

# User Guide:

## How to submit Volumetric Surveys

### Overview

Volumetric surveys provide information on how much waste an operator receives, sorts, recycles, treats or disposes off and are required to be carried out at each levyable waste disposal site within the levy zone.

Volumetric surveys request information for each levyable waste disposal site, including:

- Where waste has been disposed
- What stockpiled waste is in the levyable part of the site, and
- What stockpiled waste is within a declared resource recovery area (RRA).

Waste operators are required to submit volumetric surveys:

- Annually for each levyable waste disposal site since the last annual survey, and
- For new cells before being used for the first time to dispose waste to landfill at the site.

Please ensure QWDS user roles have been allocated to waste operator staff that are responsible for submitting volumetric surveys. Refer to the [Allocate User Roles](#) user guide for more information on how to allocate QWDS user roles to staff.

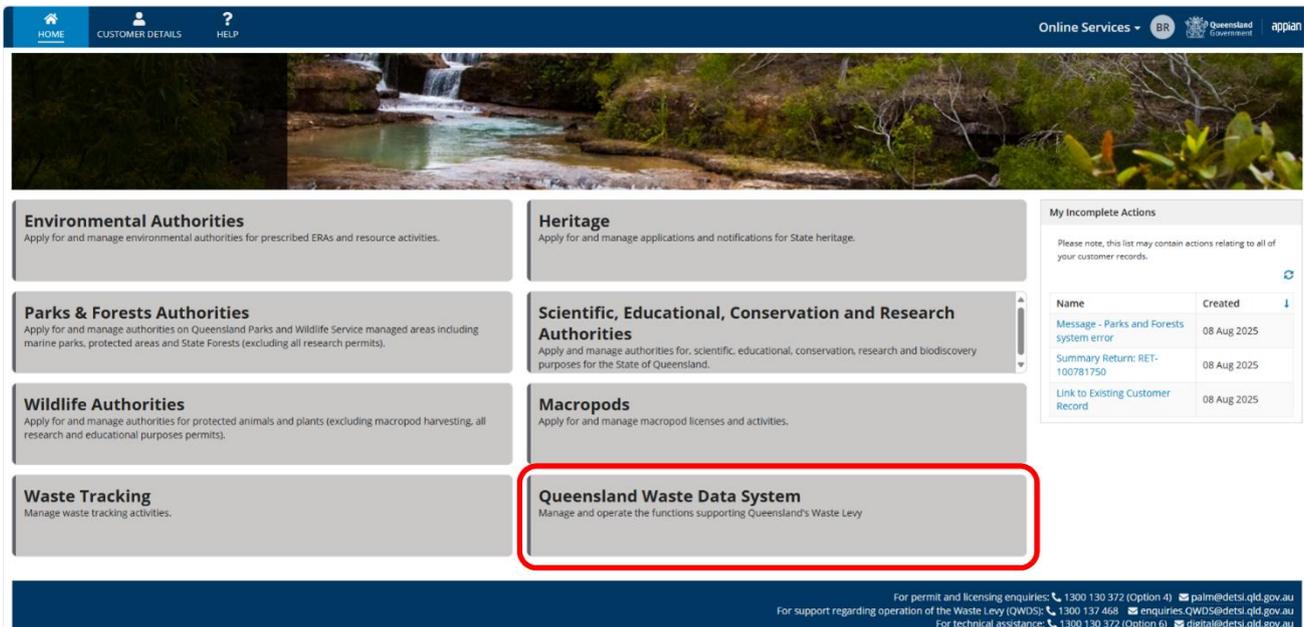
This user guide provides step-by-step instructions on how to (click the links to go to your preferred instructions):

- [Submit an annual volumetric survey](#)
- [Request a new cell volumetric survey](#), and
- [Submit a request for a site closure](#).

# Submit an annual volumetric survey

1. Select the **Queensland Waste Data System** tile on the Online Services Home Page.

**Note:** for support on how to use Online Services, please refer to the [Online Services support page](#).



2. Select your **Customer Record** (e.g. Joe Citizen).

**Note:** for support on Customer Records, please refer to the [Online Services support page](#).

Queensland Waste Data system (QWDS)

## Select Customer Record

Select the customer record to proceed to the customer dashboard. From the customer dashboard, you will be able to view and manage your obligations under the Queensland Waste Levy Framework and transact with the department online.

**Joe Citizen**

### Add Customer Record

If you wish to transact on behalf of an additional customer, you will need to link to, or create, an additional customer record.

Link to existing customer record

Create new customer record

Return to Home

3. On the QWDS **Home** page under the **Alerts** screen, you will be notified when your volumetric survey is open for completion.

**Note:** for sites in the levy zone, annual volumetric surveys will be open for completion on 1<sup>st</sup> June each year with the results to be submitted by 31<sup>st</sup> July. For sites in the non-levy zone, annual volumetric surveys must be completed between January to June and the results submitted by July of the following year.



4. On the QWDS **Home** page under the **Records** section, click the **Volumetric Survey** link.



5. In the **Volumetric Survey** screen, search using the **Status** search dropdown menu filtered by **Awaiting Results** and select your **Return Name** link (e.g. VS-100787149).

**Note:**

- To search for your volumetric surveys in the **Volumetric Survey** page, you have a choice to Search by return name or **View Type** and **Status** dropdown menus.
- Any questions denoted with a blue asterisk on all screens throughout your application are mandatory fields that require a response.

**Volumetric Survey** Hide Filters

Search:  View Type:  Status:

Return Name	Survey Type	Due Date	Status	Received Date
<b>VS-100787149</b>	Regional Levy Zone	31/07/2025	Awaiting Results	

6. In the **Volumetric Survey** screen under the **Details** section, review your volumetric survey details to ensure you're submitting a survey for the correct site, then click **Next**.

**Note:** The **Volumetric Survey** screen displays four sections shown below:

- General Information**, displaying the **Waste Operator** (e.g. Joe Citizen – W001048), **Survey Type** (e.g. Regional Levy Zone), **Status** (e.g. Awaiting Results), Due Date (e.g. 31/07/2025) and **Site Name** and **Site Reference** (UAT TS – Cairns, C1043).
- Volumetric Details**, where you enter the latest survey details.
- Review**, where you review the latest survey details before you submit.
- Declaration**, where you submit your survey details.

Volumetric Survey: VS-100787149

Details >

Volumetric Details

Review

Declaration

## Volumetric Survey

### General Information

<b>Waste Operator:</b> Joe Citizen (W001048) <b>Status:</b> Awaiting Results	<b>Survey Type:</b> Regional Levy Zone <b>Due Date:</b> 31/08/2025
<b>Site Name:</b> ACME Landfill (C1043)	<b>Site Reference:</b> C1043

> NEXT

7. In the **Volumetric Details** section, enter the survey details for each site, click **Save** to update the survey site values and then click **Next**. Only **Data Entry** and **Verifier** user roles can enter volumetric survey details.

**Note:** the Volumetric Details page displays five sections shown below with examples provided in the screenshots:

- **Site details**, where you enter the waste and resource recovery total and the estimated landfill closure date.
- **Landfill capacity details**, where you enter the total design capacity, void space at the beginning and end of the survey period and compaction rates.
- **Onsite stockpiles – in levyable area**, where you add onsite stockpile in the levyable area details.
- **Onsite stockpiles – in RRA**, where you add onsite stockpile in the RRA details (if relevant to the site).
- **Survey information**, where you enter the survey date and check the box to confirm the topographical plan has been signed and certified by a surveyor and attached.
- **Topographical plan**, where you upload the topographical plan files.
- Only one site at a time is displayed on the **Volumetric Details** page. If you have multiple sites, click the arrow keys at the bottom of the page to make sure you review all sites.

Volumetric Survey: VS-100787149

Details

Volumetric Details >

Review

Declaration

## Volumetric Survey

**Site Name:** ACME Landfill (C1043)

**Site details**

<b>Total area of waste disposal site (m<sup>2</sup>):*</b> 100	<b>Landfill's estimated closure date:*</b> 31/12/2027
<b>Total resource recovery area (m<sup>2</sup>):</b> 100	

**Landfill capacity details**

<b>Total design capacity (m<sup>3</sup>):</b> 100	<b>Change in void space during this survey period (m<sup>3</sup>):</b> 50
<b>Void space at the beginning of survey period (m<sup>3</sup>):*</b> 90	<b>Compaction rate (t/m<sup>3</sup>):*</b> 2
<b>Void space at the end of survey period (m<sup>3</sup>):*</b> 40	<b>Estimated weight change in landfill since last volumetric survey (t):</b> 100

▼ Onsite stockpiles - in levyable area

Stockpile No.	Details of material stored	Volume (m³)	Conversion factor (t/m³)	Weight (t)
001	Co-mingled recycling	2	1	2
<b>Total</b>		<b>2</b>		<b>2</b>

● Add Onsite Stockpile Entry

▼ Onsite stockpiles - in RRA

RRA code	Details of material stored	Volume (m³)	Conversion factor (t/m³)	Weight (t)
No items available				

● Add Onsite Stockpile Entry

▼ Survey information

Survey date: \*

Topographical plan signed and certified as accurate by a surveyor, and attached \*

▼ Topographical plan

File: Topographical Plan (DOCX - 13.49 KB)

Document Name:

Please SAVE the updated values of current Site before proceeding.

8. In the **Review** section, review the survey details you've entered and, if you're happy, click **Next**.

Volumetric Survey: VS-100787149

Details

Volumetric Details

Declaration

Site Name: ACME Landfill (C1043)

▼ Site details

Total area of waste disposal site (m²):\*  
100

Landfill's estimated closure date: \*  
31/12/2027

Total resource recovery area (m²):  
100

▼ Landfill capacity details

Total design capacity (m³):  
100

Change in void space during this survey period (m³):  
50

Void space at the beginning of survey period (m³): \*  
90

Compaction rate (t/m³): \*  
2

Void space at the end of survey period (m³): \*  
40

Estimated weight change in landfill since last volumetric survey (t):  
100

▼ Onsite stockpiles - in levyable area

Stockpile No.	Details of material stored	Volume (m³)	Conversion factor (t/m³)	Weight (t)
001	Co-mingled recycling	2	1	2
<b>Total</b>		<b>2</b>		<b>2</b>

Topographical plan signed and certified as accurate by a surveyor, and attached

▼ Topographical Plan

Document Name	Uploaded By	Created Date
Topographical Plan	Joe.citizen@acme.com	20/07/2025

9. In the **Declaration** section, check the box to confirm the volumetric surveys entered are true and correct and that you're authorised to make this declaration on behalf of the organisation, and then click **Submit**.

**Note:** only **Verifier** user roles can submit volumetric surveys.

Volumetric Survey: VS-100787149

Details

Volumetric Details

Review

**Declaration >**

### Declaration

**Waste Operator's certification and privacy statement:**  
I, Joe Citizen declare that all the results regarding the Volumetric Survey(s) entered in this form are true and correct and I am authorised to make this declaration on behalf of the organisation."

I agree the declaration is true and correct.

[← BACK](#) [CANCEL](#) [SUBMIT](#)

- Finally, a “your volumetric survey has been successfully submitted for assessment” message displays and you can click **Finish** to return to your QWDS **Home** screen.

**Note:** You must click **Finish** to ensure the correct status is updated in QWDS.

Volumetric Survey Submission

Your volumetric survey has been successfully submitted for assessment. [FINISH](#)

- In the **Volumetric Survey** screen, your recent survey submission displays updated information, such as an updated **Status** to **Complete** and **Received Date** (e.g. 20/07/2025).

**Note:**

- To search for your recent survey submission in the **Volumetric Survey** page, simply filter by the **Status** dropdown menu and select **Complete**.
- If the department requests more information about the annual volumetric survey, your survey status will be updated to **Draft** and you'll need to repeat steps 5-10.

### Volumetric Survey Hide Filters

**Search**

**View Type**

**Status**

[SEARCH](#) [CLEAR](#)

Return Name	Survey Type	Due Date	Status	Received Date
VS-100787149	Regional Levy Zone	31/07/2025	Complete	20/07/2025

- In the **Volumetric Survey** screen, click on the **Return Name** link (e.g. VS-100787149) to see more detail, including:

- The **Details** section, displaying updated **General Information** about the survey. Click **Next** to progress to the next screen.

Volumetric Survey: VS-100787149

**Details >**

Volumetric Details

### Volumetric Survey

**General Information**

**Waste Operator:** Joe Citizen (W001048)      **Survey Type:** Regional Levy Zone

**Status:** Complete      **Due Date:** 31/07/2025

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**Site Name:** ACME Landfill      **Site Reference:** C1043

[CLOSE](#) [NEXT >](#)

- The **Volumetric Survey** section, displaying a summary of your volumetric survey. Click **Close** to return to the QWDS Home page.

**Note:** Click the download (cloud) icon to access your topographical plan file on your local drive.

Volumetric Survey: VS-100787149

Details

Volumetric Details >

### Volumetric Survey

Site Name: ACME Landfill (C1043)

**Site details**

<b>Total area of waste disposal site (m<sup>2</sup>): *</b>	Landfill's estimated closure date: *
100	31/12/2027
<b>Total resource recovery area (m<sup>2</sup>):</b>	
100	
<b>Landfill capacity details</b>	
<b>Total design capacity (m<sup>3</sup>):</b>	Change in void space during this survey period (m <sup>3</sup> ):
100	50
<b>Void space at the beginning of survey period (m<sup>3</sup>): *</b>	Compaction rate (t/m <sup>3</sup> ): *
90	2
<b>Void space at the end of survey period (m<sup>3</sup>): *</b>	Estimated weight change in landfill since last volumetric survey (t):
40	100

**Onsite stockpiles - in levyable area**

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Survey Date: \* 9 Jul 2025

Topographical plan signed and certified as accurate by a surveyor, and attached

**Topographical Plan**

Document Name	Uploaded By	Created Date
Topographical Plan	Joe.citizen@acme.com	20/07/2025

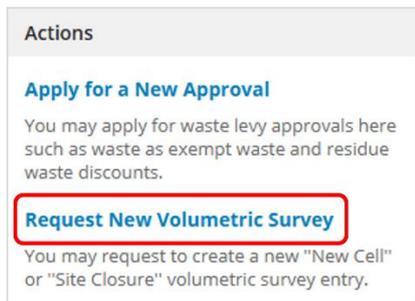
<< BACK

CLOSE

[Back to Top](#)

# Request a new cell volumetric survey

1. On the QWDS **Home** Page under the **Actions** section, click **Request New Volumetric Survey**.

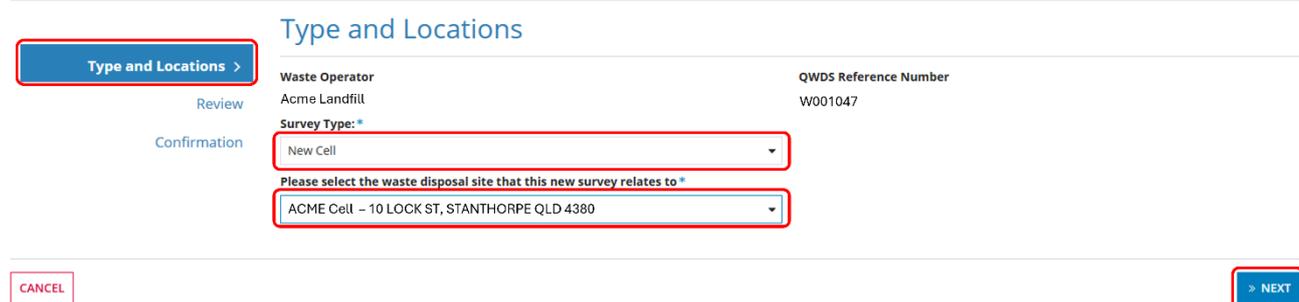


2. On the **Create New Volumetric Survey** page in the **Type and Locations** section, select **New Cell** from the **Survey Type** dropdown menu and the site from the **Please select the waste disposal site that this survey relates to** dropdown menu (e.g. ACME Cell – 10 LOCK ST, STANTHORPE QLD 4380). Once your selections are finalised, click **Next**.

**Note:**

- Only **Data Entry** and **Verifier** user roles can create new site volumetric surveys.
- The **Type and Locations** section also provides the name and reference number for the waste operator.
- Click **Cancel** to discontinue requesting a new cell volumetric survey.

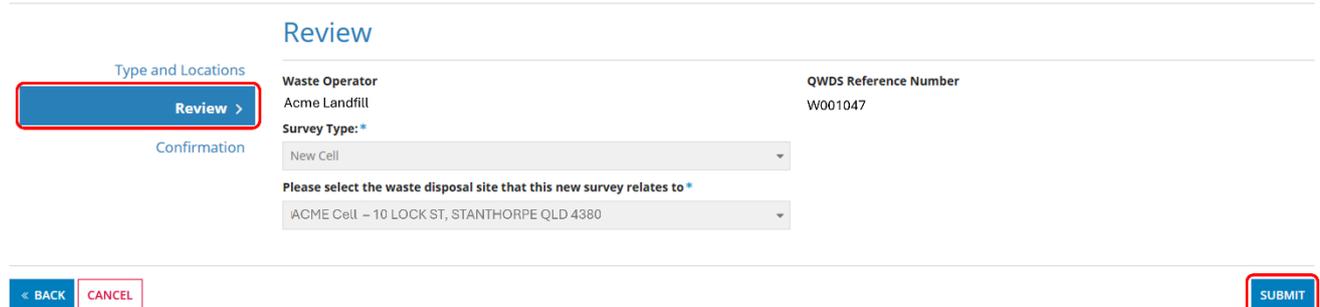
## Create New Volumetric Survey



3. On the **Create New Volumetric Survey** page in the **Review** section, once you're happy with your selection, click **Submit**.

**Note:** to change your selections, click **Back**.

## Create New Volumetric Survey



4. On the **Create New Volumetric Survey** page in the **Confirmation** section, you will receive confirmation that a new cell survey has been created and is available to submit on the Volumetric Survey page with the status of **Awaiting Result**. Click **Close** to return the QWDS **Home** page.

**Note:** if the survey for the new cell is not created, please contact [digital@detsi.qld.gov.au](mailto:digital@detsi.qld.gov.au) for assistance.

Create New Volumetric Survey

Type and Locations

Review

**Confirmation >**

### Confirmation

The creation of your new cell or site closure will be available for completion in the Volumetric Survey List within 5-10 minutes. Please review for the new survey under 'Volumetric Survey' panel. The record will be available for you to complete with the status of 'Awaiting Results'.

Should the survey not be available within this time, please contact [digital@detsi.qld.gov.au](mailto:digital@detsi.qld.gov.au) for assistance.

**CLOSE**

- Click the **Volumetric Survey** link under the **Records** section to return to the **Volumetric Survey** page. Search for **Awaiting Results** using the **Status** dropdown menu to display your recently created new cell record, and then click the **Return Name** link.

### Volumetric Survey Hide Filters

Search

View Type

Status

**SEARCH** **CLEAR**

Return Name	Survey Type	Due Date	Status	Received Date
<b>VS-100796355</b>	New Cell	27/10/2025	Awaiting Results	

- In the **Volumetric Survey** screen under the **Details** section, review your volumetric survey details to ensure you're submitting a survey for the new cell, then click **Next**.

**Note:** The **Volumetric Survey** screen displays four sections shown below:

- General Information**, displaying the **Waste Operator** (e.g. Acme Landfill W001047), **Survey Type** (e.g. New Cell), **Status** (e.g. Awaiting Results), Due Date (e.g. 27/10/2025) and **Site Name** and **Site Reference** (ACME Cell, C1042).
- Volumetric Details**, where you enter the latest survey details.
- Review**, where you review the latest survey details before you submit.
- Declaration**, where you submit your survey details.

Volumetric Survey: VS-100796355

**Details >**

Volumetric Details

Review

Declaration

### Volumetric Survey

#### General Information

<p><b>Waste Operator:</b> Acme Landfill (W001047)</p> <p><b>Status:</b> Awaiting Results</p>	<p><b>Survey Type:</b> New Cell</p> <p><b>Due Date:</b> 27/10/2025</p>
<p><b>Site Name:</b> ACME Cell</p>	<p><b>Site Reference:</b> C1042</p>

**> NEXT**

- In the **Volumetric Details** section, enter the survey details for each site, click **Save** to update the survey site values and then click **Next**.

**Notes:** The Volumetric Details page displays five sections shown below with examples provided in the screenshots:

- Site details**, where you enter the waste and resource recovery total and the estimated landfill closure date.
- Landfill capacity details**, where you enter the total design capacity, void space at the beginning and end of the survey period and compaction rates.
- Onsite stockpiles – in levyable area**, where you add onsite stockpile in the levyable area details.

- **Onsite stockpiles – in RRA**, where you add onsite stockpile in the RRA details (if relevant to the site).
- **Survey information**, where you enter the survey date and check the box to confirm the topographical plan has been signed and certified by a surveyor and attached.
- **Topographical plan**, where you upload the topographical plan files.

Volumetric Survey: VS-100796355

Details

Volumetric Details >

Review

Declaration

### Volumetric Survey

Site Name: ACME Cell (1042)

**Site details**

Total area of waste disposal site (m<sup>2</sup>): \*  Landfill's estimated closure date: \*

Total resource recovery area (m<sup>2</sup>):

**Landfill capacity details**

Total design capacity (m<sup>3</sup>):  Change in void space during this survey period (m<sup>3</sup>):

Void space at the beginning of survey period (m<sup>3</sup>): \*  Compaction rate (t/m<sup>3</sup>): \*

Void space at the end of survey period (m<sup>3</sup>): \*  Estimated weight change in landfill since last volumetric survey (t):

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**Onsite stockpiles - in levyable area**

Stockpile No.	Details of material stored	Volume (m <sup>3</sup> )	Conversion factor (t/m <sup>3</sup> )	Weight (t)
001	Co-mingled recycling	2	1	2
<b>Total</b>		<b>2</b>		<b>2</b>

Add Onsite Stockpile Entry

**Onsite stockpiles - in RRA**

RRA code	Details of material stored	Volume (m <sup>3</sup> )	Conversion factor (t/m <sup>3</sup> )	Weight (t)
No items available				

Add Onsite Stockpile Entry

**Survey information**

Survey date: \*  Topographical plan signed and certified as accurate by a surveyor, and attached \*

**Topographical plan**

File:  Document Name:

Please SAVE the updated values of current Site before proceeding.

< BACK
CANCEL
SAVE > NEXT

8. In the **Review** section, review the survey details you've entered and, if you're happy, click **Next**.

Volumetric Survey: VS-100796355

Details

Volumetric Details

Review >

Declaration

Site Name: ACME Cell (1042)

**Site details**

Total area of waste disposal site (m<sup>2</sup>):\*  
100

Total resource recovery area (m<sup>2</sup>):  
100

Landfill's estimated closure date:\*  
31/12/2027

**Landfill capacity details**

Total design capacity (m<sup>3</sup>):  
100

Change in void space during this survey period (m<sup>3</sup>):  
50

Void space at the beginning of survey period (m<sup>3</sup>):\*  
90

Compaction rate (t/m<sup>3</sup>):\*  
2

Void space at the end of survey period (m<sup>3</sup>):\*  
40

Estimated weight change in landfill since last volumetric survey (t):  
100

**Onsite stockpiles - in levyable area**

Stockpile No.	Details of material stored	Volume (m <sup>3</sup> )	Conversion factor (t/m <sup>3</sup> )	Weight (t)
001	Co-mingled recycling	2	1	2
<b>Total</b>		<b>2</b>		<b>2</b>

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Topographical plan signed and certified as accurate by surveyor, attached

**Topographical Plan**

Document Name	Uploaded By	Created Date
Topographical Plan	Joe.citizen@acme.com	29/09/2025

< BACK
CANCEL
> NEXT

9. In the **Declaration** section, check the box to confirm the volumetric surveys entered are true and correct and that you're authorised to make this declaration on behalf of the organisation, and then click **Submit**.

**Note:** only **Verifier** user roles can submit volumetric surveys for new sites.

Volumetric Survey: VS-100796355

Details

Volumetric Details

Review

Declaration >

**Declaration**

**Waste Operator's certification and privacy statement:**

I, Joe Citizen declare that all the results regarding the Volumetric Survey(s) entered in this form are true and correct and I am authorised to make this declaration on behalf of the organisation.\*

I agree the declaration is true and correct. \*

< BACK
CANCEL
SUBMIT

- Finally, a "your volumetric survey has been successfully submitted for assessment" message displays, and you can click **Finish** to return to your QWDS **Home** screen.

**Note:** You must click **Finish** to ensure the correct status is updated in QWDS.

### Volumetric Survey Submission

Your volumetric survey has been successfully submitted for assessment.

FINISH

10. In the **Volumetric Survey** screen, your recent survey submission displays updated information, such as an updated **Status** to **Complete** and **Received Date** (e.g. 29/09/2025).

**Note:**

- To search for your recent survey submission in the **Volumetric Survey** page, simply filter by the **Status** dropdown menu and select **Complete**.
- If the department requests more information about the new cell, your survey status will be updated to **Draft** and you'll need to repeat steps 5-10.

**Volumetric Survey** Hide Filters

Search:  View Type:  Status:

Return Name	Survey Type	Due Date	Status	Received Date
VS-100796355	New Cell	27/10/2025	Complete	29/09/2025

11. In the **Volumetric Survey** screen, click on the **Return Name** link (e.g. VS-100796355) to see more detail, including:

- The **Details** section, displaying updated **General Information** about the survey. Click **Next** to progress to the next screen.

Volumetric Survey: VS-100796355

**Volumetric Survey**

Volumetric Details

**General Information**

Waste Operator: Acme Landfill Survey Type: New Cell  
 Status: Complete Due Date: 27/10/2025

Site Name: ACME Cell Site Reference: C1042

- The **Volumetric Survey** section, displaying a summary of your volumetric survey. Click **Close** to return to the QWDS Home page.

**Note:** click the download (cloud) icon to access your topographical plan file on your local drive.

Volumetric Survey: VS-100796355

**Volumetric Survey**

Details:

Site Name: ACME Cell (1042)

**Site details**

Total area of waste disposal site (m <sup>2</sup> ):*	100	Landfill's estimated closure date:*	31/12/2027
Total resource recovery area (m <sup>2</sup> ):	100		

**Landfill capacity details**

Total design capacity (m <sup>3</sup> ):	100	Change in void space during this survey period (m <sup>3</sup> ):	50
Void space at the beginning of survey period (m <sup>3</sup> ):*	90	Compaction rate (t/m <sup>3</sup> ):*	2
Void space at the end of survey period (m <sup>3</sup> ):*	40	Estimated weight change in landfill since last volumetric survey (t):	100

**Onsite stockpiles - in levyable area**

Topographical plan signed and certified as accurate, and used

**Topographical Plan**

Document Name	Uploaded By	Created Date
Topographical Plan	Joe.citizen@acme.com	29/09/2025

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# Submit a request for a site closure

1. On the QWDS **Home** Page under the **Actions** section, click **Request New Volumetric Survey**.

**Actions**

**Apply for a New Approval**

You may apply for waste levy approvals here such as waste as exempt waste and residue waste discounts.

**Request New Volumetric Survey**

You may request to create a new "New Cell" or "Site Closure" volumetric survey entry.

2. On the **Create New Volumetric Survey** page in the **Type and Locations** section, select **Site Closure** from the **Survey Type** dropdown menu and the site from the **Please select the waste disposal site that this survey relates to** dropdown menu (e.g. ACME Cell) Once your selections are finalised, click **Next**.

**Note:**

- Only **Data Entry** and **Verifier** user roles can create site closure volumetric surveys.
- The **Type and Locations** section also provides the name and reference number for the waste operator.
- Click **Cancel** to discontinue requesting a new cell volumetric survey.

Create New Volumetric Survey

**Type and Locations**

**Type and Locations >**

Review

Confirmation

**Waste Operator**  
Acme Landfill

**Survey Type:\***  
Site Closure

**Please select the waste disposal site that this new survey relates to\***  
ACME Cell

**QWDS Reference Number**  
W001047

CANCEL

> NEXT

3. On the **Create New Volumetric Survey** page in the **Review** section, once you're happy with your selection, click **Submit**.

**Note:** to change your selections, click **Back**.

Create New Volumetric Survey

**Review**

Type and Locations

**Review >**

Confirmation

**Waste Operator**  
Aneesa, Acme Landfill

**Survey Type:\***  
Site Closure

**Please select the waste disposal site that this new survey relates to\***  
ACME Cell

**QWDS Reference Number**  
W0 W001047

< BACK

CANCEL

SUBMIT

4. On the **Create New Volumetric Survey** page in the **Confirmation** section, you will receive confirmation that a site closure survey has been created and is available to submit on the Volumetric Survey page with the status of **Awaiting Result**. Click **Close** to return the QWDS **Home** page.

**Note:** if the survey for the new cell is not created, please contact [digital@detsi.qld.gov.au](mailto:digital@detsi.qld.gov.au) for assistance.

Create New Volumetric Survey

Type and Locations

Review

Confirmation >

Confirmation

The creation of your new cell or site closure will be available for completion in the Volumetric Survey List within 5-10 minutes. Please review for the new survey under 'Volumetric Survey' panel. The record will be available for you to complete with the status of 'Awaiting Results'.

Should the survey not be available within this time, please contact [digital@detsi.qld.gov.au](mailto:digital@detsi.qld.gov.au) for assistance.

CLOSE

- Click the **Volumetric Survey** link under the **Records** section to return to the **Volumetric Survey** page. Search for **Awaiting Results** using the **Status** dropdown menu to display your recently created site closure record, and then click the **Return Name** link.

**Volumetric Survey**

Hide Filters

Search

View Type

Action Required

Status

Awaiting Results

SEARCH CLEAR

Return Name	Survey Type	Due Date	Status	Received Date
VS-100796394	Site Closure	27/10/2025	Awaiting Results	

- In the **Volumetric Survey** screen under the **Details** section, review your volumetric survey details to ensure you're submitting a survey for the site closure, then click **Next**.

**Note:** The **Volumetric Survey** screen displays four sections shown below:

- General Information**, displaying the **Waste Operator** (e.g. Acme Landfill W001047), **Survey Type** (e.g. Site Closure), **Status** (e.g. Awaiting Results), **Due Date** (e.g. 27/10/2025) and **Site Name** and **Site Reference** (ACME Cell, C1042).
- Volumetric Details**, where you enter the latest survey details.
- Review**, where you review the latest survey details before you submit.
- Declaration**, where you submit your survey details.

Volumetric Survey: VS-100796394

Details >

Volumetric Details

Review

Declaration

**Volumetric Survey**

**General Information**

<p><b>Waste Operator:</b> Acme Landfill (W001047)</p> <p><b>Status:</b> Awaiting Results</p>	<p><b>Survey Type:</b> Site Closure</p> <p><b>Due Date:</b> 27/10/2025</p>
<p><b>Site Name:</b> ACME Cell</p>	<p><b>Site Reference:</b> C1042</p>

> NEXT

- In the **Volumetric Details** section, enter the survey details for each site, click **Save** to update the survey site values and then click **Next**.

**Notes:** The Volumetric Details page displays five sections shown below with examples provided in the screenshots:

- Site details**, where you enter the waste and resource recovery total and the estimated landfill closure date.
- Landfill capacity details**, where you enter the total design capacity, void space at the beginning and end of the survey period and compaction rates.
- Onsite Stockpiles – in levyable area**, where you add onsite stockpile in the levyable area details.
- Onsite stockpiles – in RRA**, where you add onsite stockpile in the RRA details (if relevant to the site).

- **Survey information**, where you enter the survey date and check the box to confirm the topographical plan has been signed and certified by a surveyor and attached.
- **Topographical plan**, where you upload the topographical plan files.

Volumetric Survey: VS-100796394

Details

Volumetric Details >

Review

Declaration

### Volumetric Survey

Site Name: ACME Cell (1042)

**Site details**

Total area of waste disposal site (m<sup>2</sup>):\*  Landfill's estimated closure date:\*

Total resource recovery area (m<sup>2</sup>):

**Landfill capacity details**

Total design capacity (m<sup>3</sup>):  Change in void space during this survey period (m<sup>3</sup>):

Void space at the beginning of survey period (m<sup>3</sup>):\*  Compaction rate (t/m<sup>3</sup>):\*

Void space at the end of survey period (m<sup>3</sup>):\*  Estimated weight change in landfill since last volumetric survey (t):

Onsite stockpiles - in levyable area

**Onsite stockpiles - in levyable area**

Stockpile No.	Details of material stored	Volume (m <sup>3</sup> )	Conversion factor (t/m <sup>3</sup> )	Weight (t)
001	Co-mingled recycling	2	1	2
<b>Total</b>		<b>2</b>		<b>2</b>

Add Onsite Stockpile Entry

**Onsite stockpiles - in RRA**

RRA code	Details of material stored	Volume (m <sup>3</sup> )	Conversion factor (t/m <sup>3</sup> )	Weight (t)
No items available				

Add Onsite Stockpile Entry

**Survey information**

Survey date:\*  Topographical plan signed and certified as accurate by a surveyor, and attached\*

**Topographical plan**

File: Topographical Plan DOCK - 13.49 KB Document Name:

UPLOAD

Please SAVE the updated values of current Site before proceeding.

< BACK
CANCEL
SAVE > NEXT

8. In the **Review** section, review the survey details you've entered and, if you're happy, click **Next**.

Volumetric Survey: VS-100796394

Site Name: ACME Cell (1042)

Details

Volumetric Details

Review

Declaration

Site details

Total area of waste disposal site (m<sup>2</sup>):\*  
100

Landfill's estimated closure date:\*  
31/12/2027

Total resource recovery area (m<sup>2</sup>):  
100

Landfill capacity details

Total design capacity (m<sup>3</sup>):  
100

Change in void space during this survey period (m<sup>3</sup>):  
50

Void space at the beginning of survey period (m<sup>3</sup>):\*  
90

Compaction rate (t/m<sup>3</sup>):\*  
2

Void space at the end of survey period (m<sup>3</sup>):\*  
40

Estimated weight change in landfill since last volumetric survey (t):  
100

Onsite stockpiles - in levyable area

Stockpile No.	Details of material stored	Volume (m <sup>3</sup> )	Conversion factor (t/m <sup>3</sup> )	Weight (t)
001	Co-mingled recycling	2	1	2
Total		2		2

Topographical Plan

Document Name	Uploaded By	Created Date
Topographical Plan	Joe.citizen@acme.com	29/09/2025

BACK CANCEL NEXT

9. In the **Declaration** section, check the box to confirm the volumetric surveys entered are true and correct and that you're authorised to make this declaration on behalf of the organisation, and then click **Submit**.

**Note:** only **Verifier** user roles can submit site closure volumetric surveys.

Volumetric Survey: VS-100796394

Declaration

Waste Operator's certification and privacy statement:

Joe Citizen declare that all the results regarding the Volumetric Survey(s) entered in this form are true and correct and I am authorised to make this declaration on behalf of the organisation.

I agree the declaration is true and correct.

BACK CANCEL SUBMIT

Finally, a "your volumetric survey has been successfully submitted for assessment" message displays, and you can click **Finish** to return to your QWDS **Home** screen.

**Note:** You must click **Finish** to ensure the correct status is updated in QWDS.

Volumetric Survey Submission

Your volumetric survey has been successfully submitted for assessment.

FINISH

10. In the **Volumetric Survey** screen, your recent survey submission displays updated information, such as an updated **Status** to **Complete** and **Received Date** (e.g. 29/09/2025).

**Note:**

- To search for your recent survey submission in the **Volumetric Survey** page, simply filter by the **Status** dropdown menu and select **Complete**.
- If the department requests more information about the new cell, your survey status will be updated to **Draft** and you'll need to repeat steps 5-10.

**Volumetric Survey** Hide Filters

Search:  View Type:  Status:

Return Name	Survey Type	Due Date	Status	Received Date
VS-100796394	Site Closure	27/10/2025	Complete	29/09/2025

11. In the **Volumetric Survey** screen, click on the **Return Name** link (e.g. VS-100796394) to see more detail, including:

- The **Details** section, displaying updated **General Information** about the survey. Click **Next** to progress to the next screen.

Volumetric Survey: VS-100796394

**Volumetric Survey**

**Details** Volumetric Details

**General Information**

Waste Operator: Acme Landfill      Survey Type: Site Closure  
 Status: Complete      Due Date: 27/10/2025

Site Name: ACME Cell      Site Reference: C1042

- The **Volumetric Survey** section, displaying a summary of your volumetric survey. Click **Close** to return to the QWDS **Home** page.

**Note:** click the download (cloud) icon to access your topographical plan file on your local drive.

Volumetric Survey: VS-100796394

**Volumetric Survey**

Site Name: ACME Cell (1042)

**Site details**

Total area of waste disposal site (m<sup>2</sup>):\* 100      Landfill's estimated closure date:\* 31/12/2027

Total resource recovery area (m<sup>2</sup>): 100

**Landfill capacity details**

Total design capacity (m<sup>3</sup>): 100      Change in void space during this survey period (m<sup>3</sup>): 50

Void space at the beginning of survey period (m<sup>3</sup>):\* 90      Compaction rate (t/m<sup>3</sup>):\* 2

Void space at the end of survey period (m<sup>3</sup>):\* 40      Estimated weight change in landfill since last volumetric survey (t): 100

**Onsite stockpiles - in levyable area**

**Survey** 1 Sep 2025

Topographical plan signed and certified as accurate by a surveyor, and attached.

**Topographical Plan**

Document Name	Uploaded By	Created Date
Topographical Plan	Joe.citizen@acme.com	29/09/2025

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