

Attachment E3: Waste Acceptance Procedures

Waste Acceptance Procedures

A proposed waste acceptance procedure is attached.

When the facility is operational these procedures will be incorporated into the company's environmental management system.

Hours of operation

The following hours of operation are proposed for the construction phase:

Monday to Friday	0800 – 2000
Saturday	0800 – 1800
Sundays and Bank Holidays	Closed

During normal operations, the following hours of operation and waste acceptance are proposed:

Monday to Friday	0800 – 1800
Saturday	0800 – 1600
Sundays and Bank Holidays	Closed

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Saturday

0800 – 1600

The EPA manual provides for the three level hierarchy for the general characterisation and testing of wastes and these shall be adopted by Thorntons as indicated below. These are considered to constitute the basis for the waste acceptance procedure.

- ◆ Level I - Basic Characterisation
- ◆ Level II - Compliance Testing
- ◆ Level III - On site verification

The procedure that shall be adopted at site is shown in Figure 1. The procedure is as follows:

1. Waste arrives on site.
2. Documentation is checked at the weighbridge.
3. All vehicles will have their contents examined during unloading and this shall be cross-checked with the documentation presented.
4. The weighbridge staff will check that the type of waste is acceptable in terms of the waste licence.
5. If the waste is unacceptable the waste shall be isolated and arrangements put in place for the contractor to remove the waste from site.
6. If the person who is checking in the load is suspicious of its contents the driver shall be directed to the waste inspection area in the reception hall, where the load shall be tipped and inspected to ensure that it corresponds to the accompanying documentation. In any event compliance testing will be carried out at regular intervals.
7. Assuming the on-site verification at the weighbridge is satisfactory, the load is weighed in and directed to reception hall or green waste reception area, as appropriate. Here, the waste will be checked again to verify that the description is correct.

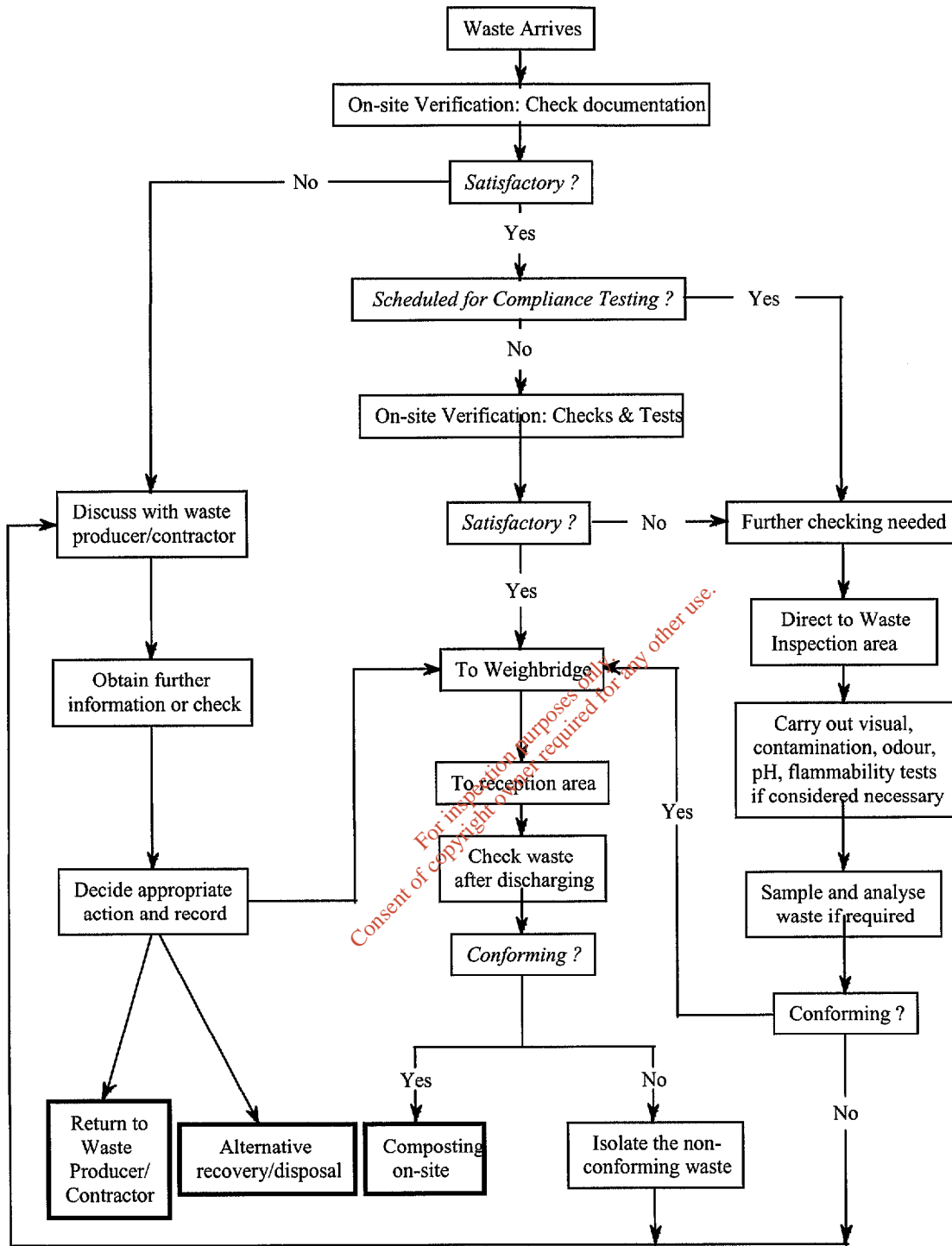
Competence of Staff

All staff involved in waste acceptance at the site shall be competent with respect to the following:

- have a knowledge of the waste acceptance procedures used at the site
- know what is required in the documentation accompanying the waste
- be capable of identifying conforming and non-conforming consignments
- know the safety requirements for handling, sampling and testing the wastes and
- know the procedures to be followed in the event of a consignment not conforming with the waste acceptance criteria.

A list of what waste is acceptable and what is not shall be circulated to all staff working at the facility.

Figure 1: Waste Acceptance Procedure



Waste Rejection

Waste is rejected if it does not conform with the list of wastes to be accepted at a facility.

If the person checking the load is suspicious about its contents it shall be tipped and checked by trained staff at the designated waste-inspection area in order to determine its contents. If it is found to be unacceptable the contractor will be informed that the waste it to be removed from the facility immediately. The waste will be isolated and retained in the waste quarantine area until removal.

Waste shall not be retained overnight in the quarantine area.

If the waste producer/contractor fails to act upon this request, Thorntons shall arrange for its removal and transferral to the waste contractors main place of business or if this is not appropriate it shall be removed to an authorised disposal facility.

Thorntons shall keep records of all waste loads rejected, these records will include;

- Date
- Name of Carrier
- Source of Waste
- Vehicle Registration
- Description of Waste/EWC code
- Quantity of Waste
- Name of person carrying out inspection
- Destination of Load prior to rejection

Further References

None

Record Forms

None.

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