

Industrial trade waste application form

Trade waste is any liquid waste, other than domestic sewage, generated by industrial / commercial processes such as car washing, food and beverage manufacturing, metal finishing, chemical and pharmaceutical production (list not exhaustive) that is proposed to be discharged to the sewerage system. The discharge is conditional on having a trade waste consent.

Email tradewaste@sew.com.au Phone **03 9552 3662**

Need an interpreter? Call **03 9209 0130**

(Office use only) Trade waste number Date ____ / ____ / ____

Important information

All applications must be completed in full and include:

1. Trade waste site plan (see question 11 for details).
2. A process and instrumentation diagram (trade waste treatment apparatus drawing). See question 12 for details.
3. Documented procedures detailing how any treatment apparatus and instrumentation is operated and maintained.

Prior to the connection of any treatment apparatus to the sewerage system, a plumbing application must be lodged through southeastwater.com.au/propertyconnect or call **03 9552 3770** for more information.

1. Business address where trade waste will be discharged

Shop/Factory/Street no. _____ Street name _____

Suburb _____ Postcode _____

2. Business details

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

Company name _____

Business trading name _____

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

Position _____

Phone _____ Email _____

Receive trade waste invoices by email? Yes No

Email for invoices _____

Address for trade waste correspondence (if different from site address) _____

_____ Postcode _____

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

Name(s) (Mr/Mrs/Miss/Ms) _____

Position _____

Phone _____ Mobile phone _____

Email _____

4. The reason for making this application for trade waste consent (tick appropriate)

- New discharger (proposed trading start date) Date ____ / ____ / ____
- Change of occupier (proposed changeover date) Date ____ / ____ / ____
- Change to the nature of trade waste discharge
- Consent update requested by South East Water

5. Describe the type of business carried out onsite, including any types of processes that generate trade waste
(e.g. coin laundrette, food manufacturer)

6. Staff numbers:

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

7. When will trade waste be discharged? (tick days of the week)

- Monday to Friday Hours between: _____ and _____
- Saturday Hours between: _____ and _____
- Sunday Hours between: _____ and _____

8. Are any open/unroofed areas, which collect stormwater, connected to the sewer?

- Yes - size of open area m²: _____ No

Note: The open area is to be clearly identified on the site plan.

If yes, describe how stormwater will be managed. If a stormwater diversion system is installed then operating procedures, including specifications and plans, are to be submitted.

9. Provide safety data sheets (SDS) for all chemicals that are stored or used on site and which may enter the sewer as trade waste.

- 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 **10b**.

10a. 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"/> Per- and polyfluoroalkyl substances (PFAS) | <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) _____ |

10b. Trade waste volumes

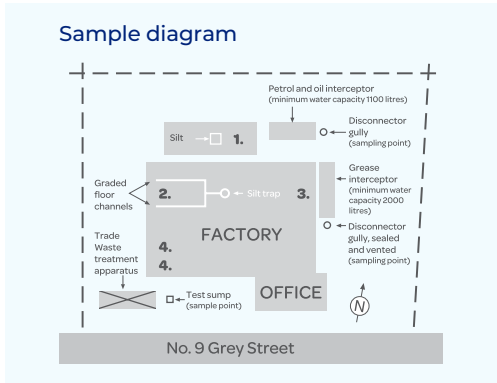
- Describe the fixture/activities on site that generate trade waste and identify the proposed method of treatment. Please note that **maximum** flow rates are required.
- Flow rates: for assistance, a standard hose will discharge at 25L/minute. If it takes 10 minutes to wash a car and you wash 3 cars per hour, then the L/hour would be 750L/hour. If the wash bay operates 8 hours a day (24 cars washed each day) the kL/day limit would be 6kL/day

Fixture number Match as per site plan	Total number installed E.g if 5 floor waste installed, input 5	What fixtures/activities generate trade waste? E.g floor waste, car wash etc	What is in the trade waste? Include an SDS where available	Method of trade waste treatment	Max. rate Maximum litres per minute (L/minute)	Max. volume Maximum litres per hour (L/hour)	Max. daily Maximum kilolitres per day (kL/day). Note: 1,000 litres = 1 kilolitre
1	1	Car wash bay	Wash water (detergent, oil)	Silt pit to petrol & oil interceptor	25	750	6
2	1	Electroplating rinse bath	Acid wash water	Setting tank and pH neutralisation	20	500	4
Maximum discharge volumes					45	1,250	10
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.

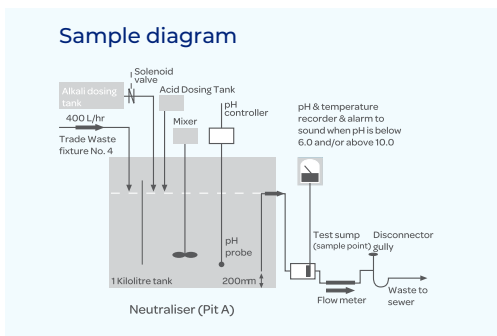
11. Provide a site plan which clearly shows the following: (preferably no larger than A3)

- North direction, site address and building footprint on the property
- Location of fixtures (eg sinks, open areas connected to sewer etc), including sampling points
- The location of the treatment apparatus (e.g. petrol and oil interceptor)
- A legend identifying the fixture numbers, description of fixtures and treatment apparatus



12. Provide a process and instrumentation diagram which clearly shows the following:

- The configuration, capacity and materials of construction of the trade waste apparatus including equipment
- Any instrumentation including dosing equipment, data loggers, probes, electromagnetic flow meters etc
- Standard operating and maintenance procedures and plans



ALL ITEMS OF THE APPLICATION MUST BE COMPLETED TO ENABLE ASSESSMENT OF YOUR APPLICATION.

Completion of this form does not represent authorisation of discharge. Authorisation is provided in the form of a South East Water trade waste consent. 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 and issues a trade waste consent, the occupier will comply with all the requirements of the relevant trade waste 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:

emailed to:
tradewaste@sew.com.au

mailed to:
**Trade Waste
 South East Water
 PO Box 2268
 Seaford VIC 3198 Australia**

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 **13 16 94**.