date, location, source and nature of the complaint and the corrective action undertaken, where such action proves necessary.
- 1.3.7 All plant, equipment and technical means used in operating the Permitted Installation shall be maintained in good operating condition and without causing potentially polluting leaks and spillages. The operator shall keep maintenance records as per Section 4.3.
- 1.3.8 The Permitted Installation shall be managed, controlled, supervised and operated by staff who are aware of the importance of environmental protection and suitably trained on the requirements of this Permit, in particular on those permit conditions relevant to their duties. All staff shall be provided with adequate training and written operating instructions to enable them to effectively carry out their duties. Such training shall be recorded and maintained in line with condition 4.3.4.
- 1.3.9 Upon the joint application of an operator and a proposed transferee, the Authority may transfer the environmental permit to the proposed transferee. The transfer of the permit will not relieve any of the operators from his environmental obligations and liabilities.
- 1.3.10 The Authority shall carry out regular compliance checks that vary in frequency according to the site's compliance with the permit conditions. Any such checks carried out by the Authority are to be made at the Permit Holder's financial expense.
- 1.3.11 The Authority's representatives are empowered to inspect every part of the site and ask for any closed or locked areas to be opened. They are also entitled to be given any proof, documentation, plans, receipts or any other records which these Authority representatives may request.
- 1.3.12 The Authority may add, amend, substitute or revoke any of the conditions of this permit after notifying the Permit Holder of its intention and after describing the changes to the Permit Holder. This without prejudice to any prevailing circumstances that would preclude the Authority from following such a procedure.

- 1.3.13 The validity of this permit is until **17 July 2020**. The Permit Holder is able to renew the permit upon application with the Authority expressing his/her intention at least six (6) weeks prior to the expiry of the permit. An application for the renewal of the Permit will only be accepted by the Authority subject to Condition 4.4.1 being fulfilled. The permit will be considered renewed once the official renewed permit is issued by the Authority.
- 1.3.14 This permit is issued against a bank guarantee of **€ 9,100 (Financial Guarantee Number G23TFC34928 dated 12 July 2018)** which shall be renewed annually. This guarantee will have to be maintained throughout the lifetime of the permit. Following renewal and/or variations to this permit, the Authority may require amendments to the Bank Guarantee.
- 1.3.15 The Authority may take part or all of the bank guarantee if the Permit Holder fails to take the necessary action, in cases of non-compliance with these permit conditions, the Act or any subsidiary legislation thereof, or in cases where environmental integrity is threatened. This bank guarantee is without prejudice to any environmental liabilities incurred by the operator through failure to adhere with permit conditions. Should the Authority forfeit the Bank Guarantee either in part or in full, the operator shall ensure that this is replenished without undue delay.
- 1.3.16 A copy of this permit should be available at all times at the permitted facility, including any Variation Notices or amendments to it.
- 1.3.17 The Authority may suspend or revoke this environmental permit or part of it where significant mismanagement of the site is observed or any of the permit conditions are not respected. This may be done after a written warning is given by the Authority or in any eventuality that gives the Authority enough reason to suspend or revoke this permit.
- 1.3.18 The operator may apply with the Authority for the release of the Bank Guarantee, which shall be released subject to the full compliance of the permit conditions, as confirmed by the Authority.
- 1.3.19 The Authority may request monitoring and/or review of operational practices and commission audits on the installation as deemed necessary to address any circumstances that may affect the quality of the surrounding environment. Any required monitoring and/or audits shall be carried out at the expense of the Permit Holder.
- 1.3.20 Without prejudice to condition 1.3.19, the Authority may take any action deemed necessary including but not limited to the suspension of any activity/operation until investigations are concluded.

## **1.4 Operational Changes**

- 1.4.1 The operator may apply for a variation in permit and shall seek the Authority's written agreement prior to any operational changes, by sending to the Authority
- a) Written notice of the details of the proposed change, including an assessment of its possible effects (including changes in emissions and waste production) on risks to the environment from the Permitted installation;
  - b) Any relevant supporting information (e.g. chemical/fuel consumption, technical details, changes in the type/use of substances/mixtures, etc.);
  - c) Any relevant supporting assessments and drawings, and;
  - d) The proposed implementation date.
- 1.4.2 Any such change shall only be implemented following the issue of a variation of the permit by the Authority.

## 1.5 Improvement Programme

- 1.5.1 The Operator shall complete the improvements specified in Table 1.5.1 by the date specified in that table.

<b>Table 1.5.1: Improvement programme</b>		
<b>Reference</b>	<b>Requirement</b>	<b>Deadline</b>
1	Submission of methodology for the handling and storage of fluorescent tubes, bulbs and CRTs on site. This methodology is also to include a contingency procedure in the event of breakage of fluorescent tubes, bulbs and CRTs whilst handling and storage as per conditions 2.2.9 and 2.2.10.	Within 3 months of issue of permit
2	Designation and implementation of a Quarantine Area to cater for any un-permitted waste codes present onsite.	Within 1 month of issue of the permit

## 2. Site Infrastructure and Operations

### 2.1 Site Infrastructure

- 2.1.1 During non-operating hours the site should be firmly closed and totally inaccessible to third parties, both by vehicle and on foot.
- 2.1.2 A quarantine area is to be designated within the site boundary to temporarily hold unpermitted waste that may enter the site (refer to Section 3). A non leaking skip or similar contained structure can be utilised for the temporary storage of unpermitted waste.
- 2.1.3 All handling, storage and treatment of materials or waste shall take place only in areas with impervious ground and where thorough clean up and site reinstatement can be readily undertaken.
- 2.1.4 The site should be clearly identified by a site identification board, which should be replaced as soon as it is damaged or the information is no longer readable from a distance. The site identification board should be located at the site entrance and should contain the following information:
- a. The company name and address
  - b. Permit Holder's name
  - c. List of authorised activities on site
  - d. 24-hour emergency mobile number
  - e. Permit Number (making it clear this site is permitted by the Authority)
  - f. Opening hours of the site.
- 2.1.5 The Permit Holder is to ensure that the waste are organised into the designated areas, labelled and visible physical delineation of these areas should be put in place.

## 2.2 Permitted Operations on Site

- 2.2.1 Only waste streams as set out in the European Waste Catalogue codes in Schedule 1 can be accepted and processed on site, according to the approved methods as set out during the application process.

With regards to WEEE, only the following type of WEEE may be accepted and dismantled on site:

- Laptops;
- Computers
- CRTs, Flat Screen, TV units
- Air conditioners units

- 2.2.2 Discarded EEE (not within scope of the S.L. 549.89 – Waste Management (Electrical and electronic Equipment)) can only be accepted for storage and/or dismantling on site only if such waste was never placed on the market.
- 2.2.3 Records of transfers of discarded EEE to the permitted facility and dispatched off site to other authorised facilities after storage and/or treatment, shall be kept by the permit holder and shall include the source, quantity, type of EEE, date of transfer and the name of the offsite authorised end facilities. Such records, as per condition 4.3.2, shall be made available upon request by the Authority.
- 2.2.4 Each consignment of discarded EEE shall be accompanied by documentation, on an official letterhead from the source, declaring that the discarded EEE being transferred to the permitted facility was never placed on the market, the quantity being transferred and whether it is hazardous or non-hazardous. In case of transfer of hazardous discarded EEE to or from the permitted facility, the consignment shall also be covered by a Consignment Permit and accompanied with a Consignment Note as per the conditions 3.1.4.12 and 3.1.4.13 of this permit.
- 2.2.5 The Operator shall ensure that all waste accepted are stored and treated/dismantled in the designated storage areas mentioned during the application process and shown in Schedule 2.2.
- 2.2.6 The total amount of waste that can be stored and processed at any given time cannot exceed the capacity of the permitted facility as indicated by the operator during the application process (Table 2.2.2.1). With regards to hazardous wastes in particular, storage of such waste received from third parties may not exceed the total of 48 tonnes at any given time.
- 2.2.7 In fulfilment of obligations arising from conditions 2.2.1, operator shall ensure that processing of hazardous waste shall not exceed 10 tons per day.
- 2.2.8 In the case of WEEE containing refrigerant gases, only storage and removal of gases and waste compressor oils is allowed, as set out in Section 3.2.2 of this permit and as specified in the waste codes set out in the permit.
- 2.2.9 WEEE containing Cathode Ray Tubes (CRTs) may only be treated using the same methodology as submitted as part of the application to vary the permit and within the designated area on site. A method statement on the storage of this waste including a contingency procedure for accidental breakage whilst handling and storage prior to treatment is to be submitted for the approval of the Authority as per Table 1.5.1.
- 2.2.10 In the case of fluorescent tubes, only storage is allowed. No dismantling or crushing of these items may take place. A method statement on the storage of this waste including a contingency procedure for accidental breakage whilst handling and storage is to be submitted for the approval of the Authority as per Table 1.5.1.



- 2.2.11 The total combined quantity of WEEE, waste fluorescent tubes, waste batteries and any other hazardous waste at the permitted facility shall not exceed 49 tonnes at any given time. The operations on site are to strictly abide by the site layout plan for operations (processing and any storage) in the permitted areas as indicated during the renewal process of this permit.

**Table 2.2.2.1**

Area Designation	Type of waste	Storage Capacity (Tonnes)		Disposal/Recovery Capacity (Tonnes per day)	
		Hazardous	Non-hazardous	Hazardous	Non-hazardous
1	Storage of WEEE & EEE	2	Nil	Nil	Nil
2	Sorting of batteries	Nil	Nil	<1	<20
3	Dismantling and storing of WEEE & EEE	5	Nil	<2.5	Nil
3	Storage of Green listed waste	Nil	30	Nil	Nil
3	Dismantling of WEEE	Nil	Nil	<2.5	Nil
4	Hazardous waste storage area in covered IBCs for onsite generated waste /accepted from third parties for interim storage and export.	Temporary storage, pending export. 5 tonnes from third parties	Nil	Nil	Nil
5 & 6	Storage of WEEE in IBCs	5	Nil	Nil	Nil
7	Storage of spent gases in cylinders	7	7	Nil	Nil
7	Degassing of cylinders	Nil	Nil	1	Nil
8	Battery storage area	8	8	Nil	Nil
9	Container for WEEE/hazardous materials	<8	Nil	Nil	Nil
10	Container for WEEE	<8	Nil	Nil	Nil
<b>Total</b>		Storage of hazardous waste under any one of the listed EWC codes whether individually or with other hazardous waste shall not exceed 48 tonnes at any one time.	<b>&lt;50</b>	<b>&lt;7</b>	<b>&lt;20</b>

### **3. Operating Conditions**

#### **3.1 Emissions**

##### **3.1.1 Emissions to Air**

3.1.1.1 All processes which generate significant levels of airborne contaminants (such as dusts, toxic gases, odorous chemicals) shall have effective local collection and shall discharge through a stack or vent located and/or designed in such a way as to avoid local adverse environmental impact.

##### **3.1.2 Effluent Discharges**

3.1.2.1 No discharges to surface water or groundwater shall take place from the Permitted Installation.

3.1.2.2 No discharges to the foul sewer (other than from domestic sewage or equivalent) shall take place from the Permitted Installation.

3.1.2.3 The Operator shall undertake all necessary measures and precautions to prevent spillage of raw materials, intermediates, products, waste and any other materials.

3.1.2.4 All process and storage areas must be appropriately contained.

3.1.2.5 Rainwater shall not be discharged into the sewer.

3.1.2.6 Foul sewer drains must be strictly segregated from storm water drains.

##### **3.1.3 Emissions to Land**

3.1.3.1 No emission from the Permitted Installation shall be made to land.

##### **3.1.4 General Waste Acceptance, Storage and Handling**

3.1.4.1 The Permit Holder shall apply the precautionary principle to safeguard the environment whilst carrying out the permitted activities and should immediately refuse the entry of waste that is suspected to be in breach of the conditions of this permit.

3.1.4.2 The Permit Holder shall ensure that all waste management operations authorised in accordance with this Permit are carried out in an orderly manner and in such a way as to cause the least possible disturbance to the surroundings and the least possible nuisance to third parties.

3.1.4.3 All wastes shall be stored within a designated and controlled storage area(s) prior to ultimate disposal. Any unpermitted wastes that may inadvertently enter the site must be stored in a clearly defined and contained quarantine area (Condition 2.1.2) and not be mixed with other wastes on site.

3.1.4.4 No storage of waste destined for disposal is permitted for a period exceeding 12 months.

3.1.4.5 No storage of waste destined for recovery is permitted for a period exceeding 3 years.

3.1.4.6 Any wastes shall be stored in a designated and controlled storage area(s) as identified during the application process prior to ultimate disposal.

- 3.1.4.7 All wastes leaving the site after storage and/or processing must only be sent to authorised facilities licensed to accept the individual waste stream, either locally or abroad.
- 3.1.4.8 The operator is to prevent litter or other wastes escaping from the site boundaries. Any such escape of waste shall be collected immediately upon detection.
- 3.1.4.9 Only registered waste carriers as per activity 38 of schedule 1 in S.L. 549.45 the Waste Management (Activity Registration) Regulations are allowed to transport waste to and from this site.
- 3.1.4.10 Transboundary movement of waste shall be carried out in accordance with the following regulations, as amended from time to time:
- a. Regulation (EC) N° 1013/2006 of the European Parliament and of the Council of 14 June 2006 on shipments of waste
  - b. Commission Regulation (EC) N° 1418/2007 of 29 November 2007 concerning the export for recovery of certain waste listed in Annex III or IIIA to Regulation (EC) N° 1013/2006 of the European Parliament and of the Council to certain countries to which the OECD Decision on the control of transboundary movements of waste does not apply, and
  - c. Any other applicable legislation.
- 3.1.4.11 Disposal certificates shall be kept on record and made available for inspection for a period of at least 4 years from date of their issue.
- 3.1.4.12 Movement of hazardous waste to authorised facilities shall be covered by a valid consignment permit obtainable from the Competent Authority. Each movement shall also be covered by a consignment note obtainable from the Authority.
- 3.1.4.13 The Permit Holder shall submit to the Competent Authority the ERA copy (copy 5 – yellow form) of any consignment note for each consignment of waste at the end of each calendar month for movements that occurred in the previous month to the Authority as per requirements of Regulation 14 of SL 549.63.
- 3.1.4.14 The Permit Holder shall maintain records of the weight of each waste consignment received and /or removed from the site, where such data is collected using a properly calibrated scale. Operator is to submit details of the scale used, together with its location and calibration details. Records of waste weighed prior to loading onto the vehicle from the point of collection may be accepted.
- 3.1.4.15 The Permit Holder shall ensure to issue a certificate / receipt for every consignment of wastes accepted and removed on Site indicating the date and time of the consignment and the weight of the waste received. Each receipt should indicate the site name and permit number, as well as bearing a unique sequential number. Where applicable, this also applies to any Recycling Certificates issued by the operator.
- 3.1.4.16 No waste shall be handled beyond the boundary of the permitted facility. Movements of packaged waste outside of the permitted site for the purpose of loading may not commence prior to the arrival of the truck/container on site.
- 3.1.5 Storage, handling and recycling of hazardous and non-hazardous wastes**
- 3.1.5.1 Pre-treatment, storage and dismantling of counterfeit products (i.e. printer cartridges & related toner, shoe polish, mobile phone accessories and mobile phones) must adhere to the method statement submitted by the operator as indicated in Table

1.1.1. These must be contained in a way that the material is not exposed to the elements.

3.1.5.2 Area for storage of all hazardous waste must be clearly marked and delineated so as to make the storage capacity of the site readily identifiable during inspections by the Competent Authority. All waste to be stored outside but within the container shall be kept stored within IBCs clearly labelled with the type of waste and their respective weight.

### **3.1.6 Waste Electric and Electronic Equipment (WEEE) storage and treatment**

3.1.6.1 Only types of hazardous WEEE as specified in Condition 2.2.1 and 3.1.5.1 can be accepted on site for dismantling. All WEEE dismantling is to be carried out indoors or in a covered area, with impermeable flooring. The area indicated for WEEE may not be used for storage or processing of any other wastes other than waste electronics. Dismantling of Air Conditioning Units and transfer of gasses shall only commence once a notification to the Authority is submitted and it is verified by the Authority that the De-Gassing Equipment is present onsite.

3.1.6.2 Different components of dismantled WEEE shall not be mixed together in the same container. Other hazardous wastes of different natures shall also be kept separated.

3.1.6.3 Should the operator wish to process other types of WEEE besides those indicated during the variation application process, the operator must obtain another variation to permit from the Competent Authority prior to any further WEEE types being accepted or processed on site.

3.1.6.4 At least one (1) suitable work station for dismantling of WEEE must be set up, equipped with the necessary tools and proper component segregation bins.

3.1.6.5 The infrastructural set up of for the WEEE storage and treatment areas shall be carried out in compliance with the technical requirements set out in Schedule 8 of S.L. 549.89 - the Waste Management (Electrical and Electronic Equipment) Regulations. As a minimum, all the listed requirements shall be implemented at the permitted facility.

3.1.6.6 In the case of fluorescent tubes, only storage is allowed. No dismantling, crushing or any other form of treatment of this waste shall take place.

### **3.1.7 De-Gassing of Air condition Units**

3.1.7.1 All degassing and extraction of waste oils from compressors from processing of air conditioning units shall be undertaken on an impermeable pavement or in self contained and or bunded area.

3.1.7.2 Loading and unloading of waste refrigeration equipment shall be undertaken in a manner to prevent release of ODS and fluorinated greenhouse gases.

3.1.7.3 Containers for storage of refrigerants and residual materials shall be inspected daily for leaks.

3.1.7.4 Only HFCs can be collected for resale. All other refrigerant gases collected from the degassing of WEEE and from the oil filtering equipment must be exported as waste to a Commission approved destruction facility. Such facilities must be in line with destruction technologies listed in Annex 7 of EC Regulation No. 1005/2009.

3.1.7.5 Each tank, drum or other mobile container used to hold wastes associated with the operation of the plant (particularly refrigerant gases) shall be clearly and

unambiguously labelled regarding its contents, unless the contents are clearly identifiable by visual inspection as well as inspected and maintained as per condition 3.1.8.8 below.

- 3.1.7.6 In the event of damage or deterioration to a container that is, or is likely to cause, a leak, that container shall be repaired or replaced immediately as per condition 3.1.8.7 below.
- 3.1.7.7 Containers found to be leaking either shall be immediately transferred to a larger over-container or shall have their contents immediately transferred to an alternative container.
- 3.1.7.8 Containers used for refrigerant gas intended for resale must be refillable and in line with Directive 2010/35/EU on transportable pressure equipment.
- 3.1.7.9 Products and equipment containing ozone depleting substances (ODS) and fluorinated greenhouse gases (F-Gas) shall be transported to the site in such a way so as not to damage parts which contain such substances. The permit holder shall conform with this condition from the point of collection of such equipment until all ODS and F Gases are extracted from this equipment and stored for destruction.
- 3.1.7.10 Upon decommissioning of all equipment containing substances falling within the scope of EC Regulation No. 1005/09 on substances that deplete the Ozone Layer & S.L 549.06 – Environment Protection (Control of Substances depleting the ozone layer) Regulations, or containing foam and insulation panels utilising such substances the waste gas should be treated as hazardous waste and any foam containing components need to be disposed of at specialised facilities where possible ODS/ F gas can be extracted prior to disposal.
- 3.1.7.11 De-Gassing of Air Condition Units shall be undertaken in a manner to ensure fugitive emissions from the degassing of the refrigeration cooling system are collected.

## **4. Site Management**

### **4.1 Staff obligations and Responsibilities**

- 4.1.1 All employees authorised by the Permit Holder to undertake waste management activities on his/her behalf, shall be fully conversant with the obligations of this permit and shall be individually aware of their responsibilities and liabilities in observing the conditions of this permit.
- 4.1.2 One member of the staff should be nominated as the Technically Competent Person (TCP) of the site, whereby this person is to physically represent the Permit Holder during the times when the Permit Holder will not be available.
- 4.1.3 The TCP is responsible for the implementation of all the obligations stipulated in this permit; must supervise the rest of the staff on site and is completely responsible to ascertain that all permit conditions are being adhered to and that unauthorised waste does not enter the site.
- 4.1.4 In the event of any short or long periods of sick leave or vacation leave taken by the TCP, for a period exceeding 10 days, the Permit Holder is obliged to find a replacement for that member of staff immediately.
- 4.1.5 The TCP is to be present at all times on site and in her/his absence another member of staff is to substitute him/her temporarily. In the event that a TCP terminates her/his

employment, another person shall be appointed as a TCP immediately and the Authority shall be informed of this change.

- 4.1.6 All the staff on site should be fully aware of the procedures to be taken to contain any environmental hazard which may arise related to the activities being carried out on site.

## 4.2 Accident Prevention and Control

- 4.2.1 An Emergency Response Plan shall be maintained containing details of the location, nature and quantity of chemicals, oils and fuels stored, any special hazards, a drawing showing location of drains and the emergency phone numbers of the operator and relevant authorities. It shall also include actions to be taken in the case of incidents which could affect the environment, such as fires and chemical/fuel spills. The emergency plan shall indicate that accidental releases of chemicals and fires caused by chemicals are to be managed as specified in the respective MSDS sheets.
- 4.2.2 In the case of an accident (including fire, chemical spills, etc.), the Operator shall follow the Emergency Response Plan referred to in Condition 4.2.1 and, in the case that such accident could reasonably be regarded as causing environmental damage or as posing a threat of environmental damage, the operator shall notify the Authority and CPD within 24 hours.

## 4.3 Site Records & Archive

- 4.3.1 A daily operations log should be kept on site in which the following information shall be recorded on a daily basis:
- i. Total amount of waste in kilos accepted on site
  - ii. Total amount of waste in kilos removed from site for disposal or further treatment
  - iii. Total amount of waste in kilos refused entry on site
  - iv. Total amount in kilos of unaccepted material sent to the quarantine area and by which registered waste carrier it was transported
  - v. Any incidents that took place on site such as mechanical faults in the machinery or equipment used on site, any spills, fires, etc and the remedial action taken
  - vi. Any other incidents that the Permit Holder deems important to record.

Each record shall be compiled within 24 hours of the relevant event. The records kept in the daily operations log shall be made available for inspection at any time when the Authority representative request to inspect them.

- 4.3.2 A log book with all the inputs/outputs of all types of accepted waste (with a particular distinction between WEEE and discarded EEE) shall be present on site and available upon request by the Authority. This logbook shall at least contain details on
- a. The EWC codes of the accepted waste and brief description;
  - b. Its origin;
  - c. Its quantity and weight;
  - d. Whether the waste is for storage only or dismantling/treatment;
  - e. The date of the arrival of the waste; and
  - f. The relevant CN notes.
- 4.3.3 The operator shall ensure that copies of records as per conditions 2.2.3 and 2.2.4 shall be kept on site and made available upon request
- 4.3.4 The Operator shall ensure that all records required to be made by this Permit and any other records made by it in relation to the operation of the Permitted Installation shall:
- i. be made available for inspection by the Authority at any reasonable time;

- ii. be supplied to the Authority on demand and without charge and in the format requested;
  - iii. be legible;
  - iv. indicate any amendments which have been made and shall include the original record wherever possible; and
  - v. be retained at the Permitted Installation, or other location agreed by the Authority in writing, for a minimum period of 3 years from the date when the records were made, unless otherwise agreed in writing.
- 4.3.5 The Operator shall maintain a record of the skills and training requirements for all staff whose tasks in relation to the Permitted Installation may have an impact on the environment and shall keep records of all relevant training.

#### **4.4 Reporting**

- 4.4.1 The Operator shall submit to the Authority an Annual Environmental Report (AER) of the previous year by not later than end of March of each year, providing the information listed in Schedule 3 of this Permit and in the format specified therein.
- 4.4.2 An independent auditor shall be engaged by the Operator to certify all of the waste reporting required by this permit, in line with the Terms of Reference found in Schedule 4 of this permit. The Authority may carry out any such audits on the installation itself as deemed necessary at the expense of the Operator in line with condition 1.3.19.
- 4.4.3 In the event where operations cease temporarily, the TCP or Permit Holder are obliged to notify the Authority within two (2) days and are also to inform the Authority with regards to when the works are intended to resume.
- 4.4.4 All reports and written and/or verbal notifications required by this Permit shall be made and sent to the Authority using the contact details notified in writing to the Operator by the Authority.
- 4.4.5 Any significant incident (including accidental release of liquid, solid or gaseous materials from the site that could reasonably be regarded as causing environmental damage, or as posing a threat of environmental damage; or any fire incidents), shall be reported within 24 hours to ERA and the Civil Protection Department. Such events should also be recorded in the daily site operations log.

#### **4.5 Site Closure and Decommissioning**

- 4.5.1 In the event of cessation of business activity on the site, all wastes (including machinery, tanks, equipment) and hazardous materials must be removed from the site such that any pollution risk is avoided and the site is returned to a satisfactory state. The Operator shall notify the Authority at least three months prior to taking action, and shall submit a decommissioning plan to the Authority for approval. The Authority's approval is required prior to the commencement of the decommissioning works.
- 4.5.2 When deemed necessary, the authority may require the permit holder to take such additional measures as it considers necessary with respect to after care obligations in relation, but not limited to the remedial action, rehabilitation, and monitoring of the site.
- 4.5.3 A finalised version of the Decommissioning Plan shall be submitted to the Authority for approval not later than 10 days after the Authority is notified of the intention to decommission the site.



- 4.5.4 The approved Decommissioning Plan shall be implemented within 12 months of final cessation or decommissioning of the Permitted activities or part thereof or according to a timeframe as may be agreed with the Authority.

## Schedule 1

### Complete List of Incoming Waste on Site

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#### Incoming Waste:

##### S1.1 Storage Only

04 01 06	sludges, in particular from on-site effluent treatment containing chromium
04 01 07	sludges, in particular from on-site effluent treatment free of chromium
06 04 05*	wastes containing other heavy metals
06 05 02*	sludges from on-site effluent treatment containing dangerous substances
06 05 03	sludges from on-site effluent treatment other than those mentioned in 06 05 02
06 09 03*	calcium-based reaction wastes containing or contaminated with dangerous substances
06 09 04	calcium-based reaction wastes other than those mentioned in 06 09 03
06 13 02*	spent activated carbon (except 06 07 02)
06 13 03	carbon black
07 01 08*	other still bottoms and reaction residues
07 01 11*	sludges from on-site effluent treatment containing dangerous substances
07 01 12	sludges from on-site effluent treatment other than those mentioned in 07 01 11
07 02 08*	other still bottoms and reaction residues
07 02 11*	sludges from on-site effluent treatment containing dangerous substances
07 02 12	sludges from on-site effluent treatment other than those mentioned in 07 02 11
07 03 08*	other still bottoms and reaction residues
07 03 11*	sludges from on-site effluent treatment containing dangerous substances
07 03 12	sludges from on-site effluent treatment other than those mentioned in 07 03 11
07 05 08*	other still bottoms and reaction residues
07 05 10*	other filter cakes and spent absorbents
07 05 11*	sludges from on-site effluent treatment containing dangerous substances
07 05 12	sludges from on-site effluent treatment other than those mentioned in 07 05 11
08 03 17*	waste printing toner containing dangerous substances
08 03 18	waste printing toner other than those mentioned in 08 03 17
11 01 09*	sludges and filter cakes containing dangerous substances
11 01 10	sludges and filter cakes other than those mentioned in 11 01 09
11 01 14	degreasing wastes other than those mentioned in 11 01 13
11 01 16*	saturated or spent ion exchange resins
11 01 98*	other wastes containing dangerous substances
12 01 03	non-ferrous metal filings and turnings
14 06 01*	chlorofluorocarbons, HCFC, HFC
16 02 16	components removed from discarded equipment other than those mentioned in 16 02 15

16 03 03*	inorganic wastes containing hazardous substances
16 03 04	inorganic wastes other than those mentioned in 16 03 03
16 03 05*	organic wastes containing hazardous substances
16 03 06	organic wastes other than those mentioned in 16 03 05
16 05 04*	gases in pressure containers (including halons) containing hazardous substances
16 05 05	gases in pressure containers other than those mentioned in 16 05 04
16 05 06*	laboratory chemicals, consisting of or containing hazardous substances, including mixtures of laboratory chemicals
16 05 07*	discarded inorganic chemicals consisting of or containing hazardous substances
16 05 08*	discarded inorganic chemicals consisting of or containing hazardous substances
16 05 09	discarded inorganic chemicals substances other than those mentioned in 16 05 07 and 16 05 08
16 06 01*	lead batteries
16 06 02*	Ni-Cd batteries
16 06 03*	mercury-containing batteries
16 06 04	alkaline batteries (except 16 06 03)
16 06 05	other batteries and accumulators
16 06 06*	separately collected electrolyte from batteries and accumulators
16 08 01	spent catalysts containing gold, silver, rhenium, rhodium, palladium, iridium or platinum (except 16 08 07)
16 08 02*	spent catalysts containing dangerous transition metals or dangerous transition metal compounds
16 08 03	spent catalysts containing transition metals or transition metals compounds not otherwise specified
16 08 05*	spent catalysts containing phosphoric acid
16 08 07*	spent catalysts contaminated with dangerous substances
16 09 01*	permanganates, for example potassium permanganate
16 09 02*	chromates, for example potassium chromate, potassium or sodium dichromate
16 09 03*	peroxides, for example hydrogen peroxide
16 09 04*	oxidising substances, not otherwise specified
19 09 04	spent activated carbon
20 01 21*	fluorescent tubes and other mercury-containing waste

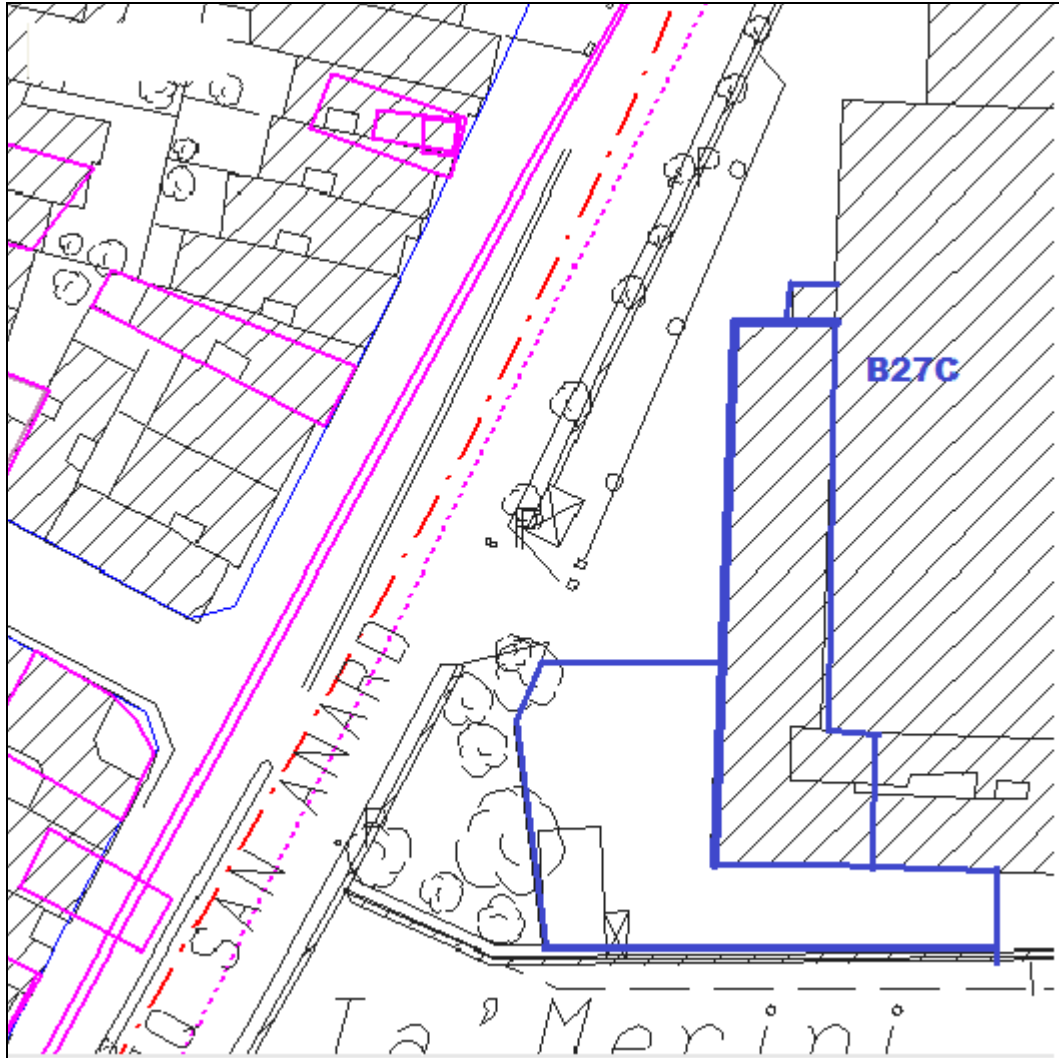
## **S1.2 Storage and Dismantling/Treatment**

16 02 09*	transformers and capacitors containing PCBs
16 02 10*	discarded equipment containing or contaminated by PCBs other than those mentioned in 16 02 09
16 02 11*	discarded equipment containing chlorofluorocarbons, HCFC, HFC
16 02 13*	discarded equipment containing hazardous components (1) other than those mentioned in 16 02 09 to 16 02 12
16 02 14	discarded equipment other than those mentioned in 16 02 09 to 16 02 13
16 02 15*	hazardous components removed from discarded equipment
16 02 16	components removed from discarded equipment other than those mentioned in 16 02 15
20 01 23*	discarded equipment containing chlorofluorocarbons
20 01 35*	discarded electrical and electronic equipment other than those mentioned in 20 01 21 and 20 01 23 containing hazardous components (1)

**N.B.: Incoming wastes may also leave the site as Outgoing Waste, except where it is otherwise explicitly specified.**

**Schedule 2**  
**Site Map**

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**Fig.2.1: Site of permitted installation, showing extent of area (delineated in blue), for the carrying out of the activities specified in condition 1.1.1. The extent of the site boundary is indicative and should not be used for interpretation purposes.**

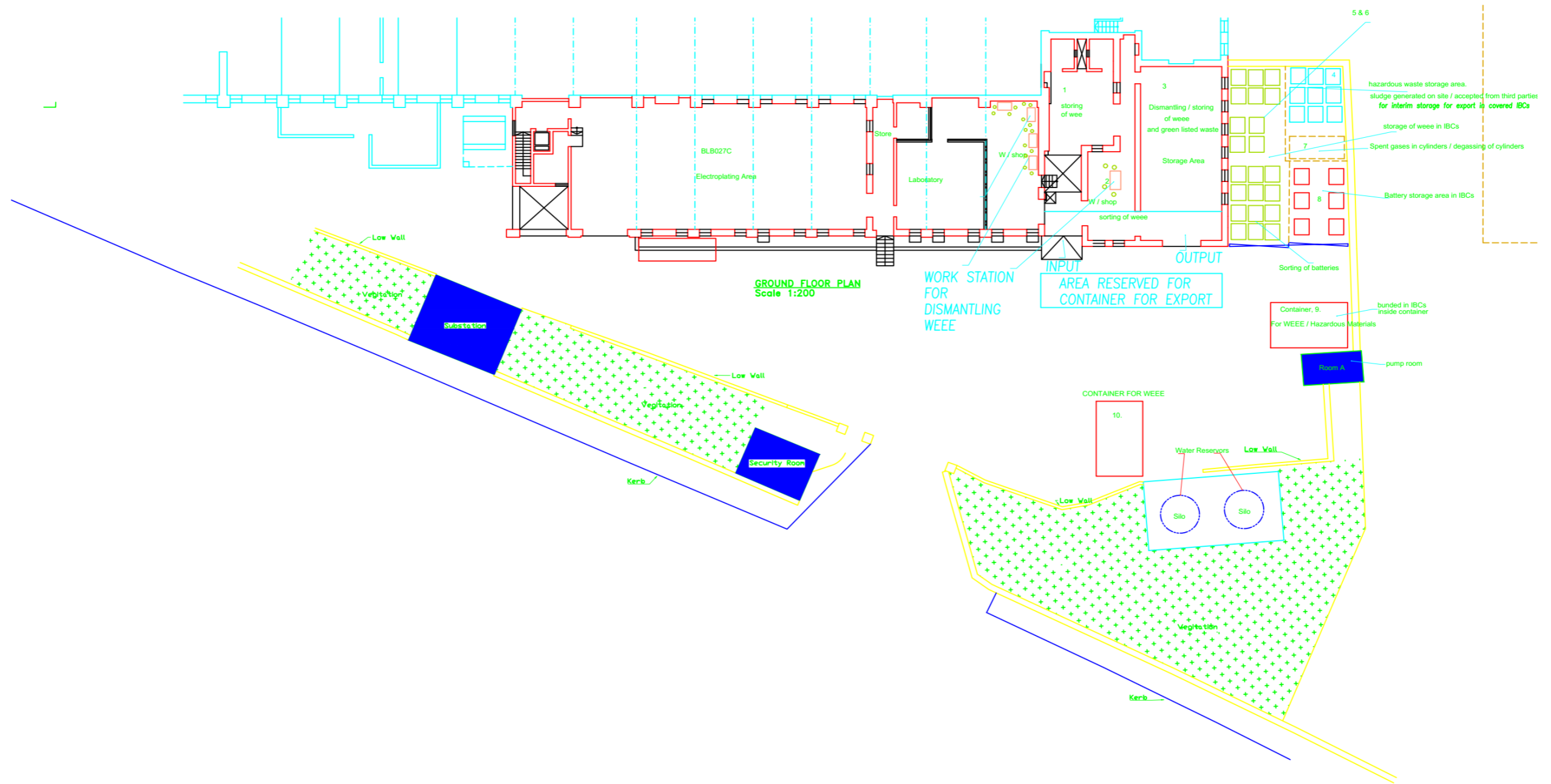


Fig. 2.2: Site layout plan of the permitted installation, for the carrying out of the activities specified in condition 1.1.1. The extent of the site boundary is indicative and should not be used for interpretation purposes.

### Schedule 3

## Annual Environment Report and Submissions

**Important note**

By this submission, you confirm that you give your explicit consent for the entire contents of this Annual Environment Report to be made available on the Authority's public website.

### S3.1 Introduction

Environmental Permit Number	
Reporting Year (Calendar Year: 1 January to 31 December)	
Name and locality of Site	
Brief description of activities at the site	

### S3.2 Waste Records

As per condition 4.4.1, the Operator shall submit to the Authority information on waste records of the previous year by not later than end of March of each year, providing the information listed in the ERA website and in the format specified therein (<http://era.org.mt/en/Pages/Waste-Management-Reporting-Templates.aspx>).

### S3.3 Submission of Certifications

Condition Number	Documentation
1.5	Submission of improvement programme item
2.1.2	Designation and implementation of quarantine area
4.4.1	Submission of waste records every year
4.4.2	Submission of Audit report every year

**Applicant's declaration**

*I declare that, to the best of my knowledge, all the above information is correct and substantiated.*

.....  
**Name**  
*(in block letters)*

.....  
**ID Card Number**

.....  
**on behalf of / in my own name**  
*(in block letters)*

.....  
**Signature**

.....  
**Date**

## **Schedule 4**

### **Terms of Reference for Compliance Audits related to Annual Reporting for Authorised Waste Facilities**

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- S4.1 The auditor shall be independent (i.e. an auditor who would be eligible for appointment as company auditor), certified, and approved by the Authority. The auditor should have access to in-house environmental expertise or otherwise appoint a consultant having environmental expertise to assist him.
- S4.2 The auditor would be required to certify all the information reported to the Authority by the Authorised Waste Facility as specified in the ERA permit itself.
- S4.3 A sound auditing procedure for traceability, monitoring, and control should be in place for all the authorised waste managed on site in relation to the Waste Management permit or an Environmental permit.
- S4.4 The audit trail should cover all waste from the point of acceptance of waste into the facility to the end recovery or disposal facility (local or foreign).
- S4.5 Proper records and documentation should be kept where authorised waste are sent to duly authorised interim storage facilities, pending transfer to an authorised end disposal/recovery facilities. In such cases, proof is to be provided, as regards to that the authorised waste has been transferred to an authorised end disposal/recovery facility within a maximum of twelve (12) calendar months from the end of the annual reporting period.

The points overleaf shall be covered by the auditors in such audits, providing a detailed report of their findings. The Authority may reserve the right to request clarifications and further information from the auditors other than that provided in the audit report.



#	Nature and extent of audit procedures	Timing	Done by and date	W/P ref
1	<p><b>Objective: To confirm that there is a signed receipt for every waste transfer received at the site</b></p> <ul style="list-style-type: none"> <li>Choose a random sample of 10% of the signed receipts for every waste transfer received at the site for each quarter within the calendar year and confirm that all waste entries are covered by an issued signed receipt.</li> </ul>			
2	<p><b>Objective: To ensure that an adequate audit trail is maintained to ensure that when a particular waste stream is being treated it can be traced back to its waste generator</b></p> <ul style="list-style-type: none"> <li>Choose a random sample of 10% of the total waste being treated and ensure that its origin can be traced back.</li> </ul>			
3	<p><b>Objective: To confirm that any hazardous waste movements from the site (entry &amp; exit) are covered with a hazardous waste consignment permit and consignment note</b></p> <ul style="list-style-type: none"> <li>In cases of movement within the island of Malta, choose a random sample of 10% of the total no. of hazardous waste movements into and out of the site and confirm that all such movements are covered by a valid hazardous waste consignment permit and a waste consignment note. Confirm also that the relevant EWC code has been used.</li> </ul>			
4	<p><b>Objective: To confirm that any hazardous waste movements from the site (entry &amp; exit) are covered with relevant TFS documentation of the Waste Shipments Regulation in cases of export</b></p> <ul style="list-style-type: none"> <li>In cases of export, choose a random sample of 10% of the total no. of hazardous waste movements out of the site and the relevant TFS movement forms and confirm that all such movements are covered by valid relevant documentation. Confirm also that the relevant EWC code has been used.</li> <li>In the case of waste broker usage, ensure that the waste brokers used are registered with ERA as such.</li> </ul>			

5	<p><b>Objective: To confirm that any movement of non-hazardous waste movements from the site being sent for treatment abroad are covered by the relevant Annex VII documentation of the Waste Shipments Regulation in cases of export</b></p> <ul style="list-style-type: none"> <li>Choose a random sample of 10% of the total no. of non-hazardous waste movements into and out of the site are covered by valid relevant documentation and/or records. Confirm also that the relevant EWC code has been used.</li> <li>In the case of waste broker usage, ensure that the waste brokers used are registered with ERA as such.</li> </ul>			
6	<p><b>Objective: To verify whether the quantities reported by the Waste Facility make reasonable sense</b></p> <ul style="list-style-type: none"> <li>Choose a random sample of 10% of the total amount of waste being handled at the facility and confirm that all waste entries (in and out of the site) reported are verified by relative documentation and/or records.</li> </ul>			
7	<p><b>Objective: To ensure that the waste vehicles used by the authorised facility to transfer the waste to other permitted sites are registered with ERA</b></p> <ul style="list-style-type: none"> <li>Obtain a list of approved waste carriers from ERA and confirm that the ones used by facility are registered with ERA.</li> </ul>			
8	<p><b>Objective: To ensure that, in cases where waste is transferred from the facility to other waste management facilities, locally or abroad, the waste management facilities used would either be approved by ERA or the Competent Authority of the Country of Destination</b></p> <ul style="list-style-type: none"> <li>Obtain a list of locally approved waste management facilities from ERA and confirm that the ones used by the facility are approved and authorised by ERA. Obtain a copy of the permits of any foreign authorised waste management facilities which have been utilised. An original copy of the permit and an approved translated version of the permit is to be presented to ERA.</li> </ul>			
9	<p><b>Objective: To ensure that the declared quantities of waste exported during the previous calendar year were actually received at the authorised facilities and declared to ERA</b></p> <ul style="list-style-type: none"> <li>Obtain all certificates received from recycling facilities and confirm that these have all been declared to ERA prior to shipment</li> <li>Confirm arithmetical correctness of all reported data in this regard.</li> </ul>			

<p><b>10</b></p>	<p><b>Objective: To identify the waste being treated both locally and abroad, and ensure that it has been recovered appropriately</b></p> <ul style="list-style-type: none"> <li>• Ensure that all relevant documentation, including but not limited to, the hazardous waste consignment permit and consignment note applications, are available in case of local treatment.</li> <li>• Identify the materials exported according to the EWC Code and review actual documentation (including bills of lading) confirming an audit trail showing that the waste has been sent to a recovery facility as per permit requirements.</li> </ul>			
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**END OF PERMIT**