

# GETTING STARTED WITH THE CANADIAN NOTICE AND MOVEMENT TRACKING SYSTEM

## HAZARDOUS WASTE AND HAZARDOUS RECYCLABLE MATERIAL MOVEMENT TRACKING MODULE: *CARRIERS' OVERVIEW*

Environment and Climate Change Canada's (ECCC) secure web portal known as the Canadian Notice and Movement Tracking System (CNMTS) modernizes the way transboundary shipments of hazardous waste and hazardous recyclable material (HWHRM) are managed in Canada. Movement documents and confirmations of disposal or recycling can now be generated, submitted, tracked, reviewed, cloned, exported and printed online. The CNMTS also allows the printing of blank movement documents to facilitate interprovincial shipments of HWHRM in Canada.

This convenient online tool is designed to be intuitive and user-friendly. Its use for international movements **could be mandatory as early as 2021**.

## ROLES AND RESPONSIBILITIES

An authorized carrier transports HWHRM in a transboundary shipment. It must be authorized by the jurisdiction in which the HWHRM is transported. Multiple authorized carriers can be involved in a transboundary shipment. The carrier may also be the permit holder in the case of a HWHRM transit through Canada.

For **international shipments**, the permit holder or their authorized representative creates and submits movement documents in the CNMTS for any shipment made under their permit. For **interprovincial shipments**, any user with a Government of Canada key and a profile connected to an organization in the ECCC Single Window Information Manager can access the CNMTS and generate blank interprovincial movement documents. It is your responsibility to pay the applicable provincial fees for movement documents.

A movement document with a unique reference number must be used for all transboundary movements of HWHRM, which must be obtained along with a valid permit prior to shipping for international shipment. All applicable provincial fees for movement documents must be paid.





## Documentation and distribution

Authorized carriers must have the appropriate insurance required for HWHRM shipment, according to the *Export and Import of Hazardous Waste and Hazardous Recyclable Material Regulations*.

For international shipments, the carrier reviews the permit(s) and movement document for accuracy. The carrier ensures:

- Their company is listed in the permit(s); and
- The port of entry or exit is listed in the permit(s), when applicable.

The consignor provides the first carrier with a physical copy of the permit(s) for international shipments, and a movement document with Part A completed and signed. **Upon taking possession of the shipment, the authorized carrier completes and signs Part B of the same physical copy of the movement document to take with the shipment, and provides the consignor with a copy of the updated movement document.**

Each subsequent authorized carrier completes a new Part B on the same physical copy of the movement document, signs it, and then provides it to the next authorized carrier, or to the consignee upon delivery. All carriers must keep a copy of the permit(s) and movement document with them throughout the shipment, and should receive a copy of the final movement document.

For any HWHRM considered a dangerous good, the appropriate safety mark(s) must be displayed on shipments in accordance with the Transportation of Dangerous Goods Regulations.

The carrier that crosses the Canadian border provides a copy of the permit(s) and movement document to the Canada Border Services Agency (CBSA).

There are many ways to distribute movement documents and permits for shipments of HWHRM. The scenario above presents one way to distribute this information. Other possibilities to distribute HWHRM permits and movement documents are possible. For example, if the permit holder is provided with the HWHRM quantity and carrier information in advance of shipment, a copy of the permit(s) and movement document can immediately be sent by the permit holder to the consignor, all carriers, and consignee, so each of them can return their signed movement documents directly to the permit holder after taking possession of the shipment.



## Record Retention

Each carrier must keep a copy of the movement document and permit(s), and should keep any other document that demonstrates compliance at their principal place of business for the record retention period shown in the table below.

International	Interprovincial
3 years	2 years

## OTHER RESOURCES

Find reliable and useful tools on our website to help determine if the Regulations apply and how to comply with them:

- Full text of the **Export and Import of Hazardous Waste and Hazardous Recyclable Material Regulations (EIHWHRMR)**
- **EIHWHRMR User Guide**
- Other **fact sheets**:

GETTING STARTED WITH THE CANADIAN NOTICE AND MOVEMENT TRACKING SYSTEM	
<b>Notice and Permit Module</b>	Notifiers' Overview
<b>Movement Tracking Module</b>	Permit Holders' Overview
	Consignors' Overview
	Consignees' Overview
	Carriers' Overview
	Processing Facilities' Overview

For more information, visit our website

**[www.canada.ca/hazardous-waste](http://www.canada.ca/hazardous-waste)**

or contact us:



**[ec.dm-md.ec@canada.ca](mailto:ec.dm-md.ec@canada.ca)**



**1-844-524-5295**

***Disclaimer:** This material has been prepared for convenience of reference and accessibility. For all purposes of interpreting and applying the Regulations, users must consult the official version of the EIHWHRMR and seek their own legal advice as appropriate.*

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