

TERMS OF REFERENCE FOR IMPEL PROJECT

No	Name of project
....	Waste Sites

1. Scope

1.1. Background	<ul style="list-style-type: none"> • Under Article 34(1) of Directive 2008/98/EC on waste, establishments or undertakings which carry out waste treatment operations, establishments or undertakings which collect or transport waste on a professional basis, brokers and dealers, and establishments or undertakings which produce hazardous waste shall be subject to appropriate periodic inspections by the competent authorities. • Recent discussions in IMPEL-TFS and among high-level inspectors have addressed, among other things, the necessity to focus on “waste sites” in Europe in connection with illegal waste exports. The High Level Inspectors meeting of 28 April 2009, for instance, agreed on the need to look “upstream” to recycling and other waste treatment facilities which should be inspected in view of the poor quality of some waste going for export. The draft Action Plan of the European Commission presented at this meeting included upstream controls as one of the elements in the fight against illegal waste shipments and called for guidance on how integrated controls at the various stages of generation, collection and shipment of waste could best take place in order to ensure a consistent and uniform approach. • At the IMPEL-TFS NCP Exchange Days meeting of September 2009, inspections of waste sites with regard to waste shipments was mentioned as one of the favourite future projects. • The IMPEL-TFS Steering Committee in its meetings of October 2009 and February 2010 agreed to propose a new project “Inspections of waste sites with regard to waste shipments” as a high priority for 2011. Germany declared its readiness to act as lead country. • The IMPEL-TFS Conference of June 2010 discussed the “Waste Sites” project in a workshop and included it on its list of projects for the coming years.
1.2. Link to MAWP and IMPEL’s role and scope	<p>The project “Inspection of waste sites” is anticipated in the draft IMPEL TFS Cluster MAWP 2011-2015 (p. 20) with a view to be started in 2011. It should help in the future IMPEL effort (cf. MAWP, p. 9) to identify and develop good practices, produce guidance, tools and common standards and actively contribute to further improvements as regards inspection and enforcement of EU law especially with regard to the waste management facilities involved in exports of waste.</p>
1.3. Objective (s)	<p>To identify good practices and develop a practical guidance tool for the inspection of “upstream” waste sites, and for the promotion of compliance with waste law on these sites, by competent authorities in the IMPEL member countries.</p>
1.4. Definition	<p>The objectives will be achieved by</p> <ul style="list-style-type: none"> • Distributing a short questionnaire to obtain more precise information on the problems associated with waste sites in the context of waste exports, and good practices to deal with them in the IMPEL member countries; • Discussing per e-mail (via Basecamp) and in a project group meeting the findings and determining the priorities and distribution of tasks; • Organising a workshop in Frankfurt am Main (Germany) with participation of waste shipment and company inspectors (possibly also experts from customs, police, municipalities and industry) from various member countries to exchange information, experiences and ideas about detection, inspection and law enforcement regarding the waste sites in question (especially

	<p>storage, collection and dismantling facilities for WEEE and ELVs and recycling and sorting facilities for mixed waste);</p> <ul style="list-style-type: none"> • Elaborating a range of guidance tools (see 1.5 below) for inspectors in IMPEL member countries by e-mail discussion and in a final project team meeting; • Possibly testing the (draft) tools in inspections performed on waste sites by project team members who then report on their experiences.
1.5. Product(s)	<ul style="list-style-type: none"> • A workshop preparing an interim report, • A guideline for the identification of problematic waste sites, for their inspection and for measures to bring sites into compliance or closing them down. This includes checklists, a model inspection plan and a list of criteria for prioritisation, supplementing the guidance developed in the framework of the “Doing the Right Things” project. • A final project report.

2. Structure of the project

2.1. Participants	Inspectors and other experts at authorities competent for waste site and waste shipment inspections in up to 12 IMPEL member countries, possibly customs and police officers.
2.2. Project team	The project team will consist of representatives from Germany, Sweden, the UK, Slovenia and the Netherlands.
2.3. Manager Executor	Thomas Ormond (Regierungspräsidium Darmstadt, Germany)
2.4. Reporting arrangements	<p>The progress of the project will be reported to the TFS Cluster (Steering Committee, NCPs, Secretariat), to the participants and other interested parties. The TFS Cluster will submit the report to the IMPEL General Assembly.</p> <p>- Interim report: autumn 2011, - Final report: autumn 2012.</p>
2.5 Dissemination of results/main target groups	Via IMPEL and IMPEL-TFS website. IMPEL member countries and their competent authorities, European Commission

3. Resources required

3.1 Project costs and budget plan		2011	2012
		€	€
	<i>1. Overhead (organisation) cost :</i>	500	500
	<i>2 Project meeting costs:</i>	33300	3900
	Project Team Meetings	No of meetings in 2011: 2	No of meetings in 2012: 1
	No of Participants covered in budget:	6 (+ 2 German p.)	6 (+2)
	Travel:	2 * 6* 500 €	1 * 6 * 500 €
	Accommodation:	2 * 6 * 125 €	1 * 6 * 125 €
	Catering:	2 * 6 * 25 €	1 * 6* 25 €
	Meeting venue:		
	Workshop		
	No of Participants covered in budget:	30	
	Travel: 30 * 500 €	15.000	
	Accommodation: 30 * 2 *125 €	7500	
	Catering: 30 * 2 * 50 €	3000	
	Meeting venue:	0	
	<i>3. Other costs:</i>		
	Consultant:		
	Translation:		

	Dissemination:			
	Other (specify):			
	TOTAL cost		33800	4400
3.2. Fin. from IMPEL budget	2. Project meeting costs:		33800	4400
3.3. Co-financing by MS (and any other)	2. Project meeting costs (possibly contribution by Germany (Land Hessen), subject to budget decisions in early 2011)		(10000?)	
3.4. Human from MS	Project team members	Project team meetings (preparation, participation and follow up)	8 days	8 days
		Workshop (preparation, participation and follow up)	12 days	
		Possibly: test inspection with report		2 days
	Other participants		4 days	2 days

4. Quality review mechanisms

Discussion with participants, (interim) reporting to the IMPEL TFS Steering Committee, the IMPEL-TFS Conference, NCPs meetings and IMPEL's General Assembly.

5. Legal base

5.1. Directive/Regulation/ Decision	1) Regulation (EC) No. 1013/2006 on shipments of waste; 2) Directive 2008/98/EC on waste.
5.2. Article and description	ad 1) Art. 50 par. 2 and 5: inspection of establishments and undertakings; multilateral cooperation to facilitate the prevention and detection of illegal shipments; ad 2) Art. 34.1: inspections of waste management establishments and undertakings
5.3 Link to the 6th EAP	Articles 3(2) and 9(d) of the 6 th EAP call for, among other things, the encouragement of more effective implementation and enforcement of Community legislation on the environment through the promotion of improved standards of inspection, monitoring and enforcement by Member States and through improved exchange of information on best practice of implementation.

6. Project planning

6.1. Approval	IMPEL GA November 2010
(6.2. Fin. Contributions)	
6.3. Start	January 2011
6.4 Milestones	<ul style="list-style-type: none"> • January 2011: Distribution of questionnaire • February 2011: Feedback • March 2011: First project team meeting; collection of materials, setting of priorities • May 2011: Invitation to workshop • September 2011: Workshop and second project team meeting in Frankfurt a.M. • November 2011: Interim report, distribution of tasks for guidance tools • March 2012: First drafts of guidance tools • April 2012: Test of guidance tools in site inspection

	<ul style="list-style-type: none"> • May 2012: Third project team meeting • September 2012: Final version of guidance tools, final report • November 2012: After IMPEL GA publication on website
6.5 Product	September 2011; September 2012
6.6 Adoption	Interim report: November 2011 Final report: November 2012