



WORK PLAN TO BE SUBMITTED BY PRODUCERS OF BATTERIES WHO OPT TO BE SELF-COMPLIANT

These terms of reference may be amended from time to time as deemed necessary, and would be applicable with immediate effect.

Please ensure that you have understood your obligations as a producer of Batteries emanating from S.L. 549.178 – the Waste Management (Waste Batteries) Regulations.

General Requirements:

- The Work Plan should be considered as a *'living document'* since it may need to be reviewed and amended by the self-compliant producer from time to time.
- Any changes to the information contained in the Work Plan must be notified to the Environment and Resources Authority for approval no later than one month from the date of the change.
- The information given in the Work Plan must be clear and unambiguous. It should provide clear, quantifiable and enforceable instructions, procedures and standards for the self-compliant producer and other relevant parties. It should contain enough details for personnel not directly involved in the operations to understand how obligations will be fulfilled.
- The Work Plan must be submitted either by post or by hand, together with *Form D – Registration Form as a Producer of Batteries* or with the submission of *Form E – Renewal Form as a Producer of Batteries*. One (1) copy of the Work Plan must also be provided in a digital format.
- It is an offence if you deliberately give false or misleading information. You may be liable to prosecution.

Should you require assistance in completing your registration form please contact us on:

Phone: 2292 3500

Email: epr.permitting@era.org.mt

The Work Plan is to be submitted either by post or by hand, together with the relevant form.

The Work Plan should provide a clear detailed description of how you intend to operate and achieve the relevant obligations pursuant to S.L. 549.178 as a self-compliant producer, covering all aspect in Sections A to D.

N.B. As the producer, the responsibility lies with you to demonstrate that the applicable targets are being met when waste batteries are treated on your behalf, based on the quantities transferred to an authorised facility.

A. Details of Company/Producer

This section of the Work Plan should provide specific information on the company/producer applying for registration as a producer of Batteries, namely address, contact number, e-mail address as well as the contact person to whom the Competent Authority may address communications.

B. Operations

This section of the Work Plan should include the following information:

1. A list of all the waste management undertakings or establishments duly authorised and in compliance with regulations 19 to 24 of Subsidiary Legislation 549.63 – the Waste Regulations that will be used. Copies of agreements must also be provided.
2. A list of all the waste carriers that shall be used for the transfer of waste batteries.
3. An estimate on the quantity of batteries expected to be placed on the market.
4. A description on the arrangements and procedures that will be used for the collection of waste batteries.
5. A declaration explaining how the relevant recovery/recycling efficiencies will be achieved. This should specify whether local authorised recycling facilities will be used (and identify them), and whether any waste batteries will be exported for recovery or recycling abroad or not – either directly or through further treatment by a local authorised recycling facility.
6. A methodology outlining how the relevant recovery and/or recycling efficiencies required under Chapter VIII of Regulation (EU) 2023/1542 will be calculated.
7. A confirmation that your company will finance the environmentally sound management of batteries placed on the market when they become waste.

N.B. It must be ensured that the stipulated collection targets for portable waste batteries and LMT batteries are indeed achieved, and that all relevant recycling efficiencies for all waste batteries are met and reported in accordance with Chapter VIII of Regulation (EU) 2023/1542 and Commission Delegated Regulation (EU) No 2025/606 establishing the methodology for calculation and verification of rates for recycling efficiency and recovery of materials from waste batteries, and the format for the documentation.

C. Record Keeping & Reporting

The Work Plan should also include a detailed description of the record keeping and reporting procedures to be followed by the producer.

D. Other Information

The Work Plan may also contain additional information, which the applicant considers relevant and necessary to be included, beyond that listed above.