



TRADE WASTE APPLICATION

\$120.78 Application Fee Applies

Application To Enter Into a Trade Waste Agreement
For the Admission of Trade Waste into Central Highlands Water's Sewage System.

Pursuant to the Water Act 1989 & Water (Trade Waste) Regulations 2014

Customer Details

Site Address: (Address of property from where discharge will occur)

Name of Applicant: (Company Name or Individual)

ABN: (If applicable)

Postal Address: (Address for written correspondence)

 Postcode:

Contact Details: (Person responsible for trade waste management)

Name

Title

Business Hours Telephone:

After Hours Telephone:

Mobile Telephone:

Fax Number:

Business Description

Type of Industry: (example: restaurant, automotive, photographic, manufacturing)

Business Activities: (Provide detail of all aspects of your business that generate or have the potential to generate liquid waste)

Provide as an attachment if extra space is required. _____

Business Hours:

Circle the days of the week that your business operates.

Sun Mon Tue Wed Thu Fri Sat or 7 days a week

Insert your normal operating hours below.

_____ am / pm to _____ am / pm

Waste Description

Provide a detailed description of the waste to be discharged:

Provide as an attachment if extra space is required. _____

Describe the disposal method used for stormwater and run-off: (Rain Water)

Discharge Volume

Estimated Maximum Daily Discharge = _____ Litres

Estimated Maximum Annual Discharge = _____ Kilotres

Material Safety Data Sheets (MSDS) for all chemicals associated with the waste outlined above must be attached to this application.

Description of Pre-treatment Method

Provide a detailed description of the intended method of pre-treatment:

(*Example*; grease, oil and solids from the kitchen will be settled via a baffled grease interceptor trap. Residual fuel from the carwash will be removed through a vertical gravity separator and silt will be screened and removed via a silt trap).

Provide as an attachment if extra space is required. _____

Detail of Pre-treatment Equipment:

Manufacturer

Type

Size / Capacity

Litres

Trade Waste Management

All applicants must provide a Trade Waste Management Plan prior to the discharge of any trade waste to the Corporation's sewer. Applicants proposing to discharge up to 1000 Kilolitres per year may choose to complete the generic waste management form on page 7 of this application.

Applicants proposing to discharge more than 1000 Kilolitres per year must provide a detailed waste management plan and must include:

1. The sources, types and quantities of trade waste generated.
2. Written description and schematic for each possible point of discharge from the pre-treatment equipment, including a detailed schematic of any pre-treatment processes.
3. Contingency plans for use in the event that the trade waste does not comply with the quality limits prescribed in the Corporation's trade waste acceptance criteria and cannot be discharged to the Corporation's sewer.
4. Contingency plans for use in the event that the Corporation's sewer becomes unavailable for the discharge of trade waste.
5. The planned maintenance program for the ongoing servicing and maintenance of the pre-treatment equipment, including 24-hour staff contact details for breakdowns and emergencies.
6. Planned waste minimisation initiatives including completion dates and likely benefits for both the Customer and the Corporation.

For assistance with developing your trade waste management plan, we recommend that you refer to the Victorian "Trade Waste Management Plan Guidelines" by logging on to

http://www.chw.net.au/sites/default/files/documents/twmpg_and_template04.pdf

Site Plan

A site plan drawn no larger than A3 must be attached to this application. The site plan must show: -

- detail and location of trade waste pre-treatment equipment, and
- detail of the proposed point of connection between the pre-treatment equipment and the sewer.

Trade Waste Management Plan

(For use with trade waste discharge up to 1000 kilolitres per year)

Waste disposal Alternatives

In the event that Central Highlands Waters sewerage system becomes unavailable, what alternate methods are available for the disposal of your trade waste?

Provide as an attachment if extra space is required. _____

What plans do you have for minimising the volume of trade waste that you generate?

Provide as an attachment if extra space is required. _____

Maintenance

Please provide details of the EPA Licensed agent appointed to carry out the cleaning of your pre-treatment equipment.

Provide as an attachment if extra space is required. _____

Cleaning Intervals

How often will your EPA Licensed agent clean and service your pre-treatment equipment

A log showing the maintenance and servicing of the equipment will be kept on site and made available for inspection by the Corporation's Trade Waste Officer.

Signature _____ Date: ____ / ____ / ____

Signatures**Property Owner's Name**

Property Owner's Signature

Date: **Applicants Signature**

Date:

All information collected through the completion of this application form will be used for the sole purpose of managing the risks associated with the acceptance of trade waste and to enforce the terms and conditions of any trade waste agreement entered into by the applicant.

Office Use Only

MSDS Necessary

MSDS Supplied

Site Plan Supplied

Trade Waste Man Plan

Further information required

Further information Supplied

Application Fee Paid

Aquarate Updated
Signed:

Note- In addition to the rates normally levied by the Corporation in respect of the said property, the owner/ occupier shall pay the applicable trade waste fees, in accordance with the Corporation's Tariff Policy & Procedure.

A non-refundable application fee shall be payable upon submission of each trade waste application in accordance with the Corporation's Tariff Policy & Procedure.

Answers to your Trade Waste questions

What is Trade Waste and where does it go?

While wastewater includes domestic waste from our homes, it also includes waste from industries, businesses and manufacturing processes. This is referred to as **trade waste**.

Trade waste is generated from businesses such as food processing works, restaurants, fast food outlets, dry-cleaners, vehicle washing services and photographic development businesses, to name a few. It can contain heavy metals, dissolved solids, high concentrations of grease or oil and high organic loads.

As with all wastewater, trade waste makes its way to Central Highlands Water's wastewater treatment facilities via a network of underground sewer pipes. Then, following a complex treatment process that takes several weeks, clean water is again released to the environment.

Why do I need to install pre-treatment equipment?

As the final wastewater treatment processes at Central Highlands Water's treatment facilities are complex and finely balanced, they can be easily disrupted by non-conforming or poorly treated trade waste. As our community depends upon these processes for the vital protection of the environment in which we live, Central Highlands Water requires all trade waste to be pre-treated prior to it entering the sewerage system.

Pre-treating your trade waste will help to protect the operation of the wastewater treatment plant. It will also help by maximising the life expectancy of the sewer pipes, including the plumbing inside your property. It will help to prevent costly blockages and expensive downtime, and will also provide a safer working environment for you, your staff and those people working in and around the sewerage network.

What type of pre-treatment device should I install?

Central Highlands Water encourages you to consider pre treatment options other than the traditional in-ground grease or triple interceptor trap. There are many options available now, some of which are portable and far more effective than the traditional methods. However, the type of pre treatment is dependant on the types of waste likely to be produced. Most plumbing suppliers will have information that may assist, you may also choose to speak with Central Highlands Water's Trade Waste Officer, whose contact details appear over the page.

How do I install the equipment and where?

The manufacturer will supply installation instructions with the equipment. We recommend that they be followed in conjunction with the relevant plumbing regulations. It is also important that the equipment be installed in a position that caters for ease of cleaning and servicing.

For technical advice on plumbing regulations and current standards we suggest you speak to a licensed plumber or the Plumbing Industry Commission, see contact details below.

What is a Trade Waste Management Plan and how do I get one?

Central Highlands Water requires that all trade waste customers provide a trade waste management plan when submitting an application. A trade waste management plan is a document produced by the applicant that describes the way in which the applicant will maintain their pre-treatment equipment, how often they will clean the pre-treatment equipment and what can be done to reduce the amount of trade waste discharged. The plan must also include details of what will happen if the applicant's trade waste quality fails to meet the acceptable quality standards, or what can be done in the event that the Corporation's sewer mains become broken or blocked.

For assistance with developing your trade waste management plan, we recommend that you refer to the Victorian "Trade Waste Management Plan Guidelines" by logging on to http://www.chw.net.au/sites/default/files/documents/twmpg_and_template04.pdf or alternatively by contacting Central Highlands Water directly.

For further advice regarding your trade waste application or trade waste management plan, please contact Central Highlands Water using the contact details provided below.

What should I do if I have a complaint?

If you are dissatisfied or have a complaint that you have been unable to resolve with the Corporation's Trade Waste department, you may wish to discuss your concerns with the Manager Customer Contact Centre by telephoning (03) 5320 3253 or alternatively by contacting the Corporation's Complaints Resolution Officer on 1800 061 514.

Central Highlands Water

P O Box 152
Ballarat Victoria 3353

Victorian Building Authority

1300 815 127

Trade Waste Officer**Michelle Maggi**

Direct: (03) 5320 3143

Mobile: 0429 865 659

e-mail: michelle.maggi@chw.net.au or tradewaste@chw.net.au