

Industrial Trade Waste Application Guide

Trade waste is any liquid waste, other than domestic sewage, generated by industrial, commercial, retail food, trade or manufacturing processes, which is acceptable for discharge to sewer. The discharge is conditional on having a Trade Waste Consent.

Procedure for obtaining an Industrial Trade Waste Consent

1. Contact South East Water's trade waste team for a trade waste application form. The forms are also available at: southeastwater.com.au/tradewaste
2. The completed industrial trade waste application form should be lodged with South East Water and accompanied by a site plan and, if appropriate, material safety data sheets (MSDS) and process and instrument diagrams.
3. Prior to the connection of any treatment apparatus to South East Water's sewerage system, a plumbing application must be lodged through PropertyConnect and consent received from our development branch. Visit www.southeastwater.com.au/propertyconnect to submit your application. All fees and charges for this application must be paid prior to connection.
4. The trade waste application will be processed by the trade waste team. All fees and charges for this application will be invoiced to you separately.
5. Subject to assessment, a Trade Waste Consent will then be issued to the applicant.

6. When plumbing or drainage works are required, a plumbing and drainage inspection should be arranged with the Victorian Building Authority.
7. When plumbing and drainage work associated with trade waste is completed, the trade waste team should be notified prior to discharge to sewer, so that a site inspection can be carried out.

Trade waste charges

- A one-off application fee is applicable for all applications.
- Trade Waste Consent charges apply.
- Charges may also apply for trade waste discharged to South East Water's sewers, based on the volume and quality of the waste discharged.
- The above charges recover the cost of maintaining and monitoring Trade Waste Consents along with costs associated with collection and treatment of the trade waste.
- All fees and charges are outlined in a trade waste charges brochure, which is available from the trade waste team or www.southeastwater.com.au
- The trade waste team can be contacted at tradewaste@sew.com.au and **(03) 9552 3662**.



The notes below are designed to help you complete the corresponding numbered questions on the Industrial Trade Waste application form.

1. Include the site address from which trade waste discharge will occur.
2. Provide details of the company or individual(s) requesting a Trade Waste Consent to discharge to sewer. Full names are required.
3. Provide the name and contact details of the person responsible for management of trade waste matters onsite. The person should be available, both in business hours and after hours, for trade waste emergencies.
4. Please tick the appropriate box describing why you are making a trade waste application. If you are making the application because you are starting a new business, please state the estimated date of commencement, or if you are taking over an existing business with a current Trade Waste Consent, please state the date of the change of occupancy.
5. Provide a brief description of the type of industry or business which is carried out on the site e.g. car detailing, metal finishing, etc.
- 6a. Indicate the appropriate days of the week that your business is open, and fill in the operating hours.
- 6b. Indicate the discharge days and hours at the site.
7. It is South East Water's policy that stormwater is only accepted for discharge to sewer under special circumstances. Where stormwater discharge to sewer is proposed, details must be submitted describing the size of the open area receiving stormwater, as well as a description of how the stormwater will be managed and discharged to sewer e.g. stormwater diversion systems (a process and instrumentation diagram is required).
- 8a. Provide details in column four of question 8b, of all substances and/or chemicals used onsite that enter the sewer as part of the business activities. The detail should identify where the chemicals are used, which chemicals are discharged to sewer, their concentration and quantity, or whether only wash waters with traces of the chemical are discharged to sewer. If you use proprietary products you must attach relevant material safety data sheets (MSDS) for all those substances that are hazardous to the health of human beings, or are potentially hazardous to microorganisms, or might adversely affect the environment. These MSDS must include the chemical composition of the substance used.
- 8b. Please describe the type of activities generating trade waste on the site. In column four describe the characteristics of the waste, as detailed in question 8a and attach the MSDS if applicable. In column five, describe the type of treatment apparatus to be used. The volume of waste each activity generates onsite needs to be calculated and included in the table. For assistance in calculating the rate of discharge, a standard 13mm garden hose will normally run at a rate of approximately 20 litres per minute (see example on next page).
9. A process and instrument diagram must be included when specialised trade waste pretreatment equipment is proposed. The diagram should indicate the major equipment items and any proposed instrumentation to record the flow rate and characteristics (EC, pH and temperature) of the final trade waste discharge to sewer. Where emergency spill containment systems are incorporated, they must also be described in a diagram (see sample diagram overleaf).
10. A site plan (no larger than A3 size) must be included with your application. It needs to clearly identify the location of the trade waste fixtures on the site, with their number corresponding to the number in the table in question 8b and the legend on the plan. A fixture is any item that receives and disposes of water to the sewerage system. The legend needs to describe the fixture and the treatment apparatus receiving the discharge from the fixture. The location of treatment apparatus and the corresponding sample point needs to be identified, as well as any open areas mentioned in question 7 on the site plan. Please remember to include the north direction, the property number and street address (see sample diagram overleaf).
11. Please provide onsite staff numbers, Full Time Equivalent (FTE) per day. e.g. 30 full staff over 1 shift = 30 FTE. 30 staff x 2 shifts = 60 FTE.

Example from Industrial Trade Waste application form – Question 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) |
|-----------------------------------|------------------------|--|--|---------------------------------|--------------------------------|--------------------------------|---|
| 1 | 1 | Car wash | Wash water | Silt pit | | | |
| | | (Unroofed 20m ²) | Detergent-truck wash XR-8 | Petrol & oil interceptor | 20 | 800 | 3.2 |
| | | | (MSDS attached) | | | | |
| | | | oil, grease and road grime | | | | |
| 2 | | Floor area | Greasy floor washing | Silt trap Grease trap | 20 | 550 | 2.5 |
| 3 | | Laboratory sinks | Wash water containing traces of sulphuric and hydrochloric acids | Trade waste Treatment Apparatus | 20 | 400 | 2.0 |
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| Estimated maximum totals: | | | | | 60 | 1750 | 7.7 |

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.

*1000 litres = 1 kilolitre.

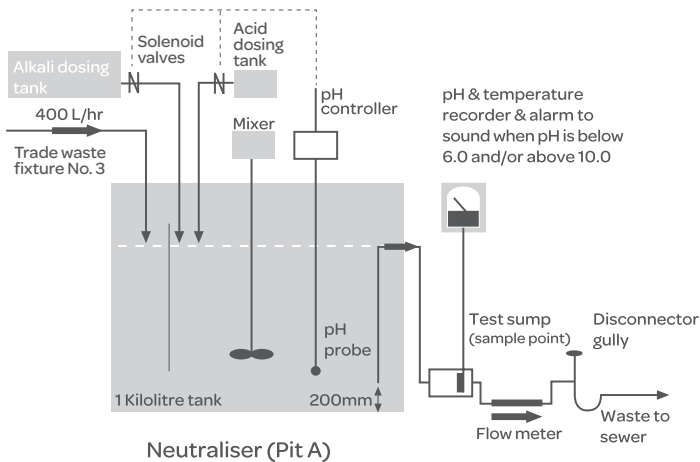
Question 9. Process and instrument diagram

The diagram should:

- include flow direction, capacity, dimensions and material of construction and lining of pits and tanks in contact with the trade waste
- identify all dosing equipment, pH control equipment, pumps and their respective rates and flow metering equipment, and
- include an operation schedule.

| Neutraliser Pit "A" | |
|---------------------|-------------|
| Capacity | 1000 litres |
| Length | 2 meters |
| Width | 1 meters |
| Water level | 0.5 meters |
| Construction | Concrete |
| Lining | UPVC |
| Retention | 60 minutes |

Sample diagram



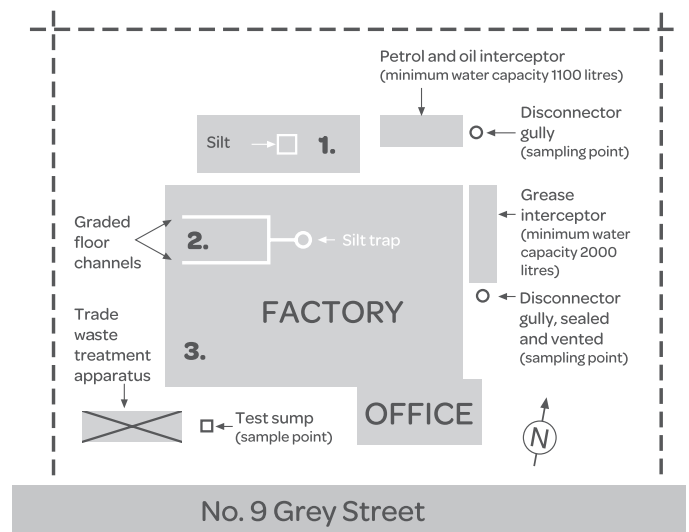
Question 10. Site plan (no larger than A3)

The plan should identify:

- site boundaries, north point and address
- details and location of all fixtures, tanks, pits and apparatus that are associated with the generation and treatment of trade waste
- a legend showing fixture numbers, description of fixtures and treatment apparatus
- trade waste specific items only.

| Fixture number | Description | Treatment / apparatus |
|----------------|--|-------------------------------------|
| 1 | 20m ² unroofed vehicle wash bay | Silt pit petrol and oil interceptor |
| 2 | Floor area | Silt trap grease interceptor |
| 3 | Lab sinks | Trade waste treatment apparatus |

Sample diagram



We are here to help you!

The trade waste team is more than happy to provide additional details or assistance in completing your Industrial Trade Waste Consent application. Feel free to contact one of our representatives on the number listed below for further information.

Trade waste team

Telephone **(03) 9552 3662**
Email **tradewaste@sew.com.au**

Send all applications to:

Trade waste team

WatersEdge
101 Wells Street
Frankston VIC 3199 Australia
PO Box 2268
Seaford VIC 3198 Australia

Phone

General enquiries **131 694**
Account enquiries **131 851**
Faults and emergencies **132 812**

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