





## INSTRUCTIONS for filling the questionnaire (OT- GIS)<sup>1)</sup>

With questionnaire (OT-GIS), business report waste generation and manage of waste in 2012.

**Table: Waste generation and manage of waste in 2012**

First part		
<b>1</b>	<b>The choice of waste code</b>	Enter the six-digit waste code whose name is entered in column "a". Waste classification is given in the List of Waste <sup>2)</sup> which is an integral part of the Methodological instructions to the questionnaire on waste <sup>3)</sup> and is used to determine the appropriate waste codes.
<b>a</b>	<b>The name of waste</b>	
<b>2</b>	<b>Waste quantity in the beginning of year</b>	Enter the amount of waste at the beginning of the year, which remained as stock from 2011 or temporary stored.
<b>3</b>	<b>Waste generation</b>	Enter the amount of waste generated from business entities perform their activity in 2012.
Second part		
<b>Manage of waste</b>		
<b>4</b>	<b>Delivered (sold) to other businesses for waste management</b>	Enter the amount of waste that generated in 2012, delivered (sold) to other business entities for waste management. Fill only those business entities that have the appropriate license to: 1) the collection of waste; 2) transportation of waste; 3) storage of waste; 4) waste treatment; 5) disposal.
<b>6</b>	<b>The name of the business entity to which the waste is delivered</b>	
<b>5</b>	<b>Transported to the municipal landfill by utilities</b>	Enter the amount of municipal waste disposal by the municipal service drove to the municipal landfill. The management of this waste is regulated by Article 43 Law on Waste Management <sup>4)</sup>
Thread part		
<b>6</b>	<b>Waste quantity in the end of the year</b>	Enter the amount of waste in temporary storage at the end of 2012.
	<b>(2+3) = (4+5+6)</b>	The amount of waste in columns 2 and 3 should be equal to the amount of waste in the columns: 4, 5, and 6

In the Methodology guidelines on waste is a general procedure to determine the type of waste from the List of Waste, but it is important to pay attention to the following:

Municipal waste in the List of Waste is shown in the group "20: Municipal waste (household waste and similar commercial and industrial wastes) including separately collected fractions." In subgroup (20 01) is separately collected fractions (except 15 01) because the packaging waste collected separately from municipal waste still must be classified in the sub-group (15 01) and not in the subset (20 01) which is a more general description of the types of waste.

Mixed municipal waste with index number (20 03 01) can be used for household waste, and waste from production facilities, stores, hotels, restaurants and other service businesses and institutions, if its properties and composition similar to that from private households and it should be used with a closer description of the components in order to avoid the use of labels (20 03 01) if the index numbers for the components of mixed waste can be precisely determined and thus ensure the proper handling of it.

Waste Management Law has forbidden mixing of hazardous and non-hazardous types of waste, mixing hazardous wastes type, as well as mixing with other materials.

Mixed municipal waste (20 03 01) is not considered hazardous if it contains small amounts of hazardous waste that will not cause a change in the classification of mixed waste. Otherwise the quantity of waste to be considered as hazardous, except the hazardous components can be separated and for them to determine the specific waste code.

Legal entities under the Waste Management Law shall separate hazardous wastes at the source, and is administered in accordance with the Law.

Waste management from health care facilities and pharmaceutical waste is regulated by Article 56 Waste Management Law. Code of waste generated in health care facilities of people and animals are listed in Chapter 18 List of Waste. If the pharmaceutical waste collected as a fraction of the municipal solid waste collection and Drug Administration is rejected by users outside of health care facilities, should be used waste code: (20 01 31) - O - cytotoxic and cytostatic medicines, or (20 01 32) - N - medicines other than those mentioned in (20 01 31) - O.

<sup>1)</sup> Questionnaire (OT-GIS) is available on the website of the Statistical Office - [www.stat.gov.rs](http://www.stat.gov.rs)

<sup>2)</sup> Regulation on categories, testing and classification of waste ("Fig. Gazette of RS", no. 56/2010)

<sup>3)</sup> Methodological Instruction to the questionnaire on waste 2) is available on the website of the Statistical Office - [www.stat.gov.rs](http://www.stat.gov.rs)

<sup>4)</sup> Waste Management Act ("Off Gazette of RS", no. 36/2009 and 88/2010).