

Environmental Permit

Environment Protection Act (CAP. 549)

Permit number
EP 00208/24

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) and applicable subsidiary legislation referred to in this permit, hereby authorises:

Sultech & Co (hereinafter “the Permit Holder”),
Partnership number: **P 1477**

Whose Registered Office is at:

**GGX803,
New Street off Triq Jean De La Valette,
Xewkija,
Ghawdex**

to carry out waste management operations at:

**GGX 803,
New Street off Triq Jean De La Valette,
Xewkija,
Ghawdex**

The permit is valid for **four (4) years** from the date below.

Signed	Date
<p>Perit Vincent Cassar Chairperson</p>	<p>Permit Granted 17/12/2024</p>

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.

1.1 Permitted Operations

1.1.1 The Permit Holder is authorised to carry out the operations and the associated operations specified in Table 1.1.1.

Table 1.1.1 – List of permitted operations		
Operation	Description of specified operation	Limits of specified operation
Acceptance and storage of non-hazardous wastes as per Schedule 1 from Autoclin Services only originating from commercial and industrial sources	Receipt and storage of permitted non-hazardous wastes.	From receipt of recyclable waste to dispatch of baled waste to authorised facilities either locally or abroad. Operations are limited to the first floor of the permitted facility.

1.2 Site

1.2.1 The operations authorised under condition 1.1.1 shall not extend beyond the Site, as shown on the Site location map in Schedule 2 to this permit.

1.3 General Conditions

1.3.1 This permit is granted saving third party rights and without prejudice to any other legislation or regulations or authorisations required from any other competent authorities or site owners.

1.3.2 In these conditions and their interpretation, all terms shall have the same meaning as that assigned to them in CAP. 549 Environment Protection Act and its subsidiary legislation.

1.3.3 The Permit Holder has the sole responsibility to ascertain compliance with legal obligations, permit conditions and to undertake operations on and off site in line with good environmental practices at all times.

1.3.4 The Permit Holder shall maintain a register of third-party complaints. The register shall record the details of complainant(s) if available, the date, source and nature of the complaint and the corrective action undertaken, where such action proves necessary.

1.3.5 All plant, equipment and technical means shall be maintained in good operating condition and without causing polluting emissions, leaks and spillages. Maintenance records of the above shall be kept by the Permit Holder, and must be made available to the Authority upon request.

- 1.3.6 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.
- 1.3.7 Upon the joint application of a Permit Holder and a proposed transferee, the Permit Holder may request to transfer an Environmental Permit. The permit shall not be transferred from the Permit Holder without prior approval from the Authority. Upon the Authority's decision to transfer the permit to the transferee, all rights, obligations, and liabilities shall subsist onto the transferee.
- 1.3.8 The Authority may carry out regular pre-set or unannounced compliance or monitoring checks that vary in frequency according to the site's compliance with the permit conditions and safeguarding of natural assets. Any checks or audits carried out by the Authority may be made at the Permit Holder's financial expense at the rate and arrangement communicated by ERA.
- 1.3.9 The Authority's representatives may inspect and photograph any part of the site and ask for any closed or locked areas to be opened and may demand to be provided with any proof, documentation, plans, receipts or any other records.
- 1.3.10 The Authority may add, amend, delete or substitute 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 is without prejudice to any prevailing circumstances that would preclude the Authority from following such a procedure.
- 1.3.11 The permit is valid for a period of **four (4) years** from the date of the granting. The Permit Holder may apply for a renewal of this permit expressing their intention at least **six (6) months** prior to the expiry of this permit. The permit will be considered renewed once the official renewed permit is issued by the Authority.
- 1.3.12 In accordance with the provisions of Subsidiary Legislation 549.63, this permit is granted against a bank guarantee of **€6,000**, which shall be renewed annually. This guarantee will have to be maintained throughout the validity of the permit. Following renewal and/or variations to this permit, the Authority may require amendments to the Bank Guarantee.
- 1.3.13 The Authority may withdraw the full amount of the bank guarantee if any of the permit conditions are not complied with or the Permit Holder fails to comply with any instruction given or any other legal obligation under the Act or its subsidiary legislation. Withdrawal of the bank guarantee does not preclude the Authority from taking any other action to ensure that the conditions of this permit are complied with. Should the Authority withdraw the Bank Guarantee either in part or in full during the validity of the permit, the Permit Holder shall ensure that this is replenished without undue delay, in any case not exceeding 2 months from the date of withdrawal. The Bank Guarantee shall only be released upon confirmation of compliance with the permit conditions by the Authority.
- 1.3.14 In cases where the bank guarantee does not cover the expenses incurred by the Authority to take any remedial action on the Permit Holder's behalf, the Permit Holder is to financially reimburse the Authority for all the expenses incurred.
- 1.3.15 A copy of this permit shall be available at all times at the permitted facility, including any Variation Notices or amendments to it.

- 1.3.16 The Authority may suspend or revoke this environmental permit in line with the provisions of CAP. 549.
- 1.3.17 The Authority may request monitoring, installation of abatement equipment and/or review of operational practices and commission any audits/reports as deemed necessary to address any circumstances that may affect the quality of the surrounding environment, at the expense of the Permit Holder.
- 1.3.18 Without prejudice to condition 1.3.17, the Authority may take any action deemed necessary including but not limited to the suspension of any operation until investigations are concluded.
- 1.3.19 The Authority may stop any consignment/s of waste in transit from the site should the Authority require any checks and/or investigations on such a consignment/s.
- 1.3.20 All persons have a duty of care to protect the environment. The Permit Holder shall become familiar with their legal obligations and good environmental practice.
- 1.3.21 In the event of cessation of operations of any plant and equipment specified in this permit and/or which is integral to the carrying out of the permitted operations, the Permit Holder shall notify the Authority about the type of equipment, its intended fate and details of the transferee.

Unless the plant/equipment shall be transferred off-site in its current state, the Permit Holder shall submit a plan to the Compliance and Enforcement Unit which shall include the following details:

- a. The appointed contractor or other competent person who shall carry out any works (e.g. cleaning, dismantling etc.).
- b. A complete inventory of all the materials that shall be dismantled/removed, including waste streams classified according to their respective EWC code as per S.L. 549.63 and details on the manner in which waste will be managed. Waste resulting from depollution shall also be included.
- c. The proposed cleaning, dismantling and transport procedures.
- d. Precautions and mitigation measures during such works to prevent spillages and other potential emissions to the environment.
- e. Timeframes associated with the implementation of this plan.

For any plant/equipment and/or parts thereof which shall not be considered as waste in accordance with S.L. 549.63, The Waste Regulations, a certificate of good working order from an independent warranted engineer shall be submitted to the Compliance and Enforcement Unit following any works that may be necessary at the permitted installation.

1.4 Operational Changes

- 1.4.1 The Permit Holder 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.

Any such change shall only be implemented following the issue of a variation of the permit by the Authority.

- 1.4.2 The Permit Holder shall notify the following matters to the Authority in writing at least ten (10) working days prior to their occurrence:
 - a. Any change in the Permit Holder's trading name, registered name or registered office address;
 - b. Any change to particulars of the Permit Holder's corporate identity.
- 1.4.3 The Permit Holder shall notify the Authority, without undue delay, of any planned changes.

2 Site Infrastructure and Operations

2.1 Site infrastructure

- 2.1.1 During non-operating hours, the site shall be firmly closed and totally inaccessible to third parties, both by vehicle and on foot. The site must be well-secured at all times.
- 2.1.2 The Permit Holder is to ensure that the waste is organised into the designated areas, labelled and with visible physical delineation of these areas in place.
- 2.1.3 Any bulk oil and waste oils, and fuel storage tanks and waste fuels shall be provided with an adequately designed bund system with an impermeable base and walls, as per relevant standards. The capacity of the bund shall be a minimum of 110% of the largest tank within the bund or 25% of the total volume of all the tanks within the bund, whichever is greater. Filling and off-take points shall be located within the bund. The Permit Holder shall also ensure and take all precautions to avoid any leakages. Certification for integrity for all bunds is to be provided by an independent and warranted engineer and submitted to the Authority within three (3) months from the permit's granting and then upon the submission of the renewal application.
- 2.1.4 The total amount of waste that can be stored at any given time cannot exceed **82 tonnes** - the capacity of the permitted facility as indicated by the Permit Holder during the application process. The operations on site are to strictly abide by the site layout plans in Schedule 3 for operations in the permitted areas as indicated in this permit.

2.2 Equipment on Site

- 2.2.1 The permit holder is exempted from installing weighing equipment provided that all incoming waste at this facility would be weighed and baled at Autoclin Services facility and transferred for temporary storage at this facility. Reporting as per Section 4.3 on incoming waste shall be obtained from the data maintained at Autoclin Services facility.

- 2.2.2 All equipment is to be installed and operated in accordance with the manufacturer recommendations and maintained in good operating condition, so as to minimise the release of dust to air, land and water. Maintenance records of the above shall be kept by the Permit Holder.

3 Operating conditions

3.1 Emissions to air

- 3.1.1 No emissions to air shall take place from the Permitted Installation other than natural ventilation through existing windows and any mechanical ventilation through extractors.
- 3.1.2 The exhaust from the general building ventilation system (e.g. extractors or fans in walls or roofs) shall be vented in such a way as to avoid local adverse environmental effects.
- 3.1.3 Should the Permit Holder intend to install equipment which could lead to emissions to air (e.g. a boiler, etc.), a variation of this Permit must be secured prior to installation and operation of this equipment.
- 3.1.4 In the event of malfunction leading to abnormal emissions, the Permit Holder must:
- a. Investigate immediately and undertake corrective action;
 - b. Adjust the process or operation to minimise those emissions;
 - c. Record the cause of malfunction and actions taken; and
 - d. In the event of non-compliance causing immediate danger to the environment, suspend operations and inform the Competent Authority within 24 hours.
- 3.1.5 Further to condition 3.1.4, the Permit Holder shall provide ERA with details of the specific cause of the malfunction and the remedial steps taken or to be taken to address the malfunction.

3.2 Effluent discharges

- 3.2.1 No discharges to surface water or groundwater shall take place from the Permitted Installation.
- 3.2.2 All process and storage areas must be appropriately contained. Spillages of oil or other hazardous material shall receive immediate attention to prevent escape to drain, surface water, groundwater or land.
- 3.2.3 Foul sewer drains must be strictly segregated from storm water drains.

3.3 Emissions to land

- 3.3.1 No emissions from the Permitted Installation shall be made to land.
- 3.3.2 In the event of contamination of land, the Permit Holder shall notify the Authority within 24 hours, forward a decontamination plan for the Authority's approval and execute it within an agreed time frame.

3.4 General waste acceptance, storage and handling

- 3.4.1 The Permit Holder shall apply the precautionary principle to safeguard the environment whilst carrying out the permitted operations and shall immediately refuse the entry of waste that is suspected to be in breach of the conditions of this permit.
- 3.4.2 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 not to cause adverse impact on the environment.
- 3.4.3 All wastes shall be stored within a designated and controlled storage area prior to removal from site to an authorised facility either locally or abroad.
- 3.4.4 All wastes leaving the site after storage must only be sent to permitted facilities authorised to accept the individual waste stream, either locally or abroad. In this regard, in the case of local facilities, the Permit Holder shall only make use of disposal/recovery sites that are duly permitted by the Authority, as set in the Subsidiary Legislation 549.63 – the Waste Regulations, or by authorised waste management facilities abroad.
- 3.4.5 An audit trail is to be maintained for the waste received and sent for treatment, recovery or disposal to another facility locally or abroad, which audit trail shall cover all waste from the point of generation or collection to the end recovery facility abroad.
- 3.4.6 No storage of waste destined for disposal is permitted for a period exceeding twelve (12) months. No storage of waste destined for recovery or treatment is permitted for a period exceeding three (3) years.
- 3.4.7 The Permit Holder is to prevent litter or other wastes escaping from the site boundaries particularly during loading/unloading. Any such escape of waste shall be collected immediately upon detection.
- 3.4.8 The Permit Holder shall also ensure and take all precautions in their competence to avoid any leakages or spills from liquid material that can cause environmental harm. Waste liquid tanks and drums found to be leaking or damaged shall either immediately transferred to a larger over-container or have their contents immediately transferred to an alternative tank/drum.
- 3.4.9 The Permit Holder shall make use of the services of a registered waste carrier for the transport of waste from the site in accordance with activity 38 of Schedule 1 of Subsidiary Legislation 549.45, the Waste Management (Activity Registration) Regulations. Where the company removes wastes using its own transport, the vehicle(s) must also be registered as a waste carrier in accordance with S.L. 549.45 or any statutory provisions or regulations amending or replacing them.
- 3.4.10 Should the Permit Holder require the services of a waste broker, it shall be ensured that any such broker is a duly registered waste broker in accordance with S.L. 549.45.
- 3.4.11 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 as implemented through SL 549.65;

- 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.

3.4.12 The Permit Holder shall ensure to provide:

- a. A receipt at the point of acceptance indicating the facility name, permit number, date, time and weight of the consignment, and should also bear a unique sequential number;
- b. A declaration for all the consignments of waste accepted and removed on Site shall also be issued indicating the facility name, permit number, type, weight and final destination of the waste removed, also bearing a unique sequential number; and
- c. In case of packaging waste as per obligations of S.L. 549.43 the declaration shall also be accompanied with recovery/disposal certificates provided by the Authority, examples of which are annexed as Schedule 6 of this Permit, copies of which are to be provided to the person/company handing over the waste to be recycled on a quarterly basis (i.e. one certificate covering January to March, April to June, July to September, October to December respectively). Digital copies of which shall be submitted on an annual basis as part of the AER. Hard copies of the Recovery/Disposal Certificates are also to be sent to the Authority every quarter accordingly.

In cases of non-waste carriers or domestic sources, a receipt would suffice.

3.4.13 Disposal and/or recovery certificates and any documentation related to transfer of waste to and from the site and/or related to its end disposal and/or recovery shall be kept on record and made available for inspection for a period of at least 5 years from date of their issue. Copies of such certificates shall be submitted on an annual basis as part of the AER.

3.4.14 The Permit Holder shall ensure to issue/attain a receipt / certificate for every consignment of wastes accepted/removed from the Site also indicating the date and time of the consignment and the weight of the waste accepted/removed. Each certificate / receipt shall indicate the site name and permit number, as well as bearing a unique sequential number.

3.4.15 Incoming waste and outgoing waste shall be kept separate. All separated outgoing waste shall be kept separate and shall not be mixed.

3.4.16 No waste operation subject to this permit or ancillary to it, is allowed to be carried out in any place other than within the permitted site as indicated in Schedule 2 and Schedule 3.

3.4.17 Movements of waste outside of the permitted site for the purpose of loading shall not commence prior to the arrival of the truck/container on site.

4 Site management

4.1 Staff obligations and responsibilities

4.1.1 All employees authorised by the Permit Holder to undertake any permitted operations on their 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. They shall be provided with adequate professional technical development and training and written operating instructions to enable them to effectively carry out duties.

- 4.1.2 One member of the staff shall 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 Where the Permit Holder is also the designated TCP for the facility, a delegate TCP should also be appointed to represent the Permit Holder/TCP during the times when the Permit Holder/TCP will not be available.
- 4.1.4 In the event of any leave of absence taken by the TCP and delegate conjointly for a period exceeding 10 days, the Permit Holder is obliged to find a replacement for that member of staff without delay and the Authority informed accordingly.
- 4.1.5 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.
- 4.1.6 All the staff on site shall be fully aware of the procedures to be taken to contain any environmental hazard which may arise related to the operations 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 Permit Holder 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 SDS.
- 4.2.2 In the case of an accident (including chemical spills, etc.), the Permit Holder shall follow the Emergency Response Plan referred to in condition 4.2.1 and shall notify the ERA within 24 hours.
- 4.2.3 Spillages of chemicals or other hazardous material shall receive immediate attention to prevent escape to drain, surface water or land. Spilled material shall be disposed of in an appropriate manner. Kits for the collection of liquid and powder spills shall be available on site at strategic locations.
- 4.2.4 Small leaks or spills shall be cleared up immediately by the application of absorbent materials. All used absorbent materials shall be disposed of as hazardous waste at facilities permitted to accept such waste. Transfer of this waste shall be carried out as per conditions specified in Section 3.4 of this permit.
- 4.2.5 The Permit Holder shall have in storage an adequate supply of suitable absorbent material to absorb any spillage.

4.3 Site records and archive

4.3.1 A site daily operations log shall be made in a legible manner and kept on site and be made available for inspection by the Authority at any reasonable time. The following information shall be recorded on a daily basis and retained for five (5) years:

- a. Total amount of waste in tonnes accepted on site;
- b. Total amount of waste in tonnes removed from site for disposal or further treatment;
- c. 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;
- d. Any other incidents that the Permit Holder deems significant to record in the site daily operations log; and
- e. Any complaints related to the operations at the site.

Each record shall be compiled within 24 hours of the relevant event. The records kept in the site daily operations log shall be made available for inspection to the Authority upon request.

4.3.2 The Permit Holder 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.

4.3.3 The Permit Holder shall endeavour to maintain the EMS and allocate resources that are sufficient to achieve compliance with the limits and conditions of this Permit.

4.4 Reporting

4.4.1 The Permit Holder shall submit to the Authority Waste Records and the Annual Environmental Report (AER) and of the previous year by not later than the end of March of each year, providing the information listed in the ERA website and in the format specified therein <https://era.org.mt/era-topic-categories/reporting-obligations/>. It shall also be ensured that all reporting, certification and documentation as per Schedule 4 are submitted in accordance with their relevant timeframes to the Authority addressed to the Compliance and Enforcement Unit, Environment and Resources Authority.

4.4.2 An independent auditor shall be engaged by the Permit Holder to certify all of the waste reporting required by this permit, in line with the Audit Procedures - Terms of Reference found in Schedule 5 of this permit. The results of such audit are to be submitted to the Authority in the form of a report, as part of the AER and by the end of March of each reporting year. The Authority may carry out any such audits on the installation itself as deemed necessary at the expense of the Permit Holder in line with conditions 1.3.8 and 1.3.17.

4.4.3 In the event where operations cease temporarily (2 weeks or more), 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 works are intended to resume.

4.5 Closure and decommissioning

4.5.1 The Permit Holder shall notify the Authority prior to ceasing operations permanently in part or full, whereby an application for cessation of operations shall be made to the Authority and shall include a decommissioning plan.

- 4.5.2 In the event of cessation of operations on the site, the Permit Holder shall remain responsible for all wastes and hazardous materials on site, which shall be removed from the site in accordance to good environmental practice and in such a manner that minimises environmental risks.
- 4.5.3 The decommissioning plan shall be implemented once approved by the Authority and within 12 months of final cessation of operations or as agreed with the Authority in writing.
- 4.5.4 The obligations arising from this permit shall subsist until the Authority confirms in writing that the decommissioning plan has been implemented to its satisfaction.
- 4.5.5 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 waste management or waste production site.

Schedule 1**Complete list of incoming and outgoing permitted waste on site**

European Waste Codes	Description of Waste
15 01 01	Paper and Cardboard Packaging
15 01 02	Plastic Packaging
15 01 04	Metallic Packaging
15 01 06	Mixed Packaging
15 01 07	Glass Packaging
17 04 02	Aluminium
19 12 01	Paper and Cardboard
19 12 02	Ferrous Metal
19 12 03	Non-ferrous metal
19 12 04	Plastic
20 01 01	Paper and Cardboard
20 01 39	Plastics
20 01 40	Metals

Schedule 2
Site location map



Fig. S2.1: Site of the permitted installation, showing the extent of the area outlined in red to undertake the operations specified in condition 1.1.1. The extent of the site boundary is indicative and shall not be used for interpretation purposes.

Schedule 3
Site layout plan

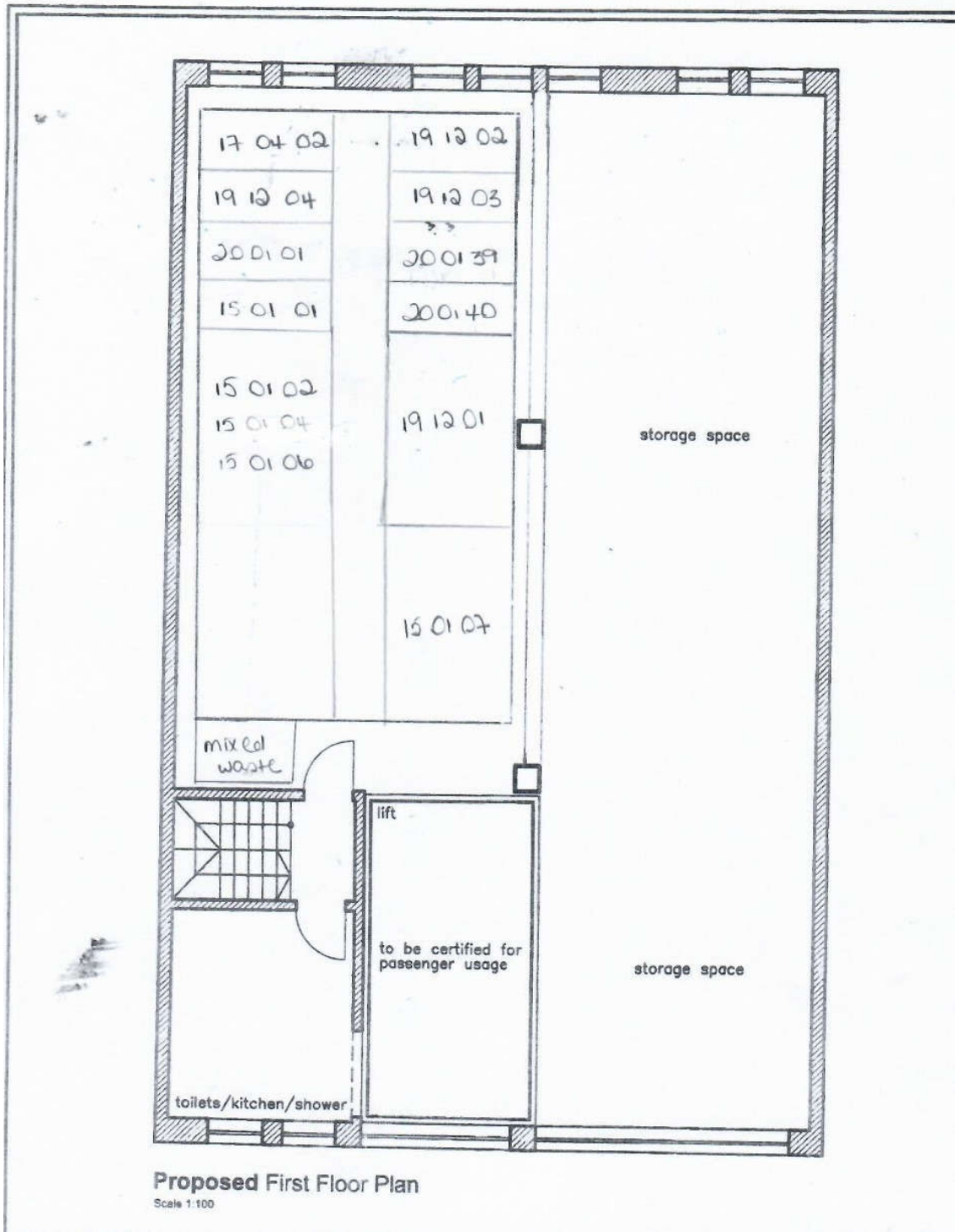


Fig. S3.1: Site layout of the permitted installation to undertake the operations specified in condition 1.1.1. The extent of the site is indicative and shall not be used for interpretation purposes.

Schedule 4

Annual Environmental Report and Submissions

Important note

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

S4.1 Introduction

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

S4.2 Waste Records

As per condition 4.4.1, the Permit Holder 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: <https://era.org.mt/era-topic-categories/reporting-obligations/>

S4.3 Incidents and Complaints

S4.3.1 Non-compliance incidents during Reporting Year

Date of incident	Brief description of Incident	Cause	Corrective action

Total number of non-compliance incidents for the previous reporting period:	
Total number of non-compliance incidents for the current reporting period:	

S4.3.2 Complaints made by the public or through the Authority

Date of complaint	Description of complaint	Actions taken

Total number of complaints for previous reporting year:	
Total number of complaints for current reporting period:	

S4.4 Submission of certificates/reports

Submission of Recovery/Disposal Certificates as per Schedule 6.	<input type="checkbox"/>
Submission of disposal/recovery certificates.	<input type="checkbox"/>
Submission of Waste Records and the AER every year.	<input type="checkbox"/>
Submission of Independent Audit Report every year.	<input type="checkbox"/>

Permit Holder's declaration

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

.....

Name <i>(in block letters)</i>	ID Card Number	on behalf of / in my own name <i>(in block letters)</i>
.....	
Signature		Date

Schedule 5

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

- S5.1 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 shall have access to in-house environmental expertise or otherwise appoint a consultant having environmental expertise to assist him.
- S5.2 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.
- S5.3 A sound auditing procedure for traceability, monitoring, and control shall be in place for all the authorised waste managed on site in relation to the Waste Management permit or an Environmental permit.
- S5.4 The audit trail shall cover all waste from the point of acceptance of waste into the facility to the end recovery or disposal facility (local or foreign).
- S5.5 Proper records and documentation shall 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 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>Objective: To confirm that there is a signed receipt for every waste transfer received at the site</p> <ul style="list-style-type: none"> 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. 			
2	<p>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</p> <ul style="list-style-type: none"> Choose a random sample of 10% of the total waste being treated and ensure that its origin can be traced back. 			
3	<p>Objective: To confirm that any hazardous waste movements from the site (entry & exit) are covered with a hazardous waste consignment permit and consignment note</p> <ul style="list-style-type: none"> 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. 			
4	<p>Objective: To confirm that any hazardous waste movements from the site (entry & exit) are covered with relevant TFS documentation of the Waste Shipments Regulation in cases of export</p> <ul style="list-style-type: none"> 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. In the case of waste broker usage, ensure that the waste brokers used are registered with ERA as such. 			
5	<p>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</p> <ul style="list-style-type: none"> 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. In the case of waste broker usage, ensure that the waste brokers used are registered with ERA as such. 			

6	<p>Objective: To verify whether the quantities reported by the Waste Facility make reasonable sense</p> <ul style="list-style-type: none"> 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. 			
7	<p>Objective: To ensure that the waste vehicles used by the authorised facility to transfer the waste to other permitted sites are registered with ERA</p> <ul style="list-style-type: none"> Obtain a list of approved waste carriers from ERA and confirm that the ones used by facility are registered with ERA. 			
8	<p>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</p> <ul style="list-style-type: none"> 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. 			
9	<p>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</p> <p>Obtain all certificates received from recycling facilities and confirm that these have all been declared to ERA prior to shipment.</p> <p>Confirm arithmetical correctness of all reported data in this regard.</p>			
10	<p>Objective: To identify the waste being treated both locally and abroad, and ensure that it has been recovered appropriately</p> <ul style="list-style-type: none"> 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. 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. 			

Schedule 6
Packaging Certificate ERA Form

Example 1 (separately collected packaging waste):

Recovery/Disposal Certificate for Packaging Waste

Certificate Number: **WPC 00123**

Date of Issuance: _____

I, Name of Establishment/Undertaking, with authorisation number EP 000X/YY/Z certify that quantity tonnes of category of (paper) packaging waste classified under EWC code 15 01 01 has been collected from name of waste generator on/in DD/MM/YYYY. The waste collected has been treated as indicated in the following table:

% Recovered / Disposed	Amount (in kg)	Recovery/ Disposal Code	Category of mixed Packaging waste under 15 01 06	Fate of Waste	Proof of Recovery / Disposal
60	120,000	R3	N/A	Exported directly to <i>Country of Destination</i>	Container No CMAU1234567
20	40,000	R3	N/A	Recovered/Disposed Locally at <i>Name of Establishment/Undertaking</i>	Certificate Number WPC 00124
10	20,000	R3	N/A	Sold to <i>Name of Establishment/Undertaking</i>	Certificate Number WPC 00125
10	20,000	D1	N/A	Disposed Locally at <i>Name of Establishment/Undertaking</i>	Certificate Number WPC 00126

Name, Signature and Stamp



Environment & Resources Authority
Hexagon House, Spencer Hill, Marsa MRS 1441
T (+356) 2292 3500 E info@era.org.mt W era.org.mt

***Disclaimer:** This certificate has been issued on the official ERA form and shall not be construed as a certificate issued by ERA.

Example 2 (mixed packaging waste):

Recovery/Disposal Certificate for Packaging Waste

Certificate Number: **WPC 00123**

Date of Issuance: _____

I, Name of Establishment/Undertaking, with authorisation number EP 000X/YY/Z certify that quantity tonnes of mixed packaging waste classified under EWC code 15 01 06 has been collected from name of waste generator on/in DD/MM/YYYY. The waste collected has been treated as indicated in the following table:

% Recovered / Disposed	Amount (in kg)	Recovery/ Disposal Code	Category of mixed Packaging waste under 15 01 06	Fate of Waste	Proof of Recovery / Disposal
25	50,000	R3	Plastic packaging	Exported directly to <i>Country of Destination</i>	Container No CMAU1234567
50	100,000	R3	Cardboard	Recovered/Disposed Locally at <i>Name of Establishment/Undertaking</i>	Certificate Number WPC 00124
15	30,000	R3	Metallic packaging	Sold to <i>Name of Establishment/Undertaking</i>	Certificate Number WPC 00125
N/A	N/A	N/A	N/A	N/A	N/A

Name, Signature and Stamp



ERA
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END OF PERMIT