

Waste carrier licence check form

Check the register, not the certificate. The certificate was true on the day it was printed.

The duty of care requires waste to be transferred only to an authorised person, so this check is part of the duty rather than good practice. Check anybody else in the chain too — a registered carrier who sublets to a man with a tipper has put somebody unregistered into your chain.

COMPANY BEING CHECKED	TRADING NAME	ADDRESS
CONTACT	CHECKED BY	DATE OF CHECK

WHAT ARE THEY ACTING AS?

Tick all that apply. They are not the same registration.

Carrier	THIS ONE
Broker	
Dealer	
Site operator	

REGISTRATION, FROM THE PUBLIC REGISTER

Not from their certificate. Registrations lapse, change tier and are revoked.

Registration number	
Tier held	
Registered name on the register	
Does it match the company you are contracting with?	
Expiry date	
Register checked on (date), by	
Anything the register said that is worth noting	

OTHERS IN THE CHAIN

The liability does not stop at the firm you contracted with.

Will any of this work be sub-let? To whom?	
Their registration number — checked on (date)	
Their registration number — checked on (date)	
Vehicles used that are not theirs, and whose they are	

THE RECEIVING SITE

A permitted site that is not permitted for your waste stream is a rejected load.

Site name and address	
Operator	
Permit or exemption number	
What the permit allows it to accept	
Does that cover the waste you are sending?	

Checked on (date), by _____

EVIDENCE KEPT

	HELD
Screenshot or print of the register entry, dated	☐
Copy of registration certificate	☐
Copy of permit or exemption	☐
Insurance certificates where the contract requires them	☐
Written confirmation of subcontracting arrangements	☐
	☐
	☐

OUTCOME AND RE-CHECK

APPROVED TO USE?	APPROVED BY
ANYTHING CONDITIONAL, AND BY WHEN	RE-CHECK DUE (DATE)
EARLIEST EXPIRY IN THE CHAIN	RECORD HELD AT