

**Introduction**

This notice is to remind Customers that the next Waste Forecasting period begins on 1<sup>st</sup> April 2015. Customers should complete version 3.7 of the Waste Forecasting Form (WFO) and submit to LLWR by no later than the 28<sup>th</sup> February 2015.

**Waste Forecasting Process**

As part of the Waste Acceptance Procedure embodied in the Waste Services Contract, Customers are required to provide an updated WFO form once every 6 months as a minimum.

The WFO Form provides LLWR and its framework suppliers with a forecast of their waste treatment and disposal volumes, radioactivity and waste packaging requirements over the forthcoming 5 year period. For LLW disposal, this information also enables LLWR to allocate radioactivity and volume capacities to each Customer.

The Transport and Packaging section of the WFO form is used to notify LLWR transport and container suppliers of forthcoming Customer requirements. Without this information suppliers are unable to plan effectively and may not be able to deliver containers or services in the timescales required. Providing the required information also enables the mitigation of package manufacturing delays and reduces any associated storage costs.

**Note:** Packages that have been forecast will take first priority, with all other enquiries being subject to available stock and associated manufacturing schedules.

**Guidance for Completing Version 3.7 of the WFO**

The current Waste Forecasting Form and associated guidance is available from our website; <http://llwrsite.com/customer-portal/waste-acceptance-procedure/>

Customers should complete version 3.7 of the WFO form for the **forthcoming** 5 years starting 1<sup>st</sup> April 2015.

Due to LLWR Site radiological capacities being managed on a calendar year basis, the information from 1<sup>st</sup> January 2015 to 31<sup>st</sup> March 2015 has already been collected and allocated using Customers previous WFO submissions. Therefore, any new forecast for LLWR Site radiological capacity should only cover consignments between the 1<sup>st</sup> April 2015 and 31<sup>st</sup> December 2015.

These requests should be directly linked to the forecast LLW consignments planned during this period.

**Further Information and Questions**

If you require any further information or have any general queries relating to this Customer Notice, please contact Fiona Robinson 019467 70309 or send an e-mail to: [inventory@llwrsite.com](mailto:inventory@llwrsite.com)

**Distribution List**

We have issued this Notice to the following people from your Company's Contact Details Form (Reference: WSC-FOR-CON):

- All nominated representatives

If you need to update these details, please submit a revised Form: <http://www.llwrsite.com/customers/customer-forms>