

SECTION A. DESCRIPTION OF WASTE

A1. Please describe the waste being transferred.

SECTION B. DESCRIPTION OF WASTE CONTAINERS (Including any Packaging, Quantities and Volumes)

B1. Please describe how the waste is contained including the volume and weight.

SECTION C. DESCRIPTION OF THE HAZARDS ASSOCIATED WITH THIS WASTE

C1. Please provide a brief description of the hazards associated with this waste including any compatibility restrictions.

SECTION D. LOCATION OF WASTE PRODUCTION (To include Department, Building, Room Number etc.)

D1. Please describe the location and process where the waste has been produced.

SECTION E. CONTACT DETAILS OF THE PERSON HOLDING THE WASTE (TRANSFEROR) THE PROCEDURE

E1. Name		E2. Telephone	
E3. Email Address	york.ac.uk	E4. Date	
E5. Time		E6. Signature	
E7. Departmental Reference or Serial Number			

SECTION F. CONTACT DETAILS OF THE PERSON COLLECTING/RECEIVING THE WASTE (TRANSFeree)

F1. Name		F2. Telephone	
F3. Email Address	york.ac.uk	F4. Date	
F5. Time		F6. Signature	
F7. Departmental Reference or Serial Number			

SECTION G. WASTE TRANSFER

G1. Department		G2. Location	
G3. Date		G4. Time	
G5. Comments /Notes			

Note. Waste Transferor to retain a copy of this Internal Waste Transfer Note once the Waste Transferee has accepted the waste and the waste transfer is complete. Copies of Internal Waste Transfer Notes are to be retained for 3 years.