

Checklist and recommended format of import notifications subject to the prior informed consent procedure pursuant to Regulation (EU) 2024/1157 on shipments of waste (WSR).

Structured data on DIWASS		
Notification document (Annex IA)*		
Annex no.	Attachment	Submission confirmation
	Movement document (Annex IB) ^{*1}	
1	If a notifier is submitting a notification in the capacity of a new waste producer, a collector or a dealer/broker, a copy of the relevant permit or registration is required.	
2	If a notifier has previously obtained consent(s) for the shipment of the same types of waste from the same location in the country of dispatch to the same consignee and the same facility and whereby the countries of transit, if any, are the same, the notifier must indicate the serial number or other accepted identifier of the notification document of these previously consented shipments. In addition, changes in the details of a new notification compared to such previously consented shipment must be indicated in the notification in a dedicated document.	
3	Certification by the notifier and consignee or informal verification that the notifier and consignee have not been convicted of illegal shipment or any other illegal act in relation to environmental protection.* Certification by the notifier and the facility or informal verification that the notifier and the facility have not repeatedly failed to comply with Articles 15 and 16 of WSR in connection with past shipments, in a period of 5 years prior to the notification request.*	
4	Intended routing and intended route (route between points of exit and entry) including possible alternatives to be followed in case of unforeseen circumstances. A cartographic representation of the intended routing and intended route is also required.	
5	Intended shipping agent's and/or freight forwarders details (name, address, telephone number, e-mail address, registration number and contact person).	

¹ Only applicable in case shipment of waste involves non-EU countries.

6	Where applicable, details of customs offices of entry into and exit from the Union (name, address, telephone number, fax number, e-mail address and contact person).	
7	Description of the production process of the waste.	
8	Designation of the waste on the appropriate list, the source(s), description, composition and any hazardous characteristics. In the case of waste from various sources, also a detailed inventory of the waste.	
9	Material safety data sheet or chemical analysis and accompanying HP criteria assessment <i>(only applicable on a case-by-case basis)</i> .	
10	The following information about recovery is required:	
11	<ol style="list-style-type: none"> a) The planned method of disposal for the non-recoverable fraction after recovery. b) The amount of recovered material in relation to non-recoverable waste. c) The estimated value of the recovered material. d) The cost of recovery and the cost of disposal of the non-recoverable fraction. 	
12	A copy of the contract and a declaration certifying its existence between the notifier, consignee and the operator of the facility where the waste is recovered, that has been concluded and is effective at the time of the notification, as required in Article 5(7) and Article 6 of the Regulation.*	
13	In the event that a broker or dealer acts as notifier, a copy of the contract or evidence of the contract between the producer, new producer or collector and the broker or dealer.*	
14	Information concerning the calculation of the financial guarantee or equivalent insurance:	
15	<ul style="list-style-type: none"> • Container size • Number of active shipments • Maximum weight per shipment (in tonnes) • Shipping cost from site of generation/ storage facility in the country of dispatch to the recovery facility in Malta • Recovery cost per tonne • Storage costs for 90 days at last port of call 	
16	Original financial guarantee or equivalent insurance as required in Article 7 of the Regulation.*	

	Alternatively, a letter of intent by the notifier declaring his/her intentions to submit a financial guarantee or equivalent insurance prior to commencing shipments.*	
14	Recovery facility's name, address, telephone number, fax number, e-mail address, registration number, contact person, technologies employed. If the waste is destined for an interim recovery operation, similar corresponding information regarding all facilities where subsequent interim and non-interim recovery operations are envisaged must be indicated.	
15	Description of the treatment process of the interim and non-interim facilities which will receive the waste.	
16	If the waste is destined for recovery to a pre-consented facility in accordance with Article 14 of WSR, a copy of that pre-consent is required.	
17	Copy of the facility's permit according to Chapter IV of Directive 2008/98/EC on waste. If the recovery facility is listed in Annex I, Category 5 of Directive 2010/75/EU on industrial emissions (integrated pollution prevention and control) a copy of a valid permit issued in accordance with Articles 4 and 5 of that Directive is required instead. In the event that the facility is not subject to the Directive 2008/98/EC or Directive 2010/75/EU a copy of the relevant environmental permit is required. Alternatively, a signed and dated declaration from the facility or the competent authority issuing the said license may be provided instead confirming that the said facility is in possession of a valid ² environmental authorisation from the relevant competent authority ³ for the receipt of the waste intended for export to undergo the treatment specified in the notification. ⁴ *	
18	The requirement in Annex 17 is also applicable to any subsequent interim or non-interim facilities.	

² The duration of the said environmental authorisation shall be specified. In case the said authorisation is subject to an unlimited duration this shall also be mentioned accordingly.

³ The reference number of the environmental authorisation and the details of the issuing competent authority shall be included.

⁴ The EWC Code and recovery operation shall be duly listed.

19	Copy of policy of insurance against liability for damage to third parties for the interim and/or non-interim facility (first facility only).	
20	<p>Special handling precautions, such as those required by producers' handling instructions for employees, health and safety information, including information on dealing with spillage, and transport emergency cards</p> <p><i>(Note: Only applicable if the waste possesses any special handling requirements. Reference to ADR (road), IMDG (sea) & RID (rail) may be required).</i></p>	
21	<p>Letter of declaration(s), signed and dated by prospective waste carrier(s).*</p> <p>Alternatively, for road and rail carriers, a copy of insurance policy against liability for damage to third parties and copy of waste carrier registration/license issued by the relevant competent authority for each carrier.</p> <p>Alternatively, for cargo vessels, copy of Protection & Indemnity insurance or certificate(s) of entry.</p> <p><i>(Note: Requirements for bulk carriers may vary on a case-by-case basis).</i></p>	

*Templates available upon request.

Notes:

- All documents must be labelled separately in sequential order as per checklist. In cases where an Annex is not applicable, the annexes must be renumbered accordingly.
- All documentation must be submitted in the languages accepted by the ERA (i.e. Maltese or English). Any documents or declarations which are not published in the languages accepted by ERA, must be accompanied by certified translations carried out by warranted or qualified translators.
- ERA's standard templates shall be used where applicable.
- Any contracts and/or declarations submitted as part of the notification must include the name of the signatories, date of signatures, signatures and stamps/seals as relevant.
- Any insurance policies against liability for damage to third parties shall clearly indicate that this includes cover for material and immaterial damages including bodily injuries and death.
- Pursuant to point 15, Part 3 of Annex II of WSR, ERA may request any other information which is pertinent to the assessment of the notification.