

Environmental checklist for road transport businesses

Use this checklist to see if your road transport business is complying with environmental legislation.

Comply with your duty of care when moving and pre-treating waste

- Designate different storage areas for each waste type, eg cardboard, plastics, scrap metal, batteries, tyres, used oil.
- Check that the containers you use for moving your waste are in good condition and waste can't escape.
- Complete waste transfer notes every time someone takes waste away from your site.
- Keep waste transfer notes for two years.
- If you take your own office waste to a disposal site, check that the site has a permit or exemption.
- Complete a waste transfer note if you take your waste to a disposal site. You need to register with your environmental regulator if you regularly transport your own business waste.
- Complete consignment notes for all hazardous/special waste that leaves your site.
- Keep consignment notes and 'return to producer' forms (for hazardous/special waste) for three years.
- Pre-treat your waste before it goes to landfill. If you use a waste contractor, check that they are pre-treating your waste before it is landfilled.
- Check that anyone who takes any waste away from your business is authorised to do so.

[NetRegs: Your waste responsibilities](#)

Handle hazardous/special waste correctly

- Check how much hazardous/special waste your road transport business produces. Hazardous/special waste includes: used oil, lubricants and fuel, solvents, batteries, chemicals such as antifreeze, fluorescent light tubes and some electrical equipment.
- Pre-notify your environmental regulator at least three days before moving your hazardous/special waste.
- Store hazardous/special waste separately from your general (non-hazardous) waste.
- Make sure you comply with your duty of care for your hazardous/special waste.

[NetRegs: Hazardous/special waste](#)

Store hazardous substances correctly to prevent pollution

- Store oil (petrol, diesel, fuel oil, lubricating oil and waste oil) and chemicals safely within a suitable drip tray or bund to prevent pollution. It must be able to contain any oil that escapes.
- Check if you meet all the requirements of the oil storage regulations.
- In Northern Ireland you will have to comply if you store oil above ground in containers holding more than 200 litres. In Scotland you must comply regardless of the volume you store.
- Keep all valves, sight gauges, vent pipes or other equipment inside your bund.
- Make sure delivery pipes are fitted with automatic cut-off valves to prevent over fill and secure them when not in use.
- Inspect storage areas, tanks and bunds regularly to make sure they are in good condition.
- Locate your storage areas or tanks away from watercourses and surface water drains.
- Supervise all deliveries.
- Make sure your storage areas and tanks are secure and protected from vandalism.
- Plan how you will deal with spills or incidents and have a pollution incident response plan.
- Make sure spill kits are easily accessible within any high risk areas of your site and on vehicles.
- Train your staff in how to respond to a pollution incident and how to use equipment.

[NetRegs: Oil storage](#)

[NetRegs: Pollution incident response planning](#)

Control your discharges to water and sewer

- Make sure you have authorisation from your environmental regulator before you discharge anything other than uncontaminated water to surface waters or groundwater, eg run-off from a car park.
- Make sure you have permission from your water and sewerage company or authority to discharge to the foul sewer, ie a trade effluent consent or agreement.
- Comply with all of the conditions of your authorisation, permit or consent.
- Check that your site is drained correctly and complies with the conditions in your authorisation, permit or consent. Make sure that:
 - only clean water, such as roof drainage, drains to surface water drains

- all contaminated water including sewage and trade effluent, eg wastewater from vehicle cleaning, drains to foul drains.
- Check that you have an up-to-date and accurate site drainage plan available on site.
- Wash vehicles in designated areas.

[NetRegs: Discharges to water and sewer](#)

Control your carbon emissions

- Check all your vehicles comply with exhaust emission standards and weight restriction requirements when on the road. Make sure you have a valid vehicle test certificate under the:
 - Ministry of Transport (MOT) test scheme for cars and vans up to 3.5 tonnes
 - Heavy goods vehicle (HGV) scheme for goods vehicles over 3.5 tonnes
 - Public service vehicle (PSV) scheme for large coaches and buses and taxis.
- Check your vehicles meet the relevant emissions standards before entering any low emission zones or regional air quality management areas.
- You should measure, report and control your vehicle carbon emissions.
- Check whether you need to register your energy use (electricity and gas) under the CRC Energy Efficiency Scheme.

[NetRegs: Carbon and other vehicle emissions](#)

[NetRegs: Energy use and efficiency](#)

Further information

Find guidance on your other road transport environmental impacts on the NetRegs website.

[NetRegs: Road transport](#)

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