

<b>VV 21 SAFETY INSTRUCTIONS</b>  <b>Waste management</b>	  Balen/Pelt
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## VV 21 SAFETY INSTRUCTIONS

### Waste management



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## 1 PURPOSE

Describe waste management.

## 2 SCOPE

This procedure applies to the management of all waste generated by Nyrstar Belgium; [the sorted collection, disposal and treatment of this waste.](#)

[Waste generated during work carried out by contractors on Nyrstar Belgium's premises is also covered by this procedure.](#)

## 3 DEFINITIONS

["Waste"](#) means any substance or object which the holder discards or intends or is required to discard.

[Hazardous waste](#): waste that has a hazardous property as indicated on the hazard label such as toxic, oxidizing, corrosive, etc.

[Waste producer](#): the internal department that has the waste in its possession and wishes to dispose of it.

[Collector, Trader, Waste Broker \(IHM\)](#): the registered IHM who acts as the person responsible for the collection of the waste, including the provisional sorting/storage – the trading of the waste – the organization of the recovery/disposal of the waste.

[Transporter of waste](#): is responsible for the effective transport of waste on behalf of someone else.

[Identification form](#): (digital) document that must be present at every shipment of waste (with a few exceptions) – the responsibility for formatting/content lies with the IHM or the producer who makes his own arrangements for the waste.

[Production-related waste streams](#): specific non-hazardous/hazardous waste streams that can be assigned to one or more departments – the sorting and collection rules apply to the department where the waste is generated.

[Project-related waste streams](#): waste streams associated with a particular project, possibly carried out by an external contractor / these waste streams are not released permanently but are rather of a temporary nature

[MATIS](#): OVAM's online materials information system that measures the production of waste materials, traces the recycling process and maps their application in new products.

[NSM](#): Nyrstar Sales Marketing

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## 4 REFERENCES

Waste collection point Site Pelt: [XY-000-OPLM-1-00006-018](#)

Waste collection point Site Balen: [XY-000-PL-1-00049-006](#)

Selective waste collection: [XW-714-INF-0-00088](#)

Cross-border transport of waste: in progress

Raw material declaration: in preparation

Storage of pure debris KA3: see [XP-714-PROC-0-00001](#)Treatment of debris waste.

Mono-landfill zinc ashes: see [XP-716-PROC-0-00001](#)Mono-landfill zinc ashes.

## 5 PRINCIPLES

The management of waste is carried out in accordance with the legislation in force, with the emphasis being placed on the preventive production of as little waste as possible, the reuse/recycling of waste as much as possible, and the recovery of each waste product.

All waste management measures must be carried out with the knowledge and agreement of the Environmental Coordinator / Environment Department – both for:

- The waste materials that can be reused internally;
- The external disposal of waste to an approved processor via a registered IHM;
- The external disposal of waste generated during work carried out by contractors;
- For the internal disposal of waste to the landfills managed by Nyrstar;
- The temporary (external) storage of waste materials / materials via NSM to be monitored in SAP.

## 6 RESPONSIBILITIES AND POWERS

The waste producer is responsible for sorting on the shop floor, the use of the correct containers at the collection points and the correct disposal of the waste.

If you have any questions about a sorting method, a shortage of a particular collection container, or general questions about waste, please contact the Balen Logistics department / Facility Pelt for further coordination.

The Purchasing Department is responsible for periodically concluding waste contracts with approved IHM for the disposal of industrial waste – these contracts include the modalities such as the collection containers used, clear indication of what may and may not be collected in a collection container, the collection of the separated waste fractions other than residual waste, the periodicity of emptying, etc. ...

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## **7 REUSE OF WASTE MATERIALS**

### **7.1 Pure debris.**

Pure rubble, which is released during demolition and/or excavation work, can under certain circumstances be used as foundation material for the site roads of the company's own MRZ landfill. This method is further explained in [XP-714-PROC-0-00001](#) Debris Treatment.

### **7.2 Pruning waste**

Pruning waste, which is released during maintenance work of the green parks on the site, is chopped on site. The chopped material will be reused as a soil improver in the site's green parks.

### **7.3 Waste for which raw material declaration is available**

Waste materials that are reused in the process as raw materials become materials; This process is described in a procedure in preparation.

### **7.4 Secondary raw materials**

Certain external waste materials can be used as secondary raw materials in the production process. This process is described in a procedure in progress.

## **8 EXTERNAL TREATMENT OF WASTE**

### **8.1 Collection of waste streams**

For the most part, waste streams are selectively collected in fixed containers spread across the site. Consult the installation plans for the correct locations of these containers:

1. XY-000-OPLM-1-00006-018: "Waste collection point Site Pelt
2. XY-000-PL-1-00049-006: "Collection point waste site Balen:".

These containers are collected and emptied via the periodicity stipulated in the waste contract.

If necessary, these containers can be picked up and emptied faster, on demand from the Logistics (Balen) / Maintenance (Pelt) department.  
On request, additional containers can be (temporarily) placed.

The list of waste streams can be found in XW-714-INF-0-00088 – selective collection of waste.

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The IHM provides a monthly overview of the quantities of waste steam disposed of to the Environment Agency in order to complete the waste register.

Specific waste streams, which are released in smaller quantities or sporadically, are not collected in fixed containers but must be properly packaged/labelled for disposal by the service itself.

If the department does not have the correct packaging material, this can be requested from the Logistics (Balen) / Maintenance (Pelt) department when requesting removal.

The department, where the specific waste is released, delivers a cost center / order to the Logistics (Balen) / Maintenance (Pelt) department.

The Logistics (Balen) / Maintenance (Pelt) department will:

3. Provide correct packaging material, if requested in the order;
4. Passing on a temporary suitable storage location to the department where the waste can be temporarily stored pending removal to an approved waste processor;

The Logistics (Balen) / Facility (Pelt) department will:

5. Create a monthly order for the disposal of the requested waste materials from the approved waste processor;
6. Provide a monthly overview of the quantities of waste steam disposed of to the Environment Agency in order to complete the waste register.

## **8.2 Collection of project-related waste streams**

Project-related waste streams are released during the implementation of projects, which may be carried out by an external contractor.

The project manager will contact the Purchasing Department and the Environment Department and either the Logistics (Balen) / Maintenance Department (Pelt) in advance if the project is expected to generate additional waste.

If work is carried out by a contractor, the following information is stated / guaranteed in the agreement with the contractor:

- The description of the waste streams released;
- The method used to process the released waste streams;
- The waste streams, which are transferred to the contractor, must be collected, transported and processed in accordance with VLAREMA.
- The waste streams, which are not transferred to the contractor, must be collected, transported and processed in accordance with paragraph 7 or 8.1 or 8.2.

The project manager provides an overview of the quantities of waste steam disposed of to the Environment Agency in order to complete the waste register.

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### 8.3 Disposal of waste streams - non-cross-border shipments

For each shipment of waste streams, a digital identification form must be used that contains at least the following information:

- unique sequence number (**in the case of a digital identification form, the unique** sequence number starts with a three-letter code that identifies the system used to create the identification form);
- **date** of carriage;
- name and address of the waste producer and the **dispatch** address of the waste;
- name, address and registration number of the (**IHM**), **carriers**; **processor**
- an indication of the **nature of the processing** (R or D code);
- **description, quantity in tonnes** and the EURAL **codes** of the waste.
- the geo-location of the start of the transport and the geo-location of the delivery of the waste by the IHM.

The identification form for hazardous waste also contains the following information:

- the processing technique used;
- chemical composition and physical properties of waste;
- type and number of packages;
- Special instructions for transport, if applicable.

This information must be completed, signed and dated by the Logistics (Balen) / Facility (Pelt) department or by the IHM before the transport starts. If the quantity is not known for transport, it can be replenished at the destination.

This completed identification form accompanies the waste during transport - the transporter can show the form at the request of inspecting services.

At destination, the identification form is completed with the quantity transferred (if it has not already been completed) and the identification form is dated and signed for receipt.

Both the processor and the Logistics (Balen) / Facility (Pelt) department will receive a copy of the completed identification form and will keep this copy for at least five years.

### 8.4 Disposal of waste streams – transboundary shipments of waste

The transboundary shipment of waste is described in a procedure in preparation.

### 8.5 Register of waste and materials

The Environment department maintains a waste register of the externally processed waste streams in which the following data are registered at least monthly:

- the amount of waste in tonnes, cubic metres, litres or kilograms;
- the nature and composition of the waste, indicating the EURAL code;

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- the treatment or application of the waste: landfill, incineration with energy recovery (R1), other waste incineration (D10), reuse, composting, recycling, sorting, other pre-treatment;
- if applicable, the name, address and identification number of the collector, waste dealer or broker, the company number of Belgian collectors, waste dealers or brokers and the VAT number of foreign collectors;
- name, address and identification number of the waste processor, the company number of Belgian processors and the VAT number of foreign processors.

The waste register shall be updated at least once a month with the most recent data and shall be kept up to date for 5 years.

The waste register forms the basis for the periodic statutory MATIS notifications.

## 9 INTERNAL PROCESSING OF WASTE STREAMS

### 9.1 Monodepour residue zinc production (MRZ)

The following waste streams may be delivered to the internal mono-landfill residue zinc production (MRZ):

- the neutralisation sludge from the Balen and Pelt water treatment plant;
- gypsum;
- goethite;
- sludge ex neutralization basin;
- sludge ex sand trap Eindergatloop.

The work plan Mono landfill residue zinc production describes the method for supply to this landfill.

The goethite and neutralization sludge are sampled at least once a day and analyzed in the Logerij for process follow-up. The metal concentration is checked to obtain a minimum loss of raw material / a minimum production of bulk material.

Every 3 months, a representative sample of the deposited material is taken by a recognised expert; This is to check the acceptance criteria of the landfill. This planning is monitored by the Environment Agency.

If process changes may have an impact on the composition and/or conformity of the waste produced, the Superintendent will immediately inform the Environmental Coordinator.

### 9.2 Zinc Ash Dump (ZAS)

The waste streams that are accepted at the zinc ash landfill are described in see [XP-716-PROC-0-00001](#) Mono landfill zinc ashes.