



CIWM



wamitab

# **CIWM/WAMITAB Operator Competence Scheme**

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# 1. Outline of Scheme

## 1.1 What is Operator Competence?

When the new environmental permitting regime was introduced in 2007, the Environment Agency changed the way that operators (the legal person or organisation that controls the operation of a permitted waste facility) were assessed to the 'Operator Competence' provision. According to DEFRA, technical competence to carry out a waste activity requires legal waste operators to:

- Have 'sufficient control' over day-to-day operations to comply with permit conditions.
- Know how to operate the necessary equipment.
- Comply with the law and government policies.
- Minimise the impact of the activity on people and the environment.

When an individual or company applies for a new permit, transfers a permit or changes a permit, the Environment Agency examines their permit application and decides if they are competent enough to comply with the conditions.

## 1.2 How to demonstrate Operator Competence?

To demonstrate competence, legal waste operators join and comply with the requirements of one of two schemes approved by DEFRA and Welsh Government for use in England and Wales. One of these approved schemes is the CIWM/WAMITAB Operator Competence Scheme which requires operators to gain a primary qualification or EPOC (depending on risk level) and then pass a Continuing Competence assessment every two years to demonstrate their technical competence is being kept up to date.

## 1.3 How does the Operator Competence Scheme work?

The Operator Competence Scheme is based on individuals demonstrating competence within the prescribed framework. It builds on and improves the previous scheme so that relevant achievements through the original qualifications and Certificate of Technical Competence (CoTC) may still be recognised - subject to demonstration of Continuing Competence.

The scheme recognises that different types of waste facilities present different levels of risk to human health and the environment. As a result, the demonstration of technical competence is proportional and risk based.

Any permitted waste management facility participating in this scheme to demonstrate Operator Competence is required to have at least one confirmed Technically Competent Person available on site for the appropriate amount of time each week as stated in the latest Environment Agency or Natural Resource Wales guidance. Valid certificates for both the initial competence qualifications and Continuing Competence should ideally be displayed in the site office to improve 'visibility' for environmental regulators and site users.

**Please note:** initial competence qualification or EPOC certificates will not be available if, prior to this scheme coming into being, the operator was either:

- Deemed Competent (by the environmental regulator).
- Assessed by the regulator as competent.
- A nominated manager under the transitional provisions for previously exempt activities needing a permit as a result of regulatory change.

#### **1.4 What are the benefits of joining and complying with the Operator Competence Scheme?**

- Flexible and proportional requirements based on the environmental risk posed by the facility.
- The scheme also acknowledges that individuals have different learning and development preferences so there are different options available to individuals allowing them to demonstrate their ability to understand and comply with the requirements of their permit(s).
- All WAMITAB Operator Competence qualifications are based, where they exist, on National Occupational Standards to ensure they are valid and reliable.
- The environmental regulators can identify the 'Technically Competent Person' using a combination of their own records (e.g. if the individual is Deemed Competent or EA Assessed) and the certificates issued by CIWM (e.g. EPOC) and/or WAMITAB (e.g. primary qualification and Continuing Competence). The Operator Competence Scheme compliments the other approved scheme – the Competence Management System (CMS) operated by EU Skills. The CMS is an organisation wide, independently audited management system specifically looking at training and skills. It is considered that the CMS can draw upon individual competence qualifications and Continuing Competence requirements from the CIWM/ WAMITAB scheme if required.

## 2. Identifying the Primary Competence Required

### 2.1 What is Primary Competence?

To meet the requirements of the CIWM/WAMITAB Operator Competence Scheme, technically competent people must demonstrate Primary Competence by completing a qualification, units and/or training programme(s) (or previous status as Deemed Competent, EA Assessed, Previous Exempt etc.) which demonstrates they have the knowledge and skills to ensure waste sites comply with Environmental Permitting (England and Wales) Regulations.

### 2.2 Risk tier tables

These tables for England and Wales categorise the different types of waste facilities into three tiers – high, medium and low risk. This allows different levels of technical competence to be demonstrated proportional to the environmental risk. Operators can then use the description of their facility or standard rules permit number to identify what qualification is required for their site (for bespoke permits you may wish to confirm the qualification with your environmental regulator). For example, if the waste activity is listed as posing:

- A **high risk** to the environment, then a waste operator is required to complete a level 4 qualification consisting of 12 units.
- A **medium risk** to the environment, then a waste operator is required to complete a level 4 qualification consisting of 6 units.
- A **low risk** to the environment, then a waste operator is required to complete a level 4 qualification consisting of 4 units or the EPOC certificate.

The risk tier tables are applicable to facilities in England and Wales operating in accordance with the Environmental Permitting Regulations. Operators are advised to check with their environmental regulator (Environment Agency or Natural Resources Wales) for confirmation that they will accept the qualification before registering with a centre. The primary qualifications shown in the risk tier tables are RQF (Regulated Qualification Framework) qualifications, obtained through a portfolio of evidence gained in the workplace, along with work based assessment by a qualified assessor.

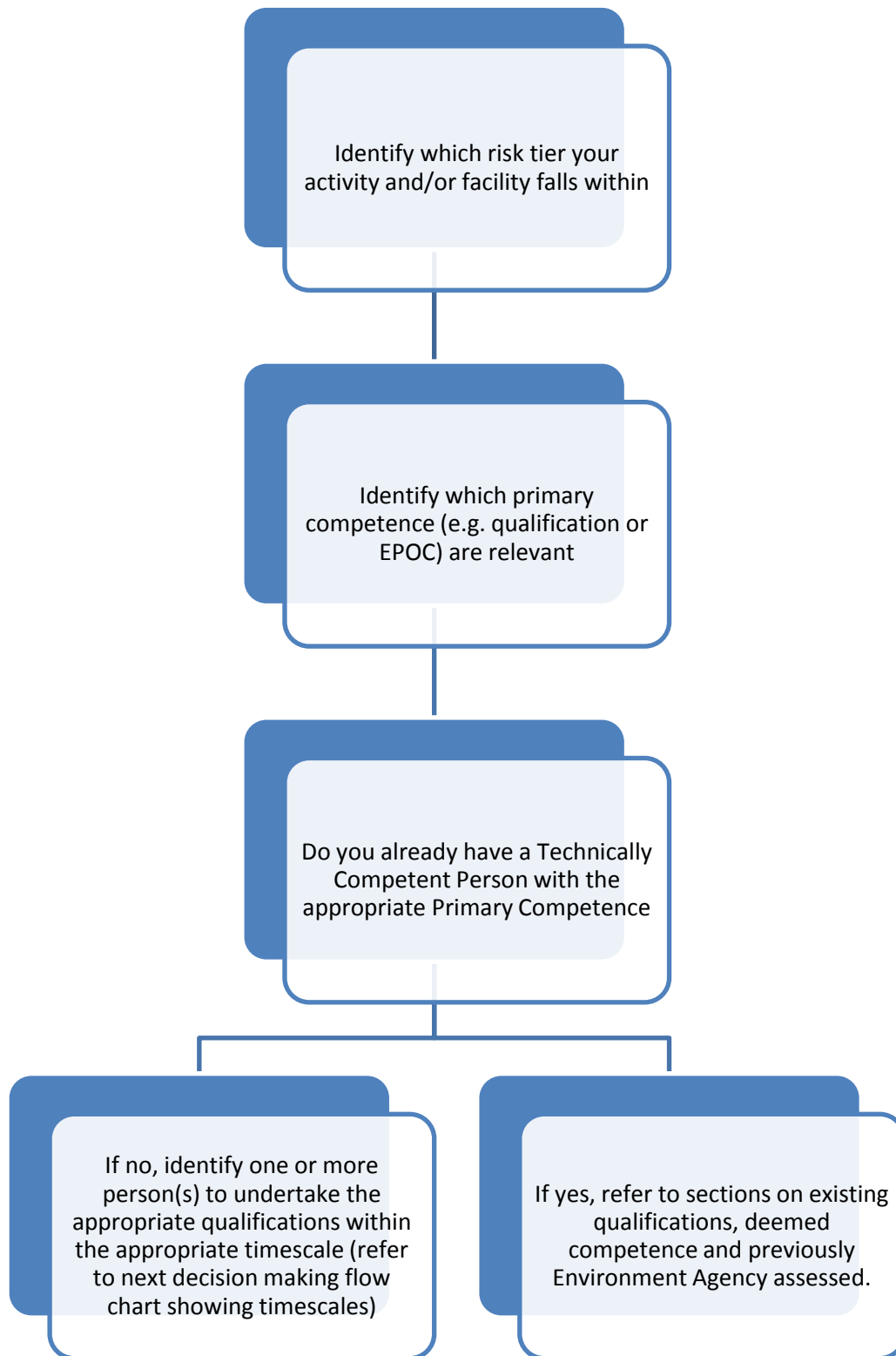
To undertake these qualifications, the facility needs to be operational to allow operators to gather the evidence and complete the assessments. Some prior learning may be needed to demonstrate the required skills, underpinning knowledge and understanding. Alternatively, the WAMITAB Level 4 Certificate in Waste and Resource Management is a Vocationally Related Qualification (VRQ) achieved through a combination of classroom based training and written assignments can be used for certain facilities.

Further details of WAMITAB Centres who may be able to assess these qualifications can be found at: <https://wamitab.org.uk/qualifications-search/find-a-wamitab-centre>.

If an operator undertakes a qualification covering more than one activity, and chooses to change activities at a later date (e.g. completed MROC2 for end-of-life vehicles and are planning to move to a WEEE-ATF site), the operator will need to complete the appropriate Continuing Competence test for the new activity when their existing Continuing Competence becomes due.

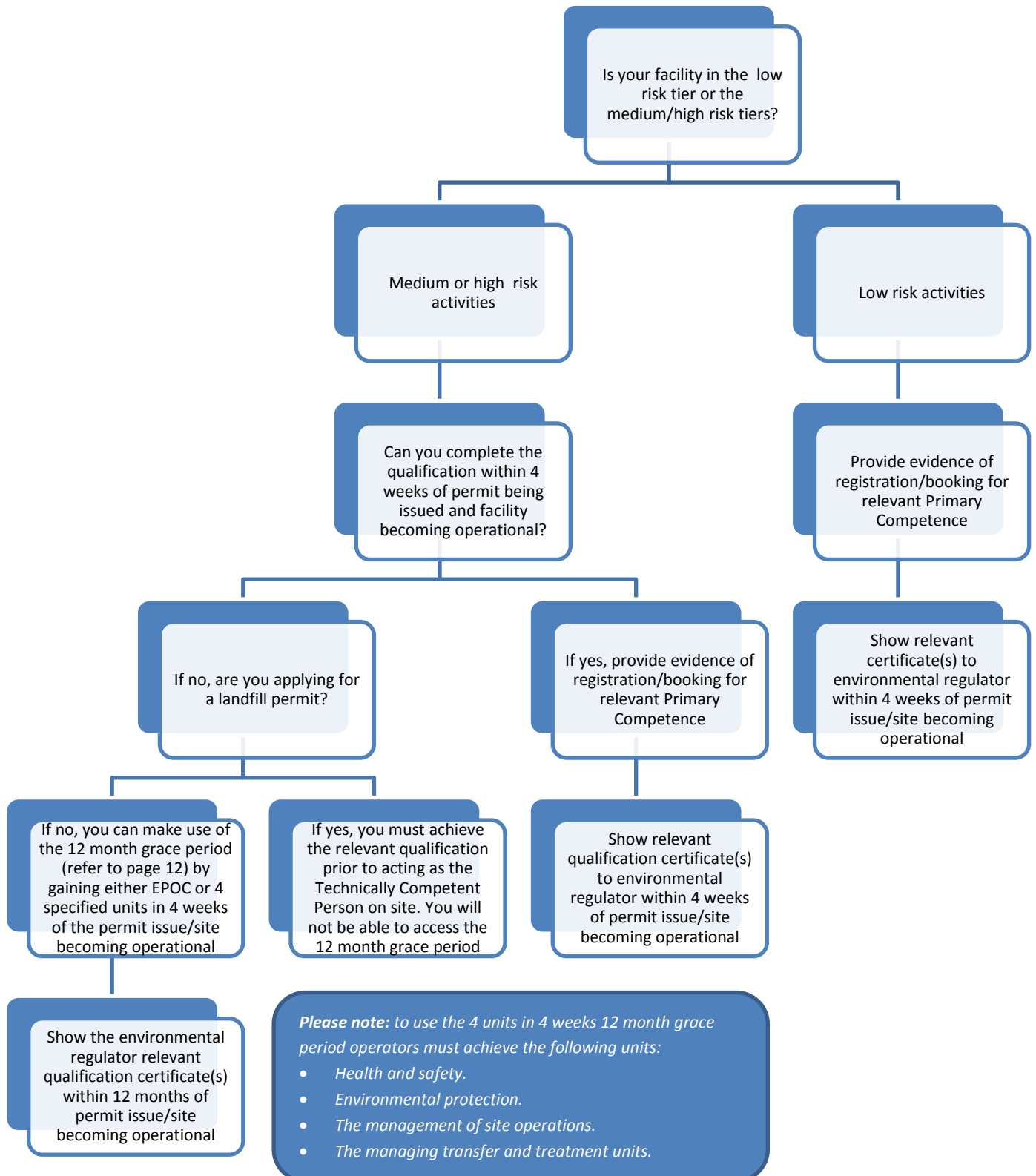
### 2.3 New Facilities Decision Making Flowchart

This flowchart shows the process of identifying what Primary Competence is needed for a new permit.



## 2.4 New Permit Applications Decision Making Flowchart

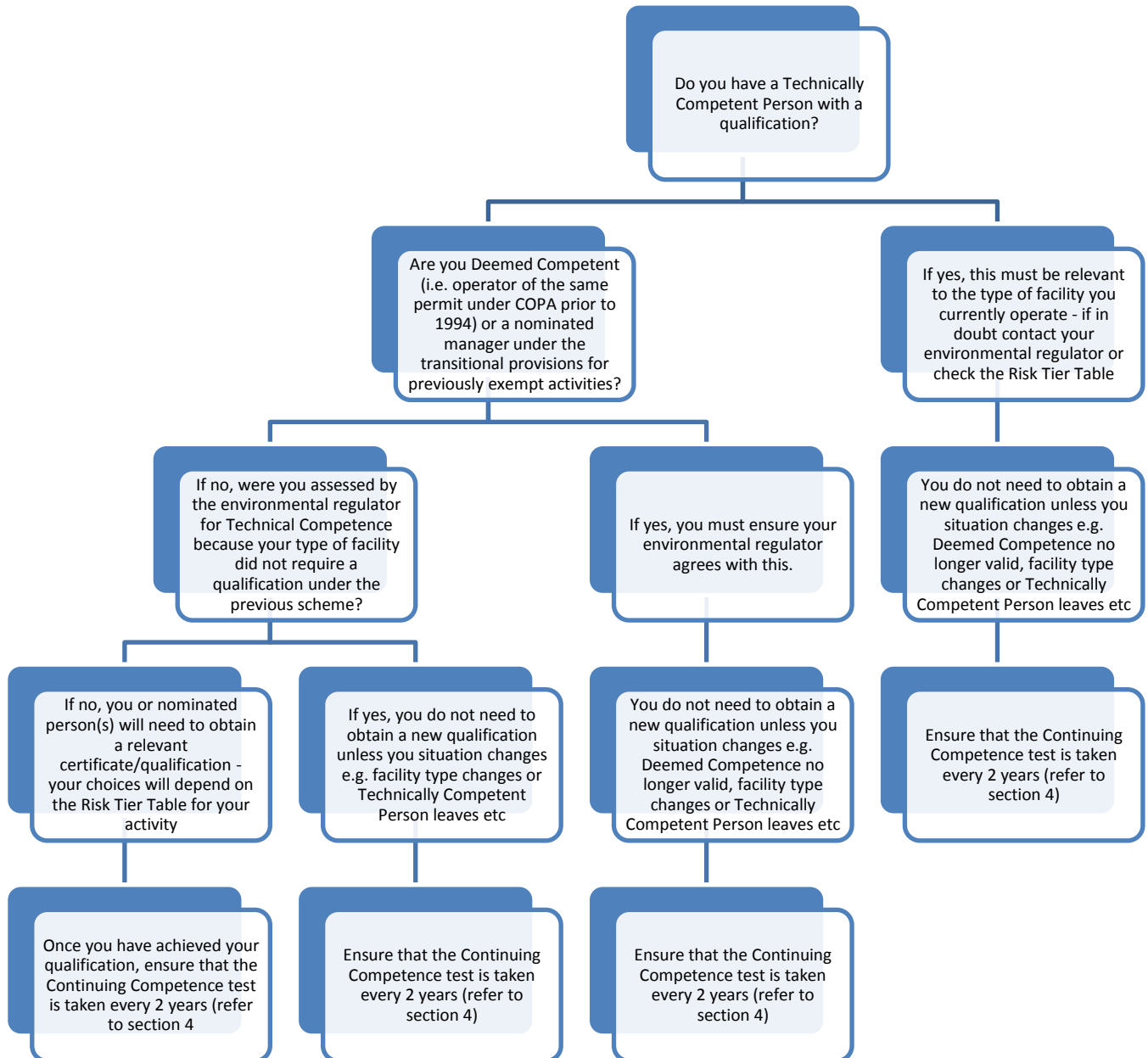
For new permit applications, the relevant primary competence must be gained within 4 weeks of the site becoming operational. In some cases, a 12 month grace period can be obtained. The decision flowchart below shows how this is applied.





## 2.5 New and Existing Facilities Decision Making Flowchart

The following decision making flowchart will guide you through identifying what you need to do, as a new or existing permit holder, to ensure you meet the requirements of this Operator Competence Scheme.



## 2.6 High risk facilities

If the operator's activity falls within the high risk tier of the scheme, they need to gain one of the following primary qualifications depending on their activity:

- WAMITAB Level 4 High Risk Operator Competence for Managing Open Hazardous Landfill
- WAMITAB Level 4 High Risk Operator Competence for Managing Open Non-Hazardous Landfill
- WAMITAB Level 4 High Risk Operator Competence for Closed Landfill
- WAMITAB Level 4 High Risk Operator Competence for Managing Transfer of Hazardous Waste
- WAMITAB Level 4 High Risk Operator Competence for Managing Thermal Treatment of Hazardous Waste
- WAMITAB Level 4 High Risk Operator Competence for Managing Physical and Chemical Treatment of Hazardous Waste

## 2.7 Medium risk facilities

If the operator's activity falls within the medium risk tier of the scheme, they need to gain one of the following primary qualifications depending on their activity:

- WAMITAB Level 4 Medium Risk Operator Competence for Non-hazardous waste treatment and transfer
- WAMITAB Level 4 Medium Risk Operator Competence for Physical Treatment
- WAMITAB Level 4 Medium Risk Operator Competence for Open Windrow Composting
- WAMITAB Level 4 Medium Risk Operator Competence for Closed Vessel Composting
- WAMITAB Level 4 Medium Risk Operator Competence for Anaerobic Digestion
- WAMITAB Level 4 Medium Risk Operator Competence for Storage of Non-hazardous Wastes
- WAMITAB Level 4 Medium Risk Operator Competence for Open Inert Landfill
- WAMITAB Level 4 Medium Risk Operator Competence for Single Waste Stream Open Inert Landfill
- WAMITAB Level 4 Medium Risk Operator Competence for Closed Inert Landfill
- WAMITAB Level 4 Medium Risk Operator Competence for Non-hazardous Sludge and Landspreading
- WAMITAB Level 4 Medium Risk Operator Competence for Dredgings Management
- WAMITAB Level 4 Medium Risk Operator Competence for Non-hazardous Waste Transfer
- WAMITAB Level 4 Medium Risk Operator Competence for Contaminated Land Remediation
- WAMITAB Level 4 Medium Risk Operator Competence for Household Waste Recycling Centres
- WAMITAB Level 4 Medium Risk Operator Competence for Non-hazardous Clinical Waste Transfer
- WAMITAB Level 4 Medium Risk Operator Competence for Non-hazardous Clinical Waste Treatment
- WAMITAB Level 4 Medium Risk Operator Competence for Storage of Hazardous Waste
- WAMITAB Level 4 Medium Risk Operator Competence for Mechanical Biological Treatment
- WAMITAB Level 4 Certificate in Waste and Resource Management. The following specialist units are currently available:
  - Physical Processing within the Waste and Resource Management Industry
  - Biological Processing within the Wastes and Resource Management Industry
  - Thermal Treatment Processing within the Wastes and Resources Management Industry
  - Managing Land Remediation Activities
  - Managing Inert Landfill Activities
  - Managing MBT Facilities
  - Managing Metal Recycling Facilities
  - Managing End of Life Vehicle Facilities

## 2.8 Low risk facilities

If the operator's activity falls within the low risk tier of the scheme, there are two options available to demonstrate Primary Competence:

### Option 1: The Environmental Permit Operator's Certificate (EPOC)

This is a two day training course held by CIWM with a short written test at the end. The training days contain a range of presentations, discussions, case studies and exercises used to illustrate and apply knowledge. The training course covers the following topics:

- Environmental impacts from wastes and resource facilities and how to prevent/ mitigate them.
- Overview of key legislation relevant to operating wastes and resource management facilities including water discharge activities.
- Environmental health and planning.
- Environmental permitting requirements.
- The regulator - compliance assessment and enforcement.
- Responsibilities of holding a permit with a focus on standard rules.
- Duty of Care and EWC codes.
- Awareness of hazardous waste.
- Improving health and safety.

The short assessment at the end of day two will ask questions relating to given scenarios. It will be designed to show application of knowledge and information in handling specific situations, demonstrating understanding of prevention and mitigation of environmental pollution and legal compliance.

Delegates **MUST PASS** this assessment to obtain the certificate.

Further details of the EPOC can be found on the [CIWM website](http://www.ciwm.co.uk). Details of dates and venues can be found on <http://www.ciwm.co.uk/ciwm/training/waste-regulations-compliance-training- courses.aspx>

### Option 2: Primary qualification

Alternatively, operators can opt to complete a relevant level 4 low risk qualification:

- WAMITAB Level 4 Low Risk Operator Competence for Non-hazardous Waste Transfer and Storage
- WAMITAB Level 4 Low Risk Operator Competence for Non-hazardous Treatment to Produce Soil
- WAMITAB Level 4 Low Risk Operator Competence for Inert Storage and Transfer
- WAMITAB Level 4 Low Risk Operator Competence for Inert Physical Treatment
- WAMITAB Level 4 Low Risk Operator Competence for Construction Waste

***Please note:*** some of these qualifications have a choice of 'pathway' depending on the specific nature of the facility.

Details of these qualifications and their required units can be found in the purpose statement linked to the qualification titles in the Risk Tier Table at <https://wamitab.org.uk/competence/operator-competence/>.

***Please note:*** the Risk Tier Tables are slightly different for England and Wales therefore please ensure you click on the appropriate tab.

## 2.9 Further information

Details of which of these qualifications are relevant and their required units can be found in the purpose statements linked to the qualification titles in the relevant Risk Tier Table at

<https://wamitab.org.uk/competence/operator-competence/>

These qualifications are RQF (Regulated Qualification Framework) qualifications, obtained through a portfolio of evidence gained in the workplace, along with work based assessment by a qualified Assessor. Some prior learning may be needed to demonstrate the required skills and underpinning knowledge and understanding.

Further details of WAMITAB Centres who may be able to assess these qualifications can be found at

<https://wamitab.org.uk/qualifications-search/find-a-wamitab-centre>

## 3. Frequently Asked Questions: Primary Competence

### 3.1 Can I use previous qualifications to demonstrate competence?

If you have an existing 'older' qualification (e.g. NQF or QCF) not listed on the Risk Tier Table, you might still be able to use it to demonstrate Primary Competence. You will need to check that it is still relevant for use instead of the current RQF qualification listed in the Risk Tier Table. A list of 'previous' qualifications that are still applicable can be found in the purpose statement for each qualification listed on the Risk Tier Table.

The purpose statement can be accessed by clicking on the qualification title. The PDF includes a 'Hierarchy' box which lists other applicable qualifications that are still acceptable for the specific activity (example below).

#### Hierarchy

The following qualifications are applicable to this activity:

##### Current:

- WAMITAB Level 4 Medium Risk Operator Competence for Non-Hazardous Clinical Waste Treatment (MROC15)
- WAMITAB Level 4 High Risk Operator Competence for Managing Physical and Chemical Treatment of Hazardous Waste (HROC6)

##### Previous:

- 4MTNHC6 Level 4 Units: HSS3, MSCE9, WM1b, WM2, WM19b and WM20d
- Level 4 Diploma in Waste Management Operations: Managing Physical and Chemical Treatment, Hazardous Waste (4MPH)
- 4TMSNHC6 (TREATMENT)
- Level 4 in Waste Management Operations – Managing Treatment Non-Hazardous Waste (Clinical) 4TMNHC
- Level 4 in Waste Management Operations – Managing Treatment Hazardous Waste (Clinical) 4TMHC
- Waste Management Operations – Managing Treatment Hazardous waste (Level 4) 4TMH
- Managing Treatment Operations: Clinical or Special Waste (Level 4) TMS4
- Managing treatment operations: special waste (level IV) T4-A

If your qualification is listed, then it will be acceptable to use to demonstrate initial competence – subject having a relevant continuing competence certificate – see section 4 for further details.

**Please note:** anyone who was 'Deemed Competent' or Agency Assessed for the same type of facility may also be eligible to act as TCM if The Regulator agrees their status and they have an appropriate and current Continuing Competence Certificate. See sections 4 and 5 for further details.

**For example, someone in the team has a qualification from 2001 for treatment of hazardous waste, is it valid for a non- hazardous waste MRF?**

To check whether any earlier qualifications are valid for a Waste Management facility, follow these steps:

- Find the 'current' relevant qualification in the appropriate (England or Wales) [Risk Tier Table](#).
- Click the link to the current qualification and open the purpose statement
- Check the list of qualifications identified as still being applicable in the Hierarchy box within the purpose statement.

The image below shows the hierarchy box on the WAMITAB Level 4 Medium Risk Operator Competence for Non-Hazardous Waste Treatment and Transfer purpose statement:

### Hierarchy

The following qualifications are applicable to this activity:

**Current:**

- WAMITAB Level 4 Medium Risk Operator Competence for Non-hazardous waste treatment and transfer (601/8528/4)
- WAMITAB Level 4 High Risk Operator Competence for Managing Physical and Chemical Treatment of Hazardous Waste (601/8502/8)
- WAMITAB Level 4 Certificate in Waste and Resource Management (601/2388/6) (*only available for non-hazardous transfer with treatment, treatment of waste wood and Material Recovery Sites*) (4WRMa, VRQ 6a)

**Previous (Non-hazardous transfer with treatment):**

- 4MPTNH6 (Treatment)
- 3VWRMa (VRQ 6a)
- 3VRQTCP1a
- 4TSMNH6(TREATMENT)
- Level 4 in Waste Management Operations – Managing Treatment Non- Hazardous Waste 4TMNH
- Waste Management Operations – Managing Treatment Hazardous waste (Level 4) 4TMH
- Managing Treatment Operations: Clinical or Special Waste (Level 4) TMS4
- Managing Treatment Operations: Biodegradable Waste (Level 4) TMB4
- Managing treatment operations: special waste (level IV) T4-A

**Previous (Mobile plant for treatment of land for land reclamation, restoration or improvement):**

- 4MTMPRR6 (Mobile plant for treatment of land for land reclamation, restoration or improvement)
- 4MTMTC6 (Use of waste to manufacture timber or construction products)
- 4TSMNH6 (TREATMENT)
- Level 4 in Waste Management Operations – Managing Treatment Non- Hazardous Waste 4TMNH
- Waste Management Operations – Managing Treatment Hazardous waste (Level 4) 4TMH
- Managing Treatment Operations: Clinical or Special Waste (Level 4) TMS4
- Managing Treatment Operations: Biodegradable Waste (Level 4) TMB4
- Managing treatment operations: special waste (level IV) T4-A

If your qualification or unit combination is not listed on the Risk Tier Table, then you may need to undertake additional assessment. For example, if you hold units HSS3, MSCE9, WM12 and WM7h (the QCF equivalent to LROC1), but require MROC12 to act as the Technically Competent Manager on a new site. You can choose to exempt units OCS01, OCS02 and OCS24 as you have already achieved the QCF equivalents, and then be assessed for OCS05, OCS12 and OCS64.

**Please note:** Some learners may choose to do additional assessment to achieve the whole qualification in the RQF, but this is not a requirement.

However, there are no direct exemptions from NQF to RQF. This means that if a learner holds 4 ‘older’ units in the NQF, but requires 6 units to operate a medium risk site they would need to either:

- Be assessed for the RQF qualification from scratch.
- Use Recognition of Prior Learning (RPL) (where the assessor maps the NQF assessment criteria against the RQF criteria) and does additional assessment to fill in any gaps or update areas that have changed.

Once they have achieved, they will receive a qualification certificate and a unit certificate for the RQF qualification with credit.

**Please note:** NQF qualifications and units will **not** be accepted for activities where they **do not** appear in the hierarchy due to changes in national occupational standards, legislation, working practices and permit requirements that have occurred since they were achieved.



### 3.2 I achieved my Certificate of Technical Competence (CoTC) in 1999, is it still valid?

Your qualification is for 'life and remains valid for the type of facility it relates to. However, you should be aware that along with your previous qualification (CoTC) you also need to demonstrate Continuing Competence every 2 years to remain compliant with this Operator Competence Scheme as approved by environmental regulators. Your Continuing Competence **must** be relevant to your primary qualification and the type of facility being operated.

### 3.3 Can I use someone from another permitted site I operate as the Technically Competent Person?

Yes, but **only** if:

- The qualification they have is relevant to the new facility/permit in accordance with this Operator Competence Scheme.
- They have a current Continuing Competence certificate (if required) relevant to their qualification.
- The Technically Competent Person can be on both sites for the required amount of time – as specified the relevant environmental regulator.

**Or**

- They are Deemed Competent, or were previously Environment Agency assessed (agreed by the environmental regulator), or nominated managers for previously exempt activities for the same type of facility.
- They have a current Continuing Competence certificate relevant to the site activity.
- The Technically Competent Person can be on both sites for the required amount of time – as specified the relevant environmental regulator.

### 3.4 Can I 'buy' in a consultant to act as my Technically Competent Person?

Yes, but **only** if this person has the relevant qualifications (including a relevant Continuing Competence certificate if necessary) and can be on site the required amount of time as specified by the Regulator.

### 3.5 Can treatment qualifications for the same type of waste be used to demonstrate technical competence for transfer permits?

If the qualification is relating to the **same type of waste**, then the relevant 'treatment' qualification will be accepted for a transfer activity (subject to having a relevant Continuing Competence certificate if required). Qualifications can be confirmed as relevant by referring to the hierarchy section in the qualification purpose statements.

### 3.6 How does the 12 month grace period work?

For new permit applications, the relevant Primary Competence must be gained within 4 weeks of the site becoming operational.

If the application is for a **low risk activity**, applicants must provide evidence of booking or registration for one of the following and complete it within 4 weeks of permit issue or the commencement of the activity:

- The EPOC
- The relevant low risk 4 unit qualification

If the application is for a **medium or high risk activity** (except landfill), applicants can:

- Complete the EPOC to gain a 12 month grace period during which they can undertake the relevant 6 or 12 unit qualification.
- Complete the 4 specified units of the relevant 6 or 12 unit qualification (shown in the table below) in 4 weeks to gain a 12 month grace period to achieve the remaining units based on the table below:

Qualification Code	Unit Code 1	Unit Code 2	Unit Code 3	Unit Code 4
HROC1a	Not Applicable (landfill)			
HROC1b	Not Applicable (landfill)			
HROC2a	Not Applicable (landfill)			
HROC2b	Not Applicable (landfill)			
HROC3	Not Applicable (landfill)			
HROC4a	OCS01	OCS02	OCS06 (control)	OCS22
HROC4b	OCS01	OCS02	OCS06 (control)	OCS23
HROC5a	OCS01	OCS02	OCS51 (site ops)	OCS56
HROC5b	OCS01	OCS02	OCS52 (site ops)	OCS57
HROC6	OCS01	OCS02	OCS27 (site ops)	OCS19
MROC1	OCS01	OCS02	OCS28 (site ops)	OCS20
MROC2	OCS01	OCS02	OCS27 (site ops)	OCS19
MROC3	OCS01	OCS02	OCS30 (site ops)	OCS61
MROC4	OCS01	OCS02	OCS31 (site ops)	OCS62
MROC5	OCS01	OCS02	OCS32 (site ops)	OCS63
MROC6	OCS01	OCS02	OCS12 (reception)	OCS63
MROC6b	OCS01	OCS02	OCS12 (reception)	OCS24
MROC7	Not Applicable (landfill)			
MROC8	Not Applicable (landfill)			
MROC9	Not Applicable (landfill)			
MROC10a	OCS01	OCS02	OCS06 (control)	OCS20
MROC10b	OCS01	OCS02	OCS06 (control)	OCS60
MROC11	Not Applicable (uses landfill units)			
MROC12	OCS01	OCS02	OCS64 (site ops)	OCS24
MROC13	OCS01	OCS02	OCS49 (site ops)	OCS50
MROC14a	OCS01	OCS02	OCS06 (control)	OCS40
MROC14b	OCS01	OCS02	OCS06 (control)	OCS41
MROC15	OCS01	OCS02	OCS53 (site ops)	OCS59
MROC16	OCS01	OCS02	OCS06 (control)	OCS25
MROC17	OCS01	OCS02	OCS06 (control)	OCS22
MROC18	OCS01	OCS02	OCS29 (site ops)	OCS60

**Please note:** the 12 month and 4 week periods referred to start from the commencement of permitted activities. After those periods, you must be able to show certificates relevant to the risk tier and activity on site.

### 3.7 Can I make use of the 12 month grace period for a landfill permit by doing EPOC?

No. The 12-month grace period does not apply to landfill permits.



### 3.8 After completing my EPOC/4 units in 4 weeks, my permit application was delayed. Do I need to redo them to make use of the 12 month grace period?

No, but if your EPOC or qualification is more than 2 years old you must also have a relevant Continuing Competence certificate to be able to benefit from the grace period. See section 6 for more details. The 12 month grace period starts from the commencement of the permitted activities.

### 3.9 The Technically Competent Person for my site left recently, can I make use of the 12 month grace period?

No. The 12 month grace period is **only** available for new facilities because they do not usually have a site to gain the evidence needed for the assessment until after the permit has been issued. On an existing site, you should plan to ensure you have appropriate Technically Competent Persons on site in the event of holidays, sickness and staff turnover.

### 3.10 The Technically Competent Person for my site is off-sick or on holiday and cannot be on site for the required amount of time, what should I do?

You should always have a Technically Competent Person on site for the minimum amount of time specified by the environmental regulators. As a result, you may need to have more than one person with the relevant qualifications and Continuing Competence certificates. You should also ensure you have a succession plan in case your Technically Competent Person leaves or retires.

### 3.11 If the environmental regulator asks to see my Operator Competence (or technical competence) certificates – what are they expecting to see?

The environmental regulator will want to see Primary Competence (e.g. qualification or EPOC) certificate (or evidence of Deemed Competence or Environment Agency assessment etc.).

**Please note:** if your qualification is more than two years old the environmental regulator will also want to see a current (in date) Continuing Competence certificate for the same type of facility as the Primary Competence certificate or the same type of facility you were Deemed Competent or Agency assessed for. The Continuing Competence certificate should include **both** the generic tests and the relevant activity specific tests.

### 3.12 Can I use my Scottish waste qualification as evidence of Primary Competence?

Certain qualifications offered by the Scottish Qualification Authority (SQA) are equivalent to the NQF and QCF versions of the WAMITAB Level 4 Operator Competence Scheme qualifications. The environmental regulator will accept these as evidence of primary competence where the units achieved reflect the equivalent WAMITAB units required (refer to appendices). However, if your Primary Competence certificate is more than 2 years old you must also have a relevant Continuing Competence certificate.

**Please note:** the RQF versions of the Level 4 Operator Competence Scheme qualifications launched in April 2016 are only available from WAMITAB.

## 4. Continuing Competence

### 4.1 What is Continuing Competence?

To meet the requirements of the CIWM/WAMITAB Operator Competence Scheme, technically competent people must take the Continuing Competence test to demonstrate their knowledge and skills have kept pace with changes made across the waste management industry e.g. the introduction of new legislation, technologies and/or techniques.

### 4.2 When does the Continuing Competence test need to be taken?

Technically competent people in England and Wales are required to pass their Continuing Competence test every 2 years from the date published on either the Primary Competence certificate (if this is your first Continuing Competence test) or from the date printed on the last Continuing Competence certificate (if you have taken the Continuing Competence test before) for the specific activity.

The syllabuses for the Continuing Competence tests are published on the WAMITAB website under [Continuing Competence](#).

### 4.3 Who needs to take the Continuing Competence test?

The test is applicable in England and Wales for those individuals who are:

- **Existing holders of a Certificate of Technical Competence (CoTC):** who achieved their CoTC before 22 December 2008 (the date the Operator Competence Scheme was approved).
- **New entrants:** who achieve one of CIWM/WAMITAB's new operator competence qualifications (4, 6 and 12 unit qualifications or the WAMITAB Level 4 Certificate in Waste and Resource Management).
- **Low risk site operators:** who hold an Environmental Permitting Operator's Certificate (EPOC) are required to complete the Continuing Competence test relevant to their activity every two years.
- **Deemed Competent operators:** according to the environmental regulators you will fall into the new rolling 2 year programme for Continuing Competence – where the new certificate design clearly states the expiry date two years from the date you passed your test.
- **Agency Assessed:** individuals other than those where Environment Agency assessment is a pre-requisite for obtaining the two-year CoTC exemption.
- **Exempt activities:** operators who registered as a relevant exemption prior to 5th April 2010 and now require an environmental permit as a result of a change in the law.

If you are unsure whether you need to take the Continuing Competence test, your local regulatory officer at the Environment Agency (England) or Natural Resources Wales (Wales) will be able to advise if the test applies to you.

## 5. Frequently Asked Questions: Continuing Competence

### 5.1 I have been operating a permitted facility for many years under the old technical competence requirements (pre- December 2009), when do I need to take the Continuing Competence test?

You should have already successfully completed your first three tests, (the first was due before the end of Feb 2012). You need to satisfactorily complete a test every two years as stated on your Continuing Competence Certificate. Certificates will have an 'expiry date' stamped on them. This means that the certificate will need to be renewed prior to this date.

### 5.2 What does the test include?

The format for the tests is based on question and multiple choice answers. The questions cover two components:

1. A **Generic Knowledge Test** ('generic') comprising questions on legislation, health and safety and environmental protection.
2. An **Activity-Specific Test** (or 'option') which comprises questions on the specific competence or competencies which need to be maintained.

**Please note:** if you hold more than one competence award and want to maintain all your competencies then you will have to choose an 'activity specific option' for each competence (you can take **up to 3** at a time).

CIWM and WAMITAB have developed a syllabus for each set of questions. The syllabus and test questions are reviewed by relevant technical experts periodically to ensure they remain current. The current syllabuses are available on the [WAMITAB website](#). You should always ensure you are working to the current syllabus relevant for the date of your test.

### 5.3 Do I need to know about all types of waste management facilities?

No, you need to know about the areas specified in the syllabuses specific to the activities you need to maintain competence for and the generic syllabuses only.

### 5.4 Which sector specific tests should I take?

This will depend on your initial qualification and the type of facility you are operating. The appropriate [Risk Tier Table](#) will give you general guidance on which Continuing Competence test to take (in addition to the generic tests). For example:

Description of facility	Standard Rule Permit	Continuing Competence	Qualification Title and Code
Hazardous waste landfill (open) including single stream		LH	WAMITAB Level 4 High Risk Operator Competence for Managing Open Hazardous Landfill

This means that if you have a relevant qualification for a hazardous waste landfill (or were Deemed Competent) you need to do the generic plus the LH (Landfill – Hazardous) activity specific test to maintain

your competence. The test certificate must be in date and successfully re-taken prior to the certificate expiring. Where a qualification has specific pathways, you should do the Continuing Competence test relevant to the pathway taken. For example:

Description of facility	Standard Rule Permit	Continuing Competence	Qualification Title and Code
Hazardous Waste Transfer	SR2008No5 SR2008No6 SR2008No9 SR2015No8 SR2015No9	TSH	WAMITAB Level 4 High Risk Operator Competence for Managing Transfer of Hazardous Waste  Optional unit: Hazardous Waste  WAMITAB Level 4 High Risk Operator Competence for Managing Transfer of Hazardous Waste
Hazardous Clinical Waste Transfer	SR2008No24	CW	Optional unit: Hazardous Clinical Waste

If you have taken more than one pathway, you will need to do both Continuing Competence activity specific tests to maintain competence for both types of facility.

### 5.5: Which activity specific Continuing Competence tests do I need to take if I have a qualification which covers several types of facility?

For example, if you hold a WAMITAB Level 4 Medium Risk Operator Competence for Non-Hazardous Waste Treatment and Transfer, the Continuing Competence test will depend on the type of facility you are operating. If you operate a MRF then the Continuing Competence activity specific test will be TMNH (Treatment Non-hazardous).

Description of facility	Standard Rule Permit	Continuing Competence	Qualification Title and Code
Non-Hazardous Waste Transfer with treatment (not otherwise specified)	Refer to Risk Tier Table	TMNH	WAMITAB Level 4 Medium Risk Operator Competence for Non-Hazardous Waste Treatment and Transfer
Material Recovery Facilities	Refer to Risk Tier Table	TMNH	
Metal Recovery Site (MRS)	Refer to Risk Tier Table	MRS	

This will be the same test if your facility comes under the description of Non-Hazardous Transfer with Treatment (not otherwise specified) e.g. SR2015No6 – Household, commercial and industrial waste transfer station with treatment (no building).

However, if:

- You are operating a Metal Recovery Site then you should take the MRS activity specific test.
- You are undertaking more than one activity linked to the qualification then you will need to take more than one activity specific test.

**Please note:** all the activity specific tests are linked to each entry of (England or Wales) [Risk Tier Table](#).

### 5.6 If I want to do a different type of activity can I just take a different Continuing Competence test?

It depends. The Continuing Competence certificate is only valid alongside a relevant Primary Competence certificate (or previous status as Deemed Competent, EA Assessed, Previous Exempt etc.) i.e. a relevant qualification or EPOC covering the same type of facility. Therefore, if your Primary Competence is not relevant for the new process, permit variation or you were Deemed Competent etc. then you will need to achieve an appropriate Primary Competence (e.g. qualification) to comply with the Operator Competence Scheme requirements. You will then need to do the additional Continuing Competence test within two years.

However, if your Primary Competence is relevant for more than one type of facility then you will need to check if an additional test is required. For example, you have a relevant qualification for Managing Treatment of Hazardous Waste and have passed the activity specific test - Treatment Hazardous Waste (TMH). You then apply to vary your permit to include the treatment of WEEE.

You will not need to do another qualification as your Managing Treatment Hazardous Waste qualification is listed as relevant for WEEE treatment in the hierarchy. However, you will need to ensure that you have passed the WEEE Continuing Competence test to demonstrate understanding of the activity specific requirements. This is in addition to the activity specific test for Treating Hazardous Waste (TMH). This additional test should be completed no later than the expiry date of the existing Continuing Competence test.

**Please note:** you will need to pass the Continuing Competence tests for **both** activities to maintain your competence.

### 5.7 Do I have to do a prescribed training course prior to taking the Continuing Competence test?

No, but some people find it useful. You may find that you have naturally kept up to date and are confident across all areas covered in the syllabus or you might like to undertake some self-managed learning to catch up on the latest guidance and remind yourself of the range of topics covered. There is a range of support for available for people revising for their Continuing Competence test, including:

- WAMITAB Revision Guides (available for purchase).
- WAMITAB Free Revision Summaries (available for download).
- The Continuing Competence Syllabus and source documentation links.

If this is the case, then you can book and take the test without attending a training course. However, if you feel you would benefit or would prefer to attend a training course, there are a number of training providers who have developed and deliver a range of training courses for the purposes of Continuing Competence.

**Please note:** CIWM and WAMITAB do not directly deliver or monitor these courses.

### 5.8 What will the test look like?

The test comprises 18 multiple choice questions for the generic knowledge test and a further 8 multiple choice questions for each activity specific test you choose. As a result, you will not have to write answers; however, you will need to carefully read the questions and select the correct answer from 4 possible answers.

### 5.9 Where can I take the test?

The tests can be taken at Pearson VUE Test Centres. Pearson VUE has over 150 Test Centres located in most large towns and cities throughout the UK. You can check your nearest location using the following link <http://www.pearsonvue.com/wamitab/>

### 5.10 How do I book the test?

You can book your Continuing Competence test at any time on [www.pearsonvue.com/wamitab](http://www.pearsonvue.com/wamitab). Answers to many of the questions you may have regarding the test can be found on the [WAMITAB website](#).

### 5.11 Are there provisions for people with special needs to use the system?

As a Regulated Awarding Organisation, WAMITAB is required by the Equality Act 2010 to make reasonable adjustments where a learner, who is disabled within the definition of the Equality Act 2010, would be at a substantial disadvantage in comparison to someone who is not disabled. WAMITAB will consider applications for reasonable adjustments (e.g. a reader or extra time) on a case by case basis.

If you want to apply for a reasonable adjustment, please complete the [Continuing Competence Access Arrangements Form](#) and email it to [info.admin@wamitab.org.uk](mailto:info.admin@wamitab.org.uk) with any evidence. If WAMITAB approves your application, you will receive a confirmation email within 5 working days. You will then need to contact Pearson VUE 24 hours after approval, in order to schedule a test with an 'accommodation' at the test centre.

### 5.12 I have dyslexia, is there any help available?

Yes, the system has the option for dyslexic candidates to listen to the test being read in English. For people with dyslexia additional time may also be available, but must be requested using the reasonable adjustments application process outlined above.

### 5.13 I have hearing difficulties. Can I still use the system?

Yes, the test has been set up as a multiple choice test and candidates should follow the instructions on the screen.

### 5.14 Can I retake my primary qualification rather than take the Continuing Competence test?

No, you must do a relevant continuing competence test. Re-registration for the same qualification in the same regulatory framework is not an alternative to undertaking the CIWM/WAMITAB continuing competence test.

By successfully completing a relevant continuing competence test, Technically Competent Managers (TCM)

are demonstrating that they have kept up to date with any changes relevant to maintaining their knowledge and understanding of the industry. Re-registering for the same award would enable units to be carried forward (exempted) and would therefore not guarantee that the TCM had kept up to date.

This does not, however, prevent individuals registering for another WAMITAB qualification. This may involve exemptions for existing units or 'recognition of prior learning' where appropriate, but WAMITAB will ensure that the assessment process for any units carried across checks the TCM is up to date with legislation, best available techniques and industry guidance which may have changed since the date of the initial certificate.

#### **5.15 My facility was exempt, but the change in regulations required me to apply for a permit. Do I now need to do a Continuing Competence test?**

Many previous exempt waste activities were required to apply for an environmental permit and are now permitted. The transitional arrangements meant that if you were the technically competent person for the site you did not have to undertake a qualification if the activity had not changed. However, you were required to demonstrate Continuing Competence.

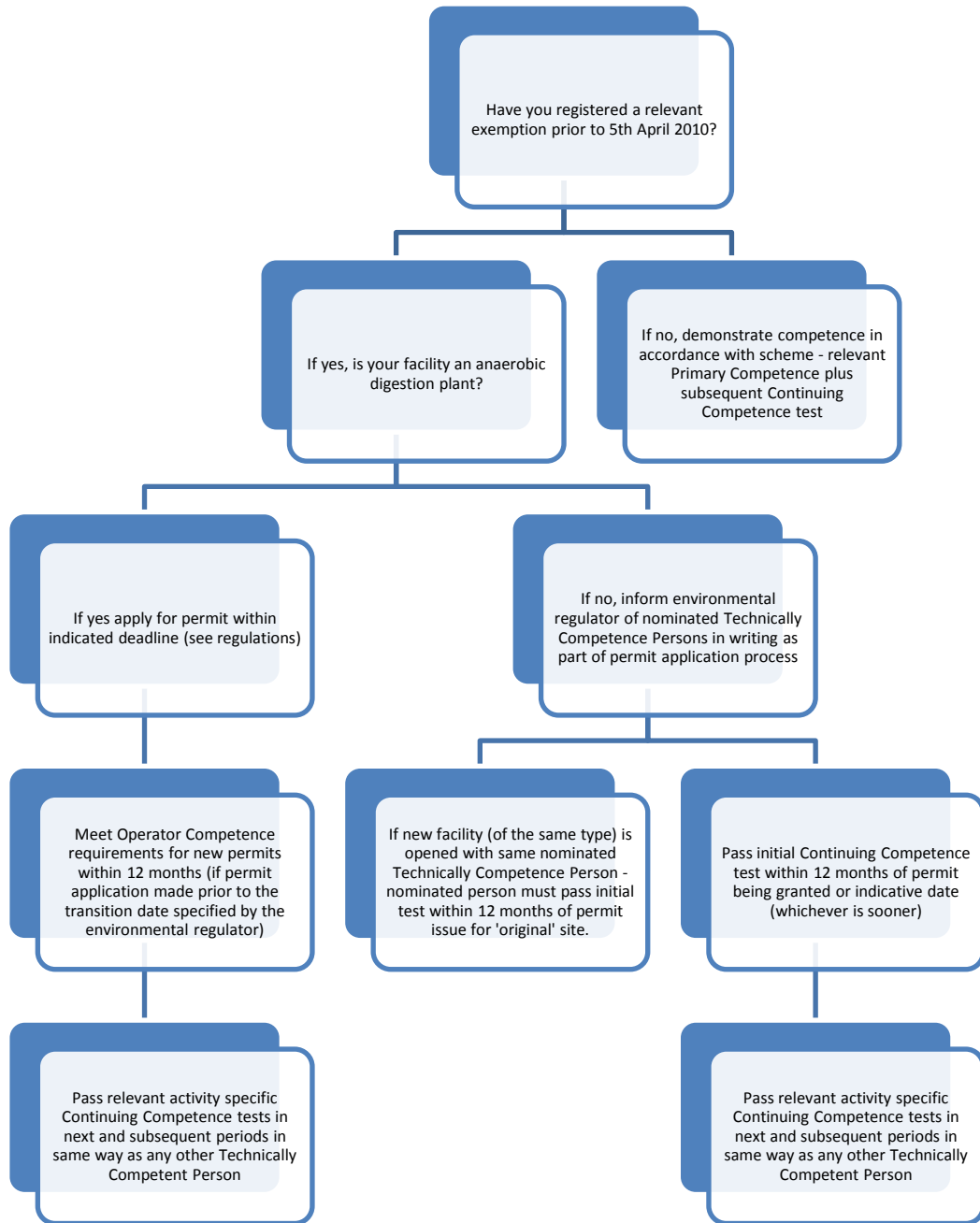
The Environment Agency at the time made special provisions for operators who were required to move from being an exempt activity to a permitted activity. These provisions applied to individuals who held a management role in relation to the previously exempt activity (at the time of the change in regulations). Further details were available at the time and can still be found on the [CIWM Website – Operator Competence](#) (see link to 'Transitional Arrangements for Exemptions,' EA Document).

Initially as the technically competent person you should have successfully completed the generic parts of the Continuing Competence tests and then when due to renew the continuing competence you were required to complete the full continuing competence test – the generic and sector specific sections.

The full continuing competence test (generic and activity specific sections) should be completed every 2 years in the same way as any other technically competent person.

# Appendix 1: Previously Exempt Decision Making Flowchart

This flowchart shows the transitional competence provisions for exemptions that needed permits due to changes in the Environmental Permitting regulations 2010 (this provision has now ceased).



**Please note:** If new facility is of a different activity than original exemption – **no** transitional arrangements apply. Managers who benefitted from these provisions can continue to do so for activities of the same type provide they pass their continuing competence assessments every two years.



## Appendix 2: Accepted Exemptions from NQF to QCF

NQF UNIT			QCF UNIT		
Ofqual Code	WAMITAB Code	Title	Ofqual Code	WAMITAB Code	Title
U1051769	3	Monitor procedures to control risks to health and safety (Employment NTO Unit B)	Y/601/5875	HSS3	Monitor procedures to safely control work operations
F1013860	5	Control maintenance and other engineering operations	D/602/1435	WM30	Control maintenance and other engineering operations
J1013861	7	Control improvements to waste management operations	K/602/1504	WM09	Manage improvements to waste management operations
D1014028	1CA	Control the reception of civic amenity wastes	Y/502/8342	WM01g	Manage the reception of waste on a civic amenity site
K1013867	1H	Control the reception of hazardous waste	F/602/1606	WM01a	Manage the reception of hazardous waste
			R/602/1609	WM01b	Manage the reception of non-hazardous waste
			T/602/1618	WM01c	Manage the reception of inert waste
T1013886	1NH	Control the reception of non-hazardous waste	R/602/1609	WM01b	Manage the reception of non-hazardous waste
			T/602/1618	WM01c	Manage the reception of inert waste
Y1013895	1IN	Control the reception of inert waste	T/602/1618	WM01c	Manage the reception of inert waste
T1013869	1SWS-H	Control the reception of hazardous waste on a single waste stream site	M/602/1620	WM01d	Manage the reception of hazardous waste on a single waste stream site
			A/602/1667	WM01e	Manage the reception of non-hazardous waste on a single waste stream site
			F/602/1668	WM01f	Manage the reception of inert waste on a single waste stream site
A1013887	1SWSNH	Control the reception of non-hazardous waste on a single waste stream site	A/602/1667	WM01e	Manage the reception of non-hazardous waste on a single waste stream site
			F/602/1668	WM01f	Manage the reception of inert waste on a single waste stream site
D1013896	1SWSIN	Control the reception of inert waste on a single waste stream site	F/602/1668	WM01f	Manage the reception of inert waste on a single waste stream site
H1014029	2CA	Control the movement, sorting and storage of civic amenity wastes	A/602/1670	WM02	Manage the movement, sorting and storage of waste
M1013871	2H	Control the movement, sorting and storage of hazardous wastes	A/602/1670	WM02	Manage the movement, sorting and storage of waste
F1013888	2NH	Control the movement, sorting and storage of non-hazardous wastes			
H1013897	2IN	Control the movement, sorting and storage of inert waste			
Y1013881	2SWS-H	Control the movement of hazardous waste on a single waste stream site	J/602/1624	WM02a	Manage the movement, sorting and storage of waste on a single waste stream
Y1013881	2SWSNH	Control the movement of non-hazardous waste on a single waste stream site			
J1013889	2SWSIN	Control the movement of inert waste on a single waste stream site			

K1013898	4CA	Control work activities on a civic amenity site			
Y1014030	4CL	Control site operations on closed landfill sites	D/602/1502	WM11	Manage and maintain a restored closed landfill site
T1014018	4COM	Control site operations for the composting of biodegradable waste	D/602/1628	WM04e	Manage site operations on a non hazardous waste biological open windrow composting treatment facility
			Y/602/1630	WM04f	Manage site operations on a non hazardous waste biological in-vessel composting treatment facility
K1014033	4INC	Control site operations on a waste incineration facility	D/602/1399	WM19	Manage site operations on a waste thermal treatment facility
F1013874	4LH	Control site operations for the disposal of hazardous waste	H/602/1632	WM05a	Manage site operations for the disposal of hazardous waste to landfill site
			L/602/1897	WM05b	Manage site operations for the disposal of non-hazardous waste to landfill sites
			H/602/1677	WM05c	Manage site operations for the disposal of inert waste to landfill sites
A1013890	4LNH	Control site operations for the disposal of non-hazardous waste	L/602/1897	WM05b	Manage site operations for the disposal of non-hazardous waste to landfill sites
			H/602/1677	WM05c	Manage site operations for the disposal of inert waste to landfill sites
M1013899	4LIN	Control site operations for the disposal of inert waste	H/602/1677	WM05c	Manage site operations for the disposal of inert waste to landfill sites
L1013876	4SWS-H	Control site operations for the disposal of hazardous waste on a single waste stream site	K/602/1681	WM05d	Manage site operations for the disposal of hazardous waste to landfill on a single waste stream site
			T/602/1649	WM05e	Manage site operations for the disposal of non-hazardous waste to landfill on a single waste stream site
			M/602/1679	WM05f	Manage site operations for the disposal of inert waste to landfill on a single waste stream site
F1013891	4SWSNH	Control site operations for the disposal of non-hazardous waste on a single waste stream site	T/602/1649	WM05e	Manage site operations for the disposal of non-hazardous waste to landfill on a single waste stream site
			M/602/1679	WM05f	Manage site operations for the disposal of inert waste to landfill on a single waste stream site
D1013901	4SWSIN	Control site operations for the disposal of inert waste on a single waste stream site	M/602/1679	WM05f	Manage site operations for the disposal of inert waste to landfill on a single waste stream site
K1013917	4TMC	Control site operations for the treatment of clinical waste	J/602/1400	WM19b	Manage site operations on a hazardous clinical waste thermal treatment facility
			R/602/1402	WM19d	Manage site operations on a thermal treatment facility, non hazardous clinical waste
M1013918	4TMCL	Control site operations for the remediation of contaminated land	M/602/1407	WM17	Manage site operations for the remediation of contaminated land
D1013915	4TMH	Control site operations for the treatment of hazardous waste	D/602/1399	WM19	Manage site operations on a waste thermal treatment facility
			J/602/1400	WM19b	Manage site operations on a hazardous clinical waste thermal treatment facility
			R/602/1402	WM19d	Manage site operations on a thermal treatment facility, non hazardous clinical waste
			H/602/1646	WM04a	Manage site operations for the treatment of hazardous waste

			F/602/1671	WM04b	Manage site operations for the treatment of non-hazardous waste
			D/602/1676	WM04d	Manage site operations on a non hazardous waste biological treatment facility
			D/602/1628	WM04e	Manage site operations on a non hazardous waste biological open windrow composting treatment facility
			Y/602/1630	WM04f	Manage site operations on a non hazardous waste biological in-vessel composting treatment facility
M1014017	4TMNH	Control site operations for the treatment of non-hazardous waste	F/602/1671	WM04b	Manage site operations for the treatment of non-hazardous waste
			D/602/1676	WM04d	Manage site operations on a non hazardous waste biological treatment facility
			D/602/1628	WM04e	Manage site operations on a non hazardous waste biological open windrow composting treatment facility
			Y/602/1630	WM04f	Manage site operations on a non hazardous waste biological in-vessel composting treatment facility
K1013903	4TMIN	Control site operations for the treatment of inert waste			
F1014023	4TSC	Control site operations for transfer of clinical waste			
A1014022	4TSH	Control site operations for the transfer of hazardous waste	Y/602/1644	WM03	Control site operations for the transfer of waste
R1014026	4TSNH	Control site operations for the transfer of non- hazardous waste			
M1013904	4TSIN	Control site operations for the transfer of inert waste			
J1013892	6A	Restore and prepare for aftercare on landfill sites	J/602/3518	WM14	Restore and prepare for aftercare on landfill sites
L1013893	6B	Develop schemes for the restoration and aftercare of landfill sites	D/602/1452	WM15a	Develop schemes for the restoration and aftercare of hazardous waste landfill sites
			Y/602/1451	WM15b	Develop schemes for the restoration and aftercare of non-hazardous waste landfill sites
			R/602/1450	WM15c	Develop schemes for the restoration and aftercare of inert waste landfill sites
R1013894	6C	Prepare landfill sites for the acceptance of waste	L/602/1446	WM16a	Prepare landfill sites for the acceptance of hazardous waste
			F/602/1444	WM16b	Prepare landfill sites for the acceptance of non hazardous waste
			M/602/1441	WM16c	Prepare landfill sites for the acceptance of inert waste
D1014031	6CA	Control the transfer of recovered and waste materials from civic amenity sites	R/602/1500	WM13a	Manage the transfer of recovered waste and related materials from a hazardous waste facility
			K/602/1499	WM13b	Manage the transfer of recovered waste and related materials from a non-hazardous waste facility
F1014037	6CLA	Control the restoration of a closed landfill site			
J1014038	6CLB	Confirm and maintain the restoration status of a closed landfill site	D/602/1502	WM11	Manage and maintain a restored closed landfill site
M1014020	6COM	Control the disposal of outputs and residues from a composting facility	D/602/1418	WM21a	Manage the transfer of outputs and disposal of residues from biological open windrow composting treatment operations
			H/602/1419	WM21b	Manage the transfer of outputs and disposal of residues from biological, in-vessel composting treatment operations

			A/602/1409	WM20a	Manage the transfer of outputs and the disposal of residues from hazardous waste thermal treatment and recovery operations
			J/602/1414	WM20b	Manage the transfer of outputs and the disposal of residues from hazardous clinical waste thermal treatment and recovery operations
			L/602/1415	WM20c	Manage the transfer of outputs and the disposal of residues from non hazardous waste thermal treatment and recovery operations
			R/602/1416	WM20d	Manage the transfer of outputs and the disposal of residues from non hazardous clinical waste thermal treatment and recovery operations
T1013922	6TMC	Control the disposal of outputs and residues from clinical waste treatment and recovery operations	J/602/1414	WM20b	Manage the transfer of outputs and the disposal of residues from hazardous clinical waste thermal treatment and recovery operations
			R/602/1416	WM20d	Manage the transfer of outputs and the disposal of residues from non hazardous clinical waste thermal treatment and recovery operations
F1013924	6TMCL	Control the disposal of outputs and residues from the remediation of contaminated land	K/602/1406	WM18	Manage the transfer of outputs and disposal of residues from remediation of contaminated land
K1013920	6TMH	Control the disposal of outputs and residues from hazardous waste treatment and recovery operations	A/602/1409	WM20a	Manage the transfer of outputs and the disposal of residues from hazardous waste thermal treatment and recovery operations
			J/602/1414	WM20b	Manage the transfer of outputs and the disposal of residues from hazardous clinical waste thermal treatment and recovery operations
			L/602/1415	WM20c	Manage the transfer of outputs and the disposal of residues from non hazardous waste thermal treatment and recovery operations
			R/602/1416	WM20d	Manage the transfer of outputs and the disposal of residues from non hazardous clinical waste thermal treatment and recovery operations
			J/602/1672	WM07a	Manage the transfer of outputs and disposal of residues from hazardous waste treatment and recovery operations
			L/602/1429	WM07c	Manage the transfer of outputs and disposal of residues from non-hazardous waste treatment and recovery operations
			F/602/1511	WM07e	Manage the transfer of outputs and disposal of residues from inert waste treatment and recovery operations
A1014019	6TMNH	Control the disposal of outputs and residues from non-hazardous waste treatment and recovery operations	L/602/1429	WM07c	Manage the transfer of outputs and disposal of residues from non-hazardous waste treatment and recovery operations
			F/602/1511	WM07e	Manage the transfer of outputs and disposal of residues from inert waste treatment and recovery operations
A1013906	6TMIN	Control the disposal of outputs and residues from inert	F/602/1511	WM07e	Manage the transfer of outputs and disposal of residues from

		waste treatment and recovery operations			inert waste treatment and recovery operations
L1014025	6TSC	Control the disposal of outputs and residues from clinical waste transfer and recovery operations			
J1014024	6TSH	Control the disposal of outputs and residues from hazardous waste transfer and recovery operations	A/602/1510	WM07f	Manage the transfer of outputs and disposal of residues from hazardous waste transfer and recovery operations
			J/602/1509	WM07g	Manage the transfer of outputs and disposal of residues from hazardous clinical waste transfer and recovery operations
			F/602/1508	WM07h	Manage the transfer of outputs and disposal of residues from non-hazardous waste transfer and recovery operations
			A/602/1507	WM07i	Manage the transfer of outputs and disposal of residues from non-hazardous clinical waste transfer and recovery operations
			T/602/1506	WM07j	Manage the transfer of outputs and disposal of residues from waste transfer and recovery operations, inert waste
Y1014027	6TSNH	Control the disposal of outputs and residues from non-hazardous waste transfer and recovery operations	F/602/1508	WM07h	Manage the transfer of outputs and disposal of residues from non-hazardous waste transfer and recovery operations
			T/602/1506	WM07j	Manage the transfer of outputs and disposal of residues from waste transfer and recovery operations, inert waste
F1013907	6TSIN	Control the disposal of outputs and residues from inert waste transfer and recovery operations	T/602/1506	WM07j	Manage the transfer of outputs and disposal of residues from waste transfer and recovery operations, inert waste
K1014016	8C	Ensure protection of the environment on clinical waste treatment or transfer sites			
H1014032	8CA	Ensure protection of the environment on civic amenity sites			
A1014036	8CL	Ensure protection of the environment on closed landfill sites			
H1014015	8H	Ensure protection of the environment on hazardous waste treatment or transfer sites			
T1014021	8NH	Ensure protection of the environment on non- hazardous waste treatment or transfer sites			
L1013912	8IN	Ensure protection of the environment on inert waste treatment or transfer sites			
L1013862	8L	Ensure protection of the environment on landfill sites			

## Appendix 3: Accepted Exemptions from QCF to RQF

OLD UNIT			NEW UNIT		
Ofqual Code	WAMITAB Code	Title	Ofqual Code	WAMITAB Code	Title
Y/601/5875	HSS3	Monitor procedures to safely control work operations	A/508/0756	OCS01	Maintain health and safety in the waste resource management industry
M/600/9712	MSCE9	Manage the environmental impact of work activities	F/508/0757	OCS02	Manage the environmental impact of work activities
A/601/7618	WB6Q	Organise the transportation of loads	J/508/0758	OCS03	Organise the transportation of loads on a waste management facility
T/600/9601	MSCB6	Provide leadership and direction for own area of responsibility	L/508/0759	OCS04	Provide leadership and management in the workplace
A/602/1670	WM02	Manage the movement, sorting and storage of waste	F/508/0760	OCS05	Manage the movement, sorting and storage of waste
Y/602/1501	WM12	Control work activities on a waste management facility	R/508/0861	OCS06	Control work activities on a waste management facility
K/602/1504	WM09	Manage improvements to waste management operations	K/508/0882	OCS07	Identify and Implement improvements to waste management operations
D/602/1435	WM30	Control maintenance and other engineering operations	M/508/0883	OCS08	Control maintenance and other engineering operations
K/602/1423	WM23	Procedural compliance	T/508/0884	OCS09	Procedural compliance
M/602/1424	WM24	Manage and maintain effective systems for responding to emergencies	A/508/0885	OCS10	Manage and maintain systems for responding to emergencies
F/602/1606	WM01a	Manage the reception of hazardous waste	F/508/0886	OCS11	Manage the reception of hazardous waste
R/602/1609	WM01b	Manage the reception of non-hazardous waste	J/508/0887	OCS12	Manage the reception of non-hazardous waste
T/602/1618	WM01c	Manage the reception of inert waste	L/508/0888	OCS13	Manage the reception of inert waste
M/602/1620	WM01d	Manage the reception of hazardous waste on a single waste stream site	J/508/0971	OCS14	Manage the reception of hazardous waste on a single waste stream site
A/602/1667	WM01e	Manage the reception of non-hazardous waste on a single waste stream site	L/508/0972	OCS15	Manage the reception of non-hazardous waste on a single waste stream site

OLD UNIT			NEW UNIT		
Ofqual Code	WAMITAB Code	Title	Ofqual Code	WAMITAB Code	Title
F/602/1668	WM01f	Manage the reception of inert waste on a single waste stream site	R/508/0973	OCS16	Manage the reception of inert waste on a single waste stream site
Y/502/8342	WM01g	Manage the reception of waste on a civic amenity site	D/508/0975	OCS17	Manage the reception of waste on a Household Waste Recycling Centre
J/602/1624	WM02a	Manage the movement, sorting and storage of waste on a single waste stream	H/508/0976	OCS18	Manage the movement, sorting and storage of waste on single waste stream sites
J/602/1672	WM07a	Manage the transfer of outputs and disposal of residues from hazardous waste treatment and recovery operations	M/508/0978	OCS19	Manage transfer and disposal from hazardous waste treatment and recovery operations
L/602/1429	WM07c	Manage the transfer of outputs and disposal of residues from non-hazardous waste treatment and recovery operations	K/508/0980	OCS20	Manage transfer and disposal from non-hazardous waste treatment and recovery operations
A/602/1510	WM07f	Manage the transfer of outputs and disposal of residues from hazardous waste transfer and recovery operations	F/508/0984	OCS22	Manage transfer and disposal from hazardous waste transfer and recovery operations
J/602/1509	WM07g	Manage the transfer of outputs and disposal of residues from hazardous clinical waste transfer and recovery operations	L/508/0986	OCS23	Manage transfer and disposal from hazardous clinical waste transfer and recovery operations
F/602/1508	WM07h	Manage the transfer of outputs and disposal of residues from non-hazardous waste transfer and recovery operations	Y/508/0988	OCS24	Manage the transfer and disposal from non-hazardous waste transfer and recovery operations
A/602/1507	WM07i	Manage the transfer of outputs and disposal of residues from non-hazardous clinical waste transfer and recovery operations	R/508/0990	OCS25	Manage transfer and disposal from non-hazardous clinical waste transfer and recovery operations
T/602/1506	WM07j	Manage the transfer of outputs and disposal of residues from waste transfer and recovery operations, inert waste	D/508/0992	OCS26	Manage transfer and disposal from inert waste transfer and recovery operations
F/602/1511	WM07e	Manage the transfer of outputs and disposal of residues from inert waste treatment and recovery operations	T/508/0982	OCS21	Manage transfer and disposal from inert waste treatment and recovery operations

OLD UNIT			NEW UNIT		
Ofqual Code	WAMITAB Code	Title	Ofqual Code	WAMITAB Code	Title
H/602/1646	WM04a	Manage site operations for the treatment of hazardous waste	H/508/0993	OCS27	Manage site operations for the treatment of hazardous waste
F/602/1671	WM04b	Manage site operations for the treatment of non-hazardous waste	M/508/0995	OCS28	Manage site operations for the treatment of non-hazardous waste
D/602/1676	WM04d	Manage site operations on a non hazardous waste biological treatment facility	F/508/0998	OCS29	Manage site operations for the biological treatment of non-hazardous waste
D/602/1628	WM04e	Manage site operations on a non hazardous waste biological open windrow composting treatment facility	J/508/0999	OCS30	Manage site operations for the open windrow composting of non-hazardous waste
Y/602/1630	WM04f	Manage site operations on a non hazardous waste biological in-vessel composting treatment facility	M/508/1001	OCS31	Manage site operations for the in vessel composting of non-hazardous waste
K/602/1678	WM04g	Manage site operations on a non hazardous waste biological anaerobic digestion treatment facility	A/508/1003	OCS32	Manage site operations for the anaerobic digestion of non-hazardous waste
H/602/1632	WM05a	Manage site operations for the disposal of hazardous waste to landfill site	J/508/1005	OCS33	Manage disposal operations of hazardous waste to land
L/602/1897	WM05b	Manage site operations for the disposal of non-hazardous waste to landfill sites	L/508/1006	OCS34	Manage disposal operations of non-hazardous waste to land
H/602/1677	WM05c	Manage site operations for the disposal of inert waste to landfill sites	Y/508/1008	OCS35	Manage disposal operations of inert waste to land
K/602/1681	WM05d	Manage site operations for the disposal of hazardous waste to landfill on a single waste stream site	R/508/1010	OCS36	Manage disposal operations of hazardous waste to land on a single waste stream site
T/602/1649	WM05e	Manage site operations for the disposal of non-hazardous waste to landfill on a single waste stream site	D/508/1012	OCS37	Manage disposal operations of non-hazardous waste to land on a single waste stream site
M/602/1679	WM05f	Manage site operations for the disposal of inert waste to landfill on a single waste stream site	H/508/1013	OCS38	Manage disposal operations of inert waste to land on a single waste stream site



OLD UNIT			NEW UNIT		
Ofqual Code	WAMITAB Code	Title	Ofqual Code	WAMITAB Code	Title
D/602/1502	WM11	Manage and maintain a restored closed landfill site	M/508/1015	OCS39	Manage and maintain a restored closed landfill site
R/602/1500	WM13a	Manage the transfer of recovered waste and related materials from a hazardous waste facility	A/508/1017	OCS40	Manage the transfer of recovered waste from a hazardous waste facility
K/602/1499	WM13b	Manage the transfer of recovered waste and related materials from a non-hazardous waste facility	J/508/1019	OCS41	Manage the transfer of recovered waste from a non-hazardous waste facility
J/602/3518	WM14	Restore and prepare for aftercare on landfill sites	F/508/1021	OCS42	Restore and prepare landfill sites for aftercare
D/602/1452	WM15a	Develop schemes for the restoration and aftercare of hazardous waste landfill sites	J/508/1022	OCS43	Develop restoration and aftercare schemes for hazardous landfill sites
Y/602/1451	WM15b	Develop schemes for the restoration and aftercare of non-hazardous waste landfill sites	A/508/1020	OCS44	Develop restoration and aftercare schemes for non-hazardous landfill sites
R/602/1450	WM15c	Develop schemes for the restoration and aftercare of inert waste landfill sites	F/508/1018	OCS45	Develop restoration and aftercare schemes for inert landfill sites
L/602/1446	WM16a	Prepare landfill sites for the acceptance of hazardous waste	T/508/1016	OCS46	Prepare Landfill sites for the acceptance of hazardous waste
F/602/1444	WM16b	Prepare landfill sites for the acceptance of non hazardous waste	K/508/1014	OCS47	Prepare Landfill sites for the acceptance of non-hazardous waste
M/602/1441	WM16c	Prepare landfill sites for the acceptance of inert waste	Y/508/1011	OCS48	Prepare Landfill sites for the acceptance of inert waste
M/602/1407	WM17	Manage site operations for the remediation of contaminated land	D/508/1009	OCS49	Manage site operations for the remediation of contaminated land
K/602/1406	WM18	Manage the transfer of outputs and disposal of residues from remediation of contaminated land	R/508/1007	OCS50	Manage the transfer of outputs and disposal of residues from remediation of contaminated land
D/602/1399	WM19	Manage site operations on a waste thermal treatment facility	F/508/1004	OCS51	Manage site operations at a waste thermal treatment facility

OLD UNIT			NEW UNIT		
Ofqual Code	WAMITAB Code	Title	Ofqual Code	WAMITAB Code	Title
J/602/1400	WM19b	Manage site operations on a hazardous clinical waste thermal treatment facility	T/508/1002	OCS52	Manage site operations at a hazardous clinical waste thermal treatment facility
R/602/1402	WM19d	Manage site operations on a thermal treatment facility, non hazardous clinical waste	K/508/1000	OCS53	Manage site operations at a non-hazardous clinical waste thermal treatment facility
Y/602/1403	WM19e	Manage site operations on a gasification and pyrolysis waste thermal treatment facility	A/508/0997	OCS54	Manage site operations at a gasification and pyrolysis waste thermal treatment facility
D/602/1404	WM19f	Manage site operations on an autoclaving waste thermal treatment facility	T/508/0996	OCS55	Manage site operations at an autoclaving waste thermal treatment facility
A/602/1409	WM20a	Manage the transfer of outputs and the disposal of residues from hazardous waste thermal treatment and recovery operations	K/508/0994	OCS56	Manage transfer and disposal from hazardous waste thermal treatment operations
J/602/1414	WM20b	Manage the transfer of outputs and the disposal of residues from hazardous clinical waste thermal treatment and recovery operations	Y/508/0991	OCS57	Manage transfer and disposal from hazardous clinical waste thermal treatment operations
L/602/1415	WM20c	Manage the transfer of outputs and the disposal of residues from non hazardous waste thermal treatment and recovery operations	D/508/0989	OCS58	Manage transfer and disposal from non-hazardous waste thermal treatment operations
R/602/1416	WM20d	Manage the transfer of outputs and the disposal of residues from non hazardous clinical waste thermal treatment and recovery operations	R/508/0987	OCS59	Manage transfer and disposal from non-hazardous clinical waste thermal treatment operations
Y/602/1417	WM21	Manage the transfer of outputs and disposal of residues from biological treatment operations	J/508/0985	OCS60	Manage transfer and disposal from biological treatment operations
D/602/1418	WM21a	Manage the transfer of outputs and disposal of residues from biological open windrow composting treatment operations	A/508/0983	OCS61	Manage transfer and disposal from open windrow composting operations

OLD UNIT			NEW UNIT		
Ofqual Code	WAMITAB Code	Title	Ofqual Code	WAMITAB Code	Title
H/602/1419	WM21b	Manage the transfer of outputs and disposal of residues from biological, in-vessel composting treatment operations	M/508/0981	OCS62	Manage transfer and disposal from in-vessel composting operations
D/602/1421	WM21c	Manage the transfer of outputs and disposal of residues from biological anaerobic digestion treatment operations	T/508/0979	OCS63	Manage transfer and disposal from anaerobic digestion operations
Y/602/1644	WM03	Control site operations for the transfer of waste	K/508/0977	OCS64	Manage site operations for the transfer of waste

**Please note:** There is no equivalent for MSCE8 (Manage physical resources) because it has been replaced by OCS65 (Manage an inspection visit at your site from regulatory bodies).

## Appendix 4: SQA Equivalent Units

The units listed in the table below are equivalent to the WAMITAB QCF units and current RQF units:

SQA EQUIVALENT UNITS		WAMITAB EQUIVALENT	
SQA Code	Title	QCF Code	RQF Code
H2LG 04	Monitor procedures to safely control work operations	HSS3	OCS01
H2LJ 04	Manage the environmental impact of work activities	MCSE9	OCS02
H2LY 04	Organise the transportation of loads	WB6Q	OCS03
H2LF 04	Manage the movement, sorting and storage of waste	WM02	OCS05
H2LH 04	Control work activities on a waste management facility	WM12	OCS06
H2LK 04	Manage improvements to waste management operations	WM09	OCS07
H2LM 04	Control maintenance and other engineering operations	WM30	OCS08
H2LN 04	Procedural compliance	WM23	OCS09
H2M0 04	Manage and maintain effective systems for responding to emergencies	WM24	OCS10
H2LR 04	Manage the reception of hazardous waste	WM01a	OCS11
H2LV 04	Manage the reception of non-hazardous waste	WM01b	OCS12
H2LS 04	Manage the transfer of outputs and disposal of residues from hazardous waste treatment and recovery operations	WM07a	OCS19
H2LW 04	Manage the transfer of outputs and disposal of residues from non-hazardous waste treatment and recovery operations	WM07c	OCS20
H4KG 04	Manage the transfer of outputs and disposal of residues from hazardous waste transfer and recovery operations	WM07f	OCS22
H37K 04	Manage the transfer of outputs and disposal of residues from non-hazardous waste transfer and recovery operations	WM07h	OCS24
H2LT 04	Manage site operations for the treatment of hazardous waste	WM04a	OCS27
H2LX 04	Manage site operations for the treatment of non-hazardous waste	WM04b	OCS28
H2LP 04	Manage physical resources	MSCE8	None

**Please note:** There is no equivalent for MSCE8 (Manage physical resources) because it has been replaced by OCS65 (Manage an inspection visit at your site from regulatory bodies).



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