

Procedure which should be followed for shipment of Hazardous (Amber-Listed) Waste

Prior to each shipment of waste, the following information should be submitted to ERA.

Step One: Each time at the earliest possible and in any cases NOT later than five working days before the departure of the planned shipment, the notifier should inform ERA Officials on ceu.shipments@era.org.mt regarding the planned shipment, while providing the following information:

1. Serial Number of the planned shipment;
2. The net weight of waste to be exported per container;
3. Date of Shipment (date when the shipment leaves Malta);
4. Where applicable, name of the Waste Generators (for new waste generator, a back-to-back contract should be prepared prior to shipment); and
5. Number of a valid financial guarantee or equivalent insurance.

The above information should be provided separately for each and every shipment/container. It is also advised that once the e-mail is sent to the ERA officials, the e-mail should be followed by a telephone call from the notifier as to ensure that everything is in order.

It is important that prior to the loading of waste into the container, the Notifier should inform ERA on ceu.shipments@era.org.mt. On its own discretion the ERA may inspect the loading of the container/s based on the information submitted by the Notifier. In the e-mail, the following information should be correctly identified:

1. Notification Document Number;
2. Number of containers to be loaded;
3. Address of the loading depot; and
4. Date and time of loading.

Step Two: Within two working days of receipt of the above-mentioned information, the notifier's request will be processed by ERA and will be informed by e-mail whether the shipment could proceed or not together with the reasons why the shipment could not proceed, where applicable.

N.B. Please be informed that the ERA could object to any shipments, if the necessary documentation is not prepared in time according to Regulation (EC) No 1013/2006 of the European Parliament and of the Council of 14 June 2006 on shipments of waste.

Step Three: Each time at the earliest possible and in any cases not later than three working days before the departure of the planned shipment, if ERA confirmed that the shipments could proceed, the Notifier should fill in and sign the Movement Document and send a copy of the completed Movement Document to ERA, as Competent Authority of dispatch, and to the Competent Authorities of destination and transit (where applicable).

Step Four: Once ERA receives the completed Movement Document, ERA will inform the Customs Department that the planned shipment could proceed.

N.B. It is very important that the notifier immediately informs ERA of any changes in the planned shipments (such as shipping date), through e-mail on ceu.shipments@era.org.mt.

Step Five: As soon as possible and not later than 180 days following receipt of the waste at the facility, the notifier should submit the certificate of disposal/recovery filled in, signed and stamped by the facility to ERA, as competent authority of dispatch, and to the competent authorities of destination and transit (where applicable), in order to present proof about the duly disposed/recovered waste. The certificate should be part of or attached to the Movement Document that accompanies the shipment.

Step Six: Once the Movement Document (or a stamped true copy) is received by ERA, it should be the responsibility of the notifier to inform ERA on whether the financial guarantee or equivalent insurance should be released by ERA or not.

N.B. It is Important that the notifier follows the above procedure in order to avoid any difficulties. The information in the Movement Document should tally with the information mentioned in the Notification Document and any conditions imposed by the Competent Authorities should be adhered to. Please keep in mind that any wrong declarations in the Movement Document is the sole responsibility of the notifier and will be investigated accordingly.

At any given time, the ERA reserves the right to supplement or to amend the above-mentioned procedures.