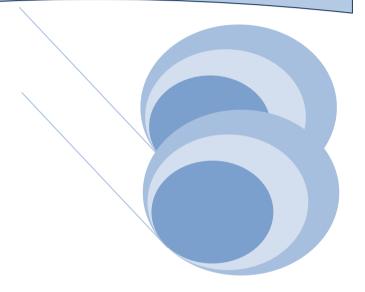


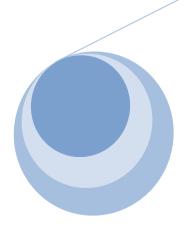
An Roinn Talmhaíochta, Bia agus Mara Department of Agriculture, Food and the Marine

CONDITIONS FOR APPROVAL AND OPERATION OF A 'TYPE 8' COMPOSTING/ BIOGAS PLANT TRANSFORMING CATEGORY 3 CATERING WASTE



GOVERNING EU AND NATIONAL LEGISLATION:

The European Union (Animal By-Products) Regulation 2014 (S.I. No. 187 of 2014) and in accordance with Regulation (EC) No. 1069 of 2009 and Regulation (EU) No. 142 of 2011.



10th December 2014 Milk & Meat Hygiene/ABP/TSE Division

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GLOSSARY OF TERMS PERTAINING TO 'TYPE 8' COMPOSTING AND BIOGAS PLANTS IN IRELAND

<u>A</u>
'ABP feedstock' means an animal by-product material which is transformed in a composting or biogas plant.

'Animal By-Products' (ABP) means entire bodies or parts of animals, products of animal origin or other products obtained from animals, which are not intended for human consumption, including oocytes, embryos and semen:

"Biogas Plant" means a plant in which animal by-products or derived products are at least part of the material which is submitted to biological degradation under anaerobic conditions.

For the purposes of these conditions, a "Biogas plant" shall include: the site on which the plant is located, all services and facilities used in any way thereon, for, or in connection with the plant and any buildings erected, located, or to be erected and located on the site, all of which are confined within a defined perimeter boundary where required, hereinafter referred to as a 'Plant';

'Category 1 ABP' shall comprise animal by-products as defined in Article 8 of Regulation (EC) 1069/2009.

'Category 2 ABP' shall comprise animal by-products as defined in Article 9 of Regulation (EC) 1069/2009.

'Category 3 ABP' shall comprise animal by-products as defined in Article 10 of Regulation (EC) 1069/2009.

'Catering Waste' means all waste food including used cooking oil originating in restaurants, catering facilities and kitchens, including central kitchens and household kitchens;

'Composting Plant' means a plant in which animal by-products or derived products are at least part of the material which is submitted to biological degradation under aerobic conditions.

For the purposes of these conditions, a "composting plant" shall include: the site on which the plant is located, all services and facilities used in any way thereon, for, or in connection with the plant and any buildings erected, located, or to be erected and located on the site, all of which are confined within a defined perimeter boundary where required, hereinafter referred to as a 'Plant';

'Compost' for the purposes of this document means the material resulting from transformation of the feedstock in a composting plant

'DAFM' shall mean the Department of Agriculture, Food and the Marine;

'Derived Products' means products obtained from one or more treatments, transformations or steps of processing of animal by-products;

'Digestion Residues' means residues resulting from the transformation of the feedstock in a biogas plant.

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'EU' means the European Union;

F

'Feedstock' means any material including ABP material and non-ABP material which is transformed in a composting or biogas plant.

T

Incineration Plant or a Co-incineration Plant means an authorised incineration Plant or co-incineration Plant operating in accordance with Directive 2000/76/EC.

L

Landfill means an authorised (EPA licensed) non-inert landfill operating in accordance with Directive 1999/31/EC.

0

'Operator' means the natural or legal persons having an animal by-product or derived product under their actual control, including carriers, traders and users.

P

- 'Placing on the market' means any operation the purpose of which is to sell animal by-products, or derived products to a third party in the Community or any other form of supply against payment or free of charge to such a third party or storage with a view to supply to such a third party;
- 'Plant' Refer to either Composting or Biogas Plant definition;
- **'Pre-requisite programmes'** are defined as procedures that control the operational conditions within a Plant allowing for environmental conditions that are favourable to the production of a safe product.

T

The "Minister" shall mean the Minister for Agriculture, Food and the Marine;

Transformation: For the purposes of this document, transformation refers to biological degradation under aerobic conditions in a composting plant or under anaerobic conditions in a biogas plant.

Transformed: This refers to ABP that has undergone transformation without necessarily meeting an EU, National or an authorised alternative transformation parameter

'Transformation parameter', means the EU, the National or an authorised alternative transformation parameter.

SECTION 1

GENERAL REQUIREMENTS

1.1. GENERAL REQUIREMENTS

- A plant may not accept or transform Animal By-Products (ABP) or derived products unless the Department of Agriculture, Food and the Marine (DAFM) has issued the plant with a conditional or full approval in accordance with Regulation (EC) No. 1069/2009.
- The operator must comply with all relevant requirements listed in the European Union Animal By-Products Regulations (S.I. No 187 of 2014) and EU legislation (Regulation (EC) No. 1069/2009 and Regulation (EU) No. 142/2011.
- In certain situations, e.g. in the event of a Class A Disease outbreak, DAFM may restrict the movement of ABPs to and/or from the plant under relevant national legislation implementing the relevant EU Control Directives for the disease in question, and/or may require additional controls and measures to be implemented in the Plant.
- A Plant must maintain all permits, licences approvals and authorisations attached to it at all times and in good standing. Failure to maintain any one of these authorisations may lead to the DAFM approval being revoked and the Plant may no longer be entitled to accept or treat ABPs at that Plant.
- The operator must notify DAFM immediately if significant changes are proposed in plant activities, plant personnel or if the plant ceases to handle ABP.
- Operators should also refer to relevant environmental legislation and requirements.

SECTION 2

PLANTS

2.1. PLANT LOCATION AND BIOSECURITY

- A Plant must be separated from all other premises and surrounded on all sides by permanent and effective 1.8 m animal- proof close-meshed fencing, with a 1.8 metre lockable gate at the entrance to the Plant, subject to the bullet point immediately below.
- In addition to the general separation requirement immediately above, if a Plant is located on, or adjacent to premises or land where farmed animals are kept or have access, the Plant shall be located at an adequate distance from the area where such animals are kept or have access and there must be total physical separation between the Plant and the premises or land where farmed animals and any feed and bedding for such animals are kept.
 There must be no access to the Plant from the place where farmed animals or other animals are kept.
- Subject to agreement with the Department of Agriculture, Food and the Marine (DAFM), if a Plant is located on a waste premises such as a landfill site or other such premises where the activities thereon are related to the composting/biogas plant activities, the Plant boundary must be clearly and visibly defined by fencing or a physical structure. This fencing is not required to be to the specification detailed in the first bullet-point <u>provided</u> that the general premises boundary fencing complies with that specification.
- The access route from the public road to the plant must be laid out in a manner that ensures no contact between farmed animals and the access route, for example by means of stock—proof fencing, impenetrable ditch, river/drain which cannot be traversed etc. Where stock proof fencing is used, this must comprise of sheep wire with a single strand of barbed wire on top as a minimum, or equivalent. In plants located on or adjacent to premises or land where farmed animals are kept, the access route must not pass through farm-yards or areas where animals, animal feed and or animal bedding are housed or stored.
- Assessment of other equivalent separation and biosecurity measures shall be made on a risk basis for individual Plants.
- Additional entrances/exits anywhere from a Plant to surrounding land/premises are not permitted unless otherwise agreed by DAFM.
- Animals including farmed and pet animals and poultry must not have access to the Plant.
- Fencing and gates must be adequately maintained.

2.2. PLANT LAYOUT

• In order to prevent the possibility of contact of Animal By-Product (ABP) with farmed animals either directly or indirectly (via vermin, birds or other pests etc), all ABP must be received, transformed and stored at all times until dispatch in a covered, fully enclosed area at the Plant.

• A Plant must have a designated vehicle/receptacle cleaning area which must be located indoors within the feedstock reception building, or externally, in close proximity to the feedstock reception exit door so as to minimise risk to public or animal health and to ensure that no waste water, leachate or ABP is carried off site.

2.3 FEEDSTOCK RECEPTION AREA

- In the case of a Plant located on or adjacent to premises or land where farmed animals are kept or have access, measures must be taken to prevent the risk of transmission of any diseases communicable to farmed animals from the Plant.
- There must be a covered, fully enclosed area (reception building) in the Plant, within which all ABP must be received.
- Other unloading systems which can be demonstrated to achieve equivalent effect may be considered on a case-by-case basis.
- The internal walls of the Plant must be constructed with smooth walls and floors which facilitate easy cleaning and disinfection. Floors must be designed and laid in such a way to ensure adequate drainage of fluids.

SECTION 3

FEEDSTOCK

3.1. ABP FEEDSTOCKS

A Plant may only accept those ABP feedstocks which are detailed in the Plant's certificate of approval.

Without prejudice to obligations in respect of source segregation, separate collection and authorised treatment (including pre-treatment) of ABP material to be enforced by the environmental authorities, the following ABP materials only may be used as feedstock in a 'Type 8' composting/biogas Plant in Ireland:

- **CATEGORY 3 material** comprising the following:
 - (a) Category 3 catering waste which is defined as waste food, including used cooking oil originating in restaurants, catering facilities and kitchens, including central kitchens and household kitchens;

3.2 OTHER FEEDSTOCKS

• Non-ABP material mixed with Category 3 catering waste may also be accepted into the plant.

3.3. AMENDMENT MATERIAL

• Non ABP material used as amendment material to enable aeration of the material (e.g. woodchip) may also be accepted into the plant.

SECTION 4

PLANT OPERATING REQUIREMENTS

4.1. FEEDSTOCK ACCEPTANCE PROCEDURES

- It is the responsibility of the Plant owner, operator or person in charge to ensure that ABP feedstock received at a Plant is in compliance with the Plant's approval.
- The Plant must have a feedstock acceptance procedure in place which includes the requirement for feedstock acceptance agreements, verification procedures to ensure that only the permitted ABP is accepted into the Plant, and intake documentation and records to be maintained.
- A new feedstock supplier (both ABP and non-ABP supplier) must complete a feedstock acceptance agreement form in advance of commencement to supply feedstock to the Plant. Completed 'feedstock acceptance agreements' from all suppliers must be available for inspection on site and must contain the information contained in the sample feedstock acceptance form in Appendix 1 as a minimum. Appropriate on-going checks must be carried out by the operator to ensure that only permitted ABP feedstock is accepted into the Plant and records of such checks must be maintained.
 Feedstock acceptance agreements must be updated and verified as necessary and verification
 - Feedstock acceptance agreements must be updated and verified as necessary and verification checks must be documented, signed and dated.
- Intake records, in chronological order, must be maintained for all feedstocks delivered to or collected by a Plant. The intake records must include;
 - a) the date of receipt of the feedstock
 - b) the quantity of feedstock
 - c) a description of the feedstock and Category in the case of ABP feedstocks
 - d) the place of origin of the material, from where the material is dispatched
 - e) the name and address of the transporter

A record must be also kept of the total quantity of ABP received into the Plant per month.

- Intake dockets for each feedstock delivery consignment must be received and retained by the Plant.
- The operator must carry out visual checks of incoming material to ensure compliance with the conditions attached to his/her approval and maintain a record of such checks.
- Waste or any other material not directly used in the composting or biogas Plant cannot be accepted or stored at the Plant unless otherwise agreed by DAFM.

4.2. VEHICLES USED TO TRANSPORT ABP FEEDSTOCK

• In the case of operators collecting and transporting catering waste, the catering waste must be collected and transported under conditions which prevent risks arising to public or animal health and in compliance with relevant environmental waste legislation.

- Vehicles carrying ABP feedstock must not enter any place where farmed animals are kept.
- Containers, receptacles and vehicles used for transporting catering waste to the Plant must be cleaned, washed and disinfected externally in the designated vehicle/receptacle cleaning area within the Plant after each use, i.e. the wheels of the vehicle as well as any gross external contamination of the vehicle must be cleaned and disinfected.
- In the case of manually operated cleaning and disinfection facilities for containers/receptacles/vehicles, the cleaning procedures once completed must be recorded and signed off by the transporter. Records must be retained at the Plant.

4.3. TRANSFORMATION OF ABPS

- The Plant shall commence the transformation of ABPs received as soon as possible after arrival, and preferably within 24 hours of arrival at the Plant.
- All ABP material must be subjected to a transformation process, other than in exceptional and temporary circumstances, e.g. temporary equipment malfunction.
- All handling, transformation, maturation and storage of ABP material/compost/digestate must be carried out in an enclosed space, i.e. within an enclosed building/vessel.
- Transformation must be carried out under conditions minimising risk to animal and public health.

4.4. PLANT VEHICLES, MACHINERY AND EQUIPMENT

Measures must be taken so as to ensure that vehicles, machinery and or equipment used in a
Plant do not present a risk with regard to disease transmission, to animals or humans; e.g. plant
machinery must not be used for handling animal feedingstuffs or bedding material and must
not enter any place where animals are kept.

4.5. CLEANING AND HYGIENE REQUIREMENTS

- The plant must have cleaning and hygiene procedures in place as detailed in Section 5.2. below which must be documented and implemented.
- Suitable equipment and cleaning agents including disinfectants must be provided for cleaning. Saturated steam cleaning may be used as an alternative to disinfectants where appropriate. Cleaning measures must be effective and thorough.
- External environmental contamination of a Plant or any part of it with ABP must be avoided, and the Plant must be kept clean and tidy at all times.
- The reception building/area shall be cleaned as required.
- Containers, receptacles and vehicles used for transporting ABP must be cleaned and disinfected as detailed in section 4.2 above.
- Wheel-wash facilities where present must be designed, operated and maintained in a manner which works properly. Alternatively, manual wheel washing is permitted provided it is effective. Footbaths and permanent wheel wash facilities using disinfectant must be replenished and changed as required to ensure disinfection efficacy.

• Personnel:

- All personnel in a Plant must observe strict biosecurity precautions when entering and leaving the Plant.
- o Personnel changing and washing facilities must be in situ on the Plant.
- Boot washes and footbaths must be used by operatives and located in appropriate locations in the Plant, e.g. at the entrances/exits to the reception, transformation and storage buildings. Boot washes and footbaths should be located at the main entrance to the Plant.
- o Plant dedicated clothing and footwear which is clearly identifiable shall be worn by all operatives on site.
- Hygiene control measures must include regular inspections of the environment and equipment.

4.6 VERMIN AND PEST CONTROL

- The plant must have a documented pest control program (insects, rodents and birds) in place which includes the following;
 - o a bait map;
 - a service schedule for bait points;
 - o service records for bait points;
 - o clearly and visibly numbered bait points.

The doors to the buildings must be kept closed at all times other than during feedstock delivery or compost/digestate dispatch, or when other essential tasks require the doors to be open.

4.7. LEACHATE/WASTE WATER

- Leachate/waste water may be used in the composting/biogas process or must be treated off-site in accordance with environmental legislation.
- For Plants located on or adjacent to farms, leachate and waste water generated within a Plant must not be collected, stored or treated in any farm waste collection system, for example, a drainage system used by an adjoining farm premises.
- A Plant shall ensure that adequate measures are taken to contain waste water and or leachate generated thus avoiding risk to public or animal health.

4.8. ABP, COMPOST, DIGESTATE STORAGE AND DISPATCH REQUIREMENTS

- All ABP material, compost and digestate, which is considered 'unprocessed' (unpasteurised), must be stored inside pending dispatch from the Plant.
- All ABPs/compost/digestion residues must be dispatched directly to:
 - o an authorised incinerator
 - o an authorised co-incinerator
 - o an authorised landfill or
 - o an authorised combustion plant for use as a fuel for combustion
- Compost/digestate derived from these plants may not be used as an organic fertiliser or soil improver.

- Compost/digestate may not be spread on land other than land at an authorised landfill.
- Farmed animals must not have access to the compost/digestate.
- Compost/digestate derived from these plants may not be used as feed material and must not come into contact with a feeding stuff.
- Disposal or recovery of the compost/digestate must also comply with environmental legislation and requirements.

4.9. DISPATCH OF ABPS, COMPOST AND DIGESTATE

- The plant must have a dispatch procedure in place as detailed in Section 5.2 below.
- A dispatch log must be maintained in chronological order and must contain the following information;
 - a) the date of dispatch;
 - b) the quantity of ABP material/compost/digestate, dispatched;
 - c) the name and address of the transporter;
 - d) the name and address of the receiver and their waste permit/waste licence number;
 - e) the method of recovery/disposal for each dispatched consignment.
- A record must be kept of the total quantity of ABP/compost/digestate dispatched from the Plant every month.
- A certificate of receipt which also details the final method of recovery or disposal of the ABP/compost/digestate must be provided by the operator of the premises to which the ABP/compost/digestate is consigned for every consignment received, and this must be retained at the Type 8 Plant. The certificate of receipt must bear the company stamp of the destination premises.
- A Commercial Document must accompany every consignment of ABP/compost/digestate material dispatched from the Plant.
- The commercial document must be completed in full by the plant operator and must be produced in quadruplicate, with the original and a copy being sent with the material to the consignee/customer and copies kept by the haulier and the plant operator. The customer copy must be returned by the customer, signed and stamped with the official company stamp, to the plant operator.
- The commercial document must be assigned a unique identifiable number and this number may only be issued once for the same consignment.
- The commercial document must include the information contained in the sample commercial document in Appendix 2 as a minimum.

In the case of transformed material being dispatched outside of the Republic of Ireland, the EU commercial document must be used. These commercial documents are available from: Department of Agriculture, Food and the Marine, Milk and Meat Hygiene/ABP/TSE Division, Grattan House, Grattan Business Centre, Dublin Road, Portlaoise, Co. Laois

4.10. TRANSPORT REQUIREMENTS:

• Plant vehicles used to transport material dispatched from the plant must be maintained in a clean condition.

SECTION 5

PLANT HACCP PLANS AND PLANT PRE-REQUISITE PROGRAMMES

5.1 GENERAL

- It is the responsibility of the plant operator to ensure a system of checks, based on Hazard Analysis and Critical Control Points (HACCP) principles as well as plant Pre-requisite Programmes (PRPs) are in place, implemented and maintained.
- ABPs, compost or digestate suspected or discovered not to comply with the legislation or the specific Plant approval requirements must not leave the Plant unless destined for disposal in accordance with the disposal requirements specified in Articles 12, 13 and 14 of Regulation (EC) No. 1069/2009.
- Plant HACCP plans must be devised by a nominated staff member. The person who devises the HACCP plan must have attended a recognised HACCP training course.
- Plant personnel must have received training in relation to the procedures relevant to their work activity whether that be PRPs and/or HACCP procedures.
- The operator must ensure that the HACCP plan, PRPs and associated documentation are reviewed and the necessary changes are made when any modification is made to the product, process or any stage of production, transformation, pasteurisation, storage or distribution. In addition, reviews of HACCP plan should be conducted on an annual basis.

5.2. PLANT PRE-REQUISITE PROGRAMMES (PRPS)

- Plant PRPs must include the following:
 - 1. **Biosecurity** procedures including the handling, storage and disposal of waste water and leachate, fencing maintenance etc.
 - 2. **Intake** procedures, including:
 - a) list of acceptable feedstocks;
 - b) completion of feedstock acceptance forms;
 - c) documentary checks of intake dockets;
 - d) physical checks of incoming material;
 - e) maintenance of intake log;
 - f) procedures for dealing with non-compliant feedstock received;
 - g) verification procedures;
 - h) record keeping procedures;

- 3. Cleaning and hygiene procedures including:
 - a) procedures and schedule for the inspection and cleaning of buildings and vehicles;
 - b) procedures and schedule for maintenance and use of wheel washes and foot-baths;
 - c) personnel hygiene procedures hand washing facilities, removal of work clothes prior to leaving the premises etc;
 - d) equipment required;
 - e) record keeping procedures.
- 4. **Vermin** and pest control procedures including the bait-servicing schedule, bait map and record keeping procedure.
- 5. **Dispatch** procedures including:
 - a) detail of where the ABP/compost/digestate may be dispatched to;
 - b) maintenance of dispatch log;
 - c) completion of commercial documents;
 - d) requirement for certificate of receipt which also details the recovery/disposal method

5.3. HACCP

- The HACCP Plan must:
 - identify any hazards that must be prevented, eliminated or reduced to acceptable levels;
 - identify the critical control points (CCPs) at the step or steps at which control is essential to prevent or eliminate a hazard or reduce it to acceptable levels;
 - > establish critical limits at CCPs, which separate acceptability from unacceptability, for the prevention, elimination or reduction of identified hazards;
 - > establish and implement effective monitoring procedures at CCPs;
 - > establish corrective actions when monitoring indicates that a CCP is not under control;
 - ➤ establish procedures to verify that the measures outlined in the above points are complete and working effectively. Verification procedures shall be carried out regularly;
 - establish documents and records to demonstrate the effective application of the above measures.

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SECTION 6

RECORD KEEPING

RECORD KEEPING

All records required in the context of the ABP Regulations must be retained in the plant's
office for a period of 3 years. Records must be made available for inspection by DAFM
staff. Records may not be stored in a dwelling house.

The following records must be maintained:

- feedstock acceptance agreements;
- intake log;
- ➤ intake dockets;
- > record of visual checks of incoming material;
- > cleaning and hygiene records;
- > pest/vermin control records;
- biosecurity records, e.g. records for disposal of leachate/waste water etc;
- ➤ dispatch log;
- > commercial documents;
- > certificates of receipt which also detail the recovery/disposal method;
- > HACCP records.
- Records must be completed by the person carrying out the particular activity and signed and dated at the time the activity is completed.
- All records shall be certified accurate and representative by the Plant manager or a nominated, suitably qualified and experienced deputy.

CONTACT DETAILS

For further information contact:

Department of Agriculture, Food and the Marine, Milk and Meat Hygiene/ABP/TSE Division, (Animal By-Products Section), Grattan House, Grattan Business Centre, Dublin Road, Portlaoise, Co. Laois R32 RY6V

N32 N 1 0 V

Phone Number: 057 869 4399

Email Address: AnimalByProducts@agriculture.gov.ie

APPENDIX 1

Sample feedstock acceptance form

A FEEDSTOCK ACCEPTANCE FORM MUST INCLUDE THE FOLLOWING INFORMATION:

Name and address of Plant:					
Name, address and telephone number of feedstock supplier:					
Feedstock permitted in the Plant: Category 3 Catering Waste which means all waste food including used cooking oil originating in restaurants, catering facilities and kitchens, including central kitchens and household kitchens;					
Non-ABP material mixed with Category 3 catering waste					
Amendment material (e.g. woodchip)					
Detailed description of feedstock to be supplied:					
Estimated volume of feedstock to be supplied per annum:					
Statement of conformity e.g. Feedstock supplied to the above named Plant will only contain the feedstock described above					
Signature and capacity of person signing on behalf of feedstock supplier:					
Date:					
Composting/Biogas Plant management signature and date:					

APPENDIX 2

TEMPLATE ABP/COMPOST/DIGESTATE DISPATCH COMMERCIAL DOCUMENT

Company Logo/Name Commercial Document for the transportation within Ireland of animal byproducts and derived products not intended for human consumption in accordance with Regulation (EC) No 1069/2009

Serial Number

1	Consignor (sender's name and address in full and approval number of the plant of origin)	2	Consignee (receiver's name and address in full and, if appropriate, approval/registration number of the plant of destination)			
3	Carrier, means of transport	4	Quantity/Identification of consignment			
3.1		4.1	Weight of ABP's (kgs) or number of ABP's (e.g. 3 x 1			
3.1	Carrier (haulier's name and address in full)		tonne bags)			
		4.2	Date of dispatch:			
		4.3	Container/Receptacle Number (registration/ approval			
3.2	Registration number of vehicle:		number):			
5	DESCRIPTION OF THE ANIMAL BY-PRODUCTS OR DERIVED PRODUCTS					
5.1	The category/categories of animal by-products or derived products from which the compost/ digestate was produced, (TICK AS APPROPRIATE):					
	O Category 2 Material -	'Not For	Animal Consumption'			
	O Manure and Digestive Tract Content -	'Manure	,			
	O Category 3 Material -	'Not For	Human Consumption'			
5.2	The description of animal by-products or derived products e.g. unprocessed Category 3 catering waste					
5.3	The transformation parameter/s used, e.g. no transformation parameter					
6	Declaration by the Consignor. I, the consignor, declar	Declaration by the Consignor. I, the consignor, declare that the information provided by me in sections 1 to 5 is correct				
	and that the consignment is being transported in accordance with the requirements of Regulation (EC) No 1069/2009					
	on					
	(signature)		(date)			
7	Declaration by the Carrier. I, the carrier, declare that	I have col	lected the material described above and that it is being			
	transported to the consignee, at section 2 above, in accordance with the requirements of Regulation (EC) No 1069/2009					
		on				
	(signature)		(date)			
8	Declaration by the Consignee. I confirm that I have received the materials described at 4 and 5 above.					
		(signature) on(date)				
	Company stamp:					

ABP/ compost/digestate material may only be dispatched directly to the place of destination which must be an authorised incinerator, an authorised co-incinerator, an authorised landfill or an authorised combustion plant.