

Industrial Trade Waste Application Form

e.g. car wash/detailers, laundrettes, food manufacturing. Phone **9552 3662** Email **tradewaste@sew.com.au**

Important information

All applications must include:

1. A fully completed trade waste application form
2. A site plan and
3. A process and instrumentation diagram (trade waste treatment apparatus drawing), if appropriate.

If any plumbing works are to be carried out call the property development team on **131 694**. A Trade Waste Application Fee (as set out in the Trade Waste Charges brochure) will be invoiced to you separately. Note: All works are required to be carried out by a licensed plumber.

1. Provide the following information about the site from which trade waste will be discharged.

Shop/Factory/Street no. _____ Street name _____

Suburb _____ Postcode _____

2. Who is the occupier or operator of the site from which trade waste will be discharged?

Business trading name _____

Company name _____

Business owner(s) full name(s) (Mr/Mrs/Miss/Ms) _____

Position _____

Phone _____

Mobile phone _____ Email _____

Australian Company Number (ACN) _____ Australian Business Number (ABN) _____

Company address _____

_____ Postcode _____

Address for trade waste correspondence _____

_____ Postcode _____

3. Who is the person responsible for trade waste management at the site?

Name (Mr/Mrs/Miss/Ms) _____

Position _____

Phone _____

Mobile phone _____ Email _____

4. The reason for making this application for Trade Waste Consent (Tick appropriate)

New discharger (estimate commencement date)

Date / /

Change of occupier or site operator (state the changeover date)

Date / /

Change to the nature or volume of the existing trade waste discharge

Consent update requested by South East Water

Temporary discharge dates: Start / / Finish / /

5. Describe the type of business carried out onsite (e.g. coin laundrette, food manufacturer)

6a. Operating/production hours at the site. (Tick days of the week)

Monday to Friday Hours between: _____ and _____

Saturday Hours between: _____ and _____

Sunday Hours between: _____ and _____

6b. Discharge hours at the site. (Tick days of the week)

Monday to Friday Hours between: _____ and _____

Saturday Hours between: _____ and _____

Sunday Hours between: _____ and _____

7. Are any open/unroofed areas, which collect rain water, connected to the sewer?

Yes No

If Yes, please specify the size of the area(s), and describe how stormwater will be managed.

8. Provide details of all substances/chemicals that are used in the business and which may enter the sewer - even in trace amounts where present in wash waters.

- Details should include chemical name or product name and their concentration or dilution.
- Refer to the substance/chemicals in use in the fourth column of question **8b**.
- Include material safety data sheets (MSDS) for all proprietary substances that are hazardous to the health of humans, or are potentially hazardous to microorganisms, or might adversely affect the environment.

8a. Are any of the following contaminants present in the trade waste to be discharged to sewer?

<input type="checkbox"/> Heavy metals	<input type="checkbox"/> Dyes/inks
<input type="checkbox"/> Acids/alkalis	<input type="checkbox"/> Oil/fat emulsions
<input type="checkbox"/> Solvents	<input type="checkbox"/> Sulphur-containing compounds
<input type="checkbox"/> Photographic wastes	<input type="checkbox"/> Ammonia
<input type="checkbox"/> Medical wastes	<input type="checkbox"/> Disinfectants
<input type="checkbox"/> Paint	<input type="checkbox"/> Cyanide
<input type="checkbox"/> Pesticides/herbicides	<input type="checkbox"/> Other (please name).....
<input type="checkbox"/> Radioactive material	<input type="checkbox"/> Other (please name)
<input type="checkbox"/> Total dissolved solids (salts)	<input type="checkbox"/> Other (please name)
<input type="checkbox"/> Chlorinated hydrocarbons	<input type="checkbox"/> Other (please name)
<input type="checkbox"/> Petrochemicals	<input type="checkbox"/> Other (please name)

8b. Describe the fixtures/activities on the site that will generate trade waste. Indicate the proposed method of treatment and volumes.

Refer to the Trade Waste Application Guide for assistance.

Fixture number Match site plan	Total number installed	What fixtures/activities generate trade waste?	What is in the trade waste? Include an MSDS where available	Method of trade waste treatment	Max. rate Litres per minute	Max. volume Litres per hour	Max. daily Kilolitres (1,000 litres)
Estimated maximum totals:							

If more space is required please photocopy the table, or collect additional copies from South East Water’s trade waste team and attach to the back of the application form.

9. Please provide a process and instrumentation diagram which clearly shows the following:

- The major items of equipment in the treatment apparatus.
- The key characteristics of the major items of equipment which ensure that they function as intended (e.g. volumes, materials of construction etc.)
- The instrumentation used to control the process and, in particular, any instrumentation used to record the characteristics of the final trade waste discharge to sewer.

10. Please provide a site plan which clearly shows the following: (preferably no larger than A3)

- North direction
- The address
- The location of fixtures (e.g. sinks) connected to the treatment apparatus
- The location of the treatment apparatus (e.g. petrol and oil interceptor)
- Sampling points
- The location of open areas connected to sewer
- Pumps and flow rates

11. Staff numbers:

Please provide onsite staff numbers, full time equivalent (FTE) per day _____

This application must be signed below by a person who has the authority both to make the statements set out above and to give the following undertaking.

I undertake to South East Water that I have the authority to make the statements set out above and give the undertakings set out below. If South East Water accepts the occupier's offer contained in this application, the occupier will comply with all the requirements of any trade waste or consent, including the payment of all fees and charges.

Name of occupier _____ Position _____

Signature of occupier _____ Date / /

This form, together with the other documents detailed under 'Important information' on the front page, can either be mailed to:

Trade Waste
South East Water
PO Box 2268
Seaford VIC 3198 Australia

or delivered in person to:
South East Water
WatersEdge
101 Wells Street
Frankston VIC 3199 Australia

or copy and email to:
tradewaste@sew.com.au

Privacy Statement

South East Water is collecting the information requested on this form for the purpose of providing goods and services to you and improving those goods and services. Without all or part of this information the goods and services may not be provided to you. This information will be handled in accordance with our legal obligations. You may request access to your personal information. The information may be disclosed to third parties in relation to the provision of goods and services, including South East Water's contractors assisting in the provision of these goods and services, Melbourne Water, the Minister or the Environment Protection Authority. For a copy of South East Water's privacy charter which describes in more detail how personal information may be used, or details on how to access your personal information, please visit southeastwater.com.au/privacy or contact **131 694**.