

Changes to Premises Registration and the Consignment Note Number format

We are writing to you as you have a premises registered with the Environment Agency as a hazardous waste producer. This email is being sent to make you aware of changes to the hazardous waste regulations which will affect your business.

Two aspects of the hazardous waste regulations are changing on **1 April 2016**, which you will need to prepare for:

- Producers of hazardous waste in England will no longer need to notify their premises with the Environment Agency.
- The format of the unique consignment note code, which appears on every consignment note, will change.

This is driven by the [Strategic Smarter Environmental Regulation Review](#) (Red Tape Challenge).

Registration

- If you produce or store 500kg or more of hazardous waste per year you will NO LONGER need to register your premises with the Environment Agency from 1 April 2016.
- You must continue to have a valid registration up until 1 April 2016.
- These changes only apply to England. It does not affect premises in Wales who should continue to register with Natural Resources Wales.

Consignment Note Code Format

A completed consignment note must accompany hazardous waste when moved from any premises. On 1st April 2016, the consignment note and the way you fill it in will change:

- To accommodate the removal of premises registration, the format of the consignment note code will change on 1 April 2016 regardless of the amount of hazardous waste you produce, store or handle.
- From 1 April 2016, if waste is produced in England, you will need to amend the first six characters of your consignment note code (currently the premises registration number), replacing them with the first six letters or numbers (not symbols) of the business name. The producer should ensure consistent use of the organisation name in this regard.
- 'EXEMPT' will no longer be used.
- The second set of characters will continue to be five numbers or letters of your choosing. This may, in a few specified occasions, be followed by an additional letter.
- There will be guidance on gov.uk from 1 April 2016.
- Please check you are using the correct format of the consignment note number. Legally you are still required to use the current format on consignment notes up until 1 April 2016.

- Make sure you do not pre-print more consignment notes using the old format, than you will use by the end of 31 March 2016.
- If you are receiving waste from Wales into England, you should not change the consignment note code. Welsh producers will still be required to register their premises with Natural Resources Wales and use this in their consignment note number. If the waste is moved from England into Wales, Scotland or Northern Ireland from 1 April 2016 the consignment note code will need to use the new format.

SIC code

- The requirement for the SIC code on the consignment note will change. We currently accept SIC 2003, SIC 2007 or NACE on the consignment note as the Hazardous Waste Regulations are non-specific . The change in these Regulations from 1 April 2016, specifying SIC 2007, matches the legal requirements for waste transfer notes (for non-hazardous waste). We currently have a [Regulatory Position](#) to allow different SIC publications and the use of NACE codes to be used; we will be continuing to allow the use of NACE.

Any queries please [contact us](#) on 03708506506 or via enquiries@environment-agency.gov.uk.