

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.a) 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

1.b) Billing details

Email for e-billing (preferred):

Postal address (may incur a postal fee)

Street number

Street name or PO Box

Suburb

Postcode

1.c) Trade waste contact

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

First name

Last name

Position in company

Email

Phone

Mobile

Important: please get in touch with us if these contact details change.

Consultant/agent details (if relevant)

First name	<input type="text"/>	Last name	<input type="text"/>
Company	<input type="text"/>		
Email	<input type="text"/>		
Phone	(<input type="text"/>) <input type="text"/>	Mobile	<input type="text"/>

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

<input type="checkbox"/>	New wastewater connection	<input type="checkbox"/>	Existing wastewater connection
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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 (a copy of the site hazard register could be provided)

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)

m ³ /24hrs	m ³ /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)

m ³ /24hrs	m ³ /24hrs
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List the maximum instantaneous flow rate of trade waste discharged for each discharge point (litres per second)

L/sec	L/sec
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Please give the company's operating days and hours:

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

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

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

<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
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Is there an onsite cafeteria that produces food?

<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
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Are there any open areas which may collect rainwater/stormwater that discharge to our wastewater network? (such as bunded tanks, unroofed wash bays, open excavation areas, etc.)

<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
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If yes, please describe the areas and give their size in square meters

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If yes to the above question, is a stormwater diversion system installed?

<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
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If yes, please provide details of the system type and maintenance plans

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

<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
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If yes, please provide details of the water source and the volume discharged over 24 hours

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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:

- | | |
|---|---|
| <input type="checkbox"/> Process areas | <input type="checkbox"/> Trade waste pre-treatment systems (pH control, grease traps, screens, etc) |
| <input type="checkbox"/> Trade waste drainage | <input type="checkbox"/> Point of connection to the wastewater network |
| <input type="checkbox"/> Domestic drainage | <input type="checkbox"/> Open areas draining storm/rainwater to trade waste drains |
| <input type="checkbox"/> Stormwater drainage | <input type="checkbox"/> Trade waste sampling points, and flow measurement/logging points (if any) |
| <input type="checkbox"/> 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 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 scan the QR code or visit www.watercare.co.nz/business/help-and-support/trade-waste



For information about potential infrastructure growth charges, please scan the QR code or visit www.watercare.co.nz/builders-and-developers/tools-fees-and-resources/infrastructure-growth-charge



Authorisation

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

Name

Signature

Date

DD / MM / YYYY

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.