**Suffolk Trading Standards Imports Team**

**Guidance on Destruction**

Suffolk Trading Standards Imports Team carries out market surveillance activities under Regulation 765/2008 on Accreditation and Market Surveillance (as amended and retained to apply in GB). The team is responsible for making appropriate checks on consumer goods imported via the port of Felixstowe to ensure they comply with product safety legislation.

Goods that present a serious risk, or those in breach of safety legislation may be refused entry into GB. All goods within a consignment subject to examination will be subject to a Trading Standards hold. The hold will remain in place until the assessment is fully completed and a decision made on any non-compliant or unsafe goods within the consignment.

Goods found to present a serious risk may be destroyed. This guidance has been prepared for importers and their agents to assist with the process of destroying the goods.

**IMPORTANT:** **Goods must not be removed from the border location before they are customs cleared.**

The following steps should be followed by the business arranging destruction of the goods:

1. Identify a suitable waste recycling centre and waste carrier authorised to transport and handle the category of waste to be destroyed
2. Obtain authorisation from the Imports Team and the port to arrange collection of the waste
3. Submit the relevant documentation following destruction of the waste

**Contacts**

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| **Organisation** | **Contact Details** |
| Port of Felixstowe, 70 Shed | [A.T.ExaminationFacility@fdrc.co.uk](mailto:A.T.ExaminationFacility@fdrc.co.uk) |
| Suffolk Trading Standards Imports Team | [Imports@suffolk.gov.uk](mailto:Imports@suffolk.gov.uk) |

**Step 1: Identify a suitable waste recycling centre**

Once agreement has been reached to destroy the goods, a suitable waste recycling centre needs to be identified by the business arranging destruction.

Certain categories of goods require the waste recycling facility and/or waste carrier to hold specific permits or exemptions. Some goods will be classed as hazardous waste and will need to be treated as such. Please check with the waste recycling facility if any special conditions apply.

A list of local waste recycling centres/ brokers is provided below:

https://boltonbros.co.uk/

https://www.sackers.co.uk/

https://js-global.co.uk/

**The following conditions must be met:**

* The details of both waste carrier and recycling centre must be provided before making any arrangements for collection.
* The business organising the destruction must confirm that any operators, brokers, carriers and dealers handling the consignment, hold the necessary Environment Agency licences, permits or exemptions to undertake the destruction.
* The ‘EWC code’ for the goods subject to destruction must be obtained. This is the waste classification code for the type of materials, and can be found within the [Environment Agency Standard Rules SR2015 No4](file:///\\Euser.eroot.eadidom.com\scc\data\pp\Data\IMPORTS\Templates\SR2015%20No4%20-%2075kte%20household%20commercial%20and%20industrial%20waste%20transfer%20station%20(publishing.service.gov.uk))
* The Waste Recycling Centre must complete their own Certificate of Destruction, and the business arranging destruction must also complete the Trading Standards Certificate of Destruction on the template provided.

The business organising destruction should provide the following information to the Waste Recycling Centre and Waste Carrier prior to collection of the waste:

* Collection address
* Detailed description of the goods (including key materials, whether electrical or contain batteries and any potentially hazardous substances)
* Number of cartons
* Number of items
* Total weight

The method of destruction will depend on the waste recycling facility and the type of waste. All parties must be satisfied that the goods will be suitably destroyed and relevant traceability recorded, so they cannot re-enter the supply chain.

**Step 2: Obtain authorisation**

Once a waste recycling centre and waste carrier has been identified, the following information must be emailed to [imports@suffolk.gov.uk](mailto:imports@suffolk.gov.uk) **and** the ETSF or the port, so that a security pass can be issued:

* Details of waste recycling centre
* Details of waste carrier collecting the consignment
* Copy of relevant Environment Agency licences/ exemptions/ permits (if not already provided)
* Vehicle registration and name of driver collecting the consignment
* Date of collection

You will be contacted by the team within 2 working days to advise if collection is authorised, or if further information is required.

**Goods must not be removed from the border location without customs clearance, or approval from HMRC or Border Force.**

**Step 3: Submit the relevant documentation**

Once the goods have been destroyed, you must provide the following documents by email:

* Completed Suffolk Trading Standards Certificate of Destruction
* The Waste Recycling Centre Certificate of Destruction
* Waste Transfer note
* Hazardous waste consignment note if applicable