### Waste Data Online

# Quick guide - Waste plan annual reporting, landing pages

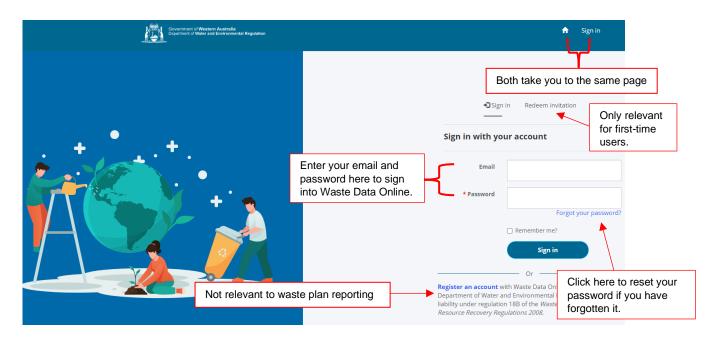
This Quick guide is intended to inform you about the information and links displayed on Waste Data Online's landing pages – the login page and the home page.

If you are an existing user with an account, log in using your email and password.

First-time users should follow the instructions contained in *Waste plan annual reporting, first-time users following registration.* 

## Login page

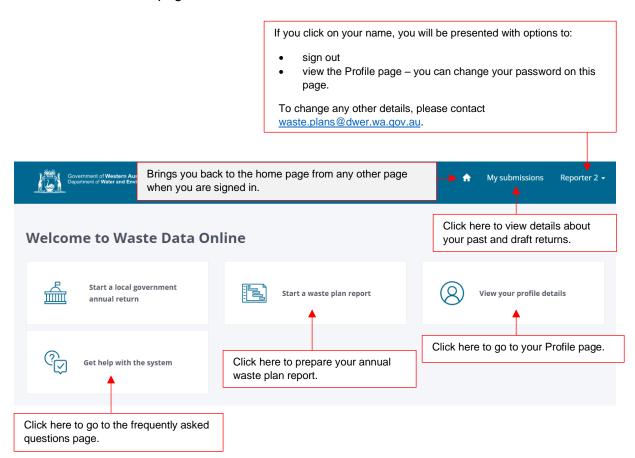
Waste Data Online is used to annually report waste data under the *Waste Avoidance and Resource Recovery Regulations* (WARR Regulations) as well as to report annually on the implementation of waste plans. Therefore, some of the information on the Waste Data Online login page functions is therefore not relevant to waste plans reporting. The functions on the log-in page, which are relevant to waste plans reporting are described below:



# Home page

Once you sign in, you will be brought to the home page which will allow you to prepare and submit a report on the implementation of your waste plan or submit an annual return under the WARR Regulations.

The functions on the home page are described below:



- The Start a... buttons displayed on this page are determined by your reporting obligations
  under the WARR Act and Regulations. Local governments required to prepare and report on
  waste plans are also required to report waste data under the WARR Regulations. Both
  reports are prepared and submitted via Waste Data Online and the home page provides the
  access point to do this.
- If you have previously started or submitted an annual return under the WARR Regulation, information on this return will be provided as you scroll down the home page. The status of each return will be shown Draft, Lodged to DWER, Under assessment, Feedback required, or Finalised. See Quick guide User role and report status for descriptions of each return status.
- You can view further detail about your returns by clicking *My submissions* on the header.