

Trade waste agreement application

Apply for a new agreement, or to vary or renew an agreement

Please complete and return this form to
Post: Watercare, Private Bag 92521, Victoria St West,
Auckland 1142

Email: tradewasteinfo@water.co.nz

Phone: (09) 539 7655 Website: www.watercare.co.nz

Important information

Please complete all sections in this form, attach the required documents and email or post it to the address above. For information about fees to process this application and to monitor compliance, please visit www.watercare.co.nz.

1. Application details

Full name (as registered with the New Zealand Companies Office)

'Trading as' name (if applicable)

New Zealand company registration number

Street address of trade premises:

Street number Street name

Suburb Postcode

Postal address (required for billing purposes):

Street number Street name or PO Box

Suburb Postcode

Person in company responsible for industrial wastewater (trade waste) discharge

First name Last name

Position in company

Email

Phone () Mobile

Please contact us if these contact details change.

Consultant/agent details (if relevant)

First name Last name

Company

Email

Phone () Mobile

What are you applying to do? Please tick one option:

<input type="checkbox"/>	Vary an agreement	Agreement number	<input type="text"/>
<input type="checkbox"/>	Renew an agreement	Agreement number	<input type="text"/>
<input type="checkbox"/>	New agreement		
<input type="checkbox"/>	Temporary agreement – start	<input type="text" value="DD / MM / YYYY"/>	end <input type="text" value="DD / MM / YYYY"/>

2. Site and process information - Please attach extra information if necessary

New wastewater connection Existing wastewater connection

Please describe your company's main process or products (e.g. food production, electroplating, chemical manufacture etc)

Please describe the individual processes which generate trade waste

List all hazardous substances stored or handled on site and provide material safety data sheets with this application

List the substances in your trade waste discharge

List the maximum volume of trade waste discharged per 24 hours, taken over peak usage periods, for each discharge point (m³/24hrs)

<input type="text" value="m<sup>3</sup>/24hrs"/>	<input type="text" value="m<sup>3</sup>/24hrs"/>
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List the average volume of trade waste discharged per 24 hours, taken over extended periods of normal production, for each discharge point (m³/24hrs)

<input type="text" value="m<sup>3</sup>/24hrs"/>	<input type="text" value="m<sup>3</sup>/24hrs"/>
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List the maximum instantaneous flow rate of trade waste discharged for each discharge point (litres per second)

<input type="text" value="L/sec"/>	<input type="text" value="L/sec"/>
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Please give the company's operating days and hours:

List the company's peak discharge periods (hours/months):

List the regular/annual shutdown periods (hours/months):

Is domestic wastewater (toilets, showers etc) combined with any trade waste prior to the sample point?

 Yes No

Is there an onsite cafeteria that produces food?

 Yes No

Are there any open areas which may collect rainwater/stormwater that discharge to our wastewater network? (such as bunded tanks, open excavation areas, etc.)

 Yes No

If yes, please describe the areas and give their size in square meters

Is a stormwater diversion system installed?

 Yes No

If yes, please provide details of the system type and maintenance plans

Are other sources of water used and discharged during production? (such as bores, rainwater tanks, etc.)

 Yes No

If yes, please provide details of the water source and the volume discharged over 24 hours

3. Risk management

Please provide a trade waste management plan with this application. See www.watercare.co.nz for an example plan. Please tick each item to confirm that your plan includes:

- What pre-treatment systems are used and how they will be checked and serviced to maintain effective operation and to ensure ongoing compliance with this agreement
- What monitoring and logging systems are used and how they will be checked, serviced and calibrated to maintain effective operation
- How the flow rate is controlled, i.e. pump rate, orifice plate, hose delivery rate, etc.
- Potential risks that could lead to non-complying wastewater or waste being discharged into our network (e.g. failure of a bulk storage chemical tank)
- The measures being taken to eliminate, isolate or minimise the risk (e.g. bunding of bulk chemical storage areas and isolation from the network)
- A requirement that appropriately qualified staff attend to any incident as soon as possible, but in all cases within 60 minutes of becoming aware of the incident
- Methods to avoid, remedy or mitigate the adverse effects of limit breaches, including but not limited to response procedures, response kits, on-call rosters, contact details and emergency power supplies
- Procedures for notifying us of potential or actual breaches of the discharge limits
- Emergency spill and containment procedure

Rainwater/stormwater management procedure

Any other relevant information

Please attach site plans or drawings which clearly show the location of:

Process areas Trade waste pre-treatment systems (pH control, grease traps, screens, etc)

Trade waste drainage Point of connection to the wastewater network

Domestic drainage Open areas draining storm/rain water to trade waste drains

Stormwater drainage Trade waste sampling points, and flow measurement/logging points (if any)

Location of water meters and wastewater meters

4. Checklist

Please note, this application will not be processed until all the information below is received.

Yes, I have:

Provided material safety data sheets

Provided a trade waste management plan which includes all the requirements listed in section 3

Provided site plans or drawings which include all the requirements listed in section 3

Completed and signed this application form

5. Fees

For information about fees associated with this application and compliance monitoring, please go to www.watercare.co.nz/Water-and-wastewater/Trade-waste/Trade-waste-charges

Authorisation

I declare that the information in this application is true and correct.

Name

Signature

Date

Position

Privacy

We may use this information to process your application, update our records or help improve our services. We will not disclose it unless required by law. You have the right to access your information, and you can ask us to correct any errors.