

ELVES Annual Return Checklist

Make sure the following items are included in your AR

WASTE IN

Non-depolluted ELVs accepted (16 01 04*)

Depolluted ELVs accepted from other ATFs (16 01 06)

Any other waste accepted

In your return?

WASTE OUT

ELVs, Metals, Glass, Plastics:

Depolluted ELVs sent off site

Non-depolluted ELVs sent off site

Other metals/plastics/glass from ELVs sent for recycling/recovery

*Depollution materials:

Oils

Oil/fuel filters

Brake fluids

Catalytic convertors

Lead batteries

Antifreeze

Tyres

Petrol/diesel

Screen Wash

AC Gasses/refrigerants

*See next page for link to LoW waste codes

ATF Survey

Dismantling List/Parts sold for Reuse.

Include any batteries from hybrid/electric vehicles sold for reuse.

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Top Tips for Completing the Waste Facility AR

- Log in to the portal via www.nwcpo.ie. Log-in requires your Waste Facility permit number and your password sent to ATFs by the NWCPO.
- Consult the NWCPO AR Guidance provided in the portal menu under **Guidance Documentation**.
- When selecting your *Waste Collectors* make sure to **include General Public and your company (collector permit)** if applicable.
- **List all loads of ELVs** (16 01 04* and 06) that you received or sent out in 2020. Include all ELVs even if you were not able to issue a CoD. If they came from/went to another ATF, list it on a separate line.
- If you have **used a conversion rate** to calculate tonnes or units, detail the rate used in the Detailed Description box.
- Assign the **correct LoW/EWC code** to your entries. If the waste codes are not on the relevant docket/ invoice, you can find the full list of waste codes in the link below. All ELV derived waste material (besides some fluids) should be leaving site under a 16 code. If this is not possible e.g a mixed source load, please use the Detailed Description box to provide details on ELV content.
- Ensure all **ATF Specific questions** (in the Green Boxes) are completed in the *Waste In, Out and Onsite* sections. M1 is a passenger car, N1 is a small van.
- ELVs and depollution materials which **did not** leave site in 2020 should be entered in the **Waste Onsite** section.
- If Depollution Materials are not listed in *Waste Out* or *Waste Onsite*, ELVES will query with you what happened to your **depollution materials** in 2020.
- If you sent ELV material direct to a Shredder on the Island of Britain in 2020, you will need to **apply for Shredder Credits**.

NWCPO: www.nwcpo.ie

List of LoW/EWC Codes: <http://bit.ly/LoWCodes2019>

Any Questions?

Guidance is provided by the NWCPO in the menu of the on-line AR portal under **Guidance Documentation**.

You can also call ELVES and we will do our best to help – **087 138 1614** (Lee) **089 239 6296** (Elena)

Problems Logging In? The NWCPO administer the portal and can also provide AR assistance if required – Tel: **057 937 3710** Email: annualreturns@nwcpo.ie .