



# Ruling Waste Data Verification

Version 1.0 – February 2021



Cover photo: Bales of cardboard ready for shipping.

Published by

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## Version Control

Version & Date Released	Change notes
v1.0 October 2020	Original document.

# 1 Introduction

This Ruling specifies how a verification of NABERS waste data is to be carried out. This Ruling is to be used in conjunction with [NABERS Rules – Waste](#).

**Note:** Those who make use of this Ruling should also be aware of the document *NABERS Waste Rating Technical Rulings* that contains important updates on the *NABERS Rules – Waste*.

The following chapters provide further guidance on the Rules and Assessor responsibilities relating to the assessment of data quality for the waste data verification when they are conducting a **NABERS Waste Rating**.

The waste data verification method that is presented in this Ruling is designed for buildings that currently have no waste benchmark and therefore cannot attain a NABERS waste star rating. It offers the ability to track the quality of the waste data being generated by a property via a verification system which will supply consistent measurement of the results.

The waste data verification must be carried out by a qualified NABERS Waste Assessor. More information on how to become a NABERS Waste Assessor can be found at <https://www.nabers.gov.au/training>.

## 2 Terms and definitions

This chapter lists the key terms and their definitions that are integral to the proper use of this document.

**Note:** The definitions listed below have been taken from *NABERS Rules – Waste v1.2*.

Term	Definition
<b>NABERS Waste Rating</b>	An independent benchmark of a building's <b>recycling rate</b> as determined by the weight of all materials managed by the building owners (or their representatives) that leave the <b>site</b> .
<b>operational waste</b>	Waste generated on-site during the normal operations of a building.
<b>Platform Administrator</b>	The user that has greatest access and control of the Waste Manager platform. The only user type that can start a rating.
<b>recycling rate</b>	The ratio of Total Recovered Materials to Total Materials Generated expressed as a percentage.
<b>site</b>	The legal boundary of a building that meets the requirements for a specific rating type.
<b>waste stream</b>	A type of waste.

# 3 Building types included in the data verification method

Any building type can make use of the waste data verification method with the exception of properties that can receive a rating.

# 4 Waste types

Any of the **waste streams** included in the [NABERS waste list of waste streams document](#) may be included. If there are additional **waste streams** that do not appear in the document, please contact the National Administrator for assistance.

# 5 Calculating the recycling rate

The method for calculating the **recycling rate** is the same as the method used for calculating a rating in Chapter 4 of *NABERS Rules – Waste*.



# 6 Waste audit methods

The methods for waste auditing are the same as those prescribed in Chapter 5 of *NABERS Rules – Waste*.

# 7 Confirming waste data quality

During the waste data verification, the Assessor must confirm that all the waste that is included complies with the [NABERS waste data standard](#) (see also Chapter 6 of *NABERS Rules – Waste*).

As a minimum, the general waste must be included to the NABERS waste data standard. (See 'Appendix: Waste streams reference table' in *NABERS Rules – Waste*.)

Any **waste stream** that complies for eight months or more of the period may be included once a review has been carried out. If a **waste stream** complies for more than eight months but less than twelve months, the Assessor must compare the data to confirm that it is within a 95 % certainty of being consistent. It may then be included; otherwise it must be excluded.

**Waste streams** that fail this requirement must be excluded.

# 8 Confirming area

## 8.1 Summary

The Assessor must confirm the area recorded on the Waste Manager Platform is accurate (see *Appendix: Process to lodge a waste rating in NABERS Rules – Waste.*) For confirmation on how the area of a particular property type is to be included, please contact the National Administrator.

**Note:** These requirements may be modified over time.

## 8.2 Shopping centres

The Assessor must verify that the tenancy Gross Lettable Area Retail (GLAR) of a shopping centre has been determined in accordance with the Measurement Standard for Shopping Centre Area, by one of the following methods:

- a) Reference to a third-party survey or to lease documentation that is explicitly based on the Measurement Standard for Shopping Centre Area or, alternatively, either the Building Owners and Managers Association (BOMA) 1989 Method of Confirm tenants > 10% of total GLAR Confirm large tenants up to 50% of GLAR Confirm tenants > 10% of centrally serviced area Confirm additional tenancies, if required 34 NABERS Energy and Water for shopping centres Measurement or the BOMA 1985 Method of Measurement (Net Rentable Area); or, if not available
- b) Reference to a third-party survey or to lease documentation that is explicitly based on superseded documents considered to be the equivalent of the Measurement Standard for Shopping Centre Area; or, if not available
- c) Reference to lease documentation that does not explicitly reference the Measurement Standard for Shopping Centre Area but that has been verified by the Assessor to be GLAR; or, if not available
- d) Direct measurement from current plans or scaled prints, measured to the Measurement Standard for Shopping Centre Area, or, if not available
- e) Site measurements verified by the Assessor to have been done to the Measurement Standard for Shopping Centre Area.

## 8.3 Industrial buildings

Industrial buildings are to use GLA following the Property Council of Australia's guidelines.

## 8.4 Hotels

Hotels are to use total number of rooms available for occupation during the rating period.

# 9 Confirming operational waste

The Assessor must confirm that only **operational waste** for that property type has been included in the verification.

**Note:** Operational waste is waste which is generated from the normal day to day operation of that property type.

If the Assessor is unsure if a particular **waste stream** can be included, they should contact the National Administrator for confirmation.

Construction and demolition waste are waste types that are always excluded. The property must be able to demonstrate that any waste types that are included are **operational waste**.

# 10 Completing the verification

The **Platform Administrator** must assign an accredited Assessor to a waste verification following the same process that is used to assign an Assessor to a **NABERS Waste Rating**.

The Assessor must follow the same process for the waste data verification that is prescribed for the **NABERS waste rating** (see Chapter 6 and the 'Appendix: Process to lodge a waste rating' in *NABERS Rules – Waste*).

Assessors must keep all records that relate to information used in the verification, in case of future verification audit by the National Administrator. This includes records of assumptions.

All records must be kept for seven years from the date the verification application was lodged.

The records kept for audit purposes must be the actual documents used for the assessment or verified copies. Summaries are not acceptable.

The records kept by Assessors must be to such a standard that it would be possible for another Assessor or an auditor to accurately repeat the verification from only the documents provided.

All accredited assessments undergo quality assurance checks by the NABERS National Administrator before they are certified. A small percentage also go through an external audit, which is more comprehensive than the quality assurance check.

# Contact us

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