

Duty of Care Audit Record

Company being audited: _____

Site: _____

Auditor: _____

Date: _____

Verify that Waste Transfer Licence is current

Verify that company has a waste processing licence

Wastes handled for us:

Other wastes handled at this site:

Are any wastes handled hazardous? If so, which?

Is there any indication that wastes can escape to:

Land

Air

Water

Does the waste company have licenced discharges to water? If so, ask to see their discharge consent.

Discharge licence viewed

Discharge licence not viewed

Not applicable

If the waste is transferred to another organisation for subsequent treatment, ask to see transfer licences, transfer notes and specifications of the subsequent treatment

Downstream activities:

If some of the waste is sent to landfill, eg tramp material in paper streams, ask to see transfer licences and transfer notes.

Details of landfill transfer: