



The new way to record waste transfers

Welcome

Welcome to our brand new e-bulletin which will bring you all the latest news and regular updates from edoc – the new UK-wide system being developed for recording waste transfers online.

The project, which is being led by the Environment Agency in partnership with the waste sector and other UK government bodies, is now well advanced. As we build up to the launch of edoc in January 2014, we want to share how the new system is being developed and, most importantly, the benefits that it will bring, both to your business and the waste industry as a whole.

We hope you find our update e-bulletins informative. We welcome all feedback and if you would like to recommend a colleague to receive them, please get in touch.

Why do we need change?

Electronic communication has revolutionised the way we do business. Yet in one corner of the world of waste, paper still dominates.

Waste transfer notes (WTNs) – those important pieces of evidence that legal duty of care has been properly exercised in handling waste – have, until now, largely been completed by hand. We estimate that around 23 million WTNs are created in the UK every year. As each record must be kept for at least two years, that's potentially a lot of paper, which not only takes up space, but also represents an inefficient way of doing business.



Our response

Working with partners, the Environment Agency is launching edoc, a free online system which will transform the way that waste transfers are recorded and save you time, effort and ultimately money. Using edoc, you will be able to create, share, edit, sign and record all your waste transfers electronically; search and retrieve information quickly and easily, and run useful reports on your data for business planning and waste and resource management.

Our ambition

When it is launched in January 2014, edoc will provide a simple, quick and easy alternative to paper documentation, saving organisations both time and financial resource. It will not be mandatory to use edoc, but we believe it offers the kind of business benefits that will make it the default option for WTNs in the future.



Key features

Edoc will allow you to:

- ✔ Create a waste transfer note online and share it between parties
- ✔ Review, edit, sign and store electronic waste transfer notes online
- ✔ Receive automatic email notifications when there is an action for your attention
- ✔ See a log of actions performed on a WTN, by whom and when
- ✔ Create a season ticket with the option to include multiple waste types, containers and collection frequencies
- ✔ Receive email alerts when a season ticket is about to expire
- ✔ Search and retrieve WTNs quickly and easily
- ✔ Create downloadable business reports on the waste transfers you have been involved in and on the wider picture of waste transfers recorded on edoc
- ✔ Use an optional tracking system to see the fate of your waste

What are the benefits?

- ✔ Edoc will help organisations save time and money. We estimate it could save up to 50% of the costs associated with the creation, storage and retrieval of WTNs
- ✔ Quick and efficient, edoc will provide an alternative to the cumbersome paper-based system – reducing administration and saving on paper and storage
- ✔ As an online system with prompts, pre-populated menus and pick lists, edoc will make it easy to record complete and accurate information
- ✔ That in turn will help produce better quality overall information on waste arisings than has been available up to now.



Next Steps

The edoc system is being developed with extensive user input at all stages. It is regularly reviewed and tested by representative business users from sectors as varied as retail and construction, as well as local and national government and the waste sector.

We are now embarking on a comprehensive marketing and communications programme which will target a variety of key stakeholder groups, from waste producers and waste brokers to waste carriers and waste operators, to encourage them to participate in the scheme. The full system will go live in January 2014.

Working with us

We are spreading the message about edoc to businesses and organisations across the UK. If you are interested in transferring to the new online system and would like more details, please get in touch. We can provide information to help you spread the message to your customers and employees.

Contact us:

edoc@environment-agency.gov.uk

More information at:

www.environment-agency.gov.uk/edoc

