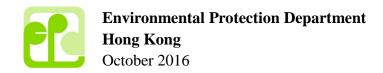
A GUIDE TO THE CHEMICAL WASTE CONTROL SCHEME



PREFACE

The purpose of this guide is to introduce and explain the legislative controls over the management of chemical waste in Hong Kong. Statutory controls now apply to the possession, storage, collection, transport and disposal of chemical waste.

This guide is for explanatory purpose only. In case of doubt, the reader is advised to consult the following legislations:-

- Waste Disposal Ordinance, Cap. 354
- Waste Disposal (Chemical Waste) (General) Regulation, Cap.354C
- Waste Disposal (Permits, Authorizations and Licences) (Fees) Regulation, Cap. 354D
- Waste Disposal (Appeal Board) Regulation, Cap. 354B

The above documents can be downloaded from the Department of Justice website (www.legislation.gov.hk/index.htm).

Enquiries concerning the control scheme may be addressed to the Environmental Protection Department at :

Address

Environmental Protection Department 28/F, Southorn Centre

130 Hennessy Road, Wanchai, Hong Kong.

Telephone: 2838 3111

E-mail: enquiry@epd.gov.hk

Other relevant publications:

- A Guide to the Registration of Chemical Waste Producers
- Code of Practice on the Packaging, Labelling and Storage of Chemical Wastes

The above publications can be downloaded from the Environmental Protection Department website (www.epd.gov.hk).

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A. GENERAL

A.1 Introduction

- Chemical wastes are liquid, semi-solid and solid wastes which are hazardous in nature or constitute a risk of pollution to the environment. Indiscriminate disposal of chemical waste has very serious health, safety and environmental consequences. Release into coastal waters causes damage to local marine life and accumulation of toxins in sea-food generally creates a serious health hazard to the community. Uncontrolled disposal at municipal waste facilities and into sewerage systems and sewage treatment facilities threatens the health and safety of the operatives. It also results in costly repairs and replacement of these facilities as well as disruption to their operation.
- The Waste Disposal Ordinance, Cap. 354 (the Ordinance) and its subsidiary Waste Disposal (Chemical Waste)(General) Regulation (the Regulation) provide a legislative framework for a chemical waste control scheme.
- The main objective of the control scheme is to ensure that chemical waste is properly managed by all parties, from the source of production through to the place of final disposal. Figure 1 illustrates the scheme of control.
- Specifically, the Regulation provides for the definition of chemical waste, the registration of persons producing chemical waste, and the control of the possession, storage, collection, transport and disposal of chemical waste.

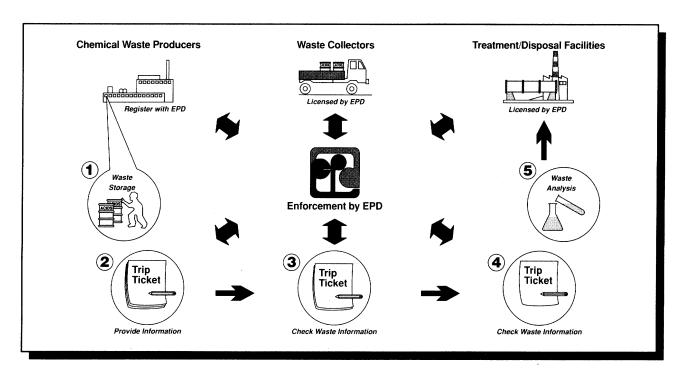


Figure 1 - "Cradle to grave" controls on Chemical waste

- In addition, the Ordinance provides for the licensing of waste collection, transport and disposal activities and the control on import and export of chemical waste. The main provisions are summarised in this guide.
- The Environmental Protection Department (EPD) is the enforcement authority for the controls.

A.2 Interpretation

(Section 2 of the Regulation & Section 2 of the Ordinance)

■ In this guide, the terms used are defined as follows –

"Code of Practice" means a document issued under Section 35 of the Ordinance for the purpose of giving guidance and directions on the controls;

"dangerous goods" has the same meaning as in the Dangerous Goods Ordinance (Cap. 295);

"disposal" includes treatment, reprocessing or recycling;

"reception point" generally means a chemical waste disposal facility which is licensed under Section 21 of the Ordinance, but does not include on-site or in-house disposal facilities;

"reception point manager" means any person in charge of a reception point or who is authorized to accept chemical waste delivered at that reception point;

"registration" means registration of any person who produces chemical waste or causes it to be produced;

"waste collection licence" means a licence issued under Section 21(1) of the Ordinance for the collection and removal of chemical waste: "waste collector" means any person who is granted a licence under Section 21(1) of the Ordinance to provide a service for collection or removal of chemical waste (including any person collecting or removing such waste on his behalf);

"waste disposal licence" means a licence issued under Section 21(2) of the Ordinance for the disposal of chemical waste; and

"waste producer" means any person who -

- (a) produces chemical waste or causes it to be produced; or
- (b) who is in possession of or has the custody of chemical waste other than a waste collector or a reception point manager.

A.3 Definition of Chemical Waste

(Section 3 of the Regulation)

- Chemical waste is defined by reference to a list of substances and chemicals which forms Schedule 1 to the Regulation, reproduced at Appendix A. Any substance or thing being scrap material, effluent or an unwanted substance or by-product arising from the application of or in the course of any process or trade activity and which contains any of the substances or chemicals specified in the schedule would be regarded as chemical waste if such substance or chemical occurs in such form, quantity or concentration so as to cause pollution or constitute a danger to health or risk of pollution to the environment.
- The schedule itself is divided into two parts. Wastes which contain substances or chemicals listed in Part A of the schedule are particularly hazardous and would require advance preparation work to be carried out at the reception point. The procedure for dealing with such wastes is set out in Section B.2 of the guide. Part B of the schedule covers the

majority of chemical wastes, including the more common waste types such as acids, alkalis, toxic metals, mineral oils and organic solvents.

- It should be noted that any discharge or deposit of waste made in compliance with a licence granted under the Water Pollution Control Ordinance (Cap. 358) or the standards stipulated in a relevant Technical Memorandum issued under that ordinance would not be classified as chemical waste. In addition, any chemical waste that is ordinarily produced by a domestic household is exempt from the requirements of the Regulation.
- Guidance information has been issued on the common industrial processes or activities that give rise to chemical wastes to assist waste producers in identifying chemical waste generation and in the interpretation of the definition of chemical waste. It is contained in the **Guide to the Registration of Chemical Waste Producers.** The Guide could be downloaded from the EPD website.

B. DUTIES OF CHEMICAL WASTE PRODUCERS

B.1 Registration of Chemical Waste Producers

(Sections 6 & 7 of the Regulation)

■ Any person who produces chemical waste is required to register with EPD. Registration is a simple procedure involving completing a registration form and the payment of a fee. Chemical waste producers should provide particulars of location of waste generating establishments, nature of business and waste types on the registration form and return it to EPD for processing. A sample registration form is at Appendix B. For details, the <u>Guide to the Registration of Chemical Waste Producers</u> should be consulted.

- EPD will issue a confirmation note and assign a waste producer number upon completion of the registration procedure. Registration is not transferrable and is only valid in respect of the person and the premises being registered. Every registered waste producer is also required to inform EPD in writing of any changes to the particulars of the registration.
- All waste producers are required to register before engaging in any activity which produces chemical waste.
- EPD will maintain a register containing the names of the waste producers, their locations and the descriptions of their activities. Such a register will be open for inspection by the general public and a person can obtain a copy of an entry in the register on payment of a fee.

B.2 Notification of Certain Chemical Waste for Disposal

(Section 4 of the Regulation & Section 17 of the Ordinance)

- The disposal of waste, which contain substances or chemicals listed in Part A of the schedule of the Regulation (see Appendix A), is subject to Section 17 of the Ordinance. Section 17 requires waste producers to give notification of the disposal of such waste to EPD and the disposal has to follow EPD's directions. The procedure is necessary so that the special care required to handle particularly hazardous waste can be taken or because the reception points have to prepare in advance for the reception and disposal of these wastes.
- Notification should be made in a specified form (Section 17 form) which can be obtained from EPD or downloaded from the EPD website. Waste producers are generally required to send in the notification at least ten working days before any intended waste disposal operation.

■ The directions issued by EPD would normally specify the appropriate disposal facility for the waste and the date and time when the delivery of such waste should be made. Additional requirements on the handling and transport arrangements and any other special precautions may also be included.

B.3 Packaging, Labelling and Storage of Chemical Wastes

(Sections 9 to 19 of the Regulation)

- Chemical waste producers should arrange proper packaging, labelling and storage of chemical waste before transportation to disposal facilities. The requirements are summarized as follows
 - Chemical waste should be packed and stored in suitable containers in accordance with specified standards (Section 9).
 - Mixing of different types of chemical wastes in a container is not allowed (Section 10).
 - EPD's approval is required when large containers (capacity in excess of 450 litres) are to be used (Section 11).
 - The design and dimensions of labels for the containers and the particulars to be included on labels are specified in a schedule as illustrated in Figure 2. The label should be in both English and Chinese (Section 12).
 - The minimum requirements for the area used for storage of containers, covering the design and location of storage areas are specified (Sections 13 to 15).
 - Display of a warning panel or notice at each storage area is required (Section 18).
 - Storage of waste at the working area is allowed

if the total quantity does not exceed 50 litres (Section 16).

■ Further guidance is provided in the <u>Code of Practice on the Packaging, Labelling and Storage</u> of Chemical Wastes.

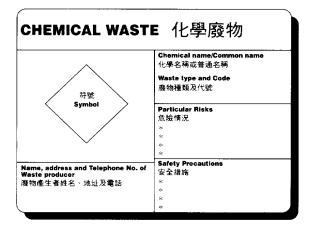


Figure 2 – Design of Label for Chemical Waste

B.4 Disposal of Chemical Waste

(Section 8 of the Regulation)

- The principal duty of a chemical waste producer is to arrange for proper disposal of his chemical waste. Disposal includes treatment, reprocessing and recycling of the waste. Generally, arrangements should be made for disposal of the waste at a licensed facility. Licensed facilities can be either a reception point or an on-site or in-house treatment facility (see Part C below on licensing of disposal facilities). In the event there is no suitable disposal facility in Hong Kong, the waste producer will need to make other arrangements for disposal subject to the approval of EPD.
- A waste producer is required to provide records

or other information to demonstrate that he has made arrangements for proper disposal of his chemical waste. Such information may include details related to waste production, consignment records or on-site treatment records where appropriate.

B.5 Collection of Chemical Waste and the "Trip Ticket" System

(Sections 20 to 29 of the Regulation)

- Waste producers should only engage the services of a "waste collector" to arrange for the collection and removal of chemical waste. Waste collectors are persons licensed by EPD to provide such services (see Part C below for details on licensing of waste collectors). A waste producer can discharge his duty to arrange for the proper disposal of his waste (under B.4 above) by consigning his waste to such a waste collector.
- All movements of chemical waste will be monitored. A waste producer needs to complete in triplicate a form, known as a "trip-ticket", before the waste will be accepted for collection from his premises. The waste producer has to keep one copy as a record of consignment, and the waste collector will retain a further copy of the form upon delivery of the waste to a reception point. The original copy will be retained by the reception point manager. At each stage, the receipt of a properly completed trip-ticket is a condition for acceptance of the waste. Figure 3 illustrates the "trip-ticket" system.
- The steps to be taken by a chemical waste producer are set out below
 - Record on a trip ticket and its copies all the

necessary particulars and information required.

- Ensure that the waste to be delivered is correctly classified, described, quantified and labelled.
- Certify on the trip ticket that all the information provided by him is correct.
- Retain a copy of the trip ticket for at least 12 months following consignment of the waste.
- A waste collector should deliver collected wastes to a reception point within 48 hours of collection. Any subsequent transfer of waste from a reception point would also need to follow the same trip-ticket requirements.
- Waste producers, waste collectors and reception point managers are obliged to provide EPD with any extra information requested within a specified time.

B.6 Precautions Against Dangers from Spillages, Leakages or Accidents involving Chemical Waste

(Sections 30 to 32 of the Regulation)

■ A chemical waste producer has to prepare and make available procedures for dealing with spillage, leakage or other accidents involving chemical waste. In addition, it is necessary to ensure that his employees or agents have adequate instructions and training for implementing such procedures.

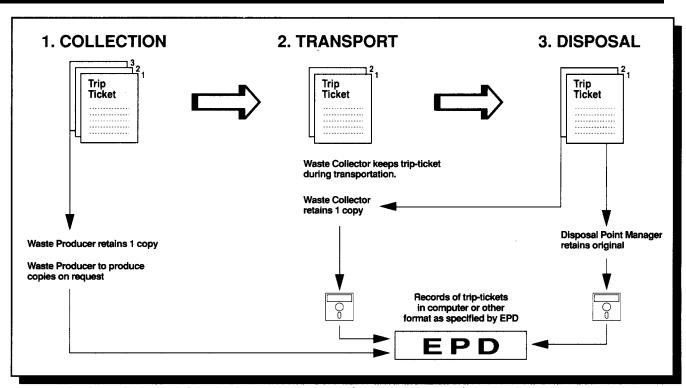


Figure 3 - The Trip-Ticket System for Tracking the Consignment of Chemical Waste

- There is also a general duty on any person involved in the handling of chemical waste to take all necessary precautions to prevent any hazard or danger to the public safety or pollution risk.
- The owner or occupier of a premises must remove any stored chemical waste from his premises if EPD is of the opinion that the chemical waste is likely to threaten public health or safety or cause pollution.

B.7 Penalties

■ A summary of the key offences and their maximum penalties related to the duties of chemical waste producers is show below -

Section of the Regulation	Offence	Maximum penalty
6	Failing to register as a waste producer	\$200,000 plus 6 months imprisonment
7	Failing to notify change in particulars of registration	\$10,000
8	Failing to arrange for proper disposal of waste	\$200,000 plus 6 months imprisonment

Section of the Regulation	Offence	Maximum penalty
8	Failing to produce information, records etc.	\$100,000 plus 6 months imprisonment
9 to 11 13 to 15	Failing to comply with waste packaging and storage requirements	\$100,000 plus 6 months imprisonment
12, 18	Failing to comply with labelling and warning signs requirements	\$50,000 plus 6 months imprisonment
21	Failing to engage waste collector	\$200,000 plus 6 months imprisonment
22 to 29	Failing to follow trip-ticket requirements	\$50,000 to \$100,000 plus 6 months imprisonment depending on the offence
30 to 32	Failing to comply with the general precautions	\$200,000 plus 6 months imprisonment
37	Furnishing false information	\$200,000 plus 6 months imprisonment

For a continuing offence, the person convicted is liable to a fine of \$10,000 for each day on which the offence continues.

C. LICENSING OF CHEMICAL WASTE COLLECTION & DISPOSAL

given

Section of the

Ordinance

17

C.1 Licensing of Chemical Waste Collectors

Offence

Failing to notify

'Part A' waste or

to comply with

any directions

in relation to a

Maximum

penalty

second offence

first offence

-\$100,000

-\$200,000

\$500 per day

plus

(Sections 21 to 23 of the Ordinance)

- Any person who wishes to carry out the collection or removal of chemical waste should apply for a Waste Collection Licence from EPD. This requirement applies also to a waste producer if he wishes to collect and transport his own waste.
- An application should be made in a specified form which can be obtained from the EPD. Each application should be accompanied by the appropriate licence fee set out in the Waste Disposal (Permits, Authorizations and Licences) (Fees) Regulation. Applicants are advised to check with EPD on the current fee levels prior to submission.
- The following information is needed for a Waste Collection Licence application -
 - Particulars of the applicant, including details of key management staff.
 - The types and quantities of waste to be collected.
 - The collection vehicles/vessels and equipment to be used (including relevant drawings, plans

and specifications).

- An Operational Plan which covers the detailed aspects of the collection scheme, including
 - the establishments to be served and their locations.
 - waste collection, storage and handling procedures,
 - plans for handling emergencies and breakdown of equipment,
 - pollution control and safety measures,
 - manning level and staff experience,
 - record keeping arrangements, and
 - liability insurance cover.
- A licence is subject to terms and conditions specified by the EPD. These terms and conditions will normally restrict the activities of the licensee to those specified in the licence and require compliance of the various aspects of the Operational Plan. EPD can impose new or amended conditions, or cancel an existing licence if it considers this is necessary in the public interest.
- The Collection Licences are normally valid for not less than two years. The same application procedure has to be followed for renewal of an existing licence. The past performance of the licensee will be taken into account by EPD when deciding to renew a licence.

C.2 Licensing of Chemical Waste Disposal Facilities

(Section 33 of the Regulation & Sections 21 to 23 of the Ordinance)

- Any person who wishes to carry out disposal of chemical waste should apply for a Waste Disposal Licence from the EPD. This requirement applies to all disposal facilities, including on-site or in-house disposal facilities. "Disposal" includes reprocessing and recycling and therefore these activities are also subject to licensing. The only exception is where the activity forms an integral part of a manufacturing or production process.
- Small-scale disposal facilities with capacity below 1,000 litres or kilograms of chemical waste per day will not normally be issued a Waste Disposal Licence. In these cases, the applicant has to satisfy EPD on one of the following criteria
 - The facility will reduce the harmful impact on the environment by disposing on site and avoid the movement of such chemical waste.
 - The facility is capable of disposing the waste in a manner beneficial to the environment.
 - Small scale reprocessing and recycling activities which are carried out in an environmentally acceptable manner would be licensed.
- Applications for a Waste Disposal Licence should be made in a specified form which can be obtained from the EPD. Each application should be accompanied by the appropriate licence fee set out in the Waste Disposal (Permits, Authorizations and Licences) (Fees) Regulation. Applicants are advised to check with EPD on the current fee levels prior to submission.
- The information needed for a Waste Disposal Licence Application is summarised below
 - Particulars of the applicant, including details of key management staff.

- The types and quantities of wastes to be handled at the facility.
- Details on disposal processes, including capacity, operating hours, process descriptions and the generation of effluent, emissions or residues.
- Drawings and plans showing the site location and layout of the key features of the facility.
- An Operational Plan which covers a detailed description of the operation of the facility, including
 - site engineering works and infrastructure,
 - arrangements for waste reception, screening and temporary storage,
 - operating procedures for the facility,
 - plans for handling emergencies and breakdown of facility,
 - pollution control measures and monitoring arrangements,
 - storage and disposal of residues,
 - arrangements for site safety, security and maintenance,
 - manning levels and staff experience,
 - record keeping arrangements, and
 - liability insurance cover.
- A licence is subject to terms and conditions specified by the EPD. These terms and conditions will normally restrict the activities of the licensee to those specified in the licence and require compliance

- of the various aspects of the Operational Plan. EPD can impose new or amended conditions, or cancel an existing licence if it considers this is necessary in the public interest.
- The Waste Disposal Licences are normally valid for not less than two years. The same application procedure has to be followed for renewal of an existing licence. The past performance of the licensee will be taken into account by EPD when deciding to renew a licence.

D. OTHER PROVISIONS

D.1 Chemical Wastes which are Dangerous Goods

(Section 34 of the Regulation)

Certain types of chemical waste (eg. flammable organic solvents) are classifiable as Dangerous Goods under the Dangerous Goods Ordinance (Cap. 295). The Dangerous Goods (General) Regulations stipulate requirements on the use, packaging, labelling, and storage of dangerous goods. Under Section 34 of the Regulation, waste producers who produce such chemical waste should comply also with all the requirements of the Dangerous Goods Ordinance and its regulations.

D.2 Codes of Practice

(Section 35 of the Ordinance)

■ Codes of Practice issued under Section 35 of the Ordinance are statutory documents. Although the Codes are not legally binding, compliance with their requirements could be employed as evidence of good practice in the course of legal defence. EPD has also published Codes including Code of Practice on the Packaging, Labelling and Storage of Chemical Wastes; Code of Practice on the Handling, Transportation and Disposal of Asbestos Waste; and Code of Practice on the Handling, Transportation and

<u>Disposal of Polychlorinated Biphenyl Wastes</u>. Copies of these Codes can be downloaded from the EPD website.

D.3 Appeals

(Sections 24 to 29 of the Ordinance)

- The Ordinance provides for a right of appeal in respect of certain decisions or directions of EPD to ensure that the Ordinance is applied in a fair and reasonable manner. An appeal may be lodged relating to
 - A Section 17 direction as to disposal of waste.
 - A refusal to grant a licence.
 - The terms and conditions of a licence.
 - The imposition of new or amended conditions of licence.
 - The cancellation of a licence.
 - The changes of any notice issued for addition or amendment of conditions of licence.
 - A decision or direction made by EPD under the Regulation.
- Anyone may appeal under the Waste Disposal (Appeal Board) Regulation by lodging with the Chairman of the Appeal Board a notice of appeal. The appellant has to specify the grounds of the appeal and include details of the evidence, documents to be produced and name of witnesses to be called. The Chairman of the Appeal Board will fix the date, time and place of the appeal hearing. The appellant may attend the appeal by himself or be represented by a barrister or a solicitor. The Waste Disposal (Appeal Board) Regulation should be consulted for details of the procedural aspects of the appeals.

D.4 Exemptions and Defences

(Sections 35 & 39 of the Regulation)

- Any chemical waste which is household waste is exempt from the requirements of the Regulation. Household waste means waste which is ordinarily produced by a domestic dwelling. EPD has the power to grant exemptions from any requirement of the Regulation where it is reasonable to do so.
- A defence of an "emergency" is available for a person charged for an offence under the Regulation. For these purposes an emergency is defined as
 - A fire involving reactive or highly inflammable chemical or releases of toxic vapour.
 - Any incident requiring immediate removal and disposal of waste in the interests of safety.
- There is an additional defence for a waste collector who fails to deliver the chemical waste within the time limit if he proves that the circumstances were beyond his control and that he took all reasonable measures and exercised all due diligence to comply with the requirement.
- In all cases EPD should be informed of the situation as soon as reasonably practicable.

SCHEDULE OF SUBSTANCES AND CHEMICALS UNDER CONTROL

as defined in the

Dangerous Goods

Ordinance

(Cap. 295)

Part A

Any substance to which the Antibiotics Ordinance (Cap. 137) applies

Asbestos

Dangerous drugs (as defined in the Dangerous

Drugs Ordinance (Cap. 134))

Dangerous Goods, category 2, NES

Dangerous Goods, category 6, NES

Dangerous Goods, category 9, NES

Dibenzofurans

Dioxins

Pesticides (as defined in the Register referred to in

Section 4(b) of the Pesticides Ordinance (Cap. 133))

Poisons (Part I) (as defined in the Pharmacy and

Poisons Ordinance (Cap. 138))

Polychlorinated biphenyls

Part B

Antimony and its compounds

Arsenic compounds

Barium compounds

Beryllium and its compounds

Boron compounds

Cadmium and its compounds

Chromium bearing solid tannery waste

Chromium and its compounds, NES

Cobalt and its compounds

Copper compounds/copper etchant

Cyanides

Dangerous Goods, Category 3, NES

Dangerous Goods, Category 4, NES

in the Dangerous Goods, Category 5, NES

Dangerous Goods, Category 7, NES

Dangerous Goods

as defined

Dangerous Goods, Category 8, NES

Ordinance (Cap. 295)

Dangerous Goods, Category 10, NES

Halogenated organic solvents and compounds

Lead and its compounds

Manganese and its compounds

Mercury and its compounds

Mineral oils employed for engine lubrication

Mineral oils, NES

Nickel and its compounds

Non-halogenated organic solvents and compounds

Organo lead compounds

Organo mercury compounds

Organo tin compounds

Paints

Pesticides (as defined in the Register referred to in Section 4(a) of the Pesticides Ordinance (Cap. 133))

Pharmaceutical products and medicines, NES

Phosphorus compounds excluding phosphates

Selenium compounds

Silver compounds

Sulphides

Thallium and its compounds

Tin compounds

Vanadium compounds

Zinc compounds

Acids, alkalis and corrosive compounds

Acetic acid above 10% acetic acid by weight

Acids or acidic solutions, NES with acidity equivalent

to above 5% nitric acid by weight

Ammonia solution above 10% ammonia by weight

Bases or alkaline solutions, NES, with alkalinity

equivalent to above 1% sodium hydroxide by weight

Chromic acid above 1% chromic acid by weight

Fluoboric acid above 5% fluoboric acid by weight

Formic acid above 10% formic acid by weight

Hydrochloric acid above 5% hydrochloric acid

by weight

Hydrofluoric acid above 0.1% hydrofluoric acid

by weight Hydrogen peroxide solution above 8% hydrogen

Nitric acid above 5% nitric acid by weight

Perchloric acid above 5% perchloric acid by weight

Phosphoric acid above 5% phosphoric acid by weight

Potassium hydroxide solution above 1% potassium hydroxide by weight

Potassium hypochlorite solution above

5% active chlorine

peroxide by weight

Sodium hydroxide solution above 1% sodium

hydroxide by weight

Sodium hypochlorite solution above 5% active chlorine Sulphuric acid above 5% sulphuric acid by weight

NES = Not elsewhere specified

SAMPLE REGISTRATION FORM

Environmental Protection Department 環境保護署 Waste Disposal Ordinance (Chapter 354) 香港法例第 354 章廢物處置條例 Waste Disposal (Chemical Waste)(General)Regulation 廢物處置(化學廢物) (一般)規例 Application for Registration as a Chemical Waste Producer 化學廢物產生者登記申請表					
A. Chemical Waste Producer 化學廢物產生者	Name of Applicant (English) (申請人或機構名稱):(英文) Business Reg. Cert. No. (if any) (商業登記證編號):(如有者) I.D. Card No. (For application made by an in (身分證編號):(倘由個人申請) Address for Correspondence (通訊地址): Tel. No. (電話):	ndividual only)			
B. Location or Premises where the waste is produced 產生廢物的地點或處所		ax No. 圖文傳真) :			
C. Declaration 聲 明	I hereby certify that the particulars given above and belief. 據本人所知及所信,上文所開列的資料,全屬		est of my knowledge		
	Signature (簽名)	Company chop where appropriate	(公司印鑑 如適用者)		
	Name in block letters (正楷姓名)	Capacity (職位)	Date(日期)		

WARNING: Any person who knowingly or recklessly provides incorrect or misleading information or omits material particulars or information or knowingly or recklessly certifies as correct anything which is incorrect, in relation to any requirement in the regulations, commits an offence punishable with a maximum fine of \$200,000 and imprisonment for 6 months.

警告:根據棄物處置(化學棄物)(一般)規例的規定,任何人士故意或回顧後果地提供不確或誤導資料或遭漏重要事項,又或故意或回顧後果地證明任何不確事項爲正確,即驀達法,最高可被判罰款港幣 200,000 元及入獄 6 個月。

EPD 129 (Jan 2015)