

Responsible entity self assessment process

Step 1

Assess if your business provides one or more of the prescribed essential waste, recycling or resource recovery services.

Step 2

Assess if your business meets the responsible entity criteria.

Step 3

Use Step 1 and Step 2 to confirm responsible entity status and required actions.

Prescribed essential waste, recycling or resource recovery service provider	+	Responsible entity criteria	=	Confirm responsible entity status	►	Required actions
✓	+	✓	=	IS a responsible entity [%]	►	Submit a responsible entity notification form to the EPA Victoria within 60 calendar days of CERCC Plan publication or after any change relating to the entity's service provision that results in the entity becoming a responsible entity. + Prepare and submit a RERCC to EPA Victoria by 30 November every 3 years, starting from 2026. + Prepare and submit a Statement of Assurance to EPA Victoria by 30 November every 3 years, starting from 2026.
✓	+	✗	=	IS NOT a responsible entity	►	Understand and comply with your duty under s 74 of the CE Act + Participants and operators periodically reassess themselves against the responsible entity criteria and monitor status [#]
✗	+	N/A	=	IS NOT a responsible entity	►	S 74 duty does not apply

Step 1 Prescribed essential waste, recycling or resource recovery services[#]

1. Landfill services*
2. Hazardous waste services*
3. Residual waste services
4. Thermal waste to energy services
5. E-waste services
6. Long term waste containment services
7. Construction and demolition waste services*¹⁴
8. Metal recycling services
9. Municipal resource recovery centre and transfer station services
10. Recycling services (co-mingled)
11. Organics services*
12. Public waste services
13. Secure waste destruction services
14. Recycling services (glass)
15. Container deposit scheme services

As prescribed under s 3(1) of the CE Act and specified in column 2 of Schedule 1, Table 1 - Essential waste, recycling or resource recovery services, of the CE RCCP Regulations.

* Prescribed service types with exclusions – Schedule 1, Table 1, column 4 - Exclusions.

% Public sector bodies are exempt unless they provide a prescribed essential WRRR service for reward or profit in accordance with reg 6(2).

Step 2 Responsible entity criteria[^]

A responsible entity is an essential waste, recycling and resource recovery service provider that:

1. holds 20% or more of the Victorian market share for that service or that service for a type of waste;
- OR
2. holds one or more government contracts to deliver that service, with a total combined value of over \$50 million over the life of the contracts (excluding options to extend);
- OR
3. provides services under ongoing arrangements or at regular intervals in five or more declared regions of Victoria.[&]

[^] As prescribed under s 74A of the CE Act and reg 6 (1) (a) and (b) of the CE RCCP Regulations

& Reg 6(6) – for the purposes of sub-regulation (1)(b)(iii), a person does not provide a service in a declared region solely by transporting waste and materials for resource recovery: (a) through that region; or (b) to that region for the purpose of being aggregated, stored, treated or disposed of at a facility operated by another party.