

# Waste Management

If this service is of interest to you,  
please complete the enclosed  
Customer Details Sheet and  
return it to us.

We will then contact our  
partner, Edelchemie, who will  
contact you in regard to your Waste  
Management problem.



# DUTY OF CARE

Under the Environmental Protection Act 1990 Section 34, you are affected by "**Duty of Care**" when you :  
produce, store, process, treat, transport or dispose

of any commercial or industrial waste such as waste from a local shop, office, factory or any business premises.

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**The "Duty of Care" therefore applies to  
all photographic laboratories  
and all the persons working there.**

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Failure by any person or company to comply with these regulations could result in a conviction and a fine of an unlimited amount !!

Your responsibilities and duties under "Duty of Care" are :

- to take all reasonable precautions to ensure that any person collecting or carrying your waste is authorised to do so. Only properly registered carriers are allowed to collect your waste.
- to take all reasonable precautions to ensure that your waste is disposed of at an authorised facility,
- to ensure that a correct description of the waste is provided,
- to ensure that the person you transfer your waste to, does not breach the "Duty of Care" either.

You will therefore have to :

- periodically check that the person or company collecting your waste is still a registered carrier,
- check that your waste is taken to an authorised facility and nowhere else,
- produce a written description of the waste which by Law is comprehensively sufficient for the collector/disposer to comply with "Duty of Care",
- advise any employees on how to properly use and handle your waste and to instruct them on what can and cannot be put into your waste containers,
- retain the Transfer/Consignment Notes relating to the transfer of the waste and the parties involved for a minimum period of two years. The Authorities can request you to make them available for inspection.

"**Duty of Care, a Code of Practise**" provides practical guidelines for producers of waste on how to fulfil their duties. The Code has Statutory Status and is admissible as evidence in Court. This publication is available from HMSO.

*For further information on Duty of Care or Special Waste Regulations,  
please call EDELICHEMIE (UK) Limited.  
Tel : (01858) 469001*

# The Microfilm Shop<sup>®</sup>

## Customer Details

### Customer

Company name.....  
Trading as .....

Company Registration no .....

Activity : i.e. processing lab. ....

Invoice address .....

Post Code ..... Town/City .....

County ..... Telephone .....

Fax .....

VAT registered : Yes/No ..... VAT number .....

### Premises

Collection Address (if different from above) .....

Post Code ..... Town/City .....

County ..... Telephone .....

Fax .....

Name of Contact ..... Position .....

Chemical Supplier .....

Premises open am ..... to pm .....

..... am ..... to pm .....

Days of business : .....

Local traffic situation / restrictions / market days etc. ....

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cont. on page 2

1/2

**DMA**  
DOCUMENT MANAGEMENT ASSOCIATION



VISA



## Waste Description

	Approximate production
Silver bearing ..... Yes / No*	.....
Non silver bearing..... Yes / No*	.....
Film/Photo paper ..... Yes / No*	.....
Other .....	.....

Further Comments .....

.....

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.....

.....

\* delete where appropriate

## Storage

Current storage (in litres) .....

Number of drums/tanks ..... Storage owned by customer .... Yes / No\*

Location of storage .....

.....

Current/previous Disposal Company .....

Comments .....

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.....

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\* delete where appropriate

I agree that the information contained on this form is true and complete and will adhere to the Terms and Conditions of The Microfilm Shop Limited which are printed overleaf and of which another copy will be sent upon request.

Print Name .....

Signature .....

Date .....