



WASTE CARRIER DUE DILIGENCE CHECKLIST MATRIX

Confirm Your Environment Agency (EA) License

STEP-BY-STEP: CONFIRMING AN ENVIRONMENT AGENCY (EA) WASTE CARRIER LICENSE

Section 1: Initial Carrier Details

Company Name	
Company Details	
Waste Carrier Registration Number	

Section 2: The Verification Process

	ACCESS THE EA PUBLIC REGISTER: Visit: https://environment.data.gov.uk/public-register/view/search-waste-carriers-brokers
	ENTER SEARCH CRITERIA: Search by Company Name, Registered Address or Registration Number.
☐	LOCATE THE SPECIFIC RECORD: Cross-Reference details to find the correct entry.
☐	VERIFY COMPANY DETAILS: Confirm registered name, address and legal entity match your records.
☐	CHECK LICENCE STATUS: Look for current 'ACTIVE' or VALID' status
☐	REVIEW EXPIRATION DATE: Ensure the license has not expired or is not near expiry.
☐	CROSS-REFERENCE WASTE TYPES: Review listed waste codes (is the carrier authorised for clinical waste).
☐	SEARCH FOR SANCTIONS: Review for past enforcement, prosecution, or actions (Red flag area)

Section 3: Record Keeping & Next Steps:

☐	SAVE EVIDENCE: Print/save a copy of the official EA public register entry as evidence.
☐	DATE THE VERIFICATION: Record the date the process was completed.
☐	RECORD THE VERIFIER: Enter the name of the person performing the due diligence.
☐	NOTES/ACTIONS: