Duty of Care
Duty Of Care

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July 2019
ENVIRONMENTAL PROTECTION ACT 1990.
WASTE MANAGEMENT LICENCE.

The Environment Agency, in pursuance of Part II of the Environmental Protection Act 1990, hereby grants a waste management licence authorising the keeping and treatment of controlled waste on the land specified in Schedule 1 to this licence to Donald Ward Limited, Rawdon Works, Meirna Road, Woodville, Burton-on-Trent, DE6 1 BDG (Company Registration Number 01292388), those persons being in occupation of the said land, the said licence being subject to the Conditions specified in Schedule 2 to this licence.

SCHEDULE 1 - SPECIFIED LAND.

The licence relates to the land at Griffin Road, Ilkeston, Derbyshire, DE7 4RF (national grid reference SK 46974 39571) (hereinafter called “the site”) shown edged red on Drawing Reference Number SAS/DW/08, “Site Layout Plan”, dated 17/12/03 and attached to this licence.

Signed: (Team Leader Environment Management)  
Name: Dr Ian Firkins

Dated:  

FOR ENVIRONMENT AGENCY OFFICIAL USE ONLY.

YOUR ATTENTION IS DRAWN TO THE RIGHTS OF APPEAL DETAILED IN THE NOTES AT THE END OF THIS LICENCE.
Notice of variation and consolidation with introductory note
The Environmental Permitting (England & Wales) Regulations 2010

Orwell Ward Limited
Land at Griffin Road
Oxney Hill Industrial Estate
Ilkeston
Derbyshire
DE7 4RF

Variation application number
EPR/0/37800/07/05

Permit number
EPR/0/037800CE
Waste Management Licence – Swadlincote Depot, DE11 8DG. (Waste)

ENVIRONMENTAL PROTECTION ACT 1990.
WASTE MANAGEMENT LICENCE.

ENCE REF No :- EAWML/40281

FACILITY TYPE :- Transfer and Treatment

This Environment Agency, in pursuance of Part II of the Environmental Protection Act 1990, hereby grant a waste management licence authorising the keeping and treatment of controlled waste on the land specified in Schedule 1 to this licence to Donald Ward Ltd, Moira Road, Woodville, Swadlincote, Derbyshire DE11 8DG (company number 22288) that person being in occupation of the said land, the said licence being subject to the conditions specified in Schedule 2 to this licence.

SCHEDULE 1 - SPECIFIED LAND.

This licence relates to the land at Moira Road, Woodville, Swadlincote, Derbyshire DE11 8DG (hereinafter called the site) shown edged red on Drawing Reference Number DW1, dated August 2005 and attached to this licence.

Signed

Name: Ian Brindley
Team Leader Regulatory Waste

Dated: 23rd March 2006

FOR ENVIRONMENT AGENCY OFFICIAL USE ONLY.

YOUR ATTENTION IS DRAWN TO THE RIGHTS OF APPEAL DETAILED AT THE END OF THIS LICENCE.

Environment Agency, Sentinel House, Wollaston Crescent, Radley Park, Lichfield WS13 8RR
CONTROL OF POLLUTION ACT 1974
WASTE DISPOSAL LICENCE

Licence Ref No.: PW06   Facility Type: Metal Recycling

The Environment Agency, in pursuance of section 5 of The Control of Pollution Act 1974, hereby grant a Waste Disposal Licence authorising the treatment and keeping of controlled waste in or on the land specified in Schedule 1 to this licence to DONALD WARD LIMITED being in occupation of the said land, the said licence being subject to the conditions specified in Schedule 3 of this licence.

In this licence the words and expressions contained in Schedule 2 shall have the meaning assigned to them therein.

SCHEDULE 1 - SPECIFIED LAND

The licence relates to the land at Rawdon Works, Molra Road, Woodville, Derbyshire, DE11 8DE (hereinafter called "the site") shown edged red on Drawing Reference: PW06 and attached to this licence.

Signed: Name: S. DAVIES
(Planning Manager)

Dated: .........................

FOR ENVIRONMENT AGENCY OFFICIAL USE ONLY

YOUR ATTENTION IS DRAWN TO THE RIGHTS OF APPEAL DETAILED IN THE NOTES AT THE END OF THIS LICENCE

Environment Agency, Lower Tove Area, Torside Office, Scarrington Road, West Bridgford, Nottinghamshire, NG2 7FA

Page 1 of 30

[Signature]  [Date]

[Signature]  [Date]

Environment Planning Manager hereby certify this page to be a true copy of the original.

[Signature]  [Date]
Notice of transfer with introductory note

Environmental Permitting (England & Wales) Regulations 2010

Donald Ward Limited
Hallam Fields Road
Ilkeston
Derbyshire
DE7 4AZ

Transfer application number
EPR/WP3196EX/T001

Permit number
EPR/WP3196EX
Notice of transfer with introductory note

Environmental Permitting (England & Wales) Regulations 2010

Donald Ward Limited
Hallam Fields Road
Ilkeston
Derbyshire
DE7 4AZ

Transfer application number
EPR/WP3195VY/T001

Permit number
EPR/WP3195VY

Transfer application number
EPR/WP3195VY/T001

Page 1

Issue Date: 10/06/2011
Notice of transfer with introductory note
The Environmental Permitting (England & Wales) Regulations 2010

Donald Ward Limited
A Fletcher Metals Ltd
Newbridge Lane
Old Whittington
Chesterfield
S41 9HY

Transfer application number
EPRC/R/0000X/S/001

Permit number
EPRC/R/0000X/S
Notice of transfer with introductory note

The Environmental Permitting (England & Wales) Regulations 2016

Donald Ward Limited
Mineral Quay
Immingham Docks
Immingham
North East Lincolnshire
DN40 2QU

Transfer application number
EPR/GB3303TN/T001

Permit number
EPR/GB3303TN
**Certificate of Registration under the Waste (England and Wales) Regulations 2011**

**Regulation authority**

Name: National Customer Service Centre
Address: 99 Parkway Avenue
Sheffield
S9 4WF
Telephone number: 03708 506506

The Environment Agency certify that the following information is entered in the register which they maintain under regulation 28 of the Waste (England and Wales) Regulations 2011.

**Carriers details**

Name of registered carrier: DONALD WARD LTD
Registered as: An upper tier waste carrier, broker and dealer
Registration number: CBDU73041
DONALD WARD LTD
Address of place of business: MOIRA ROAD
SWADLINCOTE
DE11 8DG
Telephone number: 08453370000
Date of registration: 11 January 2019
Expiry date of registration (unless revoked): 28 January 2022

**Making changes to your registration**

Your registration will last 3 years and will need to be renewed after this period. If any of your details change, you must notify us within 28 days of the change.

You can do this by calling the Environment Agency.
GOODS VEHICLE OPERATOR’S LICENCE

THIS LICENCE MUST NOT BE ALTERED OR DEFACED IN ANY WAY

Issued to: DONALD WARD LTD
GRIFFON ROAD
QUARRY HILL INDUSTRIAL ESTATE
ILKESTON
DE7 4RF

Issued by: Office of the Traffic Commissioner
North West of England
Hillcrest House
386 Harehills Lane
Leeds
LS9 6NF
0300 123 9000

Goods Vehicle Standard National Licence number: OC0276179 NOT TRANSFERABLE

This licence is in force from: 03/08/1992

This licence will continue for as long as you continue to meet its terms. However, it will come to an end if you do not pay the necessary continuation fee by the date required. The licence may also face regulatory action including revocation if you operate outside its terms. You have paid for an initial period of five years, which starts with the date the licence was issued. The continuation fee must be paid before the end of the month before that five year period comes to an end and every five years after that. Please see note 1 for further details.

This document is an operator's licence issued under the Goods Vehicles (Licensing of Operators) Act 1995 (the Act). The undertakings recorded in this licence have been given by the licence holder and are considered to be material to the grant of the licence. In the case of a licence first issued before 1 January 1996, the recorded undertakings include statements of intent made by the operator.

The maximum number of motor vehicles and trailers authorised in accordance with section 6 of the Act is:

<table>
<thead>
<tr>
<th>Type</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Motor vehicles</td>
<td>110</td>
</tr>
<tr>
<td>Trailers (inc semi-trailers)</td>
<td>35</td>
</tr>
</tbody>
</table>

Traffic Commissioner

Date of issue or re-issue: 05/07/2017
Scrap Metal Dealers Certificate - Woodville

South Derbyshire District Council

SCRAP METAL DEALERS ACT 2013
SCRAP METAL DEALER SITE LICENCE

Licence Number LASCRAP/0002

 Licence Holder Details
 Name of licence holder:
 Donald Ward Ltd.

 Premises Details
 Postal address of authorised site:
 Donald Ward Ltd Rawdon Works
 Moira Road
 Woodville
 Swadlincote, Derbyshire
 DE11 8DG

 Site Manager Details
 Name of site manager:
 Michael Ward

 Licence Details
 Expiry date of licence:
 30 November 2019

 Frank McCordie
 Chief Executive

 Date issued: 19 December 2016
Scrap Metal Dealers Certificate – Ilkeston

SCRAP METAL DEALERS ACT 2013

SITE LICENCE

licence number: LSL0010

Company Name: Donald Ward Ltd T/A Ward Recycling
Company Address: Griffon Road, Quarry Hill Industrial Estate, Ilkeston, Derbyshire DE7 4RF
Applicant Name: David Ward
Licensed sites: (1) Griffon Road, Quarry Hill industrial Estate, Ilkeston, Derbyshire DE7 4RF
Site Manager: Michael John Jackson
(2) Hallam Fields Road, Ilkeston, Derbyshire DE7 4AZ
Site Manager: Daniel Egner

This Licence shall be in force from the 26 November 2016 to the 26 November 2019 unless previously suspended or revoked.

IMPORTANT NOTE
The Applicant must notify Erewash Borough Council immediately of any changes relating to this licence. The Applicant must apply to the Council using the appropriate forms and fees before the above expiry date.

Issue date: 24 November 2016

Signed:

CAROLYN SINGLETON
licensing manager
Scrap Metal Dealers Certificate – Chesterfield
Employee, Public & Products Liability

TO WHOM IT MAY CONCERN
30/05/2019

Dear Sirs,


Inspire Risk Management Ltd hereby confirms that the following insurance policy is presently in force:

**Employer’s Liability**
- Insurer: Aspen (lead insurer), Brit and QBE (following insurers)
- Policy No: B190355191031
- Period of Cover: 31/05/2019 to 30/05/2020 inclusive
- Limit of Indemnity: £20 million any one claim or series of claims arising out of one incident inclusive of all costs and expenses reducing to £5 million in respect of bodily injury occurring offshore.

**Public/Products Liability**
- Insurer: Aspen (lead insurer), Brit and QBE (following insurers)
- Policy No: B190355191031
- Period of Cover: 31/05/2019 to 30/05/2020 inclusive
- Limit of Indemnity: Public Liability £20 million any one incident unlimited in any one period of Insurance
- Products Liability £20 million in the aggregate in any one period of insurance
- Pollution Liability £20 million in the aggregate in any one period of insurance
- Excess: £5,000 each and every loss in respect of Third Party Property Damage

The above insurance policy includes a General Indemnity to Principles Clause or equivalent.

This document is provided for information purposes only.

The issue of this document does not make the person or organisation to whom it has been issued an additional assured, nor does it modify in any manner the contract of insurance between the assured and underwriters. Any amendment, change or extension of such contract can only be effected by specific endorsement.

It is a legal requirement worldwide that anyone seeking a new policy of insurance/reinsurance or cover for additional risks or renewal under an existing policy, must disclose any information that might influence the insurers/reinsurers in fixing the premium or determining whether to accept the risk. Under English law, failure to do so may entitle insurers/reinsurers to
Contractors Plant & Equipment Policy

TO WHOM IT MAY CONCERN
31/05/2019

Dear Sirs,


Inspire Risk Management Ltd hereby confirms that the following insurance policy is presently in force:

Contractors Plant and Equipment Policy

Issuer: Syndicate PBS 1492 at Lloyds of London
Policy No: B1903206171019
Period of Cover: 31/05/2019 to 30/05/2020 inclusive

Limit of Indemnity:

Section 1: Damage to own Plant, Machinery and Equipment and Site Huts
GBP £10,539,000
Limit any one occurrence £7,500,000

Section 2: Damage to Hired – In – Plant
GBP £450,000 any one item

This document is provided for information purposes only.

The issue of this document does not make the person or organisation to whom it has been issued an additional assured, nor does it modify in any manner the contract of insurance between the assured and underwriters. Any amendment, change or extension of such contract can only be effected by specific endorsement.

Should the above mentioned contract of insurance be cancelled, assigned or changed during the above policy period in such manner as to affect this document, no obligation to inform the holder of this document is accepted by the undersigned insurance brokers.

We will be pleased to furnish you with any additional information you may require on hearing from you.

Yours Faithfully,

Guy Franks, AChI
Client Services Director
01925 711500
donaldwardcom
www.inspirerm.com

Authorized and regulated by the Financial Conduct Authority (FCA No. 479993). Registered in England & Wales (No.09309540)
Certificate of Motor Insurance

1. Certificate Number 9304/63
2. Description of Vehicle C - Any Motor Vehicle the property of the policyholder or in their custody or control or for which they are legally responsible.
3. Name of Policyholder Donald Ward Limited t/as Ward Recycling

4. Effective date of the commencement of insurance for the purposes of the Act 31/05/2019 00:00:01
5. Date of expiry of insurance MIDNIGHT 30/05/2020

6. Person or classes of person entitled to drive as defined below
   D - Any person who is driving with the policyholder's consent.

Provided that the person driving holds a licence to drive the vehicle or has held and is not disqualified from holding or obtaining such a licence.

7. Limitations to use as defined below
   Use in connection with the policyholder's business including use for hire and/or reward.
   Use for social, domestic and pleasure purposes only.

8. The policy does not cover
   Carriage of passengers for hire and/or reward.
   Racing, speed trials, speedometers, motorbikes, competitions or trials.
   In connection with the Motor Trade.
   Towing for reward a mechanically propelled vehicle.

I hereby certify that the document to which this certificate relates satisfies the requirements of the relevant law applicable in Great Britain, Northern Ireland, the Isle of Man, the Isle of Guernsey, the Island of Jersey and the Island of Alderney.

Amlin UK
Amlin House, 90-96 Victoria Road
Chelmsford, Essex CM1 1QY
For and on behalf of the Underwriters subscribing to AMLIN UK

Power of Attorney

[Signature]
Country Manager, AMLIN Europe UK

Advice to Third Parties
Nothing contained in this certificate affects your right as Third Party to make a claim.

NOTE: YOU SHOULD REFER TO YOUR POLICY FOR FULL DETAILS OF YOUR INSURANCE COVER
ISO9001 – Griffon Road Quality Management System

Certificate of Registration

This is to certify that the Management System of:

Donald Ward Limited Trading as: Ward Recycling
Trading as: Ward Recycling

Griffon Road, Quarry Hill Industrial Estate, Ilkeston, DE7 4RF

has been approved by Alcumus ISOQAR and is compliant with the requirements of:

ISO 9001: 2015

Certificate Number: 12776-QMS-001
Initial Registration Date: 10 February 2015
Re-issued Date: 3 August 2018
Expiry Date: 10 February 2021

Scope of Registration:
The Provision of Waste and Scrap Metal collection services, the processing and recycling of such materials and the supply/disposal of the products produced.

Signed:
Steve Stubley, Technical Director
(on behalf of Alcumus ISOQAR)

This certificate will remain current subject to the company maintaining its system to the required standard.
This will be monitored regularly by Alcumus ISOQAR. Further clarification regarding the scope of this certificate and the applicability of the relevant standards’ requirements may be obtained by consulting Alcumus ISOQAR.
This certificate is one of several issued to registration number 12776.

Alcumus ISOQAR Limited. Alcumus Certification, Cobra Court, 1 Blackmore Road, Stretford, Manchester M32 0QY.
T: 0161 865 3699   F: 0161 865 3685   E: isogreenquiries@alcumusgroup.com   W: www.alcumusgroup.com/isoqar
This certificate is the property of Alcumus ISOQAR and must be returned on request.
Certificate of Registration

This is to certify that the Management System of:

Donald Ward Limited Trading as: Ward Recycling
Trading as: Ward Recycling

Crompton Road, Quarry Hill Industrial Estate, Ilkeston, Derbyshire, DE7 4BG

has been approved by Alcumus ISOQAR and is compliant with the requirements of:

ISO 9001: 2015

Certificate Number: 12776-QMS-002
Initial Registration Date: 10 February 2015
Re-Issue Date: 3 August 2018
Expiry Date: 10 February 2021

Scope of Registration:

The Provision of Waste and Scrap Metal collection services, the processing and recycling of such materials and the supply/disposal of the products produced.

Signed:
Steve Stubble, Technical Director
(on behalf of Alcumus ISOQAR)

This certificate will remain current subject to the company maintaining its system to the required standard. This will be monitored regularly by Alcumus ISOQAR. Further clarification regarding the scope of this certificate and the applicability of the relevant standards requirements may be obtained by consulting Alcumus ISOQAR.

This certificate is one of several issued to registration number 12776.

Alcumus ISOQAR Limited, Alcumus Certification, Cobra Court, 1 Blackmore Road, Stretford, Manchester M32 0QY.
T: 0161 865 3699  F: 0161 865 3685  E: isoqarexaminations@alcumusgroup.com  W: www.alcumusgroup.com/isoqar

This certificate is the property of Alcumus ISOQAR and must be returned on request.
Certificate of Registration

This is to certify that the Management System of:

Donald Ward Limited Trading as: Ward Recycling
Trading as: Ward Recycling

Moira Road, Woodville, Swadlincote, Derbyshire, DE11 8DG

has been approved by Alcumus ISOQAR and is compliant with the requirements of:

ISO 9001: 2015

<table>
<thead>
<tr>
<th>Certificate Number:</th>
<th>12776-QMS-003</th>
</tr>
</thead>
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<tr>
<td>Initial Registration Date:</td>
<td>10 February 2015</td>
</tr>
<tr>
<td>Re-Issue Date:</td>
<td>3 August 2018</td>
</tr>
<tr>
<td>Expiry Date:</td>
<td>10 February 2021</td>
</tr>
</tbody>
</table>

Scope of Registration:
The Provision of Waste and Scrap Metal collection services, the processing and recycling of such materials and the supply/disposal of the products produced.

Signed:
Steve Stubley, Technical Director
(on behalf of Alcumus ISOQAR)

This certificate will remain current subject to the company maintaining its system to the required standard.
This will be monitored regularly by Alcumus ISOQAR. Further clarification regarding the scope of the certificate and the applicability of the relevant standards’ requirements may be obtained by consulting Alcumus ISOQAR.
This certificate is one of several issued to registration number 12776.

Alcumus ISOQAR Limited, Alcumus Certification, Cobra Court; 1 Blackmore Road, Stretford, Manchester M32 0QY.
T: 0161 865 3699  F: 0161 865 3685  E: isoqarrequests@alcumusgroup.com  W: www.alcumusgroup.com/isoqar
This certificate is the property of Alcumus ISOQAR and must be returned on request.
ISO9001 – Chesterfield Quality Management System

Certificate of Registration

This is to certify that the Management System of:

Donald Ward Limited Trading as: Ward Recycling  
Trading as: Ward Recycling

Old Whittington, Chesterfield, S41 9HY

has been approved by Alcumus ISOQAR and is compliant with the requirements of:

ISO 9001: 2015

Certificate Number: 12776-QMS-004  
Initial Registration Date: 3 August 2018  
Re-issue Date: 3 August 2018  
Expiry Date: 10 February 2021

Scope of Registration:

The Provision of Waste and Scrap Metal collection services, the processing and recycling of such materials and the supply/disposal of the products produced.

Signed:

Steve Stubley, Technical Director  
(on behalf of Alcumus ISOQAR)

This certificate will remain current subject to the company maintaining its system to the required standard. This will be monitored regularly by Alcumus ISOQAR. Further clarification regarding the scope of this certificate and the applicability of the relevant standards’ requirements may be obtained by contacting Alcumus ISOQAR.

This certificate is one of several issued to registration number 12776.

Alcumus ISOQAR Limited, Alcumus Certification, Cobra Court, 1 Blackmore Road, Stretford, Manchester M32 0QY.  
T: 0161 865 3699  F: 0161 865 3685  E: isoqar.enquiries@alcumusgroup.com  W: www.alcumusgroup.com/isoqar

This certificate is the property of Alcumus ISOQAR and must be returned on request.
Certificate of Registration

This is to certify that the Management System of:

Donald Ward Limited Trading as: Ward Recycling
Trading as: Ward Recycling
Old Whittington, Chesterfield, S41 9HY

has been approved by Alcumus ISOQAR and is compliant with the requirements of:

ISO 14001: 2015

Certificate Number: 12776-EMS-004
Initial Registration Date: 25 September 2018
Re-issue Date: 25 September 2018
Expiry Date: 10 February 2021

Scope of Registration:

The Provision of Waste and Scrap Metal collection services, the processing and recycling of such materials and the supply/disposal of the products produced.

Signed:
Steve Stuble, Technical Director
(on behalf of Alcumus ISOQAR)

This certificate will remain current subject to the company maintaining its system to the required standard. This will be monitored regularly by Alcumus ISOQAR. Further clarification regarding the scope of this certificate and the applicability of the relevant standards' requirements may be obtained by consulting Alcumus ISOQAR. This certificate is one of several issued to registration number 12776.

Alcumus ISOQAR Limited, Alcumus Certification, Cobra Court, 1 Blackmore Road, Stretford, Manchester M32 0QY.
T: 0161 865 3699  F: 0161 865 3685  E: isoqar.enquiries@alcumusgroup.com  W: www.alcumusgroup.com/isoqar
This certificate is the property of Alcumus ISOQAR and must be returned on request.
Certificate of Registration

This is to certify that the Management System of:

Donald Ward Limited Trading as: Ward Recycling
Trading as: Ward Recycling

Crompton Road, Quarry Hill Industrial Estate, Ilkeston, Derbyshire, DE7 4BG

has been approved by Alcumus ISOQAR and is compliant with the requirements of:

ISO 14001: 2015

Certificate Number: 12776-EMS-002
Initial Registration Date: 25 September 2018
Re-issue Date: 25 September 2018
Expiry Date: 10 February 2021

Scope of Registration:
The Provision of Waste and Scrap Metal collection services, the processing and recycling of such materials and the supply/disposal of the products produced.

Signed:
Steve Stubley, Technical Director
(on behalf of Alcumus ISOQAR)

This certificate will remain current subject to the company maintaining its system to the required standard. This will be monitored regularly by Alcumus ISOQAR. Further clarification regarding the scope of this certificate and the applicability of the relevant standards’ requirements may be obtained by consulting Alcumus ISOQAR. This certificate is one of several issued to registration number 12776.

Alcumus ISOQAR Limited, Alcumus Certification, Cobra Court, 1 Blackmore Road, Stretford, Manchester M32 0QY.
T: 0161 865 3699  F: 0161 865 3685  E: isoqaremails@alcumusgroup.com  W: www.alcumusgroup.com/isoqar

This certificate is the property of Alcumus ISOQAR and must be returned on request.
Certificate of Registration

This is to certify that the Management System of:

Donald Ward Limited Trading as: Ward Recycling
Trading as: Ward Recycling

Griffon Road, Quarry Hill Industrial Estate, Ilkeston, DE7 4RF

and as detailed on the annex to this certificate

has been approved by Alcumus ISOQAR and is compliant with the requirements of:

ISO 14001: 2015

Certificate Number: 12776-EMS-001
Initial Registration Date: 25 September 2018
Re-Issue Date: 25 September 2018
Expiry Date: 10 February 2021

Scope of Registration:

The Provision of Waste and Scrap Metal collection services, the processing and recycling of such materials and the supply/disposal of the products produced.

Signed:
Steve Stubley, Technical Director
(on behalf of Alcumus ISOQAR)

This certificate will remain current subject to the company maintaining its system to the required standard. This will be monitored regularly by Alcumus ISOQAR. Further clarification regarding the scope of this certificate and the applicability of the relevant standards' requirements may be obtained by contacting Alcumus ISOQAR. This certificate is one of several issued to registration number 12776.

Alcumus ISOQAR Limited, Alcumus Certification, Cobra Court, 1 Blackmore Road, Stretford, Manchester M32 0QY.
T: 0161 865 3699  F: 0161 865 3685   E: isoqarentquiries@alcumusgroup.com  W: www.alcumusgroup.com/isoqar

This certificate is the property of Alcumus ISOQAR and must be returned on request.
Certificate of Registration

This is to certify that the Management System of:

Donald Ward Limited Trading as: Ward Recycling
Trading as: Ward Recycling
Moira Road, Woodville, Swadlincote, Derbyshire, DE11 8DG

has been approved by Alcumus ISOQAR and is compliant with the requirements of:

ISO 14001: 2015

Certificate Number: 12776-EMS-003
Initial Registration Date: 25 September 2018
Re-Issue Date: 25 September 2018
Expiry Date: 10 February 2021

Scope of Registration:
The Provision of Waste and Scrap Metal collection services, the processing and recycling of such materials and the supply/disposal of the products produced.

Signed:
Steve Stubley, Technical Director
(on behalf of Alcumus ISOQAR)

This certificate will remain current subject to the company maintaining its system to the required standard. This will be monitored regularly by Alcumus ISOQAR. Further clarification regarding the scope of this certificate and the applicability of the relevant standards’ requirements may be obtained by consulting Alcumus ISOQAR.

This certificate is one of several issued to registration number 12776.

Alcumus ISOQAR Limited, Alcumus Certification, Cobra Court, 1 Blackmore Road, Stretford, Manchester M32 0QY.
T: 0161 865 3699 F: 0161 865 3685 E: isoprenequiries@alcumusgroup.com W: www.alcumusgroup.com/isoqar

This certificate is the property of Alcumus ISOQAR and must be returned on request.
Certificate of Registration

This is to certify that the Management System of:

Donald Ward Limited Trading as: Ward Recycling
Trading as: Ward Recycling

Old Whittington, Chesterfield, S41 9HY

has been approved by Alcumus ISOQAR and is compliant with the requirements of:

OHSAS 18001:2007

Certificate Number: 12776-HAS-004
Initial Registration Date: 25 September 2018
Re-issue Date: 25 September 2021
Expiry Date: 10 February 2021

Scope of Registration:
The Provision of Waste and Scrap Metal collection services, the processing and recycling of such materials and the supply/disposal of the products produced.

Signed:
Steve Stubley, Technical Director
(on behalf of Alcumus ISOQAR)

This certificate will remain current subject to the company maintaining its system to the required standard. This will be monitored regularly by Alcumus ISOQAR. Further clarification regarding the scope of this certificate and the applicability of the relevant standards' requirements may be obtained by consulting Alcumus ISOQAR. This certificate is one of several issued to registration number 12776.

Alcumus ISOQAR Limited, Alcumus Certification, Cobra Court, 1 Blackmore Road, Stretford, Manchester M32 0QY
T: 0161 865 3699  F: 0161 865 3685  E: isoqar@alcumusgroup.com  W: www.alcumusgroup.com/isoqar

This certificate is the property of Alcumus ISOQAR and must be returned on request.
Certificate of Registration

This is to certify that the Management System of:

Donald Ward Limited Trading as: Ward Recycling
Trading as: Ward Recycling
Crompton Road, Quarry Hill Industrial Estate, Ilkeston, Derbyshire, DE7 4BG

has been approved by Alcumus ISOQAR and is compliant with the requirements of:

OHSAS 18001:2007

Certificate Number: 12776-HAS-002
Initial Registration Date: 25 September 2018
Re-issue Date: 25 September 2018
Expiry Date: 10 February 2021

Scope of Registration:
The Provision of Waste and Scrap Metal collection services, the processing and recycling of such materials and the supply/disposal of the products produced.

Signed:
Steve Stubley, Technical Director
(on behalf of Alcumus ISOQAR)

This certificate will remain current subject to the company maintaining its systems to the required standard.
This will be monitored regularly by Alcumus ISOQAR. Further clarification regarding the scope of this certificate and the applicability of the relevant standards’ requirements may be obtained by consulting Alcumus ISOQAR.
This certificate is one of several issued to registration number 12776.

Alcumus ISOQAR Limited, Alcumus Certification, Cobra Court, 1 Blackmore Road, Stretford, Manchester M32 0QY.
T: 0161 865 3699  F: 0161 865 3685  E: isoqar@acumusgroup.com  W: www.acumusgroup.com/isoqar
This certificate is the property of Alcumus ISOQAR and must be returned on request.
Certificate of Registration

This is to certify that the Management System of:

Donald Ward Limited Trading as: Ward Recycling
Trading as: Ward Recycling
Griffon Road, Quarry Hill Industrial Estate, Ilkeston, DE7 4RF

and as detailed on the annex to this certificate

has been approved by Alcumus ISOQAR and is compliant with the requirements of:

OHSAS 18001:2007

Certificate Number: 12776-HAS-001
Initial Registration Date: 25 September 2018
Re-issue Date: 25 September 2018
Expiry Date: 10 February 2021

Scope of Registration:

The Provision of Waste and Scrap Metal collection services, the processing and recycling of such materials and the supply/disposal of the products produced.

Signed:
Steve Stubley, Technical Director
(on behalf of Alcumus ISOQAR)

This certificate will remain current subject to the company maintaining its system to the required standard. This will be monitored regularly by Alcumus ISOQAR. Further clarification regarding the scope of this certificate and the applicability of the relevant standards’ requirements may be obtained by consulting Alcumus ISOQAR. This certificate is one of several issued to registration number 12776.

Alcumus ISOQAR Limited, Alcumus Certification, Cobra Court, 1 Blackmore Road, Stretford, Manchester M32 0QY.
T: 0161 865 3693  F: 0161 865 3685  E: isoqarentquiries@alcumusgroup.com  W: www.alcumusgroup.com/isoqar

This certificate is the property of Alcumus ISOQAR and must be returned on request.
Certificate of Registration

This is to certify that the Management System of:

Donald Ward Limited Trading as: Ward Recycling
Trading as: Ward Recycling

Moira Road, Woodville, Swadlincote, Derbyshire, DE11 8DG

has been approved by Alcumus ISOQAR and is compliant with the requirements of:

OHSAS 18000:2007

Certificate Number: 12776-HAS-003
Initial Registration Date: 25 September 2018
Re-Issue Date: 25 September 2018
Expiry Date: 10 February 2021

Scope of Registration:

The Provision of Waste and Scrap Metal collection services, the processing and recycling of such materials and the supply/disposal of the products produced.

Signed:
Steve Stubley, Technical Director
(on behalf of Alcumus ISOQAR)

This certificate will remain current subject to the company maintaining its system to the required standard. This will be monitored regularly by Alcumus ISOQAR. Further certification regarding the scope of this certificate and the applicability of the relevant standards’ requirements may be obtained by consulting Alcumus ISOQAR.

This certificate is one of several issued to registration number 12776.

Alcumus ISOQAR Limited, Alcumus Certification, Cobra Court, 1 Blackmore Road, Stretford, Manchester M32 0QY.
T: 0161 865 3699  F: 0161 865 3855  E: isoqar@alcumusgroup.com  W: www.alcumusgroup.com/isoqar
This certificate is the property of Alcumus ISOQAR and must be returned on request.
FORS Accreditation

Donald Ward Ltd

has been assessed and has met the Bronze level requirements of the Fleet Operator Recognition Scheme (FORS).

Single Operating Centre Accreditation applies to the following location only: DE7 4BG

This certificate is valid from 10/12/2018 to 09/12/2019 and remains valid as long as FORS requirements continue to be maintained.

Kevin Richardson
on behalf of the Fleet Operator Recognition Scheme

FORS ID: 006145
Smart Waste Certification

Certificate of Membership
SmartWaste

Bronze Member

This recognises that
Ward Recycling
Holds a SmartWaste Membership, Number: 066613

01 June 2019
Valid From

31 May 2020
Valid Until

Simon Cross
Head of SiteSmart

The SmartWaste tool offers everything you need in order to manage, measure, target, reduce and report on costs and impacts of waste related sustainability factors.

© BRE, 2016
BMRA (British Metal Recycling Association) Membership

Donald Ward Ltd
T/A Ward Recycling

As an ordinary member of the
British Metals Recycling Association
2019

this company is committed to:

- Maintaining high standards of commercial conduct and business ethics with other members, customers and suppliers.
- Representing the common interests of the metals recycling industry.
- Observing the highest practical standards of environmental care and protection.
- Observing the need for good practice in health and safety.
- Maintaining adequate public and employee liability insurance cover.
- Cooperating with local authorities, regulators and other public servants.

President:

[Signature]

5 Ramsay Court, Hinchinbrooke Business Park, Huntingdon, Cambridgeshire PE29 6FY
01480 455249 • admin@recyclemetals.org • www.recyclemetals.org
Certificate of Membership

This is to certify that

Donald Ward Limited

is a Supporter Member

for the period

09 November 2018 - 2019
(Chartered Institution of Wastes Management) Affiliation.
CHAS (Contractors Health & Safety Assessment Scheme) Accreditation.

This is to certify that

Donald Ward Ltd

is accredited within the Contractors Health and Safety Assessment Scheme (CHAS) having demonstrated compliance with and sound management of current health and safety legislation.

Contractor - Non-Construction

Ian McKinnon
Managing Director

020 8545 3838
CHAS.co.uk

VALID UNTIL
18 JULY 2020

The information on this certificate is correct at the time of issue. To confirm the validity of a contractor, please visit https://portal.chas.co.uk
Achilles Building Confidence

Certificate of Membership

THIS IS TO CERTIFY THAT

Donald Ward Limited

has successfully achieved the Achilles Building Confidence membership, having completed an online pre-qualification questionnaire.

Achilles ID: [4901646]
Start date of membership: 29/01/2019
Expiration date: 29/01/2020

Lee Brunsden
Head of Sector - Construction
Achilles

Achilles Building Confidence MEME
This is to certify that

Donald Ward Ltd t/a Ward Recycling

Supplier Number: 171563

are now fully qualified as a supplier on Achilles UVDB.

Ian Bartle
Chair UVDB Steering Group

Tom Grand
UKI Regional Director, Achilles

Registration Expiry Date: 12 November 2019

This is not a legal document and cannot be used as such.
This is to certify that

Supplier Name
Donald Ward Ltd t/a Ward Recycling
Supplier ID
2476

Is now a verified supplier on RISQS

Subscription Expiry Date: 14/02/2020
Arca Membership

CERTIFICATE OF MEMBERSHIP

This is to certify that

Ward Recycling

has fulfilled the criteria required of an Associate Member of the Asbestos Removal Contractors Association

Membership No: 16200
Joined On: 02/12/2010
Certificate Expiry: 30/11/2019

Steve Sadley
Chief Executive

This certification is subject to continual compliance with the Association’s rules of membership. Member status can be verified at www.arca.org.uk.

Asbestos Removal Contractors Association Ltd (ARCA) was incorporated in 1985 as a company limited by guarantee. Registered in England & Wales No 197620.
Alcumus – Safe Contractor Certification

Certificate of Accreditation

This is to certify that
Donald Ward Ltd

has achieved SafeContractor accreditation

Date: 26th February 2019
This certificate is valid until: 26th February 2020
Certificate number: PO8040

Signed:
Alyn Franklin
Alcumus CEO

SSIP
SAFETY SCHEMES IN PROCUREMENT

SafeContractor
APPROVED

Alcumus SafeContractor, Alys House, Parc Nantgarw, Cardiff, CF15 7QX
T: 029 2026 6749 | safecontractor@acumusgroup.com | www.acumusgroup.com | www.safecontractor.com
This certificate is the property of Alcumus SafeContractor and must be returned on request.
This is to certify that

Donald Ward Ltd

is a member of
East Midlands Chamber
Derbyshire  Nottinghamshire  Leicestershire

Membership Number

WARD374339

Renewal Date

15 May 2020

Scott Knowles
Chief Executive
Rail Forum East Midlands Membership

Certificate of Membership

This certificate is granted to

Ward Recycling

in recognition of professional membership of the

RAIL FORUM MIDLANDS

2018/2019

Paul Francis, Chairman

The Voice of the Rail Industry in the Midlands
NFDC – National Federation of Demolition Contractors Membership

Certificate of ISP Membership

To Certify that

DONALD WARD LIMITED
T/A WARD RECYCLING LIMITED

Were elected ISP Members
of the Federation on
7th February 2006

[Signature]
Chief Executive

[Signature]
President
National Association of Shopfitters

Associate Member

This is to certify that

Donald Ward Ltd T/A Ward Recycling

is an Associate Member of

The National Association of Shopfitters

Signed

President

Date 20 July 2017
Bureau of International Recycling

Gold Membership Certificate

We are proud to confirm that

WARD RECYCLING

United Kingdom (Ilkeston)

is a BIR Gold Member Company in good standing.

The Bureau of International Recycling (BIR) is the world federation of recycling industries. When joining, BIR members accept to abide by a Code of Conduct based on strict business ethics.

This membership certificate is valid until December 2019.
Freight Transport Association Membership

Certificate of Membership

This is to certify that the company named below is currently a member of the Freight Transport Association

Ward Recycling Ltd

Member number: 301074

Member since: 08/2017

Renewal date: August 2019

Signed: ____________________________

David Wells
Chief Executive

Be Connected • Be Compliant • Be Confident

Established at the Mansion House in the City of London on the 3rd day of July 1801
1. POLICY STATEMENT

1.1 Modern slavery is a crime and a gross violation of fundamental human rights. It takes various forms, such as slavery, servitude, forced and compulsory labour and human trafficking, all of which have in common the deprivation of a person's liberty by another in order to exploit them for personal or commercial gain. We have a zero-tolerance approach to modern slavery and we are committed to acting ethically and with integrity in all our business dealings and relationships and to implementing and enforcing effective systems and controls to ensure modern slavery is not taking place anywhere in our own business or in any of our supply chains.

1.2 We are also committed to ensuring there is transparency in our own business and in our approach to tackling modern slavery throughout our supply chains, consistent with our disclosure obligations under the Modern Slavery Act 2015. We expect the same high standards from all of our contractors, suppliers and other business partners, and as part of our contracting processes, we include specific prohibitions against the use of forced, compulsory or trafficked labour, or anyone held in slavery or servitude, whether adults or children, and we expect that our suppliers will hold their own suppliers to the same high standards.

1.3 This policy applies to all persons working for us or on our behalf in any capacity, including employees at all levels, directors, officers, agency workers, seconded workers, volunteers, interns, agents, contractors, external consultants, third-party representatives and business partners.

1.4 This policy does not form part of any employee’s contract of employment and we may amend it at any time.
Anti-slavery and human trafficking policy.

1. POLICY STATEMENT

1.1 Modern slavery is a crime and a gross violation of fundamental human rights. It takes various forms, such as slavery, servitude, forced and compulsory labour and human trafficking, all of which have in common the deprivation of a person’s liberty by another in order to exploit them for personal or commercial gain. We have a zero-tolerance approach to modern slavery and we are committed to acting ethically and with integrity in all our business dealings and relationships and to implementing and enforcing effective systems and controls to ensure modern slavery is not taking place anywhere in our own business or in any of our supply chains.

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1.3 This policy applies to all persons working for us or on our behalf in any capacity, including employees at all levels, directors, officers, agency workers, seconded workers, volunteers, interns, agents, contractors, external consultants, third-party representatives and business partners.

1.4 This policy does not form part of any employee’s contract of employment and we may amend it at any time.
3.4 You are encouraged to raise concerns about any issue or suspicion of modern slavery in any parts of our business or supply chains of any supplier tier at the earliest possible stage.

3.5 If you believe or suspect a breach of this policy has occurred or that it may occur you must notify your line manager or HR Manager OR report it in accordance with our Whistleblowing Policy as soon as possible.

3.6 If you are unsure about whether a particular act, the treatment of workers more generally, or their working conditions within any tier of our supply chains constitutes any of the various forms of modern slavery, raise it with your manager or HR Manager.

3.7 We aim to encourage openness and will support anyone who raises genuine concerns in good faith under this policy, even if they turn out to be mistaken. We are committed to ensuring no one suffers any detrimental treatment as a result of reporting in good faith their suspicion that modern slavery of whatever form is or may be taking place in any part of our own business or in any of our supply chains. Detrimental treatment includes dismissal, disciplinary action, threats or other unfavourable treatment connected with raising a concern. If you believe that you have suffered any such treatment, you should inform the compliance manager immediately. If the matter is not remedied, and you are an employee, you should raise it formally using our Grievance Procedure, which can be found in the company handbook.

4. COMMUNICATION AND AWARENESS OF THIS POLICY

4.1 Training on this policy, and on the risk our business faces from modern slavery in its supply chains, forms part of the induction process for all individuals who work for us, and regular training will be provided as necessary.

4.2 Our zero-tolerance approach to modern slavery in our business must be communicated to all suppliers, contractors and business partners at the
outset of our business relationship with them and reinforced as appropriate thereafter.

5. **BREACHES OF THIS POLICY**

5.1 Any employee who breaches this policy will face disciplinary action, which could result in dismissal for misconduct or gross misconduct.

5.2 We may terminate our relationship with other individuals and organisations working on our behalf if they breach this policy.
Environmental Policy

Environmental Policy Statement

The management and all who work at WARD are committed to the protection of the environment and the prevention of pollution.

The organisation is further committed to ensuring that all its activities are carried out in compliance with the relevant environmental legislation and non-legal compliance obligations.

The organisation seeks to minimise waste arising, promote recycling, reduce energy consumption, reduce harmful emissions and, where possible, to work with suppliers who themselves have sound environmental policies.

An essential feature of the environmental management system is a commitment to continual improvement of environmental performance. This is achieved by setting annual environmental improvement objectives and targets which are regularly monitored and reviewed. The objectives and targets are publicised throughout the organisation and all staff are committed to their achievement.

In order to ensure the achievement of the above commitments, the organisation has implemented an environmental management system which satisfies the requirements of ISO 14001:2015 and we are committed to its continual improvement.

This Policy and the obligations and responsibilities required by the environmental management system will be communicated to all employees and contractors working on behalf of the organisation.

This policy will be available to any interested parties and is published on our website.

Signed: [Signature]
Michael Ward Managing Director

Date: 6/6/19

Signed: [Signature]
David Ward Managing Director

Date: 6/6/19
Health & safety Policy Statement

We are committed to the prevention of injury and ill health and providing a safe working environment for our employees and others who may be affected by our activities. Compliance with legislation is the minimum acceptable standard and we are committed to achieving the highest levels of health and safety performance through continual improvement.

Health and safety is an integral part of our business and has equal status to other aspects of business performance. Appropriate financial and physical resources will therefore be provided to implement this policy.

We recognise that successful health and safety management can only be achieved with the support and commitment of our employees. All employees will be actively encouraged to take ownership of health and safety and empowered to assist in decision making. All employees and contractors will be made aware of their Health and Safety obligations and compliance with this policy is a condition of employment.

We will ensure that this policy is documented, implemented and maintained, and communicated and understood at all levels throughout the organisation.

Responsibilities for health and safety are defined in our Health and Safety Management System which conforms to the requirements of OHSAS 18001, with a view to conforming to the requirements of OHSAS 45001 by December 2019. The day to day management of health and safety is a responsibility of managers at all levels but overall responsibility rests with the Managing Director.

To assist with the implementation of our health and safety management system, professional external advice will also be obtained where necessary.

To facilitate continuous improvements in health and safety standards we will identify specific health and safety objectives. A programme for the objectives will be outlined with timescales and responsibilities. Progress towards the objectives will be closely monitored.

Periodic auditing of our Health and Safety Management System will be undertaken to ensure its continued suitability and effectiveness and we will review this policy at least annually and revise it as often as is appropriate.

This policy will be available to any interested parties and is published on our website.

Signed: 

Signed: 

Michael Ward Managing Director

David Ward Managing Director

Date: 6/6/19 

Date: 6/6/19
Quality Policy Statement

It is the policy of WARD to provide its customers with a high-quality service that exceeds their expectations and thereby ensures high levels of customer satisfaction.

To supply our customers with the products and services they require we have developed a Quality Management System that satisfies the requirements of ISO 9001:2015 and BSEN 15713:2009.

This has involved defining our business context and ensuring that our management system is aligned to and integral to our strategic business direction.

We are committed to the involvement of all our staff in implementing and continually improving the effectiveness of this system and will provide the personnel and resources to ensure that the importance of meeting and exceeding customer requirements is communicated and understood throughout our organisation.

Furthermore, we will establish monitor and review quality objectives on a regular basis to foster continual improvement in all our activities. This policy will be reviewed for continuing suitability and effectiveness at Management Reviews and as required and appropriate.

This policy will be available to any interested parties and is published on our website.

Signed:

Michael Ward Managing Director

Date: 6/6/19

Signed:

David Ward Managing Director

Date: 6/6/19
Organisational Structure

Joint Managing Directors
- Legal Compliance, Objectives and Targets, Management Review
- Adequate Resourcing
- Visible Leadership

Directors
- Legal Compliance, Management Review, Adequate Resourcing
- Operational Control
- Visible Leadership

HSE Manager
- Legal Compliance, Implementation + Guidance, Communication
- Monitor, measure, investigate and review

Senior Managers
- Implement procedures and required controls
- Adequate Resourcing, Staff competencies
- Report accidents/incidents
- Two-way communication
- Promote positive culture

HR Manager
- Payroll Legal Compliance, Implementation + Guidance, Communication
- Monitor, measure, investigate and review

Compliance Team
- Legal Compliance, Operational implementation, assistance + communication
- Monitor, measure, investigate and review

Accounts and IT
- Document/Record Control
- Management Review
- Purchasing

Administration
- Administration
- HSE Awareness
- Report accidents/incidents

Supervision
- Implement procedures and required controls
- Report accidents/incidents
- Two-way communication
- Promote positive culture

Payroll
- Payroll Systems HSE Awareness Report accidents/incidents

Operatives
- Work to requirements of onsite rules / procedures
- Report accidents/incident
- Undertake training as required
- Maintain QHSE awareness
## Contact Information

<table>
<thead>
<tr>
<th>Department</th>
<th>Contact Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Enquiries</td>
<td>0345 337 0000</td>
</tr>
<tr>
<td></td>
<td><a href="mailto:enquiries@ward.com">enquiries@ward.com</a></td>
</tr>
<tr>
<td>Accounts</td>
<td>0345 337 1010</td>
</tr>
<tr>
<td></td>
<td><a href="mailto:accounts@ward.com">accounts@ward.com</a></td>
</tr>
<tr>
<td>Sales</td>
<td>0345 337 5050</td>
</tr>
<tr>
<td></td>
<td><a href="mailto:sales@ward.com">sales@ward.com</a></td>
</tr>
<tr>
<td>Compaction Department</td>
<td>0345 337 0000</td>
</tr>
<tr>
<td></td>
<td><a href="mailto:commercialcollections@ward.com">commercialcollections@ward.com</a></td>
</tr>
<tr>
<td>Customer Services</td>
<td>0345 337 0000</td>
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<tr>
<td></td>
<td><a href="mailto:Customer.services@ward.com">Customer.services@ward.com</a></td>
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