

AnyWaste.com

User Guide

About Us:

Anywaste.com is a waste management booking system designed to help waste brokers and collectors in managing their waste with ease. Anywaste.com is a waste collection database website that allows collectors to automate their systems. Able to maintain digital Hazardous Waste Consignment Note for each and every piece of waste handled through Anywaste.com.

Requirements:

Devices where you can access internet via a browser.

For example:

- Desktop PC,
- Laptop,
- IPad,
- Tablet and
- Mobile Phone (Android, iPhone, Windows).

Who can Use (Roles):

- Waste Carriers (Collectors)
- Waste Brokers
- Drivers (for vehicles which transports waste)
- Treatment Companies

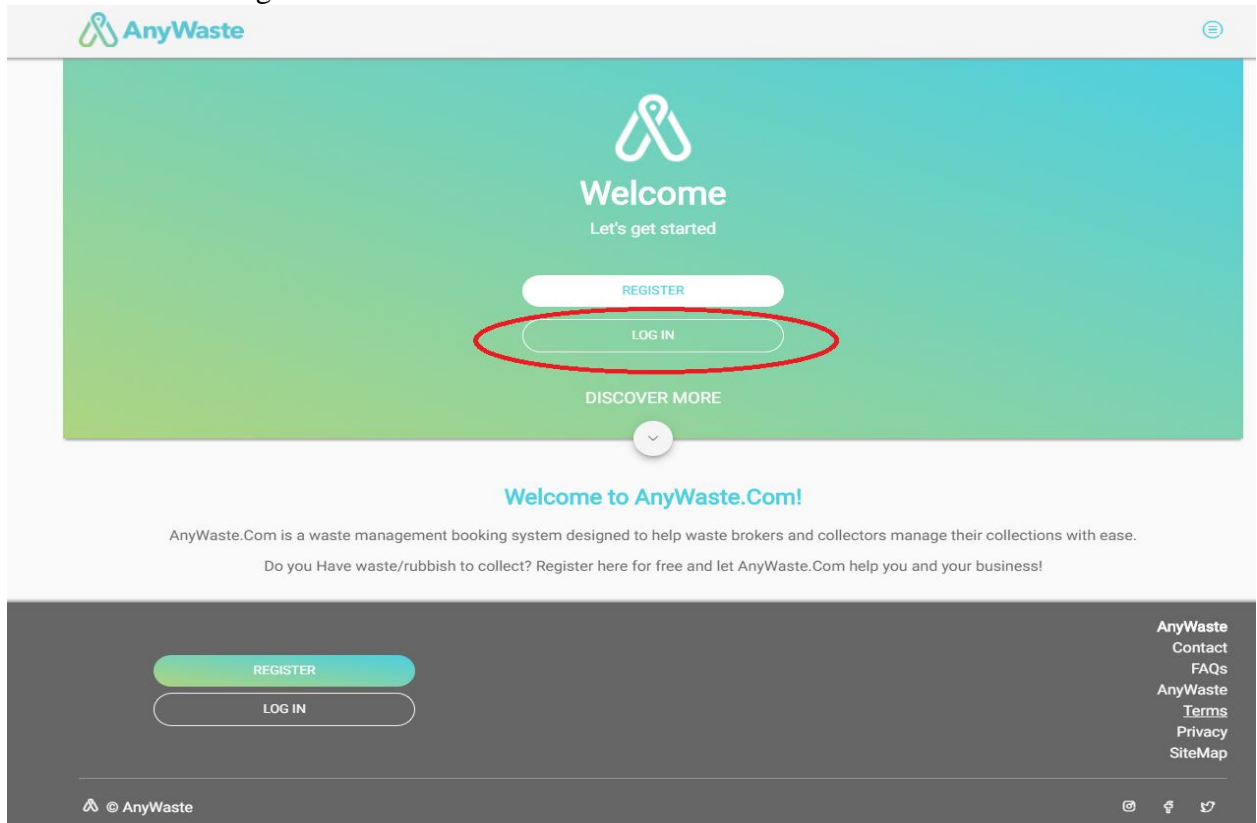
How to access Anywaste.com:

For broker, carrier (collector) and admin use <https://www.anywaste.com>

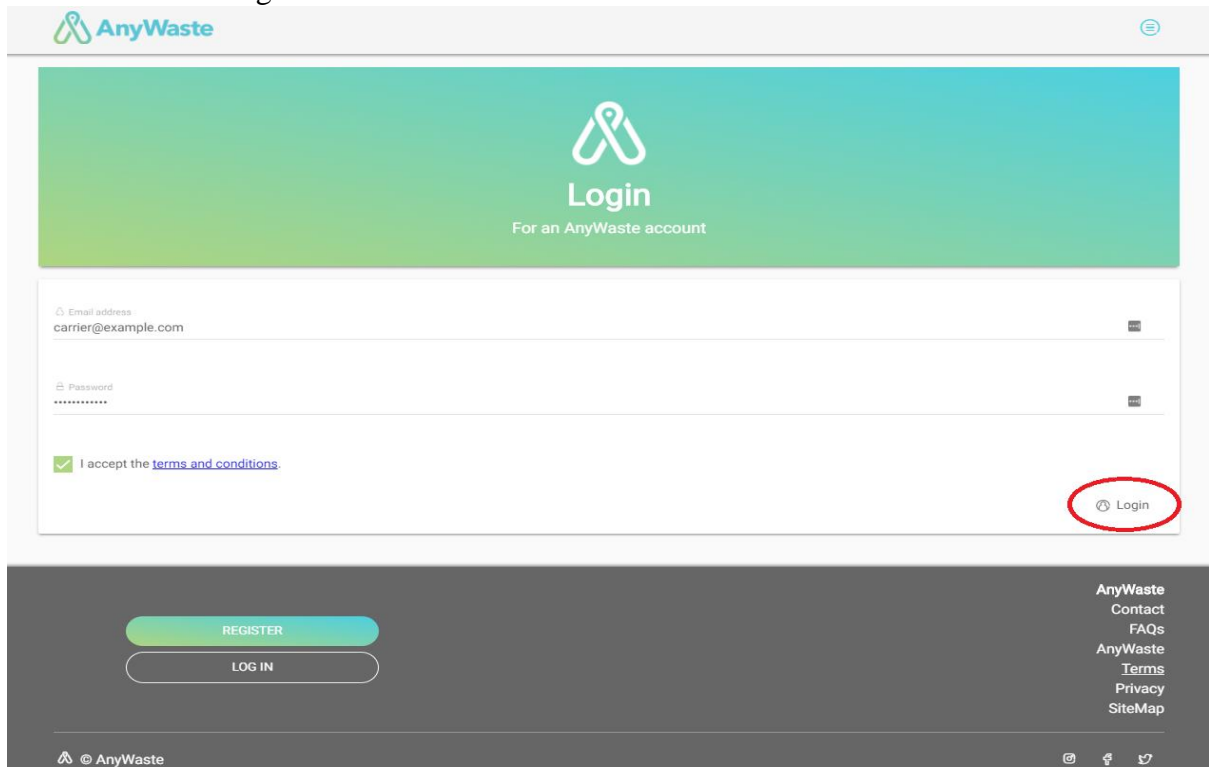
For drivers (Vehicle Login) use <https://drivers.anywaste.com>

Carrier (Collector) using Anywaste.com:

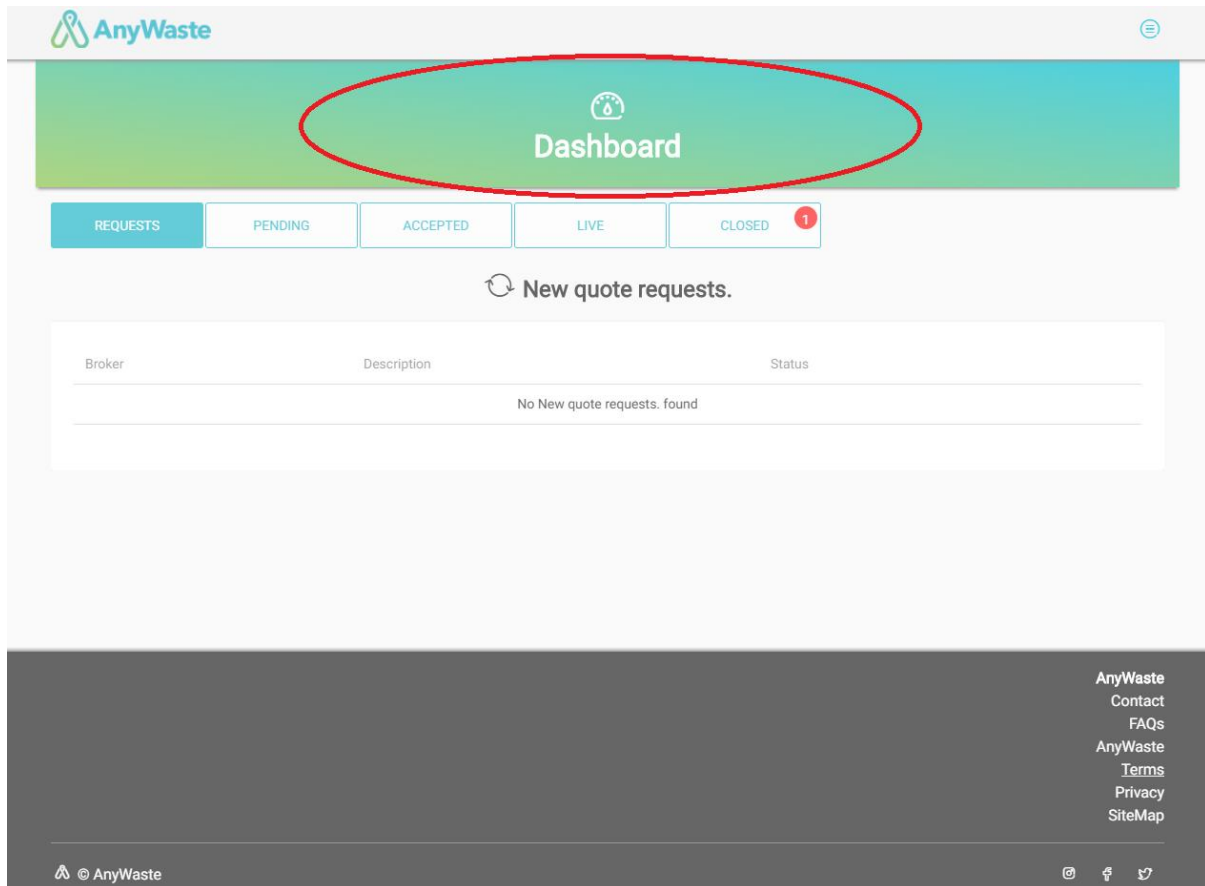
1. Click on Login Button



2. You will be navigated to Login page
3. Enter Username, Password and agree Terms and Conditions
4. Click on Login Button.



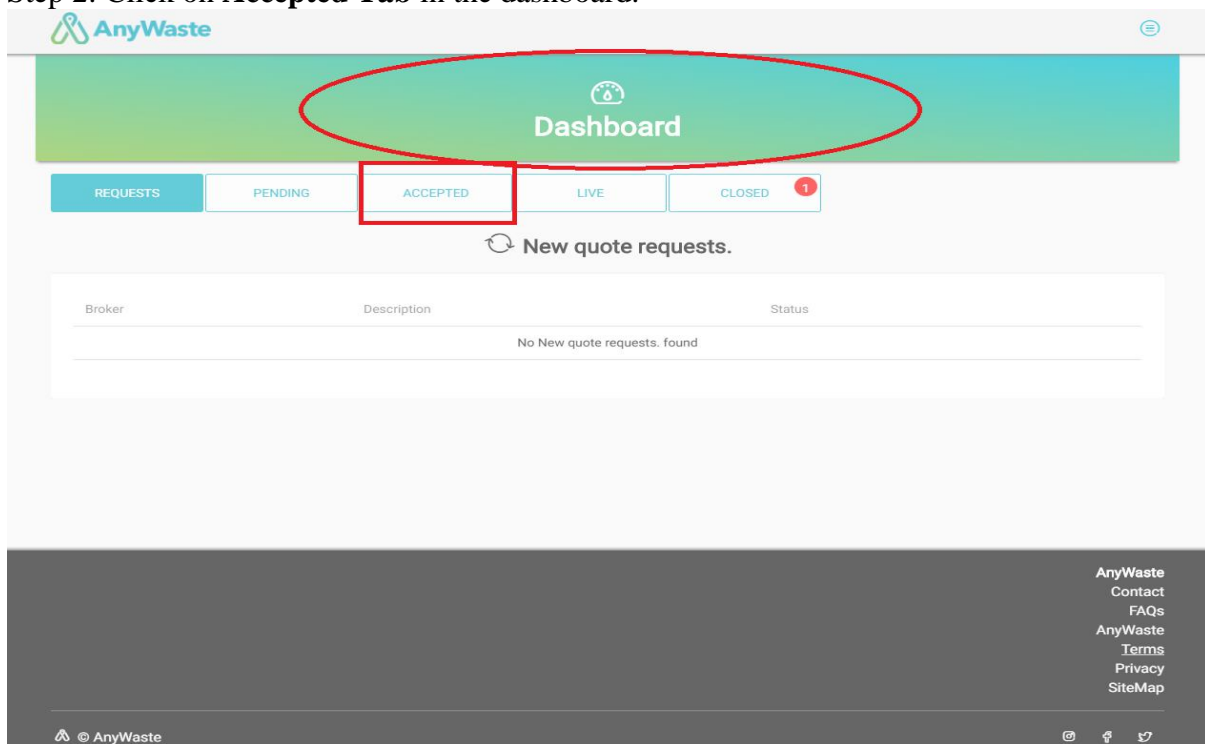
5. You will be navigated to Dashboard if the credentials are correct.



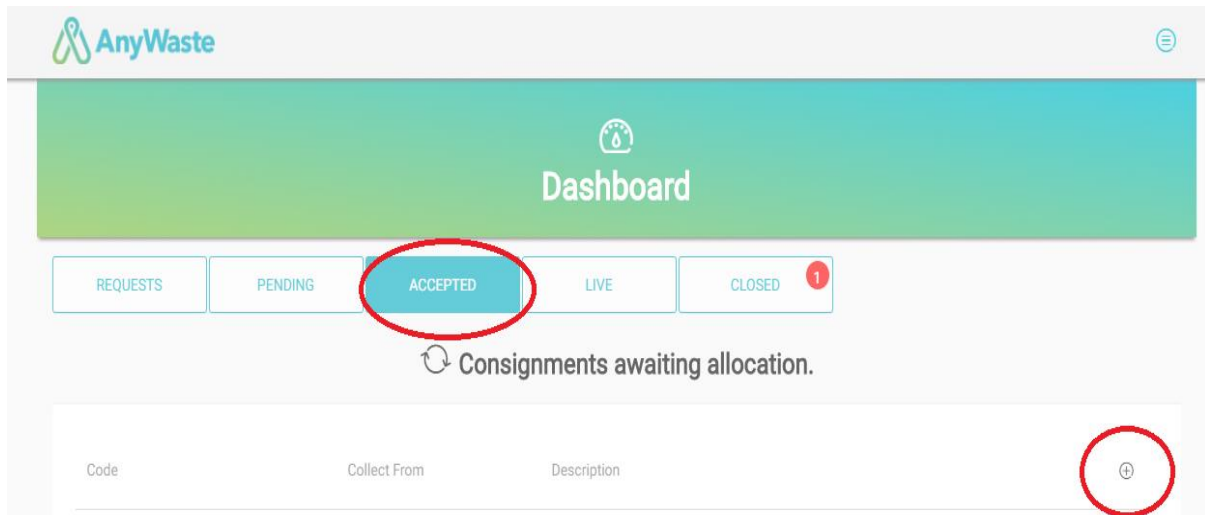
Creating Consignment Note as a carrier:

Step 1: Follow steps mentioned in **How to Login**.

Step 2: Click on **Accepted Tab** in the dashboard.



Step 3: Click on '+' icon present on right side of the consignments awaiting allocation.



Step 4: Fill the **consignment note** details in add consignment.

The image shows the "Add Consignment" form. The form has a teal header with the title "Add Consignment" and a close button. The form contains several sections: "Consignment note code:" with a "Code" input field; "Description:" with a text area for a "Brief description of waste to be collected."; "The waste is to be removed from:" with a text input field containing "Enter company details."; "The waste producer was:" with a checkbox "the same as waste being removed from?" and a text input field containing "Enter company details."; "The process giving rise to the waste(s) was:" with a "Process" input field; and "SIC 2007 for the process giving rise to the waste:" with an input field. At the bottom right, there are "Cancel" and "Save" buttons.

Step 5: Click on **Enter company details** to add waste removed from company address details.

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Add Consignment

Consignment note code:
Code
Test User Manual

Description:
Brief description of waste to be collected.
Test Description

The waste is to be removed from:
Enter company details.

The waste producer was:
 the same as waste being removed from?
Enter company details.

The process giving rise to the waste(s) was:
Process

SIC 2007 for the process giving rise to the waste:

Cancel Save

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Contact
FAQs
AnyWaste
Terms
Privacy

Step 6: Click on **Done** button after entering the address details.

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Edit Address

Company Name
Test Manual

Address
Test Manual

Postcode
TM7 8UG

Telephone
0123456189

Email
dummy@company.com

Fax
018525552666

Cancel Done

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Contact
FAQs
AnyWaste
Terms
Privacy

Step 7: Click on check box **if producers and removed from addresses are same** else click on enter company details to add waste producers company address details.

Add Consignment

Consignment note code:
Code
Test User Manual

Description:
Brief description of waste to be collected.
Test Description

The waste is to be removed from:
Enter company details.

The waste producer was:
 the same as waste being removed?
Enter company details.

The process giving rise to the waste(s) was:
Process

SIC 2007 for the process giving rise to the waste:

Cancel Save

Step 8: Select SIC code from the list (search with word if you are unfamiliar).

Add Consignment

Consignment note code:
Code
Test User Manual

Description:
Brief description of waste to be collected.
Test Description

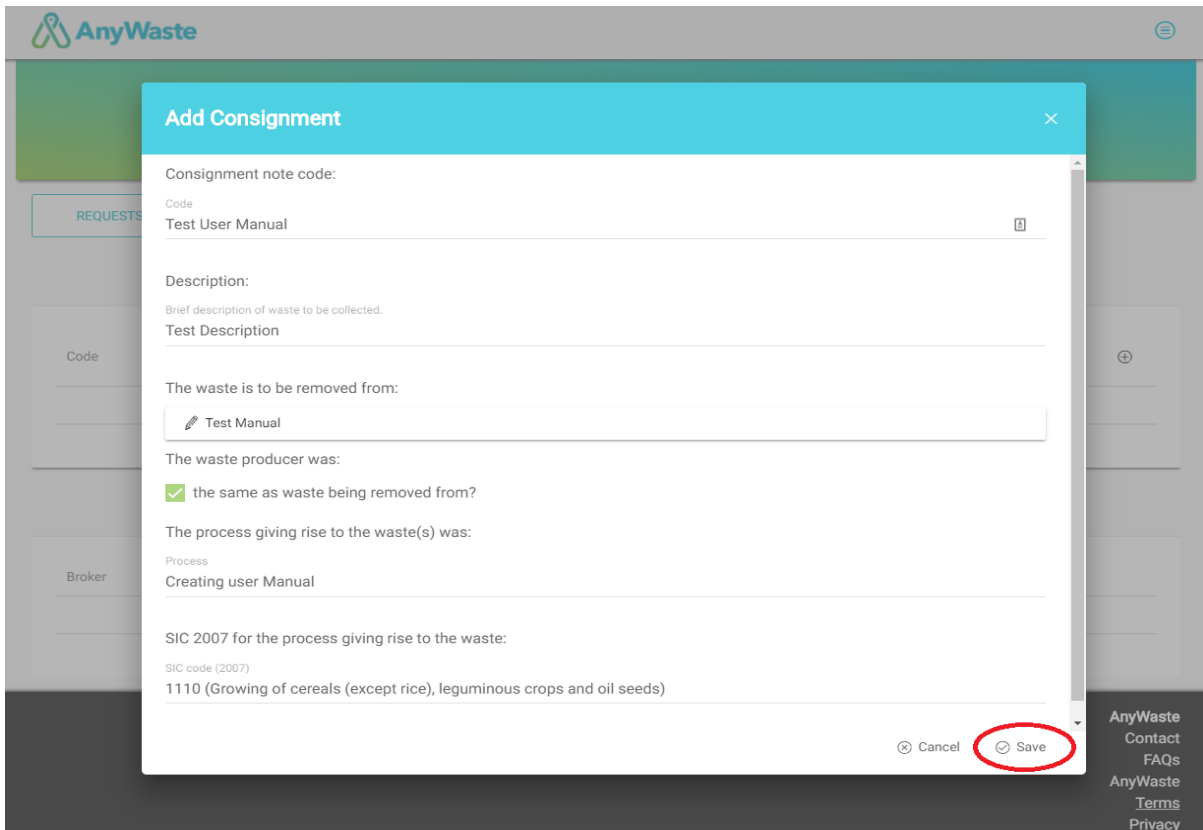
The waste is to be removed from:
Test Manual

1110 - Growing of cereals (except rice), leguminous crops and oil seeds
45111 - Sale of new cars and light motor vehicles
59111 - Motion picture production activities
71111 - Architectural activities
71112 - Urban planning and landscape architectural activities

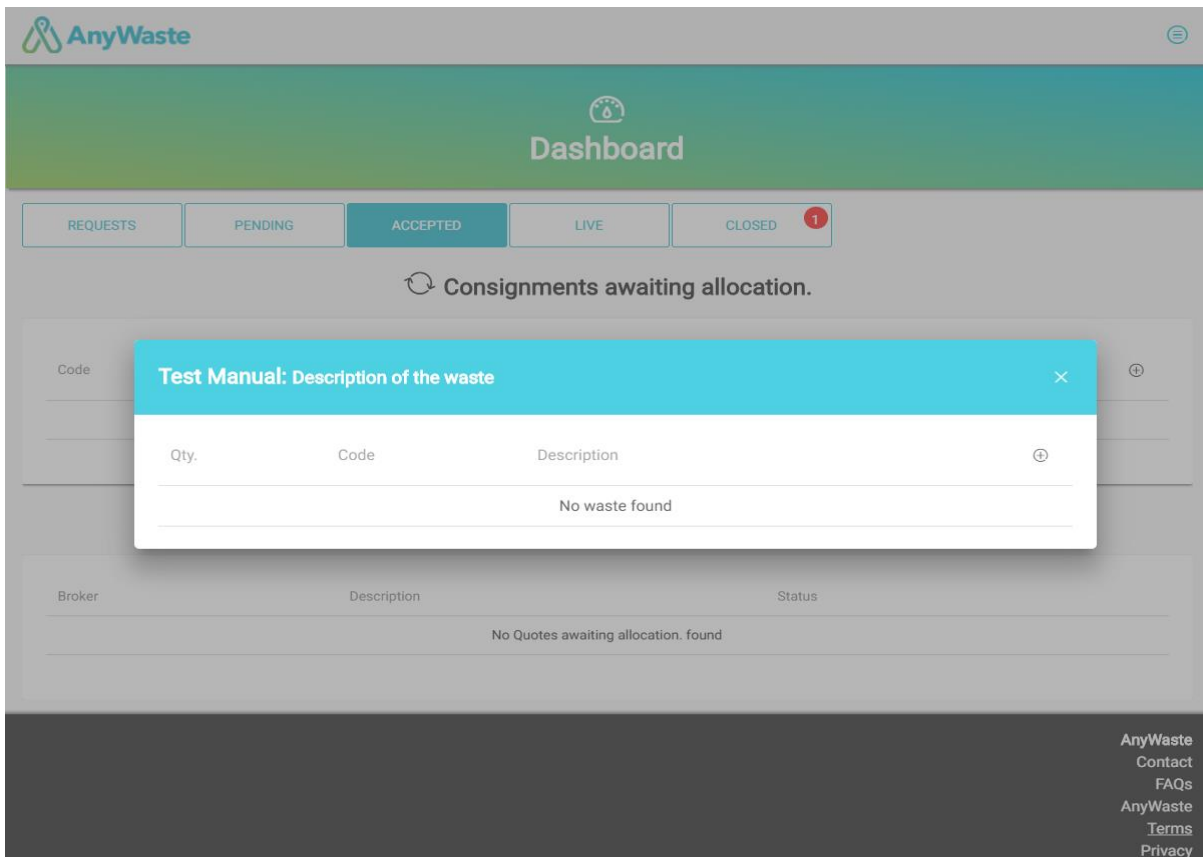
SIC code (2007)
111

Cancel Save

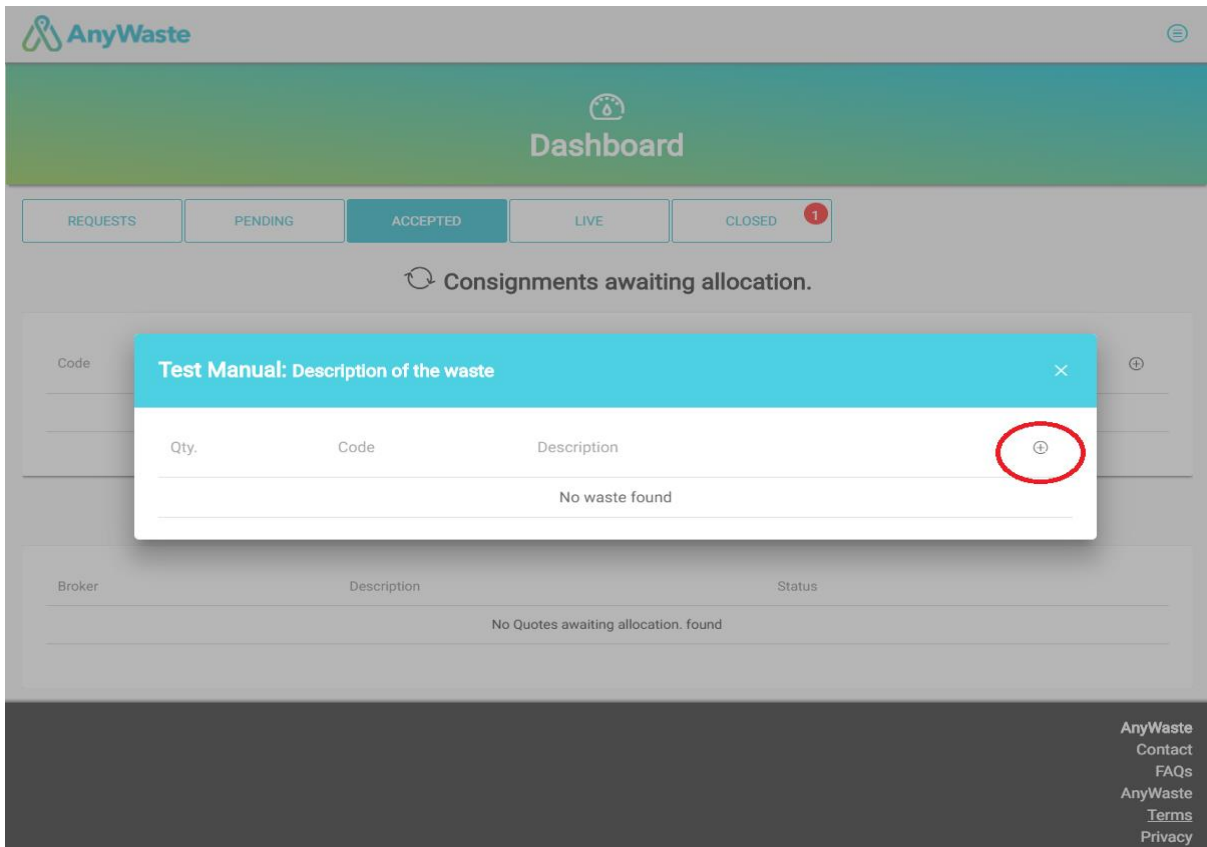
Step 9: Click on **save** button on the Add Consignment Modal.



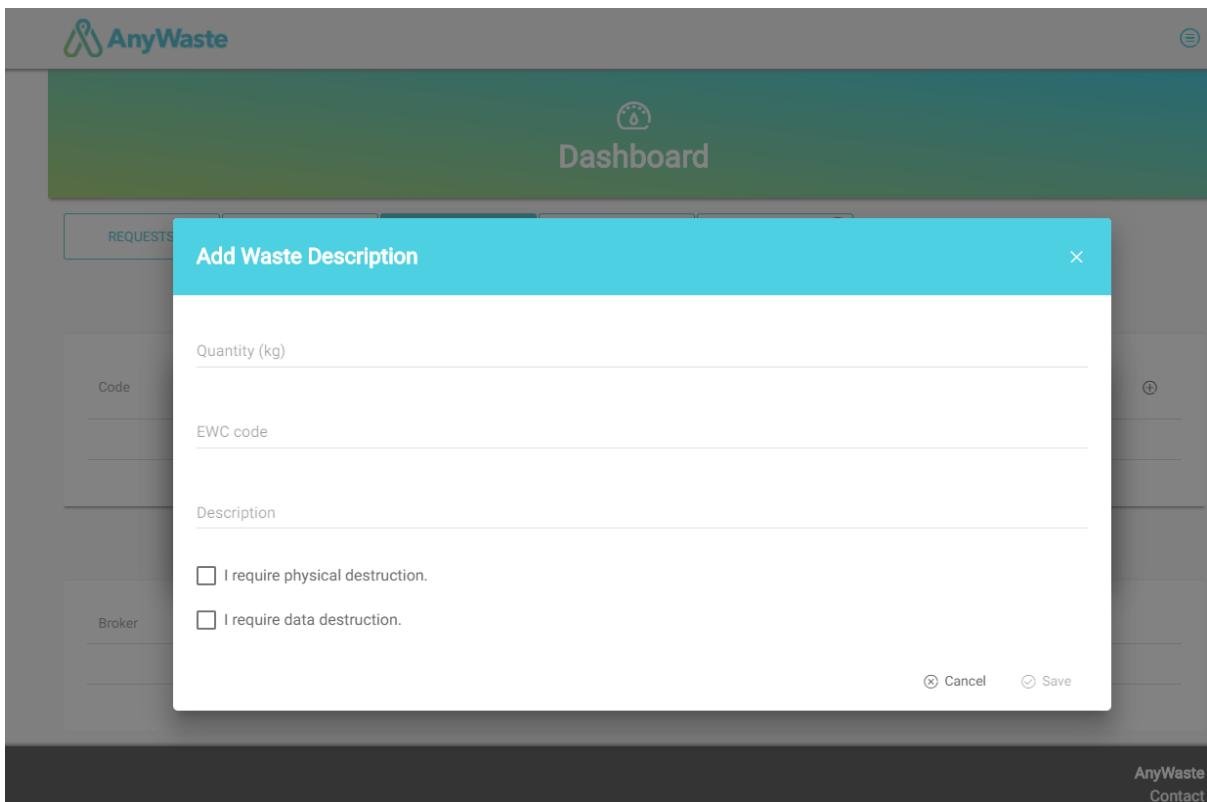
Step 10: You will find a consignment modal closes and Description of waste modal displays.



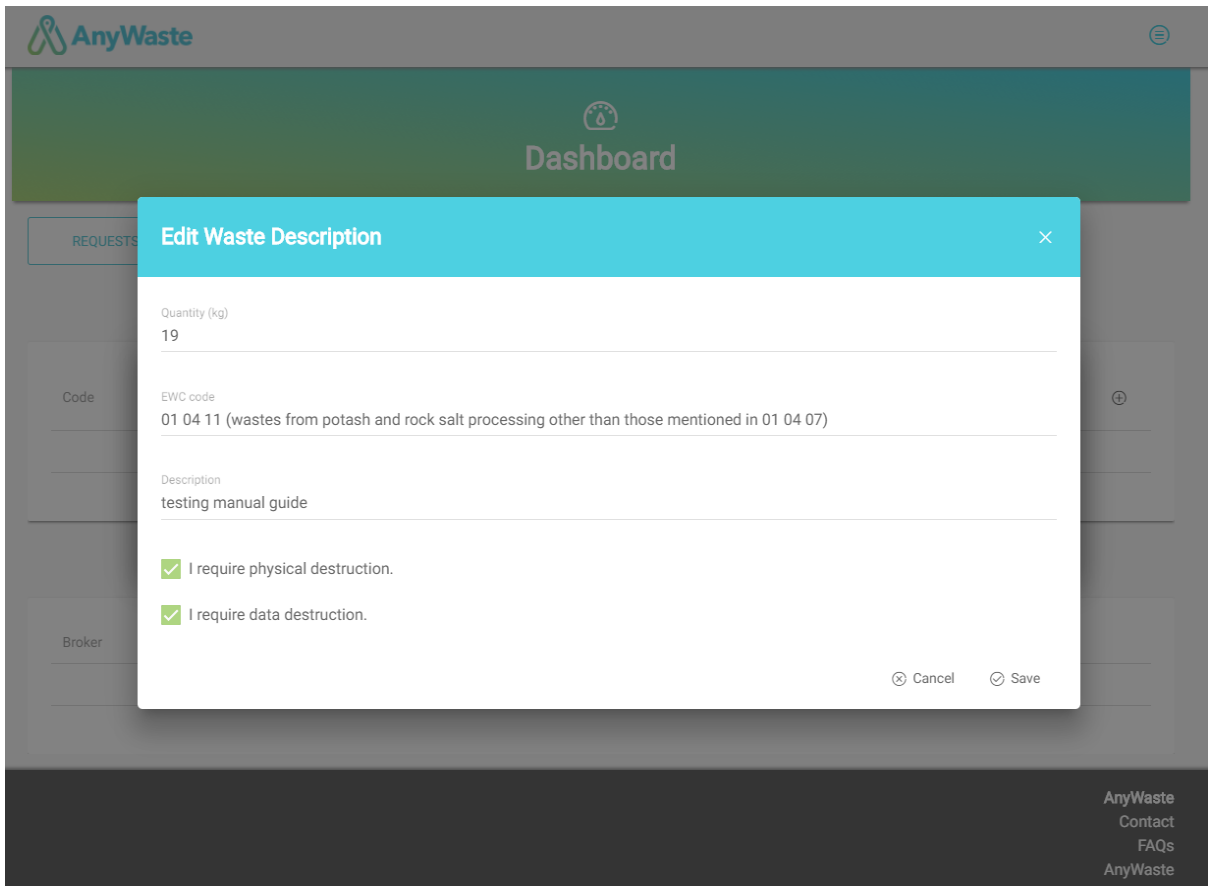
Step 11: Click on '+' icon present on right side of Description of waste to add waste for the consignment.



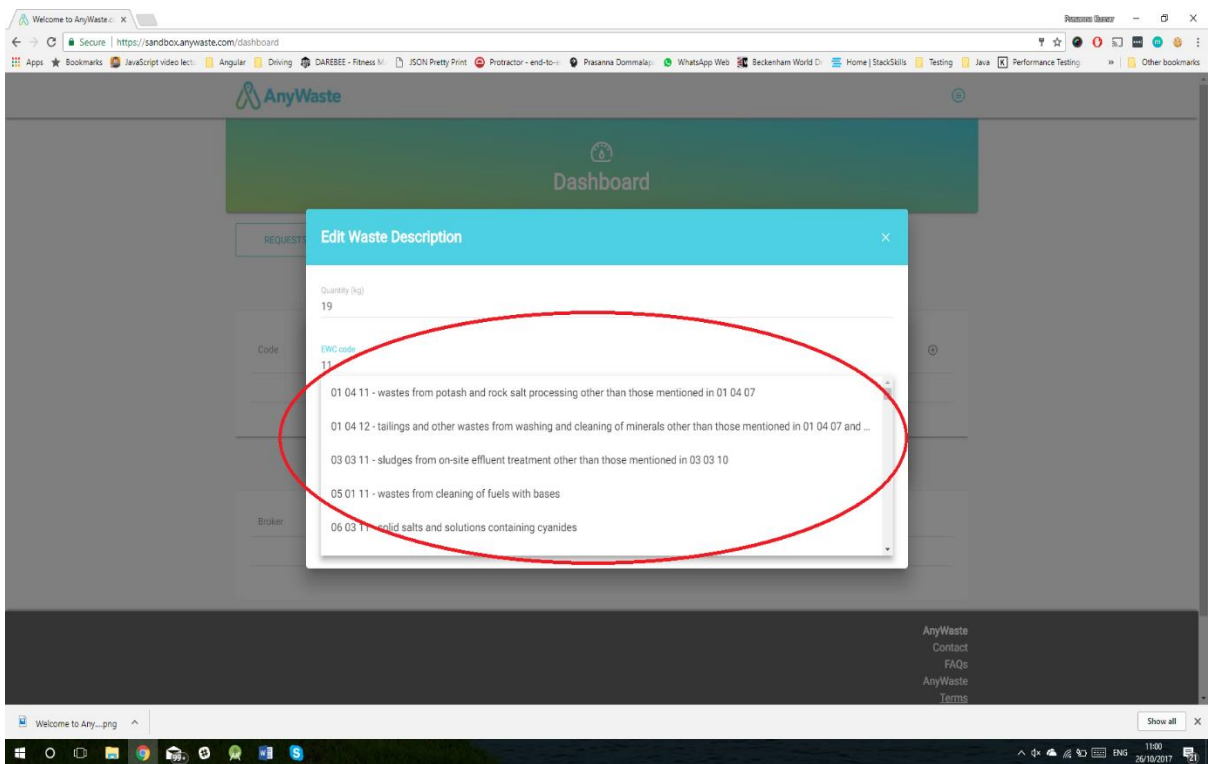
Step 12: Add waste description modal will display



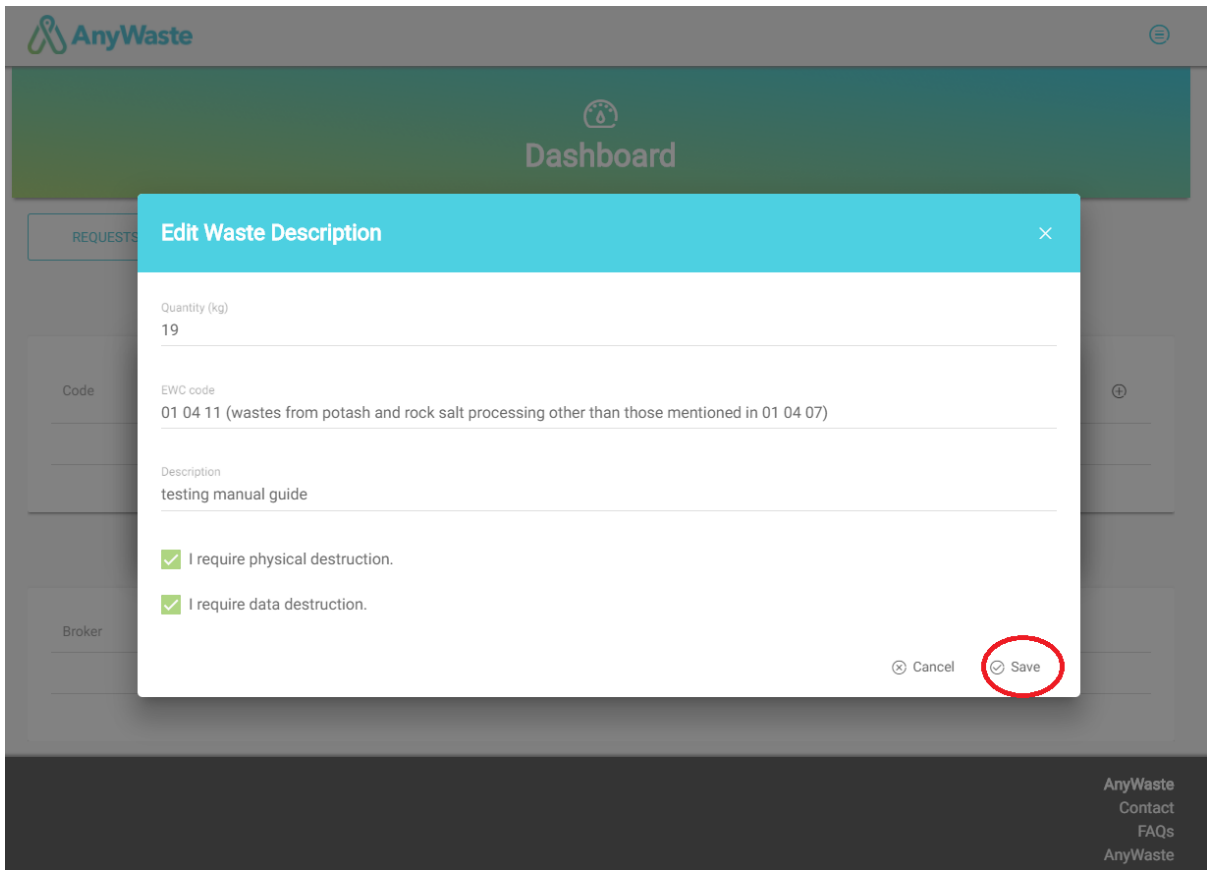
Step 13: Enter waste Details (select data or physical destruction using checkbox).



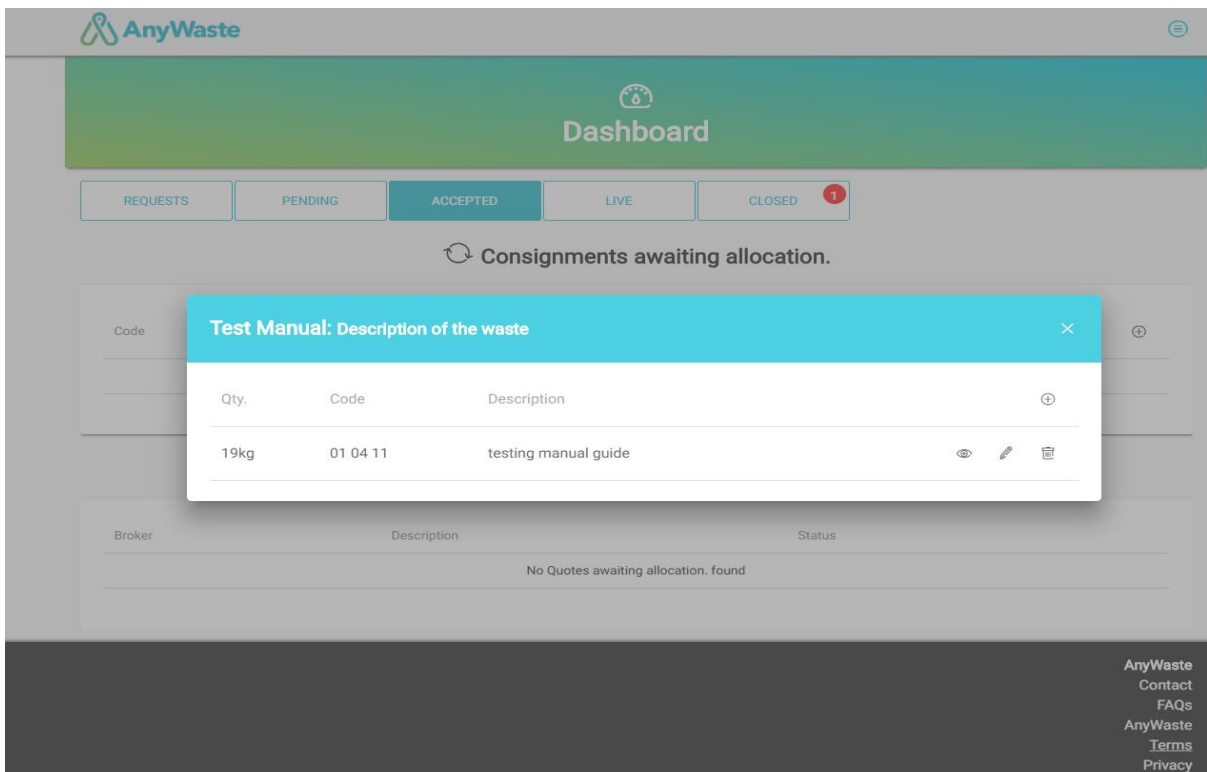
Step 14: Select EWC (European waste Code) from the list (searchable if you are unfamiliar).



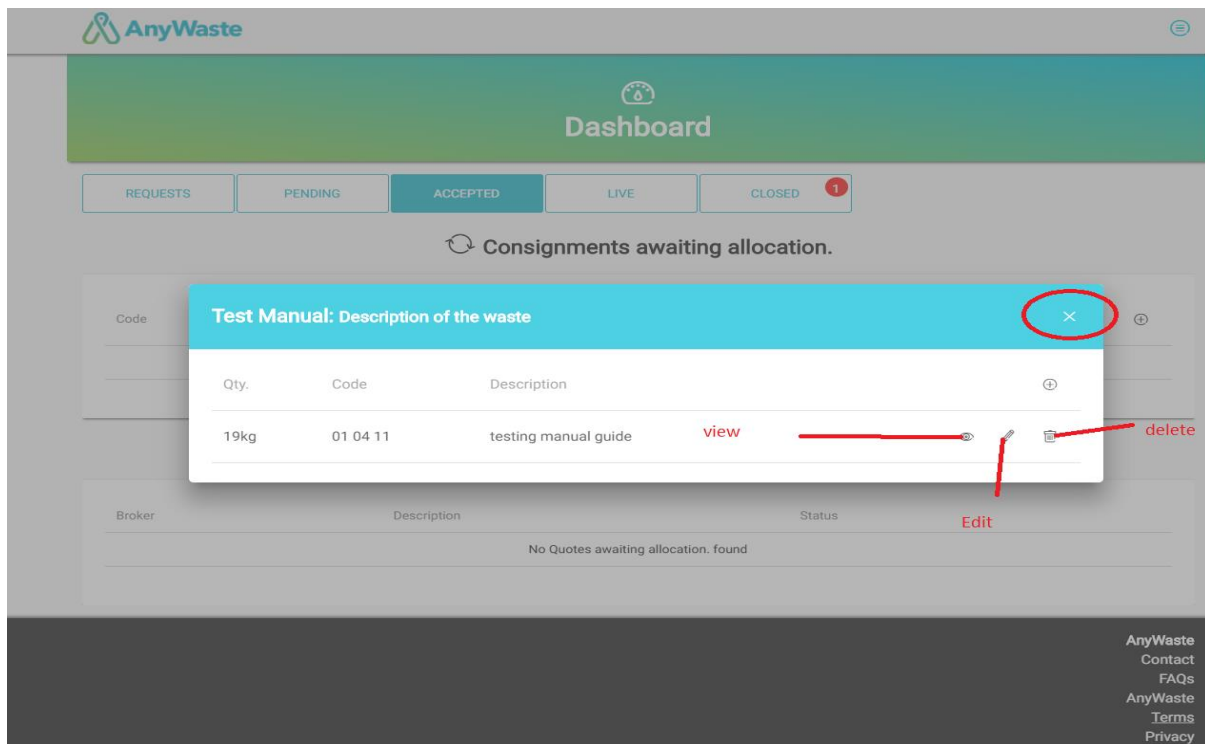
Step 15: Click on **save** button.



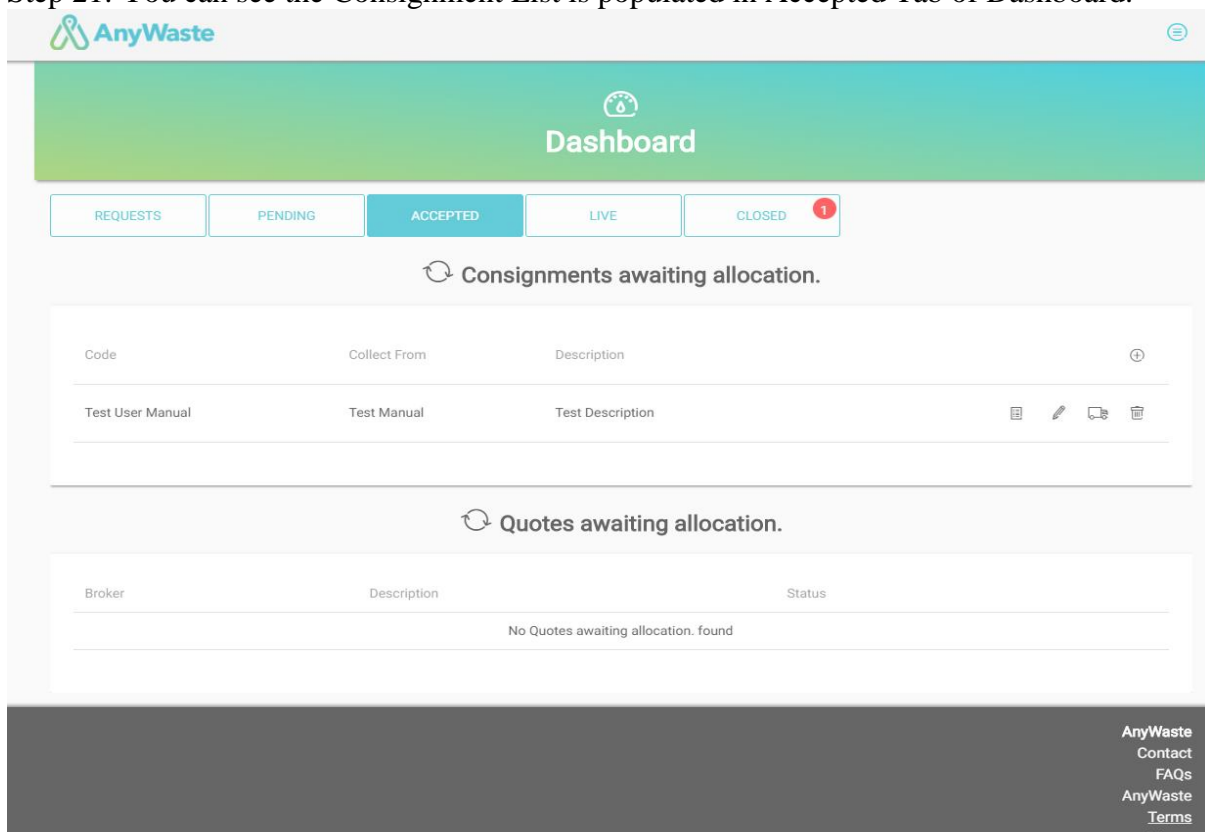
Step 16: You will see a list of waste modal has been displayed with few more options like view, edit and delete.







- Step 17: By clicking Edit (pencil icon) waste also same like add, modify details then save.
- Step 18: By clicking Delete (bin icon) waste gives an alert to confirm deletion of waste.
- Step 19: By clicking View (eye icon) waste lets us view waste details.
- Step 20: Click the close icon on top right corner of the waste list.



Step 21: You can see the Consignment List is populated in Accepted Tab of Dashboard.



Step 22: Consignment list have list waste, edit, allocate and delete options.

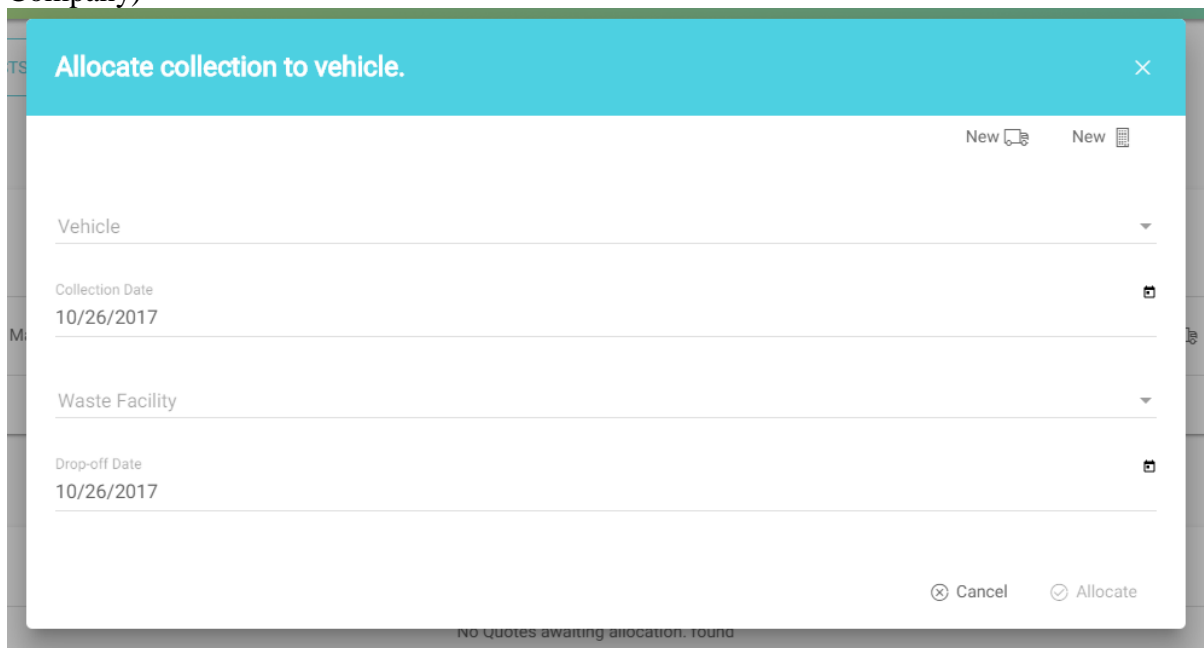
Code	Collect From	Description	
Test User Manual	Test Manual	Test Description	   

Step 23: Clicking on List waste icon displays waste added for this consignment.



Step 24: Clicking on Edit waste icon is same like add, modify details and click save button.


Step 25: Clicking on Delete icon alerts for the confirmation to delete consignment.


Step 25: Clicking on Allocate consignment to a vehicle and a waste facility (Treatment Company)





Allocate collection to vehicle.

New  New 

Vehicle 

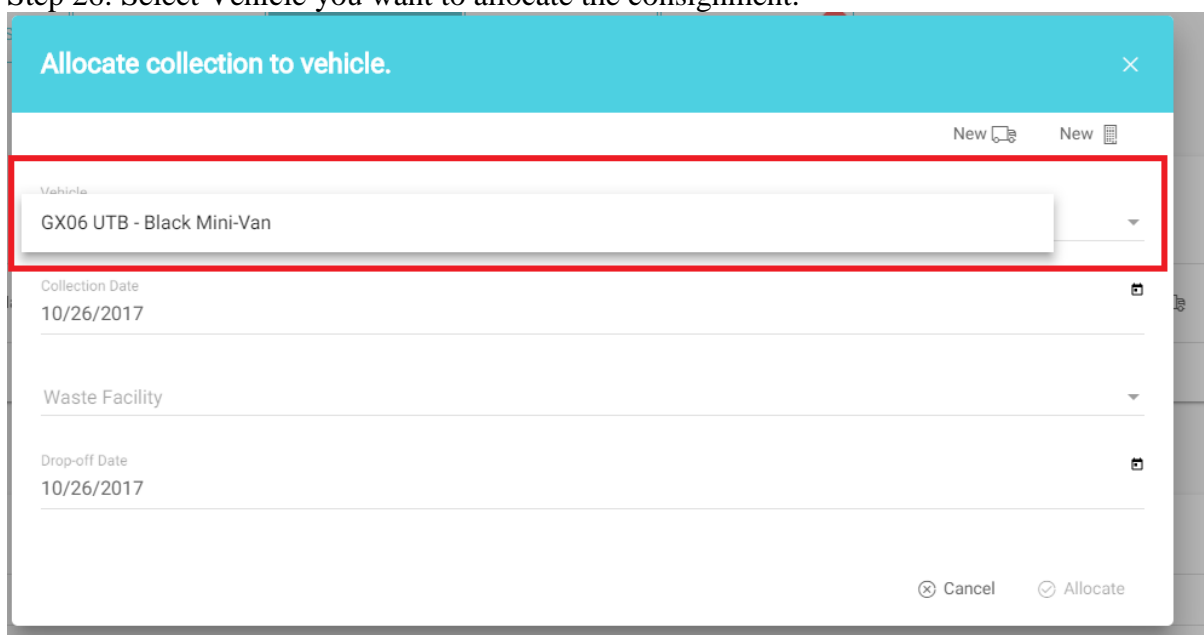
Collection Date
10/26/2017 

Waste Facility 



Drop-off Date
10/26/2017 


Cancel Allocate


Step 26: Select Vehicle you want to allocate the consignment.





Allocate collection to vehicle.

New  New 

Vehicle
GX06 UTB - Black Mini-Van 

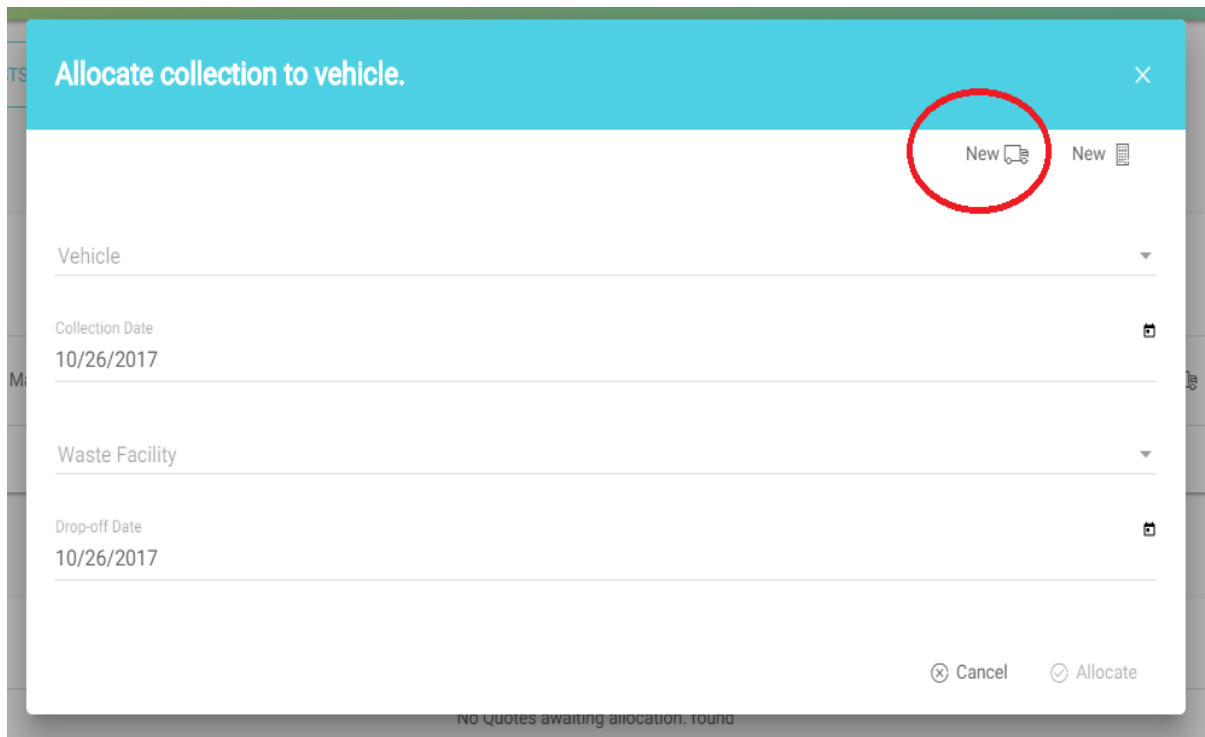
Collection Date
10/26/2017 

Waste Facility 

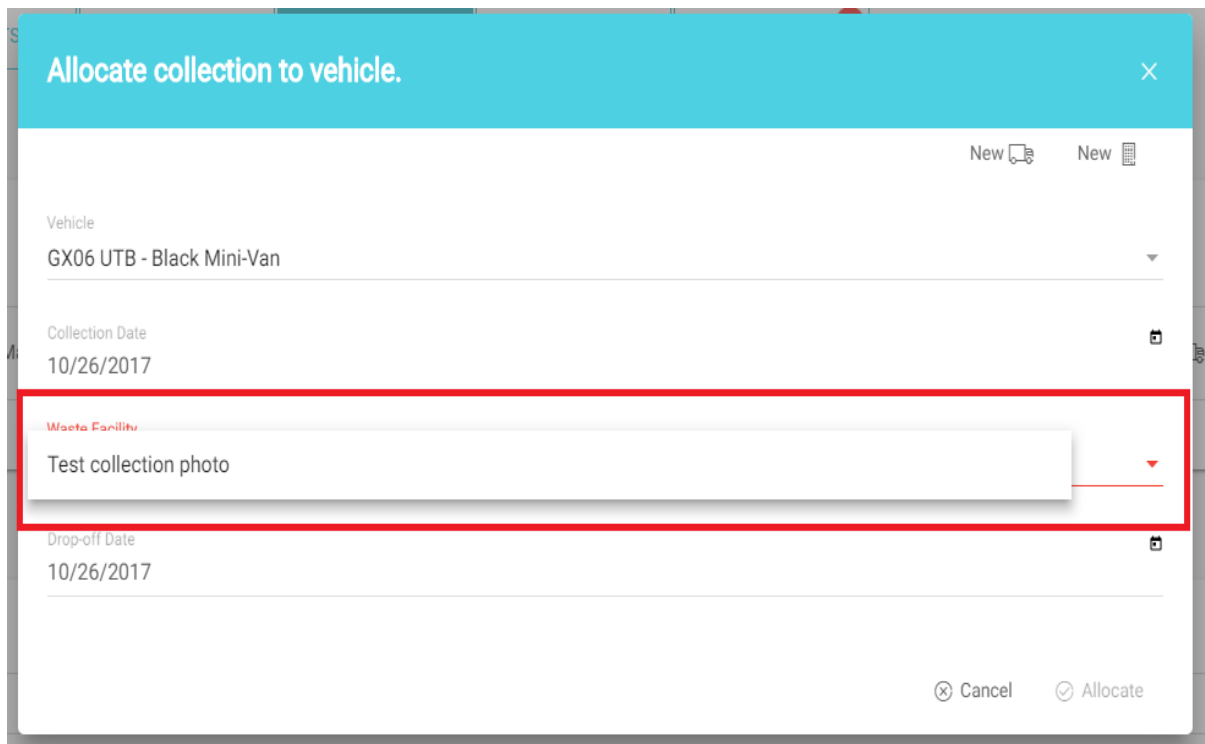
Drop-off Date
10/26/2017 

Cancel Allocate

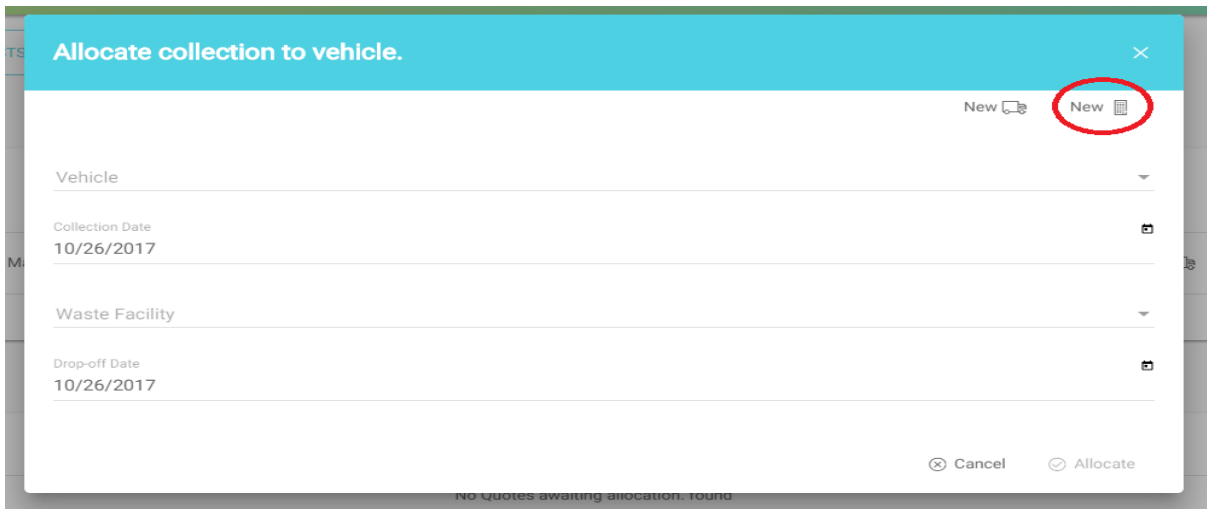
Step 27: If you can't find vehicle in the list you can add new vehicle and allocate to that vehicle.



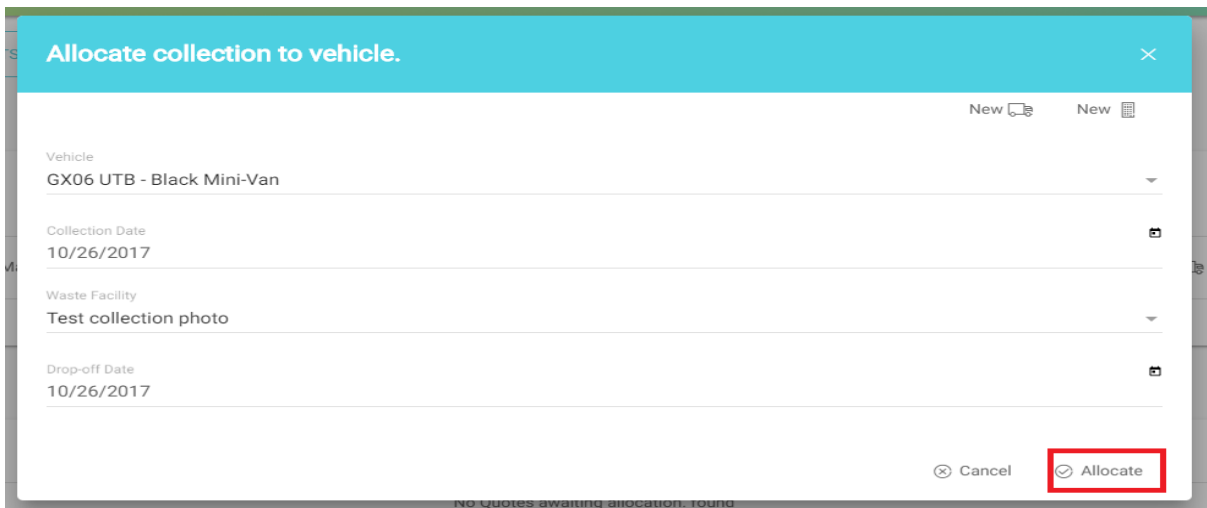
Step 28: Select Waste Facility where you want to treat your waste.



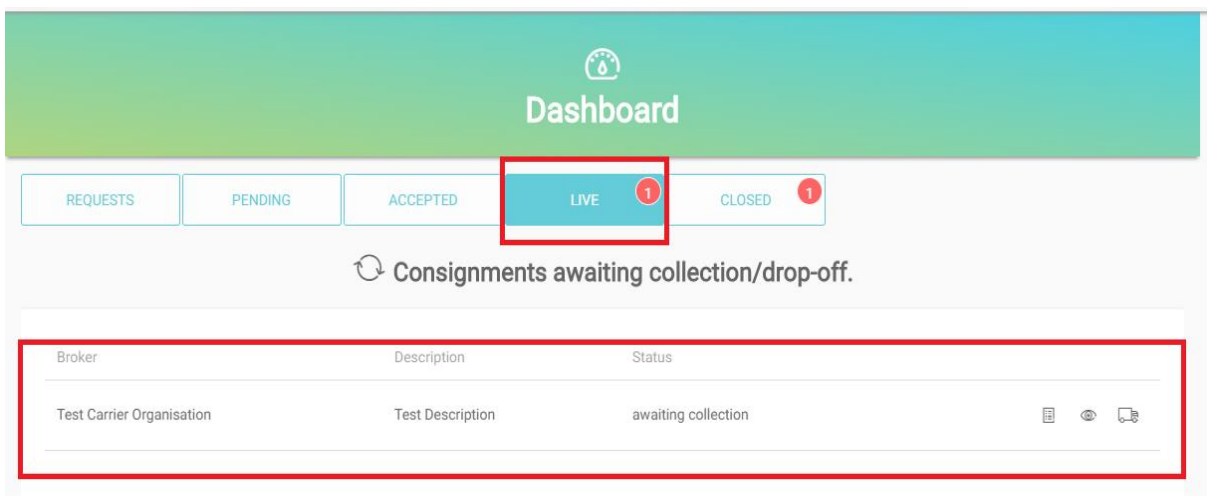
Step 29: If you can't find waste facility in the list you can add new waste facility and allocate to that waste facility.



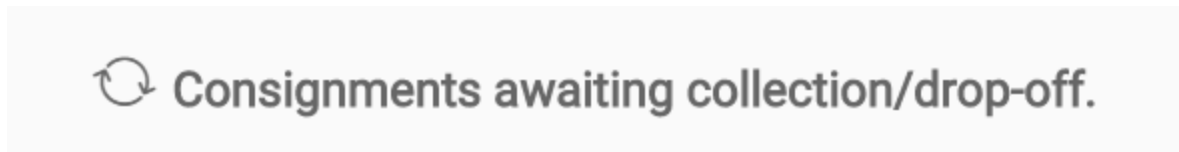
Step 3: Click on allocate button, the consignment will be moved in to live tab.



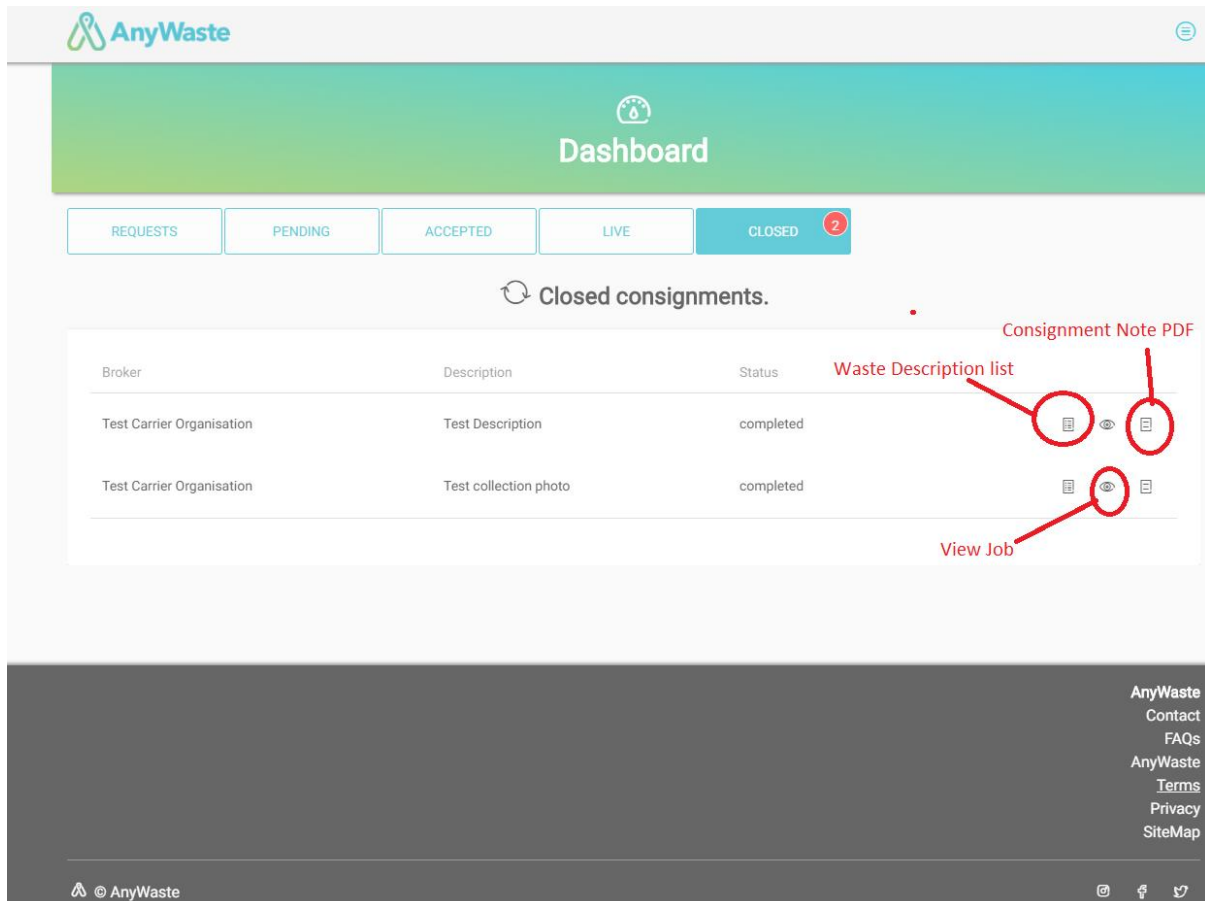
Step 31: Once you allocate and consignment moved to live then you can't edit consignment.



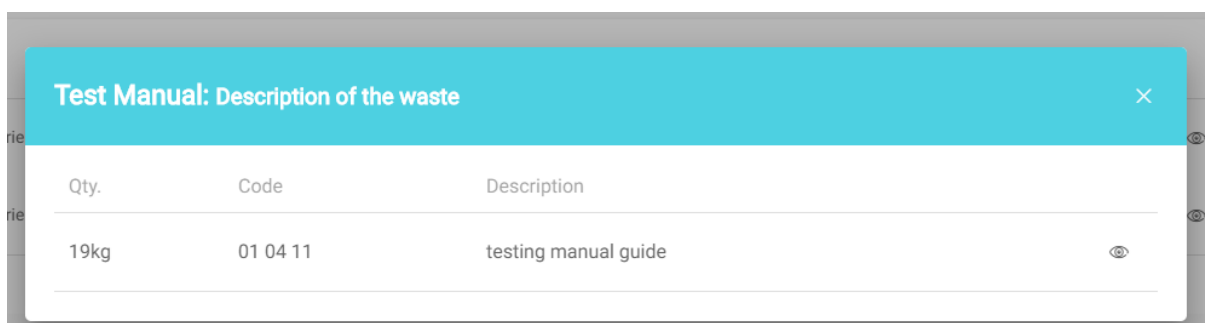
Step 32: You have refresh button in each and every tab in dashboard, click on that if you want to update the data.



Step 33: Once the driver dropped off the consignment you will see the completed consignments.



Step 34: Click on the waste description list icon displays the waste listed for this consignment



Note: You can only view the waste details once you the job is completed.

Step 35: Click on view Job icon to view the summary of consignment, collection and drop off

View Job

CONSIGNMENT COLLECTION DROP OFF

Consignment Details

Consignment Note Code: Test User Manual
Process: Creating user Manual
SIC: 1110-Growing of cereals (except rice), leguminous crops and oil seeds

Waste Details

Quantity	EWC Code	Description
19 KG	01 04 11	testing manual guide

Waste Removed From Address

Company Name: Test Manual
Address: Test Manual
Postcode: TM7 8UG

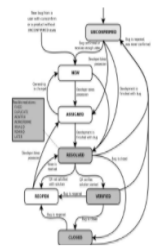
View Job

CONSIGNMENT COLLECTION DROP OFF


Collection Details

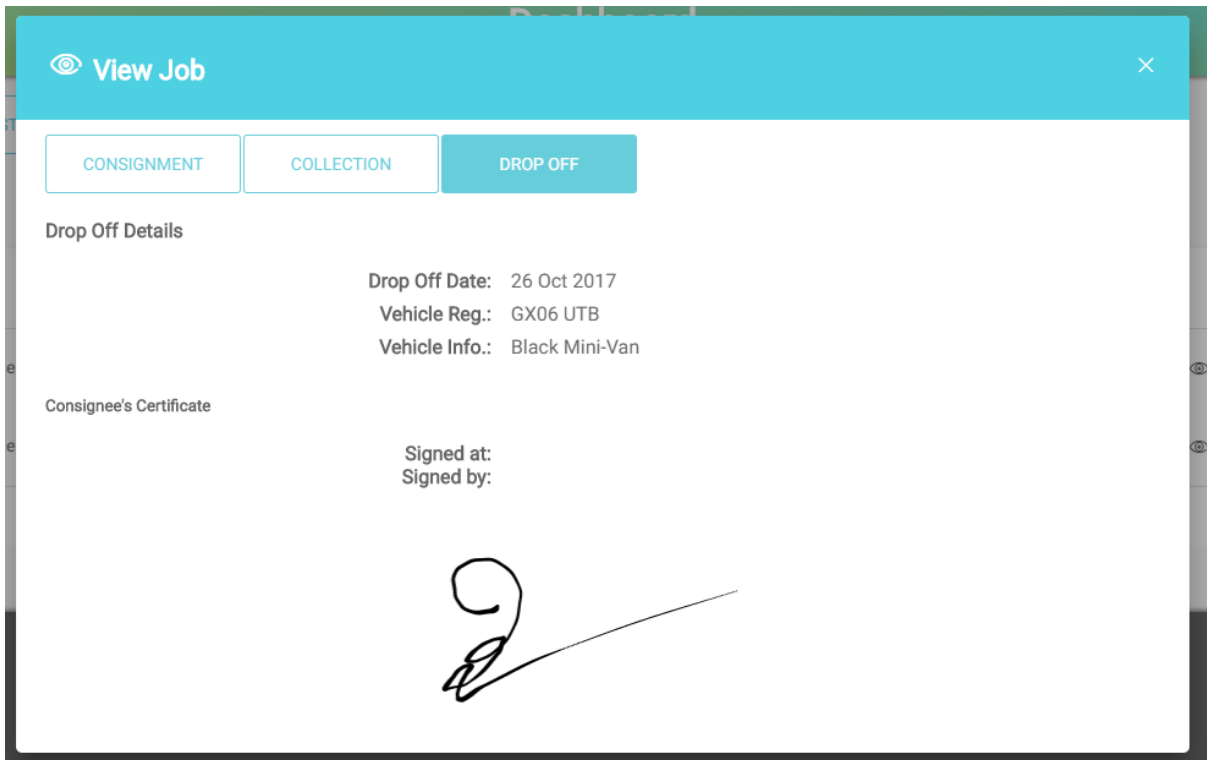
Collection Date: 26 Oct 2017
Vehicle Reg.: GX06 UTB
Vehicle Info.: Black Mini-Van

Carrier's Certificate



Signed at:
Signed by:

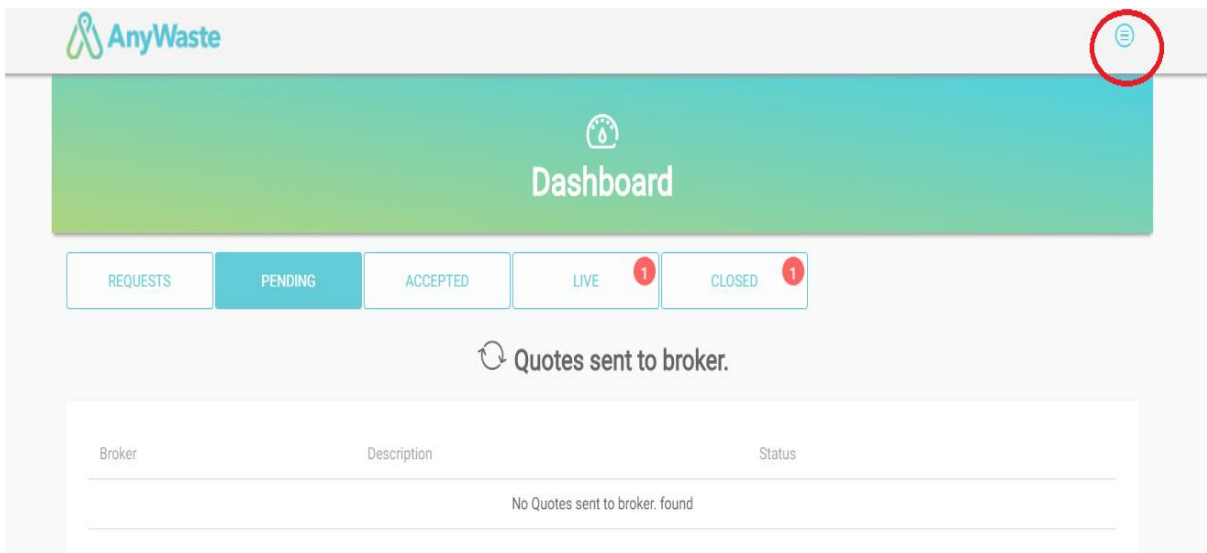




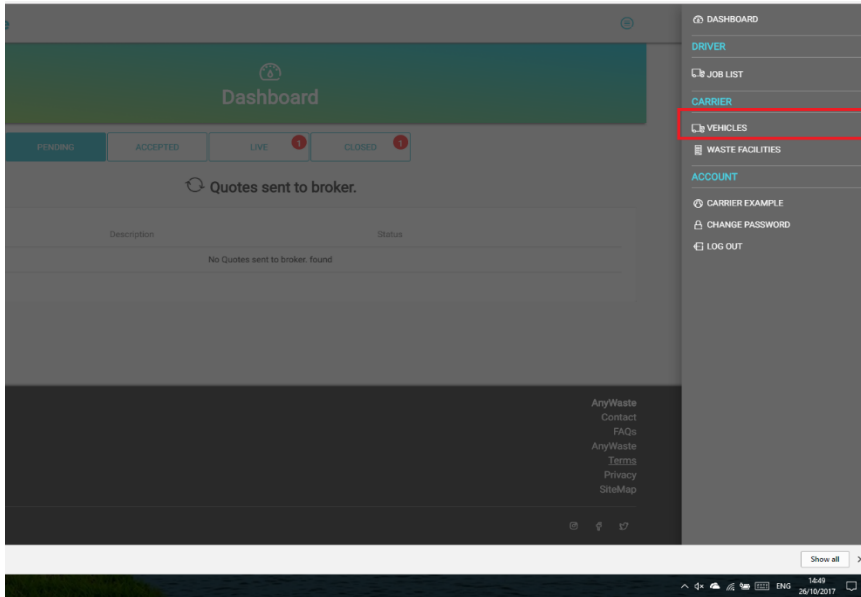
Step 36: Click on Consignment Note PDF downloads a Consignment Note in to your local machine.

How to find list of Vehicles?

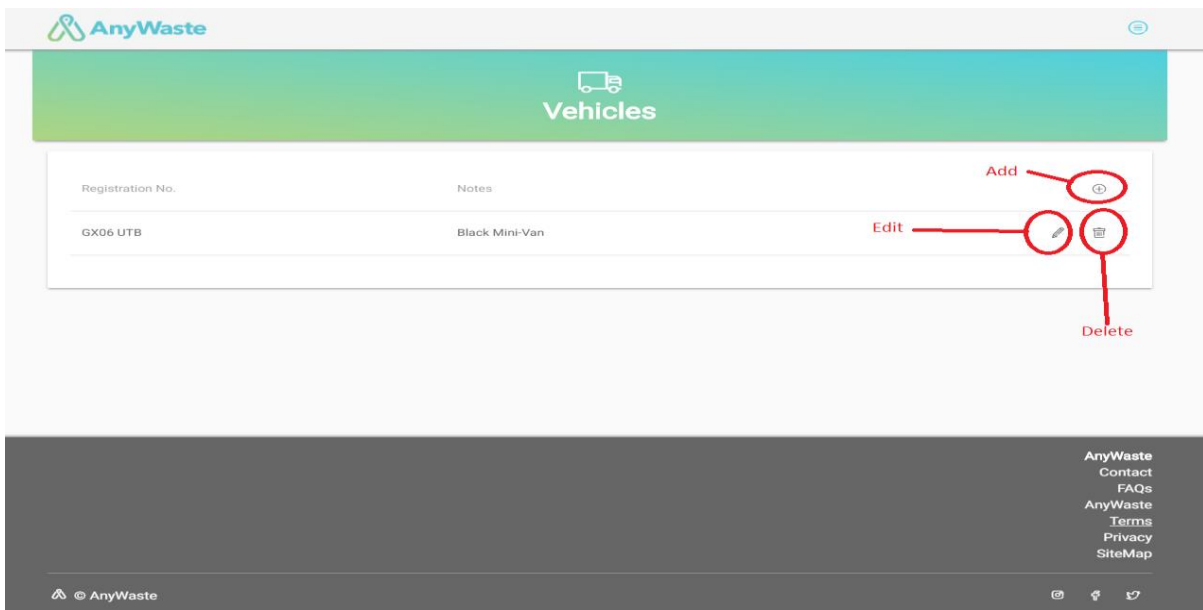
Step 1: Click on the Menu which is on top right corner.



Step 2: Click on vehicles



Step 3: Able to see the list of vehicles



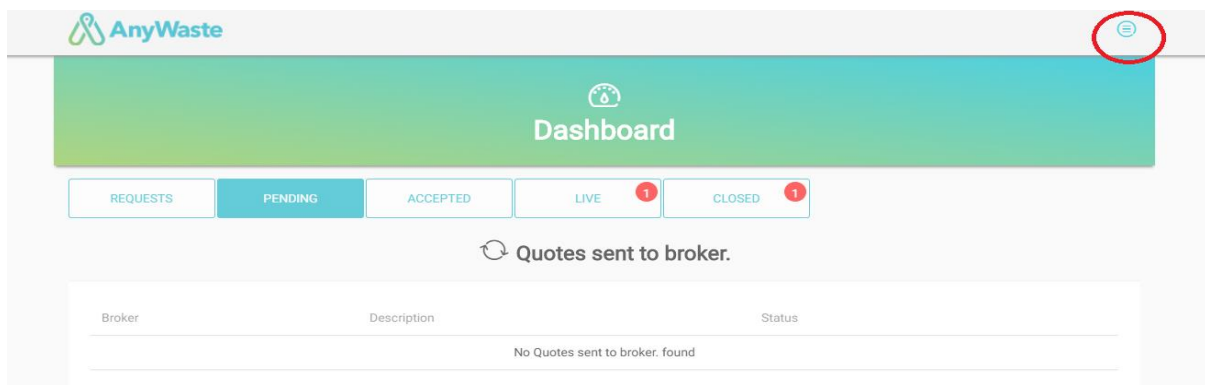
Step 4: Click on Edit icon to view/modify pin number for vehicle.

Step 5: Click on delete icon to delete vehicle from the list

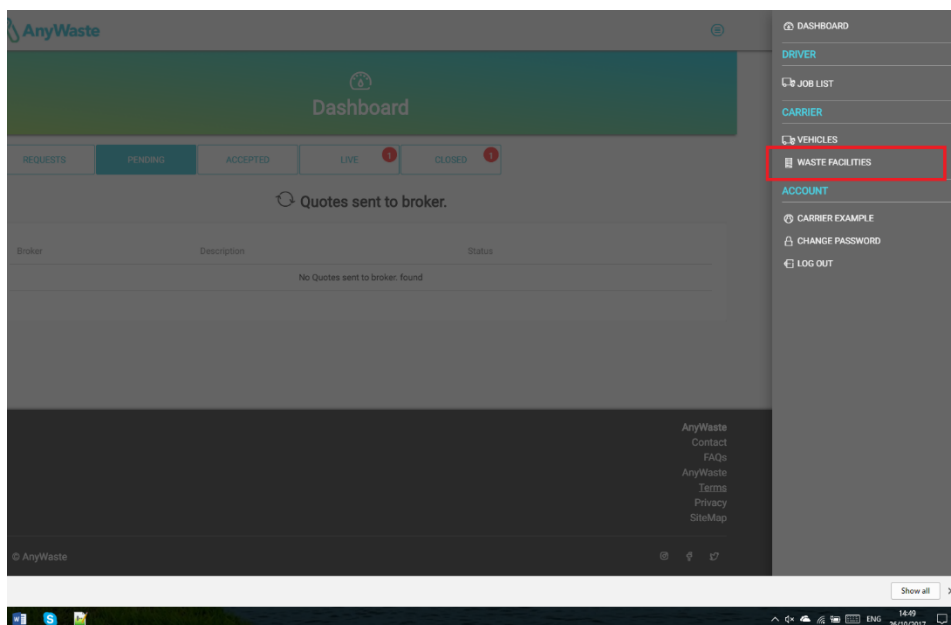
Step 6: Click on '+' icon to add new vehicle

How to find List of waste Facilities?

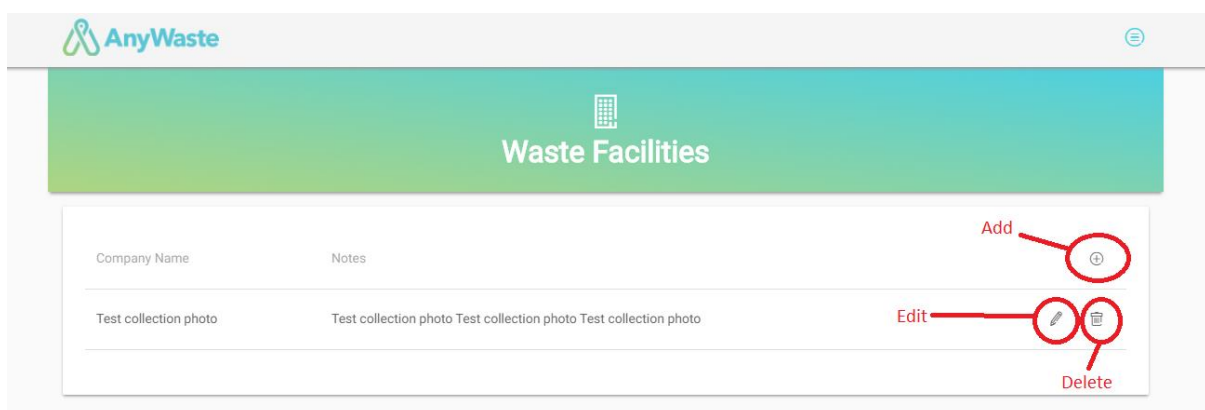
Step 1: Click on the Menu which is on top right corner.



Step 2: Click on waste facilities



Step 3: Able to see the list of waste facilities



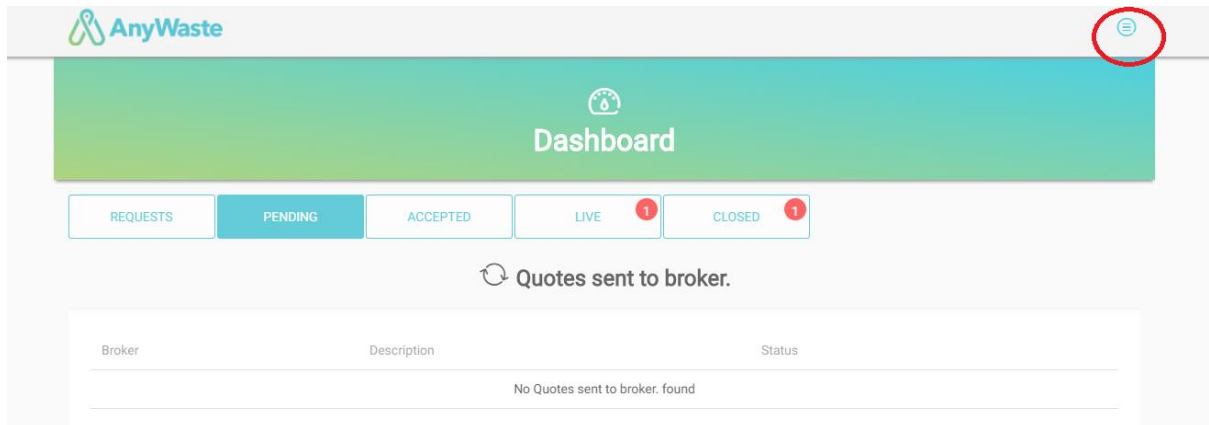
Step 4: Click on Edit icon to modify Waste facility details.

Step 5: Click on delete icon to delete waste facility from the list

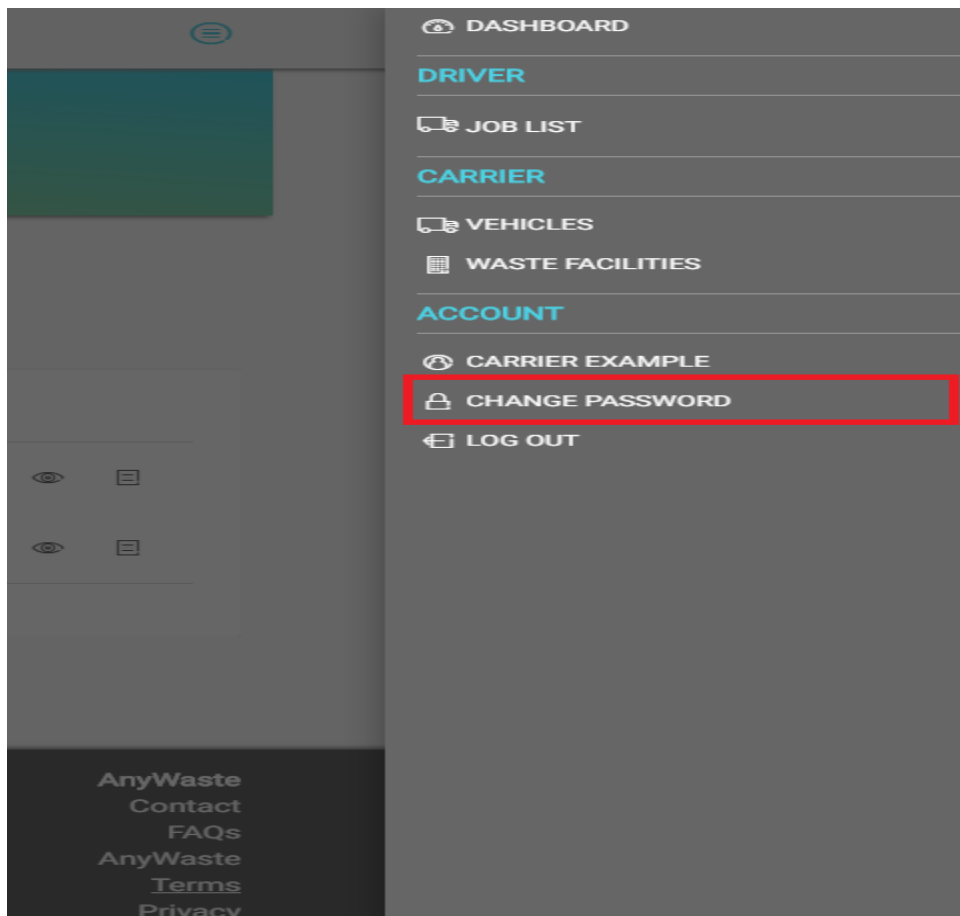
Step 6: Click on '+' icon to add new waste facility

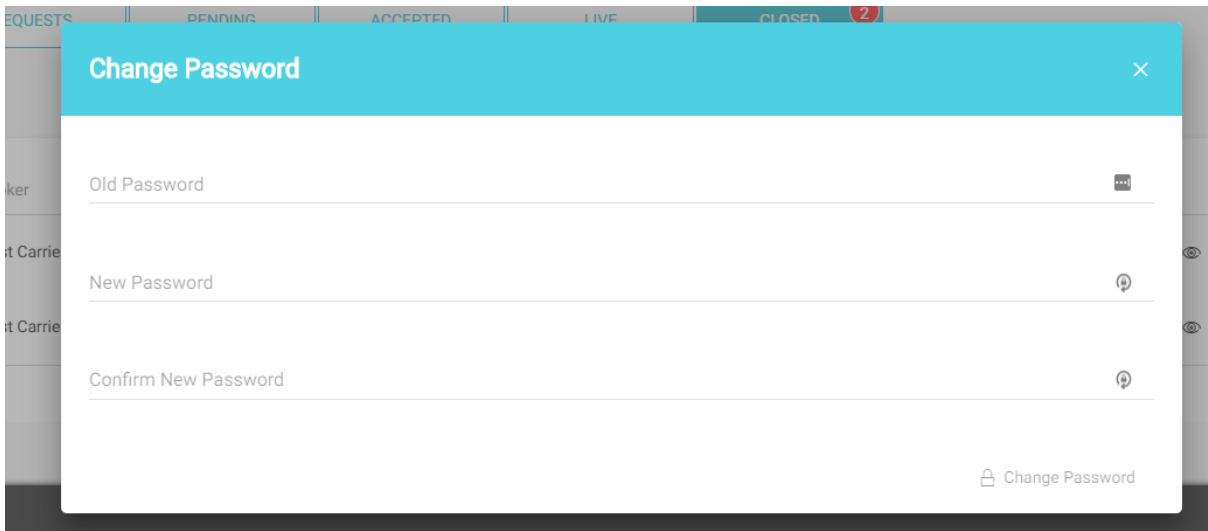
How to change Password?

Step 1: Click on the Menu which is on top right corner.

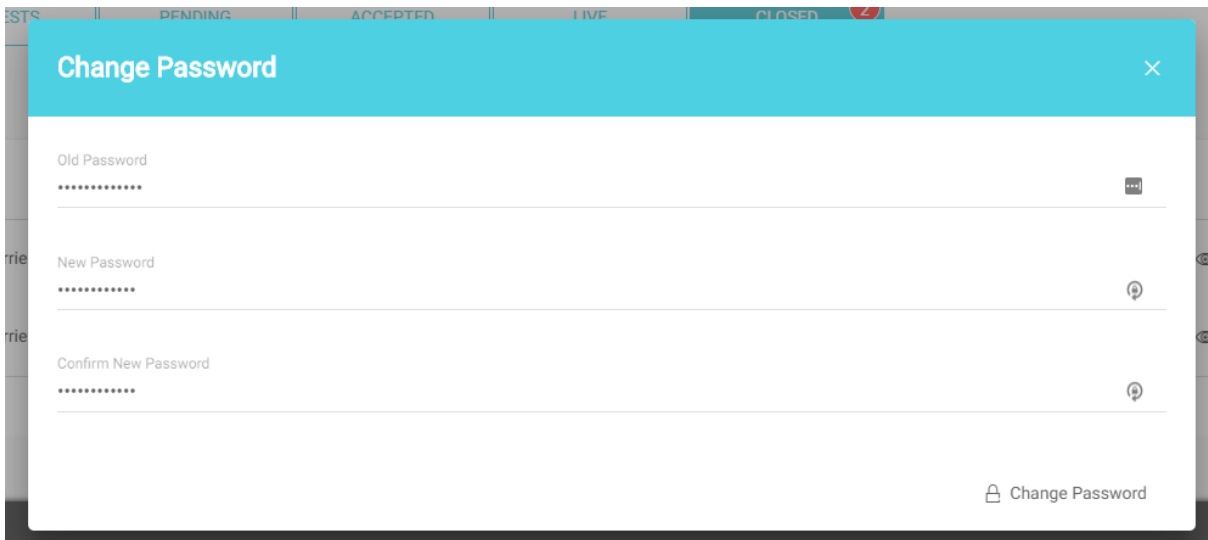


Step 2: Click on Change password button





Step 3: Enter current password and new password



Step 4: Click on change password Button

