

A) General

1. These Usage Regulations apply to all waste deliveries to the Essen Karnap Waste-to-Energy plant, Arenbergstrasse 45, 45329 Essen, Germany (hereinafter referred to as **WtE Plant**) including its access roads and entrance areas. They apply in particular to **contracting partners** and carriers of waste and their vicarious agents (hereinafter referred to as **Carriers**).
2. The contracting partner acknowledges the Usage Regulations and is responsible for ensuring that Carriers commissioned by it are regularly instructed on the contents of these Usage Regulations. At the request of RWE, the contracting partner shall provide evidence of regular instruction.
3. The contracting partner shall apply to the WtE Plant for the approval of Carriers. Approved Carriers will be provided with vehicle ID cards by the WtE Plant.
4. The respective vehicle drivers of the Carrier are entitled to access the site. Access is only permitted to Carriers with valid access identification (barcode with order number and vehicle ID card) via the truck access (Gate 3).

Carriers are only permitted to enter the WtE Plant premises within the scope of waste delivery, their access being restricted to the truck scales, the container station, the unloading hall and the access roads.

Other persons require the permission of the plant management to access the WtE Plant and may only enter the plant premises via the main entrance (Gate 1).
5. All persons on the premises are obliged to exercise due care at all times, i.e. they shall behave prudently and take due care to avoid unnecessary risks to themselves and others.
6. Employees of RWE Generation SE and their representatives, hereinafter referred to as **RWE Personnel**, are entitled to issue instructions to other persons on the WtE Plant premises and have the right to determine who shall be allowed or denied access. Their instructions shall be obeyed.
7. In the event of operational disruptions at the WtE Plant, the acceptance of waste may be stopped immediately.
8. Carriers may have their access to the WtE Plant withdrawn at any time for a limited period of time if these Usage Regulations have been violated. If these Usage Regulations are repeatedly or seriously violated, access may be denied for an indefinite period.

B) First delivery

1. The first delivery of waste shall always be registered with the Materials Planning unit of the Karnap WtE Plant one week before the planned delivery and the waste will be subjected to an identification analysis.
2. All drivers shall report to the scales on their first delivery.
3. All drivers shall be instructed in accordance with these Usage Regulations and the Operating Instructions for Refuse Trucks in the Unloading Hall (**Betriebsanweisung für Entsorgungsfahrzeuge in der Entladehalle**).

C) Conditions of delivery

1. The times of waste acceptance are set forth in the contract.
2. The applicable waste management regulations shall be complied with.
3. Waste shall be delivered in such a way that hazards to persons and to the operation of the WtE Plant due to chemical, physical or infectious properties of the delivered waste are excluded at all times.
4. The waste shall always be delivered in suitable and approved vehicles that have no technical defects and are equipped with a functioning rear view camera. Banksmen are generally not permitted.
5. The Carrier shall carry and volunteer the required documents authorising them to enter the WtE Plant (barcode with order number and vehicle ID card) on delivery.
6. On entry and exit, the Carrier is obliged to register at the truck scales and to carry out the weighing themselves. Weighing receipts shall be checked for accuracy without delay.
7. Truck/trailer combinations shall be separated in the designated area before entering the unloading hall.
8. Vehicles may only be unloaded in the unloading hall where green traffic lights show unloading points to be free.
9. Container/trailer doors shall be secured before tipping to prevent uncontrolled opening, thus avoiding damage to the tipping points. To avoid the risk of falling, the container/semitrailer door lock shall be opened by the Carrier when the whole vehicle is standing before the white stop line.
10. Unloading of the waste shall take place in compliance with the occupational safety regulations of the employers' liability insurance association.
11. Waste that has not fallen into the waste bunker shall be removed immediately by the Carrier into the waste bunker after the unloading process. A safety distance of at least two metres to the tipping point shall be maintained or the edge shall be secured by means of a safety device. Brooms provided shall be used.
12. RWE Personnel have the right to inspect the waste at any time. This also applies if unloading has to be interrupted for this purpose. Video and/or photo documentation may be made for documentation purposes.
13. If the waste does not correspond to the waste declaration or to the disposal code number or if there are doubts about the admissibility of the waste for incineration at the Karnap WtE Plant, RWE Personnel are authorised to reject the waste. The Carrier is obliged to take back rejected waste and deliver it to an approved waste disposal facility.

If waste is delivered for which the Essen Karnap WtE Plant is not approved, the waste is rejected and the Düsseldorf district government is informed about this fact.
14. Gross or multiple violations of the acceptance conditions (in particular of items C10, C11 or C13, consumption of intoxicants, etc.) will result in the immediate blocking of the barcode (order number).
15. If the waste has already been dumped into the waste bunker but does not correspond to the agreed quality, the contracting partner shall be liable for all costs incurred for proper disposal. Any further rights, in particular claims for damages including damages on the basis of indirect losses (such as loss of profit) shall remain unaffected.

D) Waste requirements

1. Only waste that has been declared by the contracting partner and approved by RWE and whose chemical, physical and infectious properties exclude hazards to persons and to the operation of the WtE Plant at all times is permitted.
2. Waste that does not comply with the applicable, contractually agreed acceptance conditions will be rejected. If the waste has already been dumped into the waste bunker, the contracting partner shall be liable for the costs incurred for proper disposal.
3. All deliveries shall be made in bulk (unless otherwise agreed in the contract) and shall be non-drip and non-dusting.
4. Hospital-specific waste (AVV no. 180104 and AVV no.180203) may only be delivered sorted by type and may not contain infectious waste (AVV no. 180103* and AVV no. 180202*). This waste shall be 100% disinfected. It shall be delivered in opaque, sealed, moisture-resistant and transport-proof containers. Sharp and pointed waste (e.g. scalpels and syringes) may only be delivered in puncture-proof and appropriately labelled containers. Prior to the first delivery of the above waste, the waste producer shall submit a binding declaration of compliance with the above points.
5. Only digested municipal sewage sludge may be delivered.
6. In order to ensure the pumpability of the sewage sludge delivered via the sewage sludge bunker, chemical lubricants or release agents are permitted, provided they are environmentally friendly and not hazardous to health. These include, for example, water-based mineral and vegetable oils, waxes and paints, emulsions or polymers.
7. Deliveries of waste from a mixed construction waste sorting facility are only permitted for incinerable and non-recyclable residues.
8. HBCD waste may only be delivered as a mono-batch. Mixtures with other waste are not permitted.
9. The contracting partner is responsible for ensuring that the waste producer complies with the principles of waste prevention and waste management laid down in Section 6 of Germany's Circular Economy Act (*KrWG*).
10. Each delivery shall comply with the chemical parameters specified in the contract.
11. The following types of waste are not permitted (contaminants):
 - Waste with an edge length greater than 0.8m or with three edge lengths > 0.1m
 - Waste falling under Germany's Electrical and Electronic Equipment Act (*ElektroG*)
 - Waste containing flammable liquids
 - Waste containing strong-smelling substances (except sewage sludge)
 - Waste from carbon or glass fibres
 - Used tyres
 - Tree roots or trunks
 - Hazardous waste contaminants (asbestos, thermal insulation boards, mercury, etc.)
 - Concrete parts or stones > 0.1m
 - Bitumen, tarboards
 - Metal sheets and plates
 - Spring mattresses
 - Liquid waste
 - Conveyor belts
 - Sealed containers (except hospital waste) larger than 30 litres

- Artificial mineral fibres
- Highly flammable, radioactive or explosive substances
- Non-combustible waste with a share of more than 30% by weight of the shipment
- Castors made of plastic or other materials
- Waste containing suspended dust
- Carpet rolls, bales or layers
- Insulation materials containing polystyrene

E) Safety regulations, conduct during delivery

1. Carriers may only access and leave the WtE Plant via the designated access route. The regulations of Germany's Road Traffic Act (*StVO*) apply on the premises of the WtE Plant and the access roads.
2. The maximum permitted speed on the company premises and on the access road is 30km/h.
3. In the unloading hall, the speed is limited to a maximum of **10km/h**.
4. Driving on the truck scales is only permitted at walking speed and drivers may only access the scales if allowed by the signalling systems and after the preceding vehicle has completely left the scales.
5. Vehicles may only be left by one person in the unloading hall.
6. The maximum vehicle height at the unloading points is 8.80m (unloading points 6, 15, 16 allow for special heights). In the case of tipper vehicles, the Carrier shall ensure that the ceiling is not touched and that the jacks are extended.
7. Defective rear view cameras shall be reported by the Carrier before accessing the WtE Plant. Unloading is not permitted if the rear view camera is defective.
8. All designated emergency routes and safety equipment shall be kept clear.
9. Entering other plant areas of the WtE Plant is not permitted!
10. The accident prevention regulations shall be followed without fail, in particular the use of safety boots, reflective protection clothing/high-visibility vest, protective goggles and ear protection, in the unloading hall.
11. Accidents on the premises or damage to parts of buildings or technical equipment shall be reported immediately to RWE Personnel.
12. Any accidents or hazards at the container station or on the access routes shall be promptly reported to RWE Personnel using the emergency telephone on site or directly to the unloading hall staff.
13. The RWE Personnel's instructions shall be followed without delay. In case of danger, the danger area shall be left immediately. If there is a suspicion of smoulder spots in a vehicle, RWE Personnel shall be notified without delay.
14. Smoke development or fire shall be reported immediately to RWE Personnel.
15. In the event of a fire alarm (3 x long rising and falling tone), the unloading process shall be stopped immediately and the unloading hall shall be evacuated without delay. All vehicles shall drive to the container station and wait there for further instructions from RWE Personnel. The road between the unloading hall and the scales shall be kept clear for emergency vehicles.
16. Special care shall be taken at the tipping points due to the risk of falling; therefore it is prohibited to approach the unloading edge.
17. If a person falls into the waste bunker, the "EMERGENCY STOP" button located next to the unloading point shall be pressed immediately and RWE Personnel shall be informed without delay.

18. The Operating Instructions for Refuse Trucks in the Unloading Hall (**Betriebsanweisung für Entsorgungsfahrzeuge in der Entladehalle**) (Annex 1) apply.
19. Drivers may only use the toilet facilities in the unloading hall.
20. No eating, drinking or smoking in the unloading hall.
21. The carrying of alcohol and other intoxicants is generally prohibited on the company premises.

F) Incoming waste inspection, right of rejection and take-back obligations

1. RWE Personnel can initiate incoming waste inspections at any time in order to check the admissibility of delivery at the WtE Plant visually and by means of additional analyses and to take steps to protect people and the WtE Plant.
2. The waste producer or the Carrier responsible for delivery shall immediately take back any inadmissible waste or any waste that is excluded from acceptance. The customer shall bear the costs of taking back the waste.
3. The delivery of hazardous waste will always be supervised by RWE Personnel of the WtE Plant.
4. In the case of waste with increased hazard potential, a sample delivery of the waste in question is required. If the sample delivery does not comply with the acceptance conditions, acceptance of this waste will be refused.

Review, approval, and distribution

| Activity | OU | Date | Name | Signature |
|--------------------|----------|------------|---------------------|-----------------|
| Prepared / changed | GCB-KP | 03/03/2023 | Skrotzki, Jörg | sgd. Skrotzki |
| Technical review | GCB-KR-B | 20/03/2023 | Schnee, Gordon | sgd. Schnee |
| Conformity check | GCB-KR-B | 07/03/2023 | Michael, Gantenberg | sgd. Gantenberg |
| Released by | GCB-K | 07/03/2023 | Mutic, Milan | sgd. Mutic |
| Released by | GCB-KW | 06/03/2023 | Enders, Sven | sgd. Enders |

The release puts this instruction in/~~out of~~ force.

It thereby replaces the previous instruction: KAR_F_2003 dated 04/10/2021

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| Distributor | | | |
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Annex 1

Operating Instructions for Refuse Trucks in the Unloading Hall (**Betriebsanweisung für Entsorgungsfahrzeuge in der Entladehalle**)(KAR_U_7047))