

# Attachment C Management of the Facility C.1 Technical Competitor Detence and Site Management

- Environmental Management System C.2
- Hours of Operation C.3

#### . C.1 <u>SITE MANAGEMENT</u>

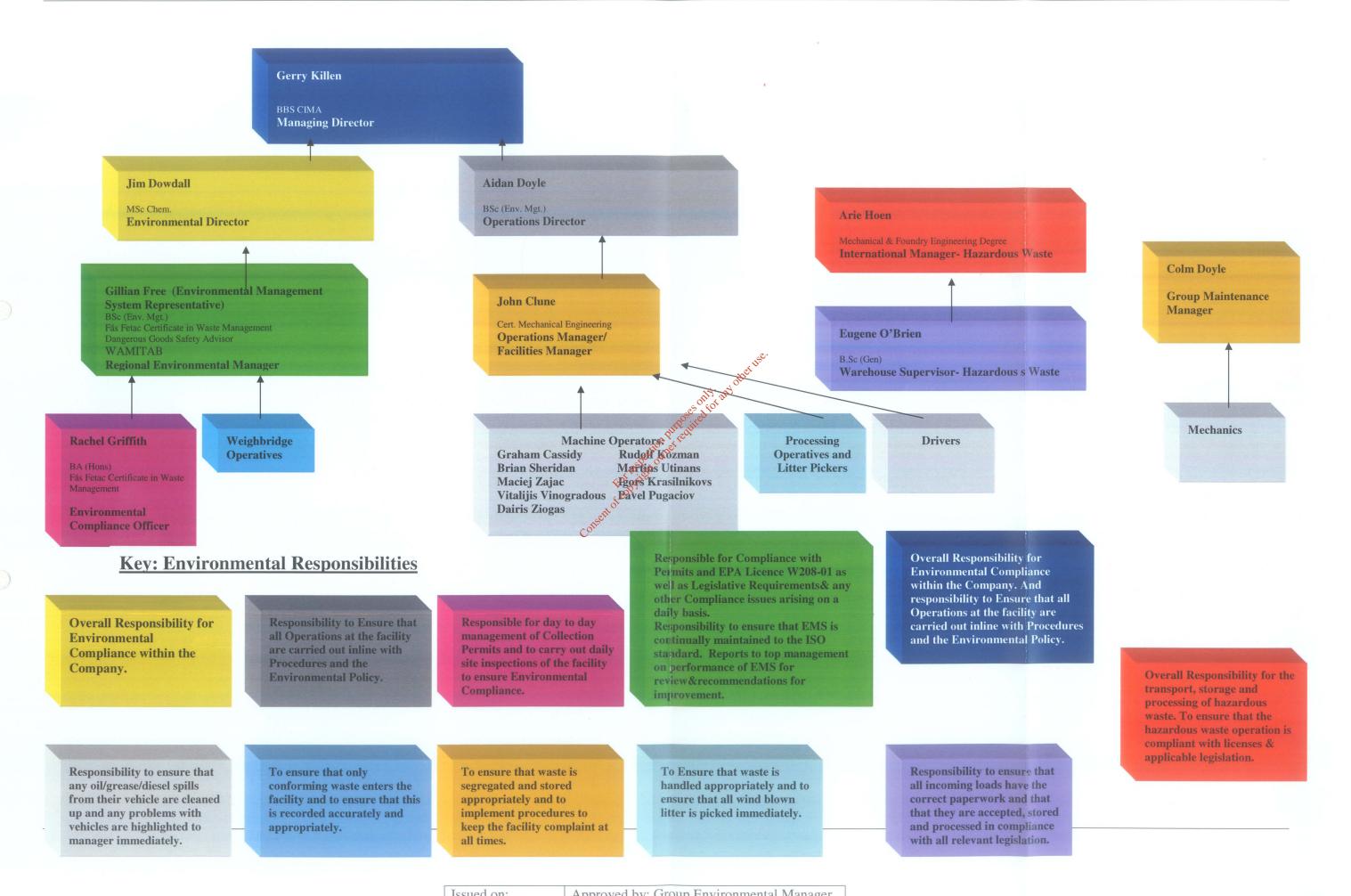
The existing management and staffing structure currently in place under EPA Licence W0208-01 will remain the same. A copy of the on-site management structure is included in this attachment. This organisation chart identifies particular responsibility levels for the environmental management of the Facility. It also details training and qualifications of the personnel involved.

Additional competent staff will be employed if necessary for the proposed increased tonnage acceptance from 250,000 TPA to 350,000 TPA and the proposed acceptance and processing of MSW. Any proposed chances to the staffing structure will be submitted to the Agency for agreement.

Quality Control is monitored through the Company Management Review Procedure (Document ref OXEP 23) as part of the ISO V4001:2004 accredited Environmental Management Procedure for the facility.

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#### . C.2 **ENVIRONMENTAL MANAGEMENT SYSTEM**

An Environmental Management System has been developed for the Facility as required under Condition 2.2.1 of the existing Waste Licence W0208-01. Details of this EMS were submitted to the Agency for agreement in accordance to the Licence.

As required under Condition 2.2.2 of Waste Licence W0208-01, the EMS includes the following elements:

- Management and Reporting Structure
- Schedule of Objectives & Targets
- Environmental Management Programme

Environmental Management Programme
Documentation System
Corrective Action Procedures
Awareness and Training Programme programme
Communications Programme
In May 2009 The EMS for the Facility was accredited to ISO 14001:2004 Standard by Certification Europe. A copy of this certification is included in this attachment.

Environmental Procedures are in place to ensure the continual assessment of Oxigen's environmental performance. This is formally assessed during the management review which takes place on an annual basis. A copy of the Management Review Procedure (Doc ref OXEP23) is included in this attachment. A log of all procedures that have been developed as part of the EMS is also included as part of this attachment.



This is to certify that the

# **Environmental Management System**

Of

# Oxigen Environmental Limited

At

Oxigen Environmental Limited, Marywell Industrial Estate,
Ballymount, Dublin 22

Has been assessed by Certification Europe and deemed to comply with the requirements of

**ISO** 14001:2004

This certificate is valid for the activities specified below:

The provision of waste management services at the Ballymount site.
(NACE Code 37)

Date of initial certification: 6th May 2009

Chief Executive: Michael Brophy

Signature

This certificate is valid until: 5th May 2012

Chairman: Padraic A. White

Signature: Larray G. White





Client Registration No.: 2009/620 Certificate Reference No.: A/1



# **Environmental Management System Outline**

# Environmental Management System Document Log:

Doc OXE 01	Environmental Management Policy
Doc OXE 02	Accident Prevention Policy
Doc OXE 03	Duty and Standby Capacity
Doc OXE 04	Acceptable Waste List
Doc OXE 05	EPA Approved Destinations List
Doc OXE 06	EPA Approved Destinations List  EPA Approved Haulier List
Doc OXE 07	Internal Audit Schedule and Audit Records
Doc OXE 08	Training Review and Plan 2009 of the Pla
Doc OXE 09	EPA Approved Haulier List  Internal Audit Schedule and Audit Records  Training Review and Plan 2009 of the Compliance Summary Sheat En A Licence W0208-01
Doc OXE 10	Waste Collection Permit Semmary
Doc OXE 11	Company Records Management System
Doc OXE 12	Facility Management and Reporting Structure
Doc OXE 13	Environmental Objectives and Targets
Doc OXE 14	Schedule of Environmental Management Reviews
Doc OXE 15	Procedure Review Schedule
Doc OXE 16	Register of Environmental Aspects
Doc OXE 17	Register of Environmental Legislation & other Applicable Requirements
Doc OXE 18	Closure, Decommissioning and Aftercare Management Plan

### **Environmental Management System Procedures Log:**

OXEP 01	Waste Acceptance Procedure
OXEP 02	Receipt, Processing and Dispatch of Waste Procedure

OXEP 03	Bund Testing Procedure
OXEP 04	Chemical Control Procedure
OXEP 05	Chemical Spill Control Procedure
OXEP 06	Control of MSDS Procedure
OXEP 07	Energy Audit Procedure
OXEP 08	Dust Monitoring Procedure
OXEP 09	Odour Monitoring & Control Procedure
OXEP 10	Bird Control Procedure
OXEP 11	Fly Control Procedure
OXEP 12	Litter Control Procedure
OXEP 13	Noise Monitoring Procedure
OXEP 14	Vermin Control Procedure
OXEP 15	Yard Sweeping Procedure purdential
OXEP 16	Emergency Response Procedure
OXEP 17	Noise Monitoring Procedure  Vermin Control Procedure  Yard Sweeping Procedure  Emergency Response Procedure  Document Control and Record Management Procedure  Communications Procedure  Silt Trans Emptying Procedure
OXEP 18	Communications Brocedure
OXEP 19	Silt Trap Emptying Procedure
OXEP 20	Complaints Handling & Corrective Action Procedure
OXEP 21	Environmental Auditing Procedure
OXEP 22	Management Review Procedure
OXEP 23	Operational Control Procedure
OXEP 24	Foul Water Monitoring Procedure
OXEP 25	Transfrontier Shipments Procedure
OXEP 26	Weighbridge Procedure
OXEP 27	Gypsum Acceptance Procedures
OXEP 28	Environmental Training Procedure

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OXEP 29	Hazardous Waste Acceptance And Handling Procedure
OXEP 30	Identification of Legal and other Requirements Procedure
OXEP 31	Environmental Monitoring & Measurement Procedure

## Environmental Management System Methodology Log:

OXEM 01	Methodology for Identifying Environmental Aspects
OXEM 02	Methodology for Determining Significance of Environmental Aspects
OXEM 03	Methodology for Setting and Reviewing Objectives and Targets

## **Environmental Management System Record Forms Log:**

Daily Inspection Records
Weekly Inspection Records
Complaints Handling / Corrective Aution Form
Rejected Loads Form
Daily Inspection Records  Weekly Inspection Records  Complaints Handling / Corrective Author Form  Rejected Loads Form  Quarantined Waste Form Editanter of Bunded Areas  Site Action Requirement Form  Emergency Research
Testing of Bunded Areas
Site Action Requirement Form
Emergency Report
Chemical/Oil Spill Report
Waste Acceptance Log
Internal Audit Form
Staff Communication Record Form
C&D Fines Quality Control Record Sheet
Incident Report Form
Environmental Incident Log

## **Environmental Management System Hazardous Document Log:**

Doc OXEH 01	Hazardous Waste Flow Outline
Doc OXEH 02	Precedence of Hazards Document

#### , Environmental Management System Hazardous Procedures Log:

OXEHP 01	Hazardous Waste Acceptance Procedure
OXEHP 02	Asbestos Acceptance & Handling Procedure
OXEHP 03	Controlled Substances Acceptance Procedure
OXEHP 04	Hazardous Waste Transport Procedure
OXEHP 05	Procedure for Working in Confined Spaces in Inert or Toxic Atmospheres
OXEHP 06	Off-Site Spillage Procedure
OXEHP 07	External Site Audit Procedure

#### **Environmental Management System Hazardous Methodologies Log:**

OXEHM 01 Methodology for the Completion of TFS Notification Annex 1A &1B

Environmental Management System Hazardous Record Forms Log:			
OXEHD 01	Control Document  Daily Hazardous Load Acceptante Log  Visual Load & Container Checklist		
OXEHD 02	Daily Hazardous Load Acceptante Log		
OXEHD 03	Visual Load & Container Checklist		
OXEHD 04	Load Defect Report Porti		
OXEHD 05	Customer Information Form		
OXEHD 06	Asbestos Declaration		
OXEHD 07	Register of Controlled Substances		
OXEHD 08	Permit to Work		
OXEHD 09	External Pre-Audit Questionnaire		
OXEHD 10	External Audit Checklist		
OXEHD 11	Audit/Incident Findings Report Form		
OXEHD 12	Internal Audit Questionnaire		
OXEHD 13	Hazardous Waste Inspection & Acceptance Area Inspection Checklist		
OXEHD 14	Laboratory Inspection Checklist		
OXEHD 15	Drum Packing List		
OXEHD 16	Container Load Plan		
OXEHD 17	Certificate of Disposal/Recovery		

# OXEP 23 - Management **Review Procedure**



## **APPROVED**

#### 1.0 Purpose

The purpose of this procedure is to ensure that the Environmental Management System is reviewed consistently and effectively at the appropriate level of management. To ensure that there is a defined review period so that the ongoing suitability and effectiveness of the Environmental Management System can be assessed.

To define the steps involved in carrying out a management review of the EMS.

To ensure that company operations are in accordenced with the Environmental Management System.

References
Environmental Auditing Results a contribution of the Environmental Objectives and other contributions.

#### 2.0

Environmental Objectives and targets

**Environmental Policy Statement** 

Complaint Handling / Corrective Action Forms, Doc OXEP104

#### 3.0 Records

Complaint Handling / Corrective Action Forms, Doc OXEP104

#### 4.0 Procedure

Reviews will be held at least annually and will take the form of a meeting attended by:

The Chief Operations Officer

The Group Environmental Manager

The Group Human Resources Manager

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The Chief Financial Officer
The Environmental Manager
Others as appropriate

The Group Environmental Manager will issue an agenda and chair the meeting. Minutes will be recorded.

The reviews will include as a minimum the following but will not be limited to these topics:

- · Review of the site Environmental Policy
- · Actions arising from previous meetings
- · New and proposed legislation
- Review of evaluation of compliance with legal and other equirements
- · The results of internal and external audits
- The extent to which objectives and targets baye been met
- The continuing suitability of the EMS is relation to changing business conditions and information and review of opportunities for improvement in the EMS
- Changes in company policycling the company policy
- Concerns of relevant interested parties
- An evaluation of the adequacy and effectiveness of the EMS as it is being implemented
- Establishing new objectives and targets
- Non-conformance's
- Corrective action
- Training requirements
- Others as will be specified in the agenda

The review data are presented to management by the Environmental Manager for discussion. Proceedings of the meeting are documented and the minutes are filed and retained for future auditing.

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#### C.3 HOURS OF OPERATION

Oxigen Environmental Ltd proposes to retain the hours of operation as per the existing Waste Licence W0208-01. The facility is currently licenced to operate twenty four hours a day, seven days a week.

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