

## **Specifications for waste collection**

Do you not yet have a contract with a waste collector or would you like to change partner? You will find a non-exhaustive list below of elements to include in your request.

### **The holder**

- Your company's activity/activities
- Numbers of people (personnel, visitors per year, etc.)
- Contact person and billing details (including a mobile number for emergencies)
  - Whether subject to VAT or not
  - Whether or not the delivery address is different
- Payment terms

### **Waste to be collected: define precisely**

- The current process
- Types of waste (PMD, paper/cardboard, wood, hazardous waste, residual waste, organic waste, glass, plastic film, etc.)
- Estimated collectable quantities or volume of containers
- Desired frequency of collection
- Number and type/volume of containers and their location
- Locations (brewery/technical service, accommodation, etc.) where the waste is to be collected (if multiple locations) and the access conditions (access plan, one-way/two-way and direction of traffic) to these locations (any constraints, road surface, safety)
- Dates/events requiring additional collections or the hire of additional containers

### **The nature and quality of the service required**

Clearly define the nature of the service:

- Desired duration of contract
- Receipt of figures on quantity and quality of waste collected (once a quarter or once a year, for example)
- Systems for traceability, monitoring and compliance with regulatory requirements, commitment to quality assurance and/or environmental management
- The concept of continuous performance improvement must be integrated, particularly in terms of maximising waste recovery: the operator must be able to help you improve waste management and suggest solutions, inform you of any sorting errors observed, etc.

### **Ask the operator to be specific in the specifications about the waste accepted**

- Terms and conditions of acceptance (often found on the website or in quotations and/or contracts)
- Procedures in the event of non-compliance
- Contract term and cancellation conditions

- Maximum weight per container and consequence(s) if the weight is exceeded
- Type of bags to be used for each fraction and arrangements for order and delivery
- Pricing method
- Process for additional/exceptional requests or cancellation of a collection => contact person?

#### **Other relevant questions/requests**

- Does the operator have a digital platform for managing your waste account online?
- Does the operator have any certification? If so, which?
- Does the operator provide awareness-raising material?
- Description of containers and signage