



KILMAINHAMWOOD COMPOST FACILITY EXTENSION BALLYNALURGAN, KILMAINHAMWOOD, KELLS, CO. MEATH



Waste Licence Application

APPENDICES TO ATTACHMENTS

May 2010



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APPENDIX 1

Financial Statements

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Padraic Thornton Waste Disposal Limited
Directors' report and Consolidated Financial Statements
for the year ended 31 December 2007

Padraic Thornton Waste Disposal Limited
Directors' report and Consolidated Financial Statements
for the year ended 31 December 2007

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Padraic Thornton Waste Disposal Limited
Directors' report and Consolidated Financial Statements
for the year ended 31st December 2007

Company Information

Directors	Carmel Thornton Anna Marie Thornton Shane Thornton Paul Thornton Gary Brady
Secretary	Carmel Thornton
Company Number	72366
Registered Office	Unit S3B Henry Road Parkwest Business Park Dublin 12
Auditors	Newmarket Partnership 69 Calmount Park Ballymount Dublin 12
Business Address	Unit S3B Henry Road Parkwest Business Park Dublin 12
Bankers	Ulster Bank Group George's Quay Dublin 2
Solicitors	Bruton & Co Hillford House Leixlip Co. Kildare

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Padraic Thornton Waste Disposal Limited

Directors' Report for the year ended 31 December 2007

The directors present their annual report together with the audited consolidated financial statements of the company for the year ended 31 December 2007.

Principal activity

The principal activity of the company and group is the provision of waste management and recycling services.

Review of business and future developments

Thorntons Recycling continues to be one of the main recycling companies in Ireland. The strategy of diversification through the setting up of new Small Business Units (SBU) has helped the company manage some of the market risk. During the year the company invested in Recycling plant for its Commercial and Industrial waste stream. This has improved recover rates and diverted more material from landfill.

The Company will continue to invest in current infrastructure and develop new infrastructure to handle existing and future waste flows with a view to diverting as much material away from landfill as possible.

Fair review of performance of the business

The company performed well in a difficult trading year. Increased costs at landfill combined with increases in fuel, wages and aggressive pricing in the market place were overcome to deliver budgeted profits. Overall sales were up 3.8% principally due to increased sales in F&V, Liquid Waste and Kilmainhamwood compost. Sales in the skip hire business were down in the year due to increased competition particularly from skip bags.

Overall tonnage handled was 3% lower than 2006. This was necessary to ensure that all sites handled material within its EPA licenced limits.

Principal risks and uncertainties

The main uncertainty for 2008 is the Irish Economy. The company experienced a decline in volumes since October 2007. This is principally due to a general slow down in the economy and more particularly in the building sector. Interest rates have also increased a number of times in 2007 - although no increase is forecast for 2008, this remains uncertain.

A number of smaller operators have also entered the market in the past 18 months. This has led to increased competition and margin erosion as they are able to operate at lower prices due to the fact that they are regulated by the Local Authority and do not have the full cost of maintaining an EPA licence.

Results and dividends

The profit for the financial year amounted to	€ 2,953,490
Retained profit for the financial year attributable to the equity shareholders	<hr/> 2,953,490
Profit and loss at beginning of year	21,794,155
Reserve movements	2,953,490
Profit and loss at end of year	<hr/> <hr/> 24,747,645

The directors do not recommend payment of a final dividend.

Padraic Thornton Waste Disposal Limited

**Directors' Report
for the year ended 31 December 2007**

Directors

In accordance with the Articles of Association, Carmel Thornton, Gary Brady, Anna Marie Thornton, Shane Thornton and Paul Thornton retire by rotation and being eligible offer themselves for re-election
Conor Walsh resigned as a director on 9 March 2007.

Future developments

The directors perceive no change in the future development of the business to the development pursued to 31 December 2007.


Books of Account

The measures taken by the directors to ensure compliance with the requirements of Section 202, Companies Act, 1990, regarding proper books of account are the implementation of necessary policies and procedures for recording transactions, the employment of competent accounting personnel with appropriate expertise and the provision of adequate resources to the financial function. The books of account of the company are maintained at Unit S3B, Henry Road, Parkwest Business Park, Dublin 12.

Auditors

The auditors, Newmarket Partnership, have indicated their willingness to continue in office in accordance with the provisions of Section 160(2) of the Companies Act, 1963.

This report was approved by the Board on 22nd APRIL 2008 and signed on its behalf by:



**Paul Thornton
Director**



**Gary Brady
Director**

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Padraic Thornton Waste Disposal Limited


**Statement of Directors' Responsibilities
for the year ended 31 December 2007**

Company law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the company and of the group and of the profit or loss of the company for that year. In preparing these the directors are required to:


- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping proper books of account which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Acts 1963 to 2006 and all Regulations to be construed as one with those Acts. They have a general responsibility for taking such steps as are reasonably open to them to safeguard the assets of the company and to prevent and detect fraud and other irregularities.

On behalf of the board



Paul Thornton
Director



Gary Brady
Director

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22ND APRIL 2008
Date

Padraic Thornton Waste Disposal Limited

Independent Auditors' Report to the Members of Padraic Thornton Waste Disposal Limited

We have audited the financial statements of Padraic Thornton Waste Disposal Limited for the year ended 31 December 2007 which comprise the profit and loss account, the balance sheet, the cash flow statement and the related notes. These financial statements have been prepared under the accounting policies set out therein.

This report is made solely to the company's shareholders, as a body, in accordance with Section 193 of the Companies Act, 1990. Our audit work has been undertaken so that we might state to the company's shareholders those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's shareholders as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of directors and auditors

As described in the statement of directors' responsibilities the company's directors are responsible for the preparation of the financial statements in accordance with applicable law and Generally Accepted Accounting Practice in Ireland including the accounting standards issued by the Accounting Standards Board.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view in accordance with Generally Accepted Accounting Practice in Ireland and are properly prepared in accordance with the Companies Acts 1963 to 2006. We also report to you whether in our opinion: proper books of account have been kept by the company; whether, at the balance sheet date, there exists a financial situation requiring the convening of an Extraordinary General Meeting of the company; and whether the information given in the Directors' Report is consistent with the financial statements. In addition, we state whether we have obtained all the information and explanations necessary for the purposes of our audit and whether the company's balance sheet and its profit and loss account are in agreement with the books of account and returns.

We report to the shareholders if, in our opinion, any information specified by law regarding directors' remuneration and directors' transactions is not disclosed and, where practicable, include such information in our report.

We read the directors' report and consider the implications for our report if we become aware of any apparent misstatement within it.

Basis of audit opinion

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the directors in the preparation of the financial statements, and of whether the accounting policies are appropriate to the company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

Padraic Thornton Waste Disposal Limited

Independent Auditors' Report to the Members of Padraic Thornton Waste Disposal Limited

Opinion

In our opinion the financial statements give a true and fair view, in accordance with Generally Accepted Accounting Practice in Ireland, of the state of the company's affairs as at 31 December 2007 and of its profit and cash flows for the year then ended and have been properly prepared in accordance with the Companies Acts 1963 to 2006.

We have obtained all the information and explanations that we consider necessary for the purposes of our audit. In our opinion, proper books of account have been kept by the company. The financial statements are in agreement with the books of account.

In our opinion the information given in the directors' report is consistent with the financial statements.

The net assets of the company, as stated in the balance sheet, are more than half of the amount of its called up share capital and, in our opinion, on that basis there did not exist at 31 December 2007 a financial situation which under Section 40 (1) of the Companies (Amendment) Act, 1983 would require the convening of an extraordinary general meeting of the company.



**Newmarket Partnership
Registered Auditors
G9 Calmount Park
Ballymount
Dublin 12**

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22nd APRIL 2008
Date


Padraic Thornton Waste Disposal Limited


**Consolidated Profit and Loss Account
for the year ended 31 December 2007**

	Notes	2007 €	2006 € (as restated)
Group turnover	2	44,497,480	42,837,202
Cost of sales		<u>(33,099,308)</u>	<u>(30,903,338)</u>
Gross profit		11,398,172	11,933,864
Administrative expenses		(6,783,087)	(7,054,918)
Other operating income		<u>150,451</u>	<u>6,118,944</u>
Group operating profit	3	4,765,536	10,997,890
Interest payable and similar charges	4	<u>(1,590,070)</u>	<u>(1,290,043)</u>
Profit on ordinary activities before taxation		3,175,466	9,707,847
Tax on profit on ordinary activities	8	<u>(221,976)</u>	<u>(2,304,857)</u>
Profit on ordinary activities after taxation		2,953,490	7,402,990
Minority Interest	2	-	<u>(2,676,923)</u>
Retained profit for the year		<u><u>2,953,490</u></u>	<u><u>4,726,067</u></u>

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Approved by the Board on 22nd APRIL 2008 and signed on its behalf by:


Paul Thornton
Director


Gary Brady
Director


Padraic Thornton Waste Disposal Limited

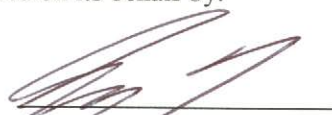
**Consolidated Balance Sheet
as at 31 December 2007**

	Notes	2007 €	2006 €
Fixed Assets			
Goodwill	10	1,613,957	2,380,265
Tangible assets	9	53,892,361	45,328,701
		<u>55,506,318</u>	<u>47,708,966</u>
Current Assets			
Stocks	12	14,180	23,909
Debtors	13	8,924,804	9,843,422
Investments		110,767	110,767
Cash at bank and in hand		17,186	20,867
		<u>9,066,937</u>	<u>9,998,965</u>
Creditors: amounts falling due within one year	14	<u>(14,432,209)</u>	<u>(14,114,102)</u>
Net Current Liabilities		<u>(5,365,272)</u>	<u>(4,115,137)</u>
Total Assets Less Current Liabilities		50,141,046	43,593,829
Creditors: amounts falling due after more than one year	15	<u>(25,090,936)</u>	<u>(21,410,027)</u>
Provision for Liabilities and Charges	16	<u>(302,458)</u>	<u>(389,643)</u>
Net Assets		<u>24,747,652</u>	<u>21,794,159</u>
Capital and Reserves			
Called up share capital	17	4	4
Minority Interest	20	3	-
Profit and loss account	20	24,747,645	21,794,155
Equity Shareholders' Funds		<u>24,747,652</u>	<u>21,794,159</u>
Equity interests		24,747,649	21,794,159
Minority interest	21	<u>3</u>	<u>-</u>

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Approved by the Board on 22nd APRIL 2008 and signed on its behalf by:


Paul Thornton
Director



Gary Brady
Director


Padraic Thornton Waste Disposal Limited

**Company Balance Sheet
as at 31 December 2007**

	Notes	2007 €	2006 €
Fixed Assets			
Intangible assets	10	1,449,792	1,787,155
Tangible assets	9	48,537,143	45,453,116
Investments	11	6,645,200	6,645,200
		<u>56,632,135</u>	<u>53,885,471</u>
Current Assets			
Stocks	12	14,180	23,909
Debtors	13	8,966,247	9,843,422
Cash at bank and in hand		17,186	20,867
		<u>8,997,613</u>	<u>9,888,198</u>
Creditors: amounts falling due within one year	14	<u>(18,315,092)</u>	<u>(17,996,982)</u>
Net Current Assets (Liabilities)		<u>(9,317,479)</u>	<u>(8,108,784)</u>
Total Assets Less Current Liabilities		47,314,656	45,776,687
Creditors: amounts falling due after more than one year	15	<u>(19,777,161)</u>	<u>(21,410,027)</u>
Provision for Liabilities and Charges	16	<u>(302,458)</u>	<u>(389,643)</u>
Net Assets		<u>27,235,037</u>	<u>23,977,017</u>
Capital and Reserves			
Called up share capital	17	4	4
Profit and loss account		27,235,033	23,977,013
Equity Shareholders' Funds	20	<u>27,235,037</u>	<u>23,977,017</u>

Approved by the Board on 22nd APRIL 2008 and signed on its behalf by:


Paul Thornton
Director


Gary Brady
Director

Padraic Thornton Waste Disposal Limited

**Consolidated Cash Flow Statement
for the year ended 31 December 2007**

	Note	2007 €	2006 €
Net cash inflow from operating activities	19.	9,896,785	6,468,054
Return on Investments & Servicing of Finance			
Interest received		-	-
Interest Paid		(1,263,379)	(988,431)
Interest element of finance lease rental payments		(326,691)	(301,612)
Net cash outflow from return on investments & servicing of finance		(1,590,070)	(1,290,043)
Minority Interest		3	(2,676,923)
Taxation			
Corporation Tax Paid		(881,968)	(1,377,276)
Investing Activities			
Proceeds from the sale of fixed assets		1,261,302	10,102,721
Proceeds from the sale of shares		-	6,072,660
Purchase of tangible fixed assets		(13,970,354)	(9,566,674)
Net cash outflow from capital expenditure and financial investment		(12,709,052)	6,608,707
Cash inflow / (outflow) before financing		(5,284,302)	7,732,519
Financing			
Finance leases acquired during the period		6,653,015	4,098,723
Finance lease repayments during the period		(5,337,347)	(4,166,367)
Bank loans acquired during the period		6,501,275	-
Bank loans repayments during the period		(2,280,817)	(6,667,820)
Net cash inflow / (outflow) from financing		5,536,126	(6,735,464)
Increase / (decrease) in cash and demand debt in the year		251,824	997,055
Analysis of Cash & Cash Equivalents			
		Bank & Cash €	Total €
Balance at 31 December 2006		(327,210)	(327,210)
Net Cash Inflow / (Outflow)		251,824	251,824
Balance at 31 December 2007		(75,386)	(75,386)

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Padraic Thornton Waste Disposal Limited

Notes to the Financial Statements for the year ended 31 December 2007

1. Accounting Policies

1.1. Basis of preparation

The financial statements are prepared under the historical cost convention

The accounting policies set out below have been applied consistently by all the Group's subsidiaries, to all periods presented in these consolidated financial statements.

1.2. Basis of consolidation

The group financial statements consolidate the financial statements of the company and all of its subsidiary undertakings made up to 31st December 2007.

The results of subsidiary undertakings acquired of in the year are included in the consolidated profit and loss account from the date of acquisition. Upon the acquisition of a business, fair values are attributed to the identifiable net assets acquired. The group's accounting policy in relation to goodwill is set out below.

Intra-group balances and transactions, and any unrealised gains arising from such transactions, are eliminated in preparing the consolidated financial statements. Unrealised losses are eliminated in the same manner as unrealised gains but only to the extent that there is no evidence of impairment

1.3. Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost or at valuation, less accumulated depreciation. No depreciation is provided on freehold land. The charge for depreciation is calculated to write down cost or valuation of other tangible fixed assets to their estimated residual values by equal annual instalments over their expected useful lives, which are as follows:

Land	-	Not Depreciated
Buildings	-	Over 10 years Straight Line
Plant and machinery	-	Over 8 years Straight Line
Office Equipment	-	Between 3 & 8 years Straight Line
Motor vehicles	-	Over 4 years Straight Line

Assets under construction are not depreciated until they are substantially ready for use.

1.4. Goodwill

Purchased goodwill arising on the acquisition of a business represents the excess of the acquisition cost over the fair value of the identifiable net assets when they were acquired. Any excess of the aggregate of the fair value of the identifiable net assets acquired over the fair value of the acquisition is negative goodwill.

Padraic Thornton Waste Disposal Limited

Notes to the Financial Statements for the year ended 31 December 2007

..... continued

1.5. Leasing and hire purchase commitments

Assets obtained under hire purchase contracts and finance leases are capitalised as tangible assets and depreciated over their useful lives. Obligations under such agreements are included in creditors net of the finance charge allocated to future periods. The finance element of the rental payment is charged to the profit and loss account so as to produce constant periodic rates of charge on the net obligations outstanding in each period.

Rentals payable under operating leases are charged against income on a straight line basis over the lease term.

1.6. Turnover

Turnover represents the total invoice value, excluding value added tax, of sales made during the year.

Income arising from annual service contracts is recognised at the time when the contract is performed in its entirety and all the related costs have been suffered.

1.7. Pensions

The company operates a defined contribution pension scheme on behalf of the directors and employees. The assets of the scheme are held separately from those of the company in an independently administered fund.

The pension cost charge represents contributions paid in the period by the company to the fund. The cost of contributions payable to the scheme is recognised in full in the profit and loss account.

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Padraic Thornton Waste Disposal Limited

Notes to the Financial Statements for the year ended 31 December 2007

..... continued

1.8. Taxation

Current taxation represents the amount expected to be paid or recovered in respect of taxable profit for the year and is calculated using the taxation rates and laws that have been enacted or substantively enacted at the balance sheet date.

Deferred tax is recognised in respect of all timing differences that have originated but not reversed at the balance sheet date where transactions or events have occurred at that date that will result in an obligation to pay more, or a right to pay less or to receive more tax, with the following exceptions:

Provision is made for tax on gains arising from the revaluation (and similar fair value adjustments) of fixed assets, and gains on disposal of fixed assets that have been rolled over into replacement assets, only to the extent that, at the balance sheet date, there is a binding agreement to dispose of the assets concerned. However, no provision is made where, on the basis of all available evidence at the balance sheet date, it is more likely than not that the taxable gain will be rolled over into replacement assets and charged to tax only where the replacement assets are sold;

Provision is made for deferred tax that would arise on remittance of the retained earnings of overseas subsidiaries, associates and joint ventures only to the extent that, at the balance sheet date, dividends have been accrued as receivable;

Deferred tax assets are recognised only to the extent that the directors consider that it is more likely than not that there will be suitable taxable profits from which the future reversal of the underlying timing differences can be deducted.

Deferred tax is measured on an undiscounted basis at the tax rates that are expected to apply in the periods in which timing differences reverse, based on tax rates and laws enacted or substantively enacted at the balance sheet date.

1.9. Stock and work in progress

Stocks and Work in Progress are valued on a First In First Out (FIFO) basis at the lower of cost and net realisable value after making due allowance for any obsolete or slow moving items. Net realisable value comprises the actual or estimated selling price (net of trade discounts) less all further costs to completion or to be incurred in marketing, selling and distribution.

1.10. Adjustment for prior year

The amounts included in the profit and loss account for the year ended 31st December 2006 have been adjusted. These adjustments did not affect the profit after tax for the year.

The amount to correct arising from the consolidation of a subsidiary.

The effect of the transaction was a subsequent rise and inclusion of a tax charge of €1,384,375, and the company's own share of the profit on liquidation.

As the company was liquidated shortly thereafter, this adjustment has no impact on the balance sheet as at 31st December 2006.

Padraic Thornton Waste Disposal Limited

**Notes to the Financial Statements
for the year ended 31 December 2007**

..... continued

2. Turnover

The total turnover of the company for the year has been derived from its principal activity wholly undertaken in Ireland.

3. Group operating profit

	2007	2006
	€	€
Group operating profit is stated after charging:		
Amortisation of goodwill	766,303	976,300
Depreciation of tangible assets	4,659,058	3,962,654
Auditors' remuneration	58,451	53,800
	<u> </u>	<u> </u>
and after crediting:		
Government grants received	23,155	-
	<u> </u>	<u> </u>

4. Interest payable and similar charges

	2007	2006
	€	€
On bank loans and overdrafts	1,263,379	988,431
Lease finance charges and hire purchase interest	326,691	301,612
	<u> </u>	<u> </u>
	1,590,070	1,290,043
	<u> </u>	<u> </u>

5. Employees

Number of employees

The average monthly numbers of employees (including the directors) during the year were:

	2007	2006
	Number	Number
Drivers & Helpers	228	218
Administration & Support	40	30
Sales	9	7
Management	6	17
	<u> </u>	<u> </u>
	283	272
	<u> </u>	<u> </u>

Employment costs

	2007	2006
	€	€
Wages and salaries	12,469,342	12,106,587
Other pension costs	69,944	-
	<u> </u>	<u> </u>
	12,539,286	12,106,587
	<u> </u>	<u> </u>

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Padraic Thornton Waste Disposal Limited

**Notes to the Financial Statements
for the year ended 31 December 2007**

..... continued

6. Directors' remuneration and transactions

	2007	2006
Remuneration	768,948	914,108
Pension contributions	11,805	-
	780,753	914,108

Directors and secretary and their interests

The directors and secretary who held office at 31st December 2007 had no interests other than those shown below in the shares in, or debentures or loan stock of, the company or group companies:

Company

Padraic Thornton Waste Disposal Limited

Name of Director	Description of Instrument	Interest at end of year	Interest at beginning of year or date of appointment, (if later)
Carmel Thornton	2 Ordinary shares of €2 each	4	4
Gary Brady		-	-
Anna Marie Thornton		-	-
Shane Thornton		-	-
Paul Thornton		-	-
		-	-

All shares were shares in Padraic Thornton Waste Disposal Limited and all were beneficially held.

Other companies in the group:

Thornton Recycling Centre Limited

Name of Director	Description of Instrument	Interest at end of year	Interest at beginning of year or date of appointment, (if later)
Carmel Thornton	1 Ordinary shares of €2 each	2	2

Padraic Thornton Waste Disposal Limited

**Notes to the Financial Statements
for the year ended 31 December 2007**

..... continued

Kildare Recycling Centre Limited

Name of Director	Description of Instrument	Interest at end of year	Interest at beginning of year or date of appointment, (if later)
Carmel Thornton	10 Ordinary shares of €1 each	10	10

7. Pension costs

The pension entitlements of employees, including executive directors, arise under a defined contribution pension scheme and are secured by contributions by the company to a separately administered pension fund. The advice of a professionally qualified actuary is taken in assessing pension costs and liabilities.

8. Tax on profit on ordinary activities

Analysis of charge in period	2007	2006
	€	€
Corporation tax	556,849	2,304,857
Adjustments in respect of previous periods	(247,688)	-
Total current tax charge	<u>309,161</u>	<u>2,304,857</u>
Deferred tax		
Timing differences, origination and reversal	(87,185)	-
Tax on profit on ordinary activities	<u><u>221,976</u></u>	<u><u>2,304,857</u></u>

Factors affecting tax charge for period

The tax assessed for the period is less than the standard rate of corporation tax in Ireland (12.5%). The differences are explained below:

	2007	2006
	€	€
Profit on ordinary activities before taxation	<u>3,175,466</u>	<u>9,707,847</u>
Profit on ordinary activities multiplied by standard rate of corporation tax in Ireland of 12.5% (31 December 2006 : 12.5%)	396,933	1,213,481
Expenses not deductible for tax purposes (primarily goodwill amortisation)	159,916	165,875
Excess of Capital Gains Tax charge over Corporation Tax charge	-	925,501
Current tax charge for period	<u><u>556,849</u></u>	<u><u>2,304,857</u></u>

Padraic Thornton Waste Disposal Limited

**Notes to the Financial Statements
for the year ended 31 December 2007**

..... continued

9. Tangible assets - Group

	Land and buildings freehold	Plant and machinery	Fixtures & fittings	Motor vehicles	Total
	€	€	€	€	€
At 1 January 2007	31,072,157	24,677,475	1,881,291	7,603,270	65,234,193
Additions	6,933,558	4,484,601	131,523	2,420,672	13,970,354
Reclassification	73,794	350,339	(86,953)	(20,159)	NIL
Disposals	(426,121)	(384,900)	(9,751)	(203,000)	(1,023,772)
At 31 December 2007	<u>37,653,388</u>	<u>29,127,515</u>	<u>1,916,110</u>	<u>9,800,783</u>	<u>78,180,775</u>
Depreciation					
At 1 January 2007	1,526,925	12,200,709	451,255	5,726,603	19,905,492
On disposals	-	(15,649)	(747)	(13,250)	(29,646)
Reclassification	(44,231)	185,732	(4,447)	(66,523)	NIL
Charge for the year	413,024	2,840,669	221,648	1,183,717	4,659,058
At 31 December 2007	<u>1,895,718</u>	<u>15,210,461</u>	<u>667,709</u>	<u>6,830,547</u>	<u>24,534,904</u>
Net book values					
At 31 December 2007	<u>35,757,670</u>	<u>13,916,054</u>	<u>1,248,401</u>	<u>2,970,236</u>	<u>53,892,361</u>
At 31 December 2006	<u>29,545,232</u>	<u>12,476,766</u>	<u>1,430,036</u>	<u>1,876,667</u>	<u>45,328,701</u>

Included above are assets held under finance lease contracts as follows:

Asset description	2007	Deprec	2006	Deprec
	Net book value	charge	Net book value	charge
	€	€	€	€
Plant and machinery	7,140,329	1,127,330	5,601,242	1,296,325
Motor vehicles	2,747,437	1,067,111	1,413,850	581,933
	<u>9,887,766</u>	<u>2,194,441</u>	<u>7,015,092</u>	<u>1,878,258</u>

Padraic Thornton Waste Disposal Limited

**Notes to the Financial Statements
for the year ended 31 December 2007**

..... continued

9. Tangible assets - Company

	Land and buildings freehold	Plant and machinery	Fixtures & fittings	Motor vehicles	Total
	€	€	€	€	€
At 1 January 2007	31,072,157	24,677,475	1,881,291	7,603,270	65,234,193
Additions	1,619,783	4,443,158	131,523	2,420,672	8,615,136
Reclassification	73,794	350,339	(86,953)	(20,159)	NIL
Disposals	(426,121)	(384,900)	(9,751)	(203,000)	(1,023,772)
At 31 December 2007	<u>32,339,613</u>	<u>29,086,072</u>	<u>1,916,110</u>	<u>9,800,783</u>	<u>72,825,557</u>
Depreciation					
At 1 January 2007	1,526,925	12,200,709	451,255	5,726,603	19,905,492
On disposals	-	(15,649)	(747)	(13,250)	(29,646)
Reclassification	(44,231)	185,732	(4,447)	(66,523)	NIL
Charge for the year	413,024	2,840,669	221,648	1,183,717	4,659,058
At 31 December 2007	<u>1,895,718</u>	<u>15,200,451</u>	<u>667,709</u>	<u>6,830,547</u>	<u>24,534,904</u>
Net book values					
At 31 December 2007	<u>30,443,895</u>	<u>13,874,611</u>	<u>1,248,401</u>	<u>2,970,236</u>	<u>48,537,143</u>
At 31 December 2006	<u>29,669,642</u>	<u>12,476,767</u>	<u>1,430,596</u>	<u>1,876,110</u>	<u>45,453,116</u>

Included above are assets held under finance lease contracts as follows:

Asset description	2007 Net book value €	Deprec charge €	2006 Net book value €	Deprec charge €
Plant and machinery	7,140,329	1,127,330	5,601,242	1,296,325
Motor vehicles	2,747,437	1,067,111	1,413,850	581,933
	<u>9,887,766</u>	<u>2,194,441</u>	<u>7,015,092</u>	<u>1,878,258</u>

Padraic Thornton Waste Disposal Limited

**Notes to the Financial Statements
for the year ended 31 December 2007**

..... continued

10. Intangible fixed assets - Group

	Goodwill	Total
	€	€
Cost		
At 1 January 2006	7,879,218	7,879,218
At 31 December 2007	<u>7,879,218</u>	<u>7,879,218</u>
Amortised		
At 1 January 2007	5,498,953	5,498,953
Amortisation charge for the year	766,308	766,308
At 31 December 2007	<u>6,265,261</u>	<u>6,265,261</u>
Net book values		
At 31 December 2007	<u>1,613,957</u>	<u>1,613,957</u>
At 31 December 2006	<u>2,380,265</u>	<u>2,380,265</u>

10. Intangible fixed assets - Company

	Goodwill	Total
	€	€
Cost		
At 1 January 2007	4,066,654	4,066,654
At 31 December 2007	<u>4,066,654</u>	<u>4,066,654</u>
Amortised		
At 1 January 2007	2,279,499	2,279,499
Amortisation charge for the year	337,363	337,363
At 31 December 2007	<u>2,616,862</u>	<u>2,616,862</u>
Net book values		
At 31 December 2007	<u>1,449,792</u>	<u>1,449,792</u>
At 31 December 2006	<u>1,787,155</u>	<u>1,787,155</u>

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Padraic Thornton Waste Disposal Limited

**Notes to the Financial Statements
for the year ended 31 December 2007**

..... continued

11 Financial Fixed Assets - Company

	Subsidiary Undertakings Shares	Total
Cost	€	€
At 1 January 2007	6,645,200	6,645,200
At 31 December 2007	<u>6,645,200</u>	<u>6,645,200</u>
Net book values		
At 31 December 2007	<u>6,645,200</u>	<u>6,645,200</u>
At 31 December 2006	<u><u>6,645,200</u></u>	<u><u>6,645,200</u></u>

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Padraic Thornton Waste Disposal Limited

**Notes to the Financial Statements
for the year ended 31 December 2007**

..... continued

11.1. The company holds share capital of the following companies:

Company	Country of registration or incorporation	Shares held	Class	Holding
Subsidiary undertaking				
PT Farms Limited	Republic of Ireland	100	Ordinary	100%
Thornton Waste Disposal Limited	Republic of Ireland	2	Ordinary	100%
Brivin Enterprises Limited	Republic of Ireland	2	Ordinary	100%
Celbridge Amenities Limited	Republic of Ireland	11	Ordinary	52%
Kildare Recycling Limited	Republic of Ireland	90	Ordinary	90%
Thornton Recycling Centre Limited	Republic of Ireland	98	Ordinary	98%
Colistown Holdings Limited	Republic of Ireland	1	Ordinary 'A'	

- (a) The aggregate amount of capital and reserves and the results of these undertakings for the last relevant financial year were as follows:

	Capital and reserves	Profit for the year	Status
	€	€	
PT Farms Limited	200	-	Dormant
Thornton Waste Disposal Limited	2,230,658	-	Dormant
Brivin Enterprises Limited	1,762,886	-	Dormant
Celbridge Amenities Limited	-	-	In Members Voluntary Liquidation
Kildare Recycling Limited	100	-	Dormant
Thornton Recycling Centre Limited	200	-	Dormant
Colistown Holdings Limited	4	-	Dormant

The impact of minority interests in the year were not material

- (b) The directors are of the opinion that the value of the financial assets is not less than the amount shown in the accounts.
- (c) The company owns 100% of the share capital of P. T. Farms Limited whose registered office is Unit S3B, Parkwest Business Park, Dublin 12. The investment comprises of 100 ordinary shares of €2 each.
- (d) The company owns 100% of the share capital of Thornton Waste Disposal Limited whose registered office is Unit S3B, Parkwest Business Park, Dublin 12. The investment comprises of 2 ordinary shares of €625,000 each. Thornton Waste Disposal Limited has ceased trading along with its assets and business.
- (e) The company own 100% of Brivin Enterprises Limited, whose registered office is Unit S3B Parkwest Business Park, Dublin 12. The investment comprises of 2 ordinary shares of €2,500,000 each.
- (f) The company own 52 % of the issued share capital of Celbridge Amenities Limited, whose registered office is Unit S3B, Parkwest Business Park, Dublin 12. The investment comprises of 11 ordinary shares of €1 each. The company was placed on members voluntary liquidation on 8th November 2006.
- (g) The company own 98% of the issued share capital of Thornton Recycling Centre Limited, whose registered office is Unit S3B, Parkwest Business Park, Dublin 12. The investment comprises of 98 ordinary shares of €2 each.
- (h) The company own 90% of the issued share capital of Kildare Recycling Limited, whose registered office is Unit S3B, Parkwest Business Park, Dublin 12. The investment comprises of 90 ordinary shares of €1 each.

Padraic Thornton Waste Disposal Limited

**Notes to the Financial Statements
for the year ended 31 December 2007**

..... continued

- (i) The company holds the 1 issued Ordinary 'A' share of Colistown Holdings Limited, whose registered office is Unit S3B, Parkwest Business Park, Dublin 12. This share entitles the company to appoint all the directors. However, it is not entitled to a share in the profits or its assets.

12. Stocks - Group & company	2007	2006
	€	€
Stock	14,180	23,909

The replacement cost of stocks did not differ significantly from the figure shown.

13. Debtors - Group	2007	2006
	€	€
Trade debtors	8,057,208	8,662,668
Sundry Debtors	138,079	47,553
Prepayments and accrued income	729,517	1,133,201
	8,924,804	9,843,422

13. Debtors - company	2007	2006
	€	€
Trade debtors	8,057,208	8,662,668
Amount owed by subsidiary companies	41,443	-
Sundry Debtors	138,079	47,553
Prepayments and accrued income	729,517	1,133,201
	8,966,247	9,843,422

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Padraic Thornton Waste Disposal Limited

**Notes to the Financial Statements
for the year ended 31 December 2007**

..... continued

14. Creditors: amounts falling due within one year - group	2007	2006
	€	€
Bank loans & overdraft	3,388,431	1,814,368
Trade creditors	5,624,127	6,336,105
Finance leases	3,395,877	3,123,738
Directors' accounts	1,040,095	1,805,880
Taxation:		
Corporation tax	48,885	621,692
PAYE	252,009	278,884
VAT	682,785	133,435
	<u>14,432,209</u>	<u>14,114,102</u>

14. Creditors: amounts falling due within one year - company	2007	2006
	€	€
Bank loans & overdraft	3,388,431	1,814,368
Trade creditors	5,624,327	6,336,305
Amounts owing to subsidiary companies	3,882,680	3,882,680
Finance leases	3,395,877	3,123,738
Directors' accounts	1,040,098	1,805,880
Taxation:		
Corporation tax	48,885	621,692
PAYE	252,009	278,884
VAT	682,785	133,435
	<u>18,315,092</u>	<u>17,996,982</u>

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15. Creditors: amounts falling due after more than one year - group	2007	2006
	€	€
Bank loan	21,841,171	19,450,281
Finance leases	3,249,765	1,959,746
	<u>25,090,936</u>	<u>21,410,027</u>

Loan repayments fall due as follows:

Repayable in one year or less, or on demand	3,295,859	1,466,291
Repayable between one and two years	2,282,758	1,532,758
Repayable between two and five years	2,612,964	1,862,964
Repayable in five years or more	13,649,590	14,588,268
	<u>21,841,171</u>	<u>19,450,281</u>

Padraic Thornton Waste Disposal Limited

**Notes to the Financial Statements
for the year ended 31 December 2007**

..... continued

15.	Creditors: amounts falling due after more than one year - company	2007	2006
		€	€
	Bank loan	16,527,396	19,450,281
	Finance leases	3,249,765	1,959,746
		<u>19,777,161</u>	<u>21,410,027</u>
	Loans		
	Repayable in one year or less, or on demand	3,295,859	1,466,291
	Repayable between one and two years	1,532,758	1,532,758
	Repayable between two and five years	1,862,964	1,862,964
	Repayable in five years or more	9,835,815	14,588,268
		<u>16,527,396</u>	<u>19,450,281</u>

16. Provisions for liabilities and charges - Group

Deferred tax is analysed over the following timing differences:

	Provided	
	2007	2006
	€	€
Accelerated capital allowances	<u>302,458</u>	<u>389,643</u>

Movements on the provision for deferred taxation are:

	2007	2006
	€	€
At 1 January	389,643	389,643
Transferred to profit and loss account	(87,185)	-
At 31 December	<u>302,458</u>	<u>389,643</u>

Padraic Thornton Waste Disposal Limited

**Notes to the Financial Statements
for the year ended 31 December 2007**

..... continued

16. Provisions for liabilities and charges - Company

Deferred tax is analysed over the following timing differences:

	Provided	
	2007	2006
	€	€
Accelerated capital allowances	302,458	389,643
	<u>302,458</u>	<u>389,643</u>

Movements on the provision for deferred taxation are:

	2007	2006
	€	€
At 1 January	389,643	389,643
Transferred to profit and loss account	(87,185)	-
At 31 December	<u>302,458</u>	<u>389,643</u>

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17. Share capital

Authorised equity

1,000 Ordinary shares of €2 each

2 Ordinary shares of €2 each

Equity interest

	2007	2006
	€	€
1,000 Ordinary shares of €2 each	2,000	2,000
2 Ordinary shares of €2 each	4	4
	<u>4</u>	<u>4</u>
Equity interest	<u>4</u>	<u>4</u>

18. Bank loans and overdrafts

The following security is provided on all bank loans and overdrafts:

- (i) Cross company guarantee within the group
- (ii) Fixed and floating charge over the assets of the group
- (iii) A fixed charge over specific group freehold property

Padraic Thornton Waste Disposal Limited

**Notes to the Financial Statements
for the year ended 31 December 2007**

..... continued

19. Reconciliation of operating profit to net cash flow from operating activities

	2007	2006
	€	€
Operating profit	4,765,536	10,997,890
Depreciation	4,659,058	3,962,654
Goodwill Amortised	766,308	976,300
(Profit) / Loss on disposal of fixed assets	(267,176)	(7,077,715)
(Increase)/Decrease in stocks	9,729	(23,909)
(Increase)/Decrease in debtors	1,009,144	(1,712,676)
Increase/(Decrease) in creditors	(1,045,814)	(654,490)
Net cash inflow from operating activities	9,896,785	6,468,054

20. Reconciliation of movements in shareholders' funds - group

	Profit & Loss	Total
	€	€
At 1 January 2007	21,794,159	21,794,159
Proceeds from issue of shares in subsidiary	3	3
Profit for the year	2,953,490	2,953,490
	24,747,652	24,747,652

On 6th December 2006, the company formed a subsidiary in which it holds a controlling interest. Three ordinary shares were issued of €1 each to connected parties during the year.

Padraic Thornton Waste Disposal Limited

**Notes to the Financial Statements
for the year ended 31 December 2007**

..... continued

Reconciliation of movements in shareholders' funds - company

	Profit & Loss €	Total €
At 1 January 2007	23,977,017	23,977,017
Profit for the year	3,258,020	3,258,020
At 31 December 2007	<u>27,235,037</u>	<u>27,235,037</u>
Proceeds of issue of non-equity shares		
Net proceeds of non-equity share issue		

21 Minority Interest	2007 €	2006 €
At 1st January 2007	-	-
Share of profits on Liquidation	-	2,676,923
Funds allocated directly on Liquidation	-	(2,676,923)
Proceeds from issue of shares in subsidiary	3	-
At 31 December 2007	<u>3</u>	<u>-</u>

22. Related party transactions

The company has taken advantage of the exemption within Financial Reporting Standard 8 - "Related Party Transactions", for a parent not to report transactions with subsidiaries in the group when presenting their consolidated financial statements.

Padraic Thornton Waste Disposal Limited

**Notes to the Financial Statements
for the year ended 31 December 2007**

..... continued

23. Commitments

Capital Commitments

Future capital expenditure approved by the directors but not provided for in these financial statements is as follows:

	2007	2006
	€	€
Contracted for	-	-
	<hr/>	<hr/>
	<hr/>	<hr/>

Finance lease commitments

Annual commitments under non cancellable finance leases as follows:

	Plant and Machinery	Motor Vehicles	Total
	€	€	€
Expiring:			
Within one year	2,263,918	1,131,959	3,395,877
Between two and five years	2,166,510	1,083,255	3,249,765
	<hr/>	<hr/>	<hr/>
	<hr/>	<hr/>	<hr/>

24. Guarantees

Pursuant to the provisions of Section 17, Companies (Amendment) Act, 1986, the company has guaranteed the liabilities of all of its subsidiary undertakings in the Republic of Ireland for the financial year ended 31st December 2007 and as a result such subsidiary undertakings have been exempted from the filings provisions of Section 7, Companies (Amendment) Act, 1986.

25. Approval of financial statements

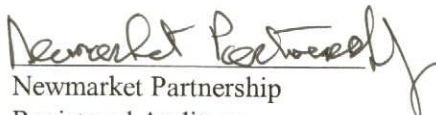
Approved by the Board on 22nd APRIL 2008

Padraic Thornton Waste Disposal Limited

Report on Additional Information

The additional information on page 30 - 32 has been prepared from the books and records of the company. This information has not been subjected to the tests and other auditing procedures applied in our examination of the statutory financial statements of Padraic Thornton Waste Disposal Limited for the year ended 31 December 2007 and no audit opinion is expressed on it.

In relation to the statutory financial statements taken as a whole, this information is fairly presented in all material respects.


Newmarket Partnership
Registered Auditors
G9 Calmount Park
Ballymount
Dublin 12

21st APRIL 2008
Date

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Padraic Thornton Waste Disposal Limited

**Consolidated Detailed Trading Profit and Loss Account
and Expenses Schedule
for the year ended 31 December 2007**

	2007		2006	
	€	€	€	€
Sales		44,497,480		42,837,202
Cost of sales				
Direct costs		26,536		216,983
Cost of goods sold		150,258		-
Bin Maintenance		326,420		356,663
Landfill Charges		11,443,296		11,341,479
Protective Clothing		16,285		30,921
Security		241,198		154,609
Wages and salaries		9,058,782		8,305,260
Subcontractors		2,356,215		2,441,138
Fuel		1,751,569		1,513,321
Road Tax		187,256		142,042
Tyres and Batteries		240,125		199,558
Truck Expenses		16,495		15,741
Environmental costs		20,982		30,796
Freight and Carriage		64,923		102,140
Disposal Costs		679,385		63,405
Operating lease rentals - land & blds		19,781		-
Motor Insurance		185,500		314,736
Depreciation on freehold property		11,804		11,804
Amortisation on long leasehold		401,220		310,260
Depreciation on plant and machinery		2,840,669		2,452,231
Depreciation on motor vehicles		1,183,717		972,466
Repairs & Maintenance - equipment		1,602,793		1,753,618
Repairs & Maintenance - Land & Buildings		274,049		174,167
		<u>33,099,308</u>		<u>30,903,338</u>
		<u>(33,099,308)</u>		<u>(30,903,338)</u>
Gross profit	26%	11,398,172	28%	11,933,864

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Padraic Thornton Waste Disposal Limited

**Consolidated Detailed Trading Profit and Loss Account
and Expenses Schedule
for the year ended 31 December 2007**

	2007		2006	
	€	€	€	€
Administrative expenses				
Wages and salaries	2,641,612		2,887,219	
Directors' remuneration	768,948		914,108	
Directors' pension costs	11,805		-	
Staff pension costs	58,139		-	
Recruitment	45,777		25,534	
Rent & Rates	273,654		442,249	
Insurance	216,086		699,623	
Light, heat & power	675,477		502,618	
Cleaning	37,463		34,607	
Printing, postage and stationery	191,976		216,116	
Advertising	175,229		155,627	
Telephone	100,491		144,661	
Computer costs	157,346		54,316	
Motor expenses	86,741		83,782	
Waste Licence	89,671		44,772	
Legal and professional	176,356		229,991	
Consultancy fees	47,632		155,026	
Audit	58,451		53,800	
Bank charges	61,364		66,015	
Bad debts	119,428		120,000	
Staff welfare	65,177		60,807	
General expenses	5,489		(23,091)	
Profit/Loss on disposals of fixed assets	(267,176)		(1,005,055)	
Amortisation of Goodwill	766,303		976,300	
Depreciation on Fixtures & Fittings	221,648		215,893	
		6,783,087		7,054,918
		4,615,085		4,878,946

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Padraic Thornton Waste Disposal Limited

**Consolidated Detailed Trading Profit and Loss Account
and Expenses Schedule
for the year ended 31 December 2007**

	2007		2006	
	€	€	€	€
Other operating income				
Rent receivable		127,296		46,284
Profit on disposal		-		6,072,660
Gov Grants received		23,155		-
Operating profit	11%	4,765,536	26%	10,997,890
Other income and expenses				
Interest payable				
Bank interest		1,263,379		988,431
HP interest and fin. lease charges		326,691		301,612
		(1,590,070)		(1,290,043)
Net profit for the year		3,175,466		9,707,847

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Padraic Thornton Waste Disposal Limited
Directors' report and Consolidated Financial Statements
for the year ended 31 December 2008

Padraic Thornton Waste Disposal Limited
Directors' report and Consolidated Financial Statements
for the year ended 31 December 2008

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Padraic Thornton Waste Disposal Limited
Directors' report and Consolidated Financial Statements
for the year ended 31st December 2008

Company Information

Directors	Carmel Thornton Anna Marie Thornton Shane Thornton Paul Thornton Gary Brady
Secretary	Carmel Thornton
Company Number	72366
Registered Office	Unit S3B Henry Road Parkwest Business Park Dublin 12
Auditors	Newmarket Partnership G9 Calmount Park Ballymount Dublin 12
Business Address	Unit S3B Henry Road Parkwest Business Park Dublin 12
Bankers	Ulster Bank Group George's Quay Dublin 2
Solicitors	Bruton & Co Hillford House Leixlip Co. Kildare

Padraic Thornton Waste Disposal Limited

Directors' Report for the year ended 31 December 2008

The directors present their annual report together with the audited consolidated financial statements of the company for the year ended 31 December 2008.

Principal activity

The principal activity of the company and group is the provision of waste management and recycling services including commercial and industrial waste collection and recycling, domestic waste collection, casual skip hire, Composting, End of Life Vehicle (ELV), Confidential Paper Shredding and Liquid Waste (Tankers) services.

Review of business and future developments

Thorntons Recycling continues to be one of the main recycling companies in Ireland. The recycling industry has experienced a very turbulent year due to a number of factors including the global economic downturn, the collapse of recyclables commodity markets globally and the reduction in waste volumes due to poor trading conditions.

The company has had to put on hold a number of developments until the current poor economic climate improves at some time in the near future. This is mainly due to market uncertainty and the availability of credit which has become a serious issue.

The company will continue to invest in its existing facilities. As the company does not own a landfill, one of our key goals is to reduce waste being sent to landfill and to increase recycling and recovery rates. This will involve investment in Best Available Technologies (BAT).

The company will look at investment in the area of Refuse Derived Fuel (RDF) as a means of reducing its landfill costs.

Fair review of performance of the business

The Company experienced a significant decline in sales and profits in 2008 v 2007. This decline was experienced principally in the second half of the year as the global recession took hold and consumer confidence was eroded significantly. This also led to the credit crunch and drying up of available funds for developments - this had a significant impact on the Building Sector - which in the past has contributed good volume to the company. Despite this decline the company managed to return a profit in line with reforecast expectations due to managing its overheads in line with volumes received.

All of the company's Small Business Units (SBU) performed well during the year and contributed positively to the results of the company.

Overall the Directors were satisfied with the results in what was a very difficult trading year.

Padraic Thornton Waste Disposal Limited

Directors' Report for the year ended 31 December 2008

Principal risks and uncertainties

The Global Recession and Credit Crunch which took hold in 2008 and its impact on the Irish Economy is the principle cause of concern for many Irish businesses in 2009 and into the short term. This has led to significant erosion in consumer confidence and spending as the Irish Government struggles to cope with budget deficits through the introduction of savage cuts in public spending and increased taxes for the public. Waste volumes have dropped significantly across the sector and it is imperative that Thorntons manage costs in line with this drop in the level of activity.

The collapse of the commodities market also had a significant impact on the company as prices being paid for materials such as paper, cardboard, plastics and metal reduced by as much as 50% overnight in September 2008. These prices have still not recovered and it is likely to take a number of years before they recover to a rate that will probably be significantly lower than previous prices. This will obviously have an impact on profitability.

Enforcement of Waste Legislation may also be a risk going forward as Local Authorities and Government Departments try to reduce costs in line with current government strategy. This will have a negative impact on compliant companies such as Thorntons that may have to compete with other operators who may not be fully compliant with the legislation.

Results and dividends

The profit for the financial year amounted to	€ 1,102,198
Retained profit for the financial year attributable to the equity shareholders	<u>1,102,198</u>
Profit and loss at beginning of year	24,747,645
Reserve movements	<u>1,102,198</u>
Profit and loss at end of year	<u><u>25,849,843</u></u>

The directors do not recommend payment of a final dividend.

Directors

In accordance with the Articles of Association, Carmel Thornton, Gary Brady, Anna Marie Thornton, Shane Thornton and Paul Thornton retire by rotation and being eligible offer themselves for re-election

Future developments

The directors perceive no change in the future development of the business to the development pursued to 31 December 2008.

Padraic Thornton Waste Disposal Limited

**Directors' Report
for the year ended 31 December 2008**


Books of Account

The measures taken by the directors to ensure compliance with the requirements of Section 202, Companies Act, 1990, regarding proper books of account are the implementation of necessary policies and procedures for recording transactions, the employment of competent accounting personnel with appropriate expertise and the provision of adequate resources to the financial function. The books of account of the company are maintained at Unit S3B, Henry Road, Parkwest Business Park, Dublin 12.


Auditors

The auditors, Newmarket Partnership, have indicated their willingness to continue in office in accordance with the provisions of Section 160(2) of the Companies Act, 1963.

This report was approved by the Board on 6th May 2009 and signed on its behalf by:



Paul Thornton
Director



Gary Brady
Director

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Padraic Thornton Waste Disposal Limited

**Statement of Directors' Responsibilities
for the year ended 31 December 2008**

Company law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the company and of the group and of the profit or loss of the company for that year. In preparing these the directors are required to:

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping proper books of account which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Acts 1963 to 2006 and all Regulations to be construed as one with those Acts. They have a general responsibility for taking such steps as are reasonably open to them to safeguard the assets of the company and to prevent and detect fraud and other irregularities.

On behalf of the board



**Paul Thornton
Director**



**Gary Brady
Director**

6th May 2009

Date

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Padraic Thornton Waste Disposal Limited

Independent Auditors' Report to the Members of Padraic Thornton Waste Disposal Limited

We have audited the financial statements of Padraic Thornton Waste Disposal Limited for the year ended 31 December 2008 which comprise the profit and loss account, the balance sheet, the cash flow statement and the related notes. These financial statements have been prepared under the accounting policies set out therein.

This report is made solely to the company's shareholders, as a body, in accordance with Section 193 of the Companies Act, 1990. Our audit work has been undertaken so that we might state to the company's shareholders those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's shareholders as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of directors and auditors

As described in the statement of directors' responsibilities the company's directors are responsible for the preparation of the financial statements in accordance with applicable law and Generally Accepted Accounting Practice in Ireland including the accounting standards issued by the Accounting Standards Board.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view in accordance with Generally Accepted Accounting Practice in Ireland and are properly prepared in accordance with the Companies Acts 1963 to 2006. We also report to you whether in our opinion: proper books of account have been kept by the company; whether, at the balance sheet date, there exists a financial situation requiring the convening of an Extraordinary General Meeting of the company; and whether the information given in the Directors' Report is consistent with the financial statements. In addition, we state whether we have obtained all the information and explanations necessary for the purposes of our audit and whether the company's balance sheet and its profit and loss account are in agreement with the books of account and returns.

We report to the shareholders if, in our opinion, any information specified by law regarding directors' remuneration and directors' transactions is not disclosed and, where practicable, include such information in our report.

We read the directors' report and consider the implications for our report if we become aware of any apparent misstatement within it.

Basis of audit opinion

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the directors in the preparation of the financial statements, and of whether the accounting policies are appropriate to the company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

Padraic Thornton Waste Disposal Limited

Independent Auditors' Report to the Members of Padraic Thornton Waste Disposal Limited

Opinion

In our opinion the financial statements give a true and fair view, in accordance with Generally Accepted Accounting Practice in Ireland, of the state of the company's affairs as at 31 December 2008 and of its profit and cash flows for the year then ended and have been properly prepared in accordance with the Companies Acts 1963 to 2006.

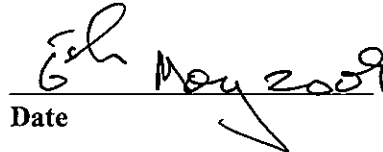
We have obtained all the information and explanations that we consider necessary for the purposes of our audit. In our opinion, proper books of account have been kept by the company. The financial statements are in agreement with the books of account.

In our opinion the information given in the directors' report is consistent with the financial statements.

The net assets of the company, as stated in the balance sheet, are more than half of the amount of its called up share capital and, in our opinion, on that basis there did not exist at 31 December 2008 a financial situation which under Section 40 (1) of the Companies (Amendment) Act, 1983 would require the convening of an extraordinary general meeting of the company.



Newmarket Partnership
Registered Auditors
G9 Calmount Park
Ballymount
Dublin 12


Date

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Padraic Thornton Waste Disposal Limited

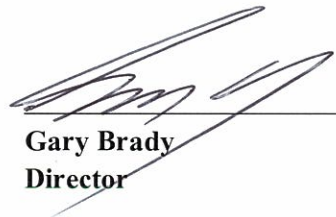
**Consolidated Profit and Loss Account
for the year ended 31 December 2008**

	Notes	2008 €	2007 €
Group turnover	2	39,045,037	44,497,480
Cost of sales		<u>(30,711,250)</u>	<u>(33,099,308)</u>
Gross profit		8,333,787	11,398,172
Administrative expenses		<u>(5,333,451)</u>	<u>(6,783,087)</u>
Other operating income		190,226	150,451
Group operating profit	3	3,190,562	4,765,536
Interest payable and similar charges	4	<u>(1,869,258)</u>	<u>(1,590,070)</u>
Profit on ordinary activities before taxation		1,321,304	3,175,466
Tax on profit on ordinary activities	8	<u>(219,106)</u>	<u>(221,976)</u>
Profit on ordinary activities after taxation		1,102,198	2,953,490
Retained profit for the year		<u><u>1,102,198</u></u>	<u><u>2,953,490</u></u>

Approved by the Board on 6th May 2009 and signed on its behalf by:



Paul Thornton
Director



Gary Brady
Director

Padraic Thornton Waste Disposal Limited

**Consolidated Balance Sheet
as at 31 December 2008**


	Notes	2008	2007
		€	€
Fixed Assets			
Goodwill	10	1,432,142	1,613,957
Tangible assets	9	59,839,529	53,892,361
		<u>61,271,671</u>	<u>55,506,318</u>
Current Assets			
Stocks	12	65,491	14,180
Debtors	13	7,870,738	8,924,804
Investments		110,967	110,767
Cash at bank and in hand		151	2,000
		<u>8,047,347</u>	<u>9,051,751</u>
Creditors: amounts falling due within one year	14	(17,964,848)	(14,417,023)
Net Current Liabilities		<u>(9,917,501)</u>	<u>(5,365,272)</u>
Total Assets Less Current Liabilities		51,354,170	50,141,046
Creditors: amounts falling due after more than one year	15	(24,958,823)	(25,090,936)
Provision for Liabilities and Charges	16	(545,497)	(302,458)
Net Assets		<u>25,849,850</u>	<u>24,747,652</u>
Capital and Reserves			
Called up share capital	17	4	4
Minority Interest	21	3	3
Profit and loss account		25,849,843	24,747,645
Equity Shareholders' Funds	20	<u>25,849,850</u>	<u>24,747,652</u>
Equity interests		25,849,847	24,747,649
Minority interest	21	<u>3</u>	<u>3</u>

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Approved by the Board on 6th May 2009 and signed on its behalf by:



Paul Thornton
 Director




Gary Brady
 Director


Padraic Thornton Waste Disposal Limited

**Company Balance Sheet
as at 31 December 2008**

	Notes	2008 €	2007 €
Fixed Assets			
Intangible assets	10	1,267,992	1,449,792
Tangible assets	9	51,325,130	48,537,143
Investments	11	6,645,200	6,645,200
		<u>59,238,322</u>	<u>56,632,135</u>
Current Assets			
Stocks	12	65,491	14,180
Debtors	13	7,870,738	8,966,247
Cash at bank and in hand		151	2,000
		<u>7,936,380</u>	<u>8,982,427</u>
Creditors: amounts falling due within one year	14	<u>(21,317,243)</u>	<u>(18,299,906)</u>
Net Current Assets (Liabilities)		<u>(13,380,863)</u>	<u>(9,317,479)</u>
Total Assets Less Current Liabilities		45,857,459	47,314,656
Creditors: amounts falling due after more than one year	15	(16,901,797)	(19,777,161)
Provision for Liabilities and Charges	16	<u>(545,497)</u>	<u>(302,458)</u>
Net Assets		<u><u>28,410,165</u></u>	<u><u>27,235,037</u></u>
Capital and Reserves			
Called up share capital	17	4	4
Profit and loss account		28,410,161	27,235,033
Equity Shareholders' Funds	20	<u><u>28,410,165</u></u>	<u><u>27,235,037</u></u>

Approved by the Board on 6th May 2009 and signed on its behalf by:


 Paul Thornton
 Director


 Gary Brady
 Director

Padraic Thornton Waste Disposal Limited

**Consolidated Cash Flow Statement
for the year ended 31 December 2008**

	Note	2008 €	2007 €
Net cash inflow from operating activities	19.	8,694,156	9,896,785
Return on Investments & Servicing of Finance			
Interest received		-	-
Interest Paid	4.	(1,601,415)	(1,263,379)
Interest element of finance lease rental payments	4.	(267,843)	(326,691)
Net cash outflow from return on investments & servicing of finance		<u>(1,869,258)</u>	<u>(1,590,070)</u>
Minority Interest		-	3
Taxation			
Corporation Tax (Paid)/Refunded		<u>232,907</u>	<u>(881,968)</u>
Investing Activities			
Proceeds from the sale of fixed assets		850,439	1,014,812
Proceeds from the sale of shares		-	-
Purchase of tangible fixed assets		<u>(11,657,155)</u>	<u>(13,970,354)</u>
Net cash outflow from capital expenditure and financial investment		<u>(10,806,716)</u>	<u>(12,955,542)</u>
Cash inflow / (outflow) before financing		<u>(3,748,911)</u>	<u>(5,530,792)</u>
Financing			
Finance leases acquired during the period		2,367,487	6,653,015
Finance lease repayments during the period		(4,772,820)	(5,090,857)
Bank loans acquired during the period		6,411,116	6,501,275
Bank loans repayments during the period		<u>(1,466,232)</u>	<u>(2,280,817)</u>
Net cash inflow / (outflow) from financing		<u>2,539,551</u>	<u>5,782,616</u>
Increase / (decrease) in cash and demand debt in the year		<u>(1,209,360)</u>	<u>251,824</u>
Analysis of Cash & Cash Equivalents			
		Bank & Cash €	Total €
Balance at 31 December 2007		(75,386)	(75,386)
Net Cash Inflow / (Outflow)		<u>(1,209,360)</u>	<u>(1,209,360)</u>
Balance at 31 December 2008		<u>(1,284,746)</u>	<u>(1,284,746)</u>

Notes to the Financial Statements
for the year ended 31 December 2008

1. Accounting Policies

1.1. Basis of preparation

The financial statements are prepared under the historical cost convention

The accounting policies set out below have been applied consistently by all the Group's subsidiaries, to all periods presented in these consolidated financial statements.

1.2. Basis of consolidation

The group financial statements consolidate the financial statements of the company and all of its subsidiary undertakings made up to 31st December 2008.

The results of subsidiary undertakings acquired in the year are included in the consolidated profit and loss account from the date of acquisition. Upon the acquisition of a business, fair values are attributed to the identifiable net assets acquired. The group's accounting policy in relation to goodwill is set out below.

Intra-group balances and transactions, and any unrealised gains arising from such transactions, are eliminated in preparing the consolidated financial statements. Unrealised losses are eliminated in the same manner as unrealised gains, but only to the extent that there is no evidence of impairment

1.3. Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost or at valuation, less accumulated depreciation. No depreciation is provided on freehold land. The charge for depreciation is calculated to write down cost or valuation of other tangible fixed assets to their estimated residual values by equal annual instalments over their expected useful lives, which are as follows:

Land	-	Not Depreciated
Buildings	-	Over 10 years Straight Line
Plant and machinery	-	Over 8 years Straight Line
Office Equipment	-	Over 8 years Straight Line
Motor vehicles	-	Over 4 years Straight Line

Assets under construction are not depreciated until they are substantially ready for use.

1.4. Goodwill

Purchased goodwill arising on the acquisition of a business represents the excess of the acquisition cost over the fair value of the identifiable net assets when they were acquired. Any excess of the aggregate of the fair value of the identifiable net assets acquired over the fair value of the acquisition is negative goodwill.

Padraic Thornton Waste Disposal Limited

Notes to the Financial Statements for the year ended 31 December 2008

..... continued

1.5. Leasing and hire purchase commitments

Assets obtained under hire purchase contracts and finance leases are capitalised as tangible assets and depreciated over their useful lives. Obligations under such agreements are included in creditors net of the finance charge allocated to future periods. The finance element of the rental payment is charged to the profit and loss account so as to produce constant periodic rates of charge on the net obligations outstanding in each period.

Rentals payable under operating leases are charged against income on a straight line basis over the lease term.

1.6. Turnover

Turnover represents the total invoice value, excluding value added tax, of sales made during the year.

Income arising from annual service contracts is recognised at the time when the contract is performed in its entirety and all the related costs have been suffered.

1.7. Pensions

The company operates a defined contribution pension scheme on behalf of the directors and employees. The assets of the scheme are held separately from those of the company in an independently administered fund.

The pension cost charge represents contributions paid in the period by the company to the fund. The cost of contributions payable to the scheme is recognised in full in the profit and loss account.

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Padraic Thornton Waste Disposal Limited

Notes to the Financial Statements for the year ended 31 December 2008

..... continued

1.8. Taxation

Current taxation represents the amount expected to be paid or recovered in respect of taxable profit for the year and is calculated using the taxation rates and laws that have been enacted or substantively enacted at the balance sheet date.

Deferred tax is recognised in respect of all timing differences that have originated but not reversed at the balance sheet date where transactions or events have occurred at that date that will result in an obligation to pay more, or a right to pay less or to receive more tax, with the following exceptions:

Provision is made for tax on gains arising from the revaluation (and similar fair value adjustments) of fixed assets, and gains on disposal of fixed assets that have been rolled over into replacement assets, only to the extent that, at the balance sheet date, there is a binding agreement to dispose of the assets concerned. However, no provision is made where, on the basis of all available evidence at the balance sheet date, it is more likely than not that the taxable gain will be rolled over into replacement assets and charged to tax only where the replacement assets are sold;

Provision is made for deferred tax that would arise on remittance of the retained earnings of overseas subsidiaries, associates and joint ventures only to the extent that, at the balance sheet date, dividends have been accrued as receivable;

Deferred tax assets are recognised only to the extent that the directors consider that it is more likely than not that there will be suitable taxable profits from which the future reversal of the underlying timing differences can be deducted.

Deferred tax is measured on an undiscounted basis at the tax rates that are expected to apply in the periods in which timing differences reverse, based on tax rates and laws enacted or substantively enacted at the balance sheet date.

1.9. Stock and work in progress and work in progress

Stocks and Work in Progress are valued on a First In First Out (FIFO) basis at the lower of cost and net realisable value after making due allowance for any obsolete or slow moving items. Net realisable value comprises the actual or estimated selling price (net of trade discounts) less all further costs to completion or to be incurred in marketing, selling and distribution.

2. Turnover

The total turnover of the company for the year has been derived from its principal activity wholly undertaken in Ireland.

Padraic Thornton Waste Disposal Limited

**Notes to the Financial Statements
for the year ended 31 December 2008**

..... continued

3. Group operating profit	2008	2007
	€	€
Group operating profit is stated after charging:		
Amortisation of goodwill	181,800	766,303
Depreciation of tangible assets	5,158,416	4,659,058
Auditors' remuneration	38,700	58,451
	<u> </u>	<u> </u>
and after crediting:		
Government grants received	15,155	23,155
	<u> </u>	<u> </u>
4. Interest payable and similar charges	2008	2007
	€	€
On bank loans	1,601,415	1,263,379
Lease finance charges and hire purchase interest	267,843	326,691
	<u> </u>	<u> </u>
	1,869,258	1,590,070
	<u> </u>	<u> </u>
5. Employees		
Number of employees		
The average monthly numbers of employees (including the directors) during the year were:		
	2008	2007
	Number	Number
Drivers & Operatives	200	228
Administration & Support	40	40
Sales	10	9
Management	5	6
	<u> </u>	<u> </u>
	255	283
	<u> </u>	<u> </u>
Employment costs	2008	2007
	€	€
Wages and salaries	11,014,731	12,539,286
	<u> </u>	<u> </u>
	11,014,731	12,539,286
	<u> </u>	<u> </u>

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Padraic Thornton Waste Disposal Limited

**Notes to the Financial Statements
for the year ended 31 December 2008**

..... continued

6. Directors' remuneration and transactions

	2008	2007
Remuneration	615,803	768,948
Pension contributions	11,805	11,805
	<u>627,608</u>	<u>780,753</u>

Directors and secretary and their interests

The directors and secretary who held office at 31st December 2008 had no interests other than those shown below in the shares in, or debentures or loan stock of, the company or group companies:

Company

Padraic Thornton Waste Disposal Limited

Name of Director	Description of Instrument	Interest at end of year	Interest at beginning of year or date of appointment, (if later)
Carmel Thornton	2 Ordinary shares of €2 each	4	4
Gary Brady		-	-
Anna Marie Thornton		-	-
Shane Thornton		-	-
Paul Thornton		-	-
		-	-

All shares were shares in Padraic Thornton Waste Disposal Limited and all were beneficially held.

Notes to the Financial Statements
for the year ended 31 December 2008

..... continued

Other companies in the group:

Thornton Recycling Centre Limited

Name of Director	Description of Instrument	Interest	
		at end of year	at beginning of year or date of appointment, (if later)
Carmel Thornton	1 Ordinary shares of €2 each	2	2

Kildare Recycling Centre Limited

Name of Director	Description of Instrument	Interest	
		at end of year	at beginning of year or date of appointment, (if later)
Carmel Thornton	10 Ordinary shares of €1 each	10	10

7. Pension costs

The pension entitlements of employees, including executive directors, arise under a defined contribution pension scheme and are secured by contributions by the company to a separately administered pension fund. The advice of a professionally qualified actuary is taken in assessing pension costs and liabilities.

Padraic Thornton Waste Disposal Limited

**Notes to the Financial Statements
for the year ended 31 December 2008**

..... continued

8. Tax on profit on ordinary activities

Analysis of charge in period	2008	2007
	€	€
Corporation tax	265,421	556,849
Adjustments in respect of previous periods	(46,315)	(247,688)
Total current tax charge	<u>219,106</u>	<u>309,161</u>
Deferred tax		
Timing differences, origination and reversal	-	(87,185)
Tax on profit on ordinary activities	<u><u>219,106</u></u>	<u><u>221,976</u></u>

Factors affecting tax charge for period

The tax assessed for the period is less than the standard rate of corporation tax in Ireland (12.5%). The differences are explained below:

	2008	2007
	€	€
Profit on ordinary activities before taxation	<u>1,321,304</u>	<u>3,175,466</u>
Profit on ordinary activities multiplied by standard rate of corporation tax in Ireland of 12.5% (31 December 2007 : 12.5%)	165,163	396,933
Expenses not deductible for tax purposes	<u>100,258</u>	<u>159,916</u>
Current tax charge for period	<u><u>265,421</u></u>	<u><u>556,849</u></u>

Padraic Thornton Waste Disposal Limited

**Notes to the Financial Statements
for the year ended 31 December 2008**

..... continued

9. Tangible assets - Group

	Land and buildings	Plant and machinery	Fixtures & fittings	Motor vehicles	Total
	€	€	€	€	€
At 1 January 2008	37,653,388	29,127,515	1,916,110	9,800,783	78,497,796
Additions	7,703,634	2,541,798	285,496	1,126,227	11,657,155
Disposals	-	(8,676,146)	(155,880)	(4,981,079)	(13,813,105)
At 31 December 2008	<u>45,357,022</u>	<u>22,993,167</u>	<u>2,045,726</u>	<u>5,945,931</u>	<u>76,341,846</u>
Depreciation					
At 1 January 2008	1,895,718	15,211,461	667,709	6,830,547	24,605,435
On disposals	-	(8,401,287)	(150,878)	(4,709,369)	(13,261,534)
Charge for the year	521,154	2,990,977	244,894	1,401,391	5,158,416
At 31 December 2008	<u>2,416,872</u>	<u>9,801,151</u>	<u>761,725</u>	<u>3,522,569</u>	<u>16,502,317</u>
Net book values					
At 31 December 2008	<u>42,940,150</u>	<u>13,192,016</u>	<u>1,284,001</u>	<u>2,423,362</u>	<u>59,839,529</u>
At 31 December 2007	<u>35,757,670</u>	<u>13,916,054</u>	<u>1,248,401</u>	<u>2,970,236</u>	<u>53,892,361</u>

Included above are assets held under finance lease contracts as follows:

Asset description	2008		2007	
	Net book value	Deprec charge	Net book value	Deprec charge
	€	€	€	€
Plant and machinery	3,095,758	480,210	5,601,242	1,296,325
Motor vehicles	3,567,412	999,103	1,413,850	581,933
	<u>6,663,170</u>	<u>1,479,313</u>	<u>7,015,092</u>	<u>1,878,258</u>

Padraic Thornton Waste Disposal Limited

Notes to the Financial Statements
for the year ended 31 December 2008

..... continued

9. Tangible assets - Company

	Land and buildings	Plant and machinery	Fixtures & fittings	Motor vehicles	Total
	€	€	€	€	€
At 1 January 2008	32,339,613	29,086,072	1,916,110	9,800,783	73,142,578
Additions	4,544,453	2,541,798	285,496	1,126,227	8,497,974
Disposals	-	(8,676,146)	(155,880)	(4,981,079)	(13,813,105)
At 31 December 2008	36,884,066	22,951,724	2,045,726	5,945,931	67,827,447
Depreciation					
At 1 January 2008	1,895,718	15,211,461	667,709	6,830,547	24,605,435
On disposals	-	(8,401,287)	(150,878)	(4,709,369)	(13,261,534)
Charge for the year	521,154	2,990,977	244,894	1,401,391	5,158,416
At 31 December 2008	2,416,872	9,801,151	761,725	3,522,569	16,502,317
Net book values					
At 31 December 2008	34,467,194	13,150,573	1,284,001	2,423,362	51,325,130
At 31 December 2007	30,443,895	13,874,612	1,248,961	2,969,679	48,537,143

Included above are assets held under finance lease contracts as follows:

Asset description	2008		2007	
	Net book value €	Deprec charge €	Net book value €	Deprec charge €
Plant and machinery	3,095,758	480,210	5,601,242	1,296,325
Motor vehicles	3,567,412	999,103	1,413,850	581,933
	6,663,170	1,479,313	7,015,092	1,878,258

Padraic Thornton Waste Disposal Limited

**Notes to the Financial Statements
for the year ended 31 December 2008**

..... continued

10. Intangible fixed assets - Group

	Goodwill	Total
	€	€
Cost		
At 1 January 2007	7,879,218	7,879,218
At 31 December 2008	<u>7,879,218</u>	<u>7,879,218</u>
Amortised		
At 1 January 2008	6,265,261	6,265,261
Amortisation charge for the year	181,800	181,800
At 31 December 2008	<u>6,447,061</u>	<u>6,447,061</u>
Net book values		
At 31 December 2008	<u>1,432,142</u>	<u>1,432,142</u>
At 31 December 2007	<u>1,613,957</u>	<u>1,613,957</u>

10. Intangible fixed assets - Company

	Goodwill	Total
	€	€
Cost		
At 1 January 2008	4,066,654	4,066,654
At 31 December 2008	<u>4,066,654</u>	<u>4,066,654</u>
Amortised		
At 1 January 2008	2,616,862	2,616,862
Amortisation charge for the year	181,800	181,800
At 31 December 2008	<u>2,798,662</u>	<u>2,798,662</u>
Net book values		
At 31 December 2008	<u>1,267,992</u>	<u>1,267,992</u>
At 31 December 2007	<u>1,449,792</u>	<u>1,449,792</u>

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Padraic Thornton Waste Disposal Limited

**Notes to the Financial Statements
for the year ended 31 December 2008**

..... continued

11 Financial Fixed Assets - Company

	Subsidiary Undertakings Shares	Total
Cost	€	€
At 1 January 2008	6,645,200	6,645,200
At 31 December 2008	<u>6,645,200</u>	<u>6,645,200</u>
Net book values		
At 31 December 2008	<u>6,645,200</u>	<u>6,645,200</u>
At 31 December 2007	<u>6,645,200</u>	<u>6,645,200</u>

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Padraic Thornton Waste Disposal Limited

**Notes to the Financial Statements
for the year ended 31 December 2008**

..... continued

11.1. The company holds share capital of the following companies:

Company	Country of registration or incorporation	Shares held	Class	Holding
Subsidiary undertaking				
PT Farms Limited	Republic of Ireland	100	Ordinary	100%
Thornton Waste Disposal Limited	Republic of Ireland	2	Ordinary	100%
Brivin Enterprises Limited	Republic of Ireland	2	Ordinary	100%
Thornton Recycling Centre Limited	Republic of Ireland	98	Ordinary	98%
Colistown Holdings Limited	Republic of Ireland	1	Ordinary 'A'	

- (a) The aggregate amount of capital and reserves and the results of these undertakings for the last relevant financial year were as follows:

	Capital and reserves	Profit for the year	Status
	€	€	
PT Farms Limited	200	-	Dormant
Thornton Waste Disposal Limited	2,230,658	-	Dormant
Brivin Enterprises Limited	1,762,789	-	Dormant
Thornton Recycling Centre Limited	200	-	Dormant
Colistown Holdings Limited	4	-	Dormant

The impact of minority interests in the year were not material

- (b) The directors are of the opinion that the value of the financial assets is not less than the amount shown in the accounts.
- (c) The company owns 100% of the share capital of P. T. Farms Limited whose registered office is Unit S3B, Parkwest Business Park, Dublin 12. The investment comprises of 100 ordinary shares of €2 each.
- (d) The company owns 100% of the share capital of Thornton Waste Disposal Limited whose registered office is Unit S3B, Parkwest Business Park, Dublin 12. The investment comprises of 2 ordinary shares of €625,000 each. Thornton Waste Disposal Limited has ceased trading along with its assets and business.
- (e) The company own 100% of Brivin Enterprises Limited, whose registered office is Unit S3B Parkwest Business Park, Dublin 12. The investment comprises of 2 ordinary shares of €2,500,000 each.
- (f) The company own 98% of the issued share capital of Thornton Recycling Centre Limited, whose registered office is Unit S3B, Parkwest Business Park, Dublin 12. The investment comprises of 98 ordinary shares of €2 each.
- (g) The company holds the 1 issued Ordinary 'A' share of Colistown Holdings Limited, whose registered office is Unit S3B, Parkwest Business Park, Dublin 12. This share entitles the company to appoint all the directors. However, it is not entitled to a share in the profits or its assets.

Padraic Thornton Waste Disposal Limited

**Notes to the Financial Statements
for the year ended 31 December 2008**

..... continued

12.	Stocks - Group & company	2008	2007
		€	€
	Stock	65,491	14,180
		<u>65,491</u>	<u>14,180</u>

The replacement cost of stocks did not differ significantly from the figure shown.

13.	Debtors - Group	2008	2007
		€	€
	Trade debtors	6,678,201	8,057,208
	Corporation Tax Repayable	230,342	-
	RCT Repayable	28,283	138,079
	Prepayments and accrued income	933,912	729,517
		<u>7,870,738</u>	<u>8,924,804</u>

13.	Debtors - company	2008	2007
		€	€
	Trade debtors	6,678,201	8,057,208
	Amount owed by subsidiary companies	-	41,443
	Corporation Tax Repayable	230,342	-
	RCT Repayable	28,283	138,079
	Prepayments and accrued income	933,912	729,517
		<u>7,870,738</u>	<u>8,966,247</u>

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Padraic Thornton Waste Disposal Limited

**Notes to the Financial Statements
for the year ended 31 December 2008**

..... continued

14. Creditors: amounts falling due within one year - group	2008	2007
	€	€
Bank loans & overdraft	8,248,606	3,373,245
Trade creditors	4,490,925	5,624,127
Finance leases	2,888,077	3,395,877
Directors' accounts	2,039,098	1,040,095
Taxation:		
Corporation tax	-	48,885
PAYE	244,552	252,009
VAT	53,590	682,785
	<u>17,964,848</u>	<u>14,417,023</u>

14. Creditors: amounts falling due within one year - company	2008	2007
	€	€
Bank loans & overdraft	8,248,606	3,373,248
Trade creditors	4,491,125	5,624,327
Amounts owing to subsidiary companies	3,352,195	3,882,680
Finance leases	2,888,077	3,395,877
Directors' accounts	2,039,098	1,040,095
Taxation:		
Corporation tax	-	48,885
PAYE	244,552	252,009
VAT	53,590	682,785
	<u>21,317,243</u>	<u>18,299,906</u>

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Padraic Thornton Waste Disposal Limited

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for the year ended 31 December 2008

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15. Creditors: amounts falling due after more than one year - group		2008	2007
		€	€
Bank loan	23,118,190		21,841,171
Finance leases	1,840,633		3,249,765
	<u>24,958,823</u>		<u>25,090,936</u>

Loan repayments fall due as follows:

Repayable in one year or less, or on demand	1,466,232	3,295,859
Repayable between one and two years	4,123,391	3,249,765
Repayable between two and five years	5,719,610	3,957,044
Repayable in five years or more	13,649,590	14,588,268
	<u>24,958,823</u>	<u>25,090,936</u>

15. Creditors: amounts falling due after more than one year - company		2008	2007
		€	€
Bank loan	15,061,164		16,527,396
Finance leases	1,840,633		3,249,765
	<u>16,901,797</u>		<u>19,777,161</u>

Loans

Repayable in one year or less, or on demand	1,466,208	3,295,859
Repayable between one and two years	3,373,391	3,249,765
Repayable between two and five years	2,226,383	3,948,737
Repayable in five years or more	9,835,815	8,118,808
	<u>16,901,797</u>	<u>19,777,161</u>

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Padraic Thornton Waste Disposal Limited

**Notes to the Financial Statements
for the year ended 31 December 2008**

..... continued

16. Provisions for liabilities and charges - Group and Company

Deferred tax is analysed over the following timing differences:

	Provided	
	2008	2007
	€	€
Accelerated capital allowances	<u>545,497</u>	<u>302,458</u>

Movements on the provision for deferred taxation are:

	2008	2007
	€	€
At 1 January	302,458	389,643
Transferred from profit and loss account	121,409	(87,185)
Under/(Over) Provision of Deferred Tax in prior year	121,630	
At 31 December	<u>545,497</u>	<u>302,458</u>

17. Share capital

	2008	2007
	€	€
Authorised equity		
1,000 Ordinary shares of €2 each	2,000	2,000
2 Ordinary shares of €2 each	<u>4</u>	<u>4</u>
Equity interest	<u>4</u>	<u>4</u>

18. Bank loans and overdrafts

The following security is provided on all bank loans and overdrafts:

- (i) Cross company guarantee within the group
- (ii) Fixed and floating charge over the assets of the group
- (iii) A fixed charge over specific group freehold property

Padraic Thornton Waste Disposal Limited

**Notes to the Financial Statements
for the year ended 31 December 2008**

..... continued

19. Reconciliation of operating profit to net cash flow from operating activities

	2008	2007
	€	€
Operating profit	3,190,562	4,765,536
Depreciation	5,158,416	4,659,058
Goodwill Amortised	181,800	766,308
(Profit) / Loss on disposal of fixed assets	(298,868)	(267,176)
(Increase)/(Increase) in stocks	(51,311)	9,729
(Increase)/Decrease in debtors	1,174,612	1,009,144
Increase/(Decrease) in creditors	(661,055)	(1,045,814)
Net cash inflow from operating activities	<u>8,694,156</u>	<u>9,896,785</u>

20. Reconciliation of movements in shareholders' funds - group

	Profit & Loss €	Total €
At 1 January 2008	24,747,652	24,747,652
Profit for the year	1,102,198	1,102,198
	<u>25,849,850</u>	<u>25,849,850</u>

On 6th December 2006, the company formed a subsidiary in which it holds a controlling interest. Three ordinary shares were issued of €1 each to connected parties during the year.

Padraic Thornton Waste Disposal Limited

**Notes to the Financial Statements
for the year ended 31 December 2008**

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..... continued

Reconciliation of movements in shareholders' funds - company

	Profit & Loss €	Total €
At 1 January 2008	27,235,037	27,235,037
Profit for the year	1,175,128	1,175,128
At 31 December 2008	<u>28,410,165</u>	<u>28,410,165</u>

21 Minority Interest

	2008 €	2007 €
At 1st January 2008	3	-
Proceeds from issue of shares in subsidiary	-	3
At 31 December 2008	<u>3</u>	<u>3</u>

22. Related party transactions

The company has taken advantage of the exemption within Financial Reporting Standard 8 - "Related Party Transactions", for a parent not to report transactions with subsidiaries in the group when presenting their consolidated financial statements.

Padraic Thornton Waste Disposal Limited

**Notes to the Financial Statements
for the year ended 31 December 2008**

..... continued

23. Commitments

Capital Commitments

The company has not committed to any future capital expenditure.

Finance lease commitments

Annual commitments under non cancellable finance leases as follows:

	Plant and Machinery	Motor Vehicles	Total
	€	€	€
Expiring:			
Within one year	1,925,385	962,692	2,888,077
Between two and five years	2,227,090	613,542	1,840,633
	<u>3,152,475</u>	<u>1,576,234</u>	<u>4,728,710</u>

24. Guarantees

Pursuant to the provisions of Section 17, Companies (Amendment) Act, 1986, the company has guaranteed the liabilities of all of its subsidiary undertakings in the Republic of Ireland for the financial year ended 31st December 2008 and as a result such subsidiary undertakings have been exempted from the filings provisions of Section 7, Companies (Amendment) act, 1986.

25. Approval of financial statements

Approved by the Board on 6th May 2009

Padraic Thornton Waste Disposal Limited

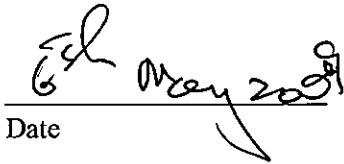
Report on Additional Information

The additional information on page 32 - 34 has been prepared from the books and records of the company. This information has not been subjected to the tests and other auditing procedures applied in our examination of the statutory financial statements of Padraic Thornton Waste Disposal Limited for the year ended 31 December 2008 and no opinion is expressed on it.

In relation to the statutory financial statements taken as a whole, this information is fairly presented in all material respects.



Newmarket Partnership
Registered Auditors
G9 Calmount Park
Ballymount
Dublin 12


Date

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Padraic Thornton Waste Disposal Limited

**Consolidated Detailed Trading Profit and Loss Account
and Expenses Schedule
for the year ended 31 December 2008**

	2008		2007	
	€	€	€	€
Sales		39,045,037		44,497,480
Cost of sales				
Direct costs	48,497		26,536	
Recharges	280,873		150,258	
Bin Maintenance	275,473		326,420	
Landfill Charges	9,997,375		11,443,296	
Protective Clothing	7,240		16,285	
Security	254,207		241,198	
Wages and salaries	8,020,006		9,058,782	
Subcontractors	2,067,062		2,356,215	
Fuel	1,978,289		1,751,569	
Road Tax	153,535		187,256	
Tyres and Batteries	186,044		240,175	
Truck Expenses	18,319		16,495	
Environmental costs	98,164		20,982	
Freight and Carriage	73,224		64,923	
Disposal Costs	539,612		679,385	
Operating lease rentals - land & blds	22,532		19,781	
Motor Insurance	421,898		185,500	
Depreciation on freehold property	11,804		11,804	
Amortisation on long leasehold	509,350		401,220	
Depreciation on plant and machinery	2,990,977		2,840,669	
Depreciation on motor vehicles	1,401,391		1,183,717	
Repairs & Maintenance - equipment	1,089,407		1,602,793	
Repairs & Maintenance - Land & Buildings	266,021		274,049	
	<u>30,711,250</u>		<u>33,099,308</u>	
		<u>(30,711,250)</u>		<u>(33,099,308)</u>
Gross profit	21%	8,333,787	26%	11,398,172

Padraic Thornton Waste Disposal Limited

**Consolidated Detailed Trading Profit and Loss Account
and Expenses Schedule
for the year ended 31 December 2008**

	2008		2007	
	€	€	€	€
Administrative expenses				
Wages and salaries	2,312,767		2,641,612	
Directors' remuneration	615,803		768,948	
Directors' pension costs	11,805		11,805	
Staff pension costs	54,350		58,139	
Recruitment	5,004		45,777	
Rent & Rates	173,901		273,654	
Insurance	192,181		216,086	
Light, heat & power	586,213		675,477	
Cleaning	24,426		37,463	
Printing, postage and stationery	212,762		191,976	
Advertising	107,199		175,229	
Telephone	125,622		100,491	
Computer costs	108,413		157,346	
Motor expenses	95,440		86,741	
Waste Licence	89,917		87,671	
Legal and professional	252,227		176,356	
Consultancy fees	44,440		47,632	
Audit	38,700		58,451	
Bank charges	37,348		61,364	
Bad debts	-		119,428	
Staff welfare	52,074		65,177	
General expenses	65,033		5,489	
Profit/Loss on disposals of fixed assets	(298,868)		(267,176)	
Amortisation of Goodwill	181,800		766,303	
Depreciation on Fixtures & Fittings	244,894		221,648	
		5,333,451		6,783,087
		3,000,336		4,615,085

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Padraic Thornton Waste Disposal Limited

**Consolidated Detailed Trading Profit and Loss Account
and Expenses Schedule
for the year ended 31 December 2008**

	2008		2007	
	€	€	€	€
Other operating income				
Rent receivable		175,071		127,296
Gov Grants received		15,155		23,155
Operating profit	8%	<u>3,190,562</u>	11%	<u>4,765,536</u>
Other income and expenses				
Interest payable				
Bank interest		1,601,415		1,263,379
HP interest and fin. lease charges		<u>267,843</u>		<u>326,691</u>
		(1,869,258)		(1,590,070)
Net profit for the year		<u><u>1,321,304</u></u>		<u><u>3,175,466</u></u>

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APPENDIX 2

EMS Details

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SAFETY STATEMENT & SAFETY MANAGEMENT SYSTEM

Of

Thorntons Recycling

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Revision 9, May 2009

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HSP 1.0 Introduction

This Safety Statement forms part of the Thornton Recycling Health & safety Management System. Thorntons have developed a Safety Management system to the internationally recognised specification OHSAS 18001:2007.

The Part 1 of the Safety Statement is generic to all activities and sites with the Thornton Recycling Group. The Safety Statement becomes site specific when the risk assessments for that area / facility are attached in the Part 2.

PART (I): Policies and Arrangements for Health and Safety

THE SAFETY STATEMENT

In accordance with Section 20 – Hazard Identification and Risk Assessment, of the Safety, Health and Welfare Act, 2005, and clause 4.3.2 of OHSAS 18001, 2007 Thorntons Recycling has prepared this Safety Statement.

This document describes the systems and resources provided for the assurance of safety for all Thorntons Recycling activities.

It is important that you read this carefully and understand your role in the overall arrangements for safety at Thorntons Recycling

Circulation

Name

Title

Mr. Gary Brady
Mrs. Carmel Thornton
Ms Anna Marie Thornton
Mr. Paul Thornton
Mr. Shane Thornton

Managing Director
Director
Director
Director
Director

Mr. Nicole Fitzgerald
Mr. Gary Brady
Mr. Tommy Rogers
Ms. Mercedes Feely
Mr. Ted Moran
Mr. Conor Sunderland
Mr. John Smullen
Mr. John Staunton
Mr. Mark Conroy
Mr. Nigel Gleeson
Mr. Tom McDonnell
Mr. Alan Elliot

Finance Manager
Human Resources Manager
Health & Safety Manager
Group Environmental Manager
Maintenance Manager
Transport Manager
Operations Manager
Sales Manager
TTS Manager
Security Shredding Manager
Kilmainhamwood Facility Manager
ELV Manager

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Safety Statement and Health & Safety Management System of Thorntons Recycling

Safety Statement Revision.

The Health & Safety Manager is responsible for the issue, amendment and control of the Safety Statement. The Safety Statement will be reviewed on an annual basis by the Health & Safety Manager and will be changed accordingly as names of responsible persons change, or risks change or changes in legislation occur.

The Safety Statement will also form part of the internal audit schedule and will be subject to regular audits during any period of a year.

A statement of fact for inclusion in the end of the years Directors Annual Report as per the requirements of the Safety, Health and Welfare at Work Act, 2005 will also be prepared on an Annual basis.

HSP 2.0 Management Safety Policy.

The *Safety, Health and Welfare at Work Act, 2005* requires Thorntons Recycling to prepare and issue a safety statement setting out its policy on safety. This statement together with the following will be known collectively as the 'safety statement':

- Hazard identification and risk reduction guidelines.
- Allocation of responsibilities.
- Consultation procedure

The Managing Director of Thorntons Recycling recognises the paramount importance of safety, health and welfare, to all employees, in the successful conduct of business. This Safety Statement, in accordance with *the Safety, Health and Welfare at Work Act, 2005*, outlines the policy of Thorntons Recycling for ensuring so far as is reasonably practicable, the Health, Safety and Welfare of employees, the public, contractors and visitors. Thorntons Recycling will comply with the requirements of the *Safety, Health and Welfare at work Act, 2005* and all other statutory requirements, Codes of Practice and national standards.

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EHS Policy

Thorntons Recycling collects domestic, commercial and industrial solid wastes and hazardous and non-hazardous liquid wastes. Materials are processed at a number of waste management facilities where the primary objective is to maximise recycling and /or ensure the safe disposal of non-recyclable waste. We are committed to achieving the highest possible level of environmental performance and safety in all areas of the company's operations. As a leading waste management company in Ireland, Thorntons Recycling is striving to attain EHS excellence through our Integrated Management System (IMS) by continually improving performance and advancing the following objectives:

- Prevention and minimisation of waste produced by all staff in the performance of their day-to-day operations and administration
- Achievement of the highest possible recycling rates with the waste we handle
- Compliance with all Irish and European environmental, health & safety legislation
- Compliance with all waste licences and permits issued to the company
- Prevention of pollution arising from the company's waste management activities
- Use of cleaner technology, where practical and available
- Contribution towards education of the public and our customers in waste prevention, minimisation and recycling
- Safe and healthy working conditions including hazard identification, risk assessment and determining controls
- Safe equipment and systems of work
- Provision of appropriate information and instruction, competence, training and awareness
- Provision of a competent person to advise and assist in securing the health, safety and welfare of employees and others
- Communication of the EHS policy and health and safety system to include participation and consultation

This Policy will be achieved with the implementation and management of an Integrated Environmental and Health & Safety Management system certified to the internationally recognised Standards ISO 14001; 2004 and OHSAS 18001; 2007.

Signed: _____

Date: _____

Title: Managing Director

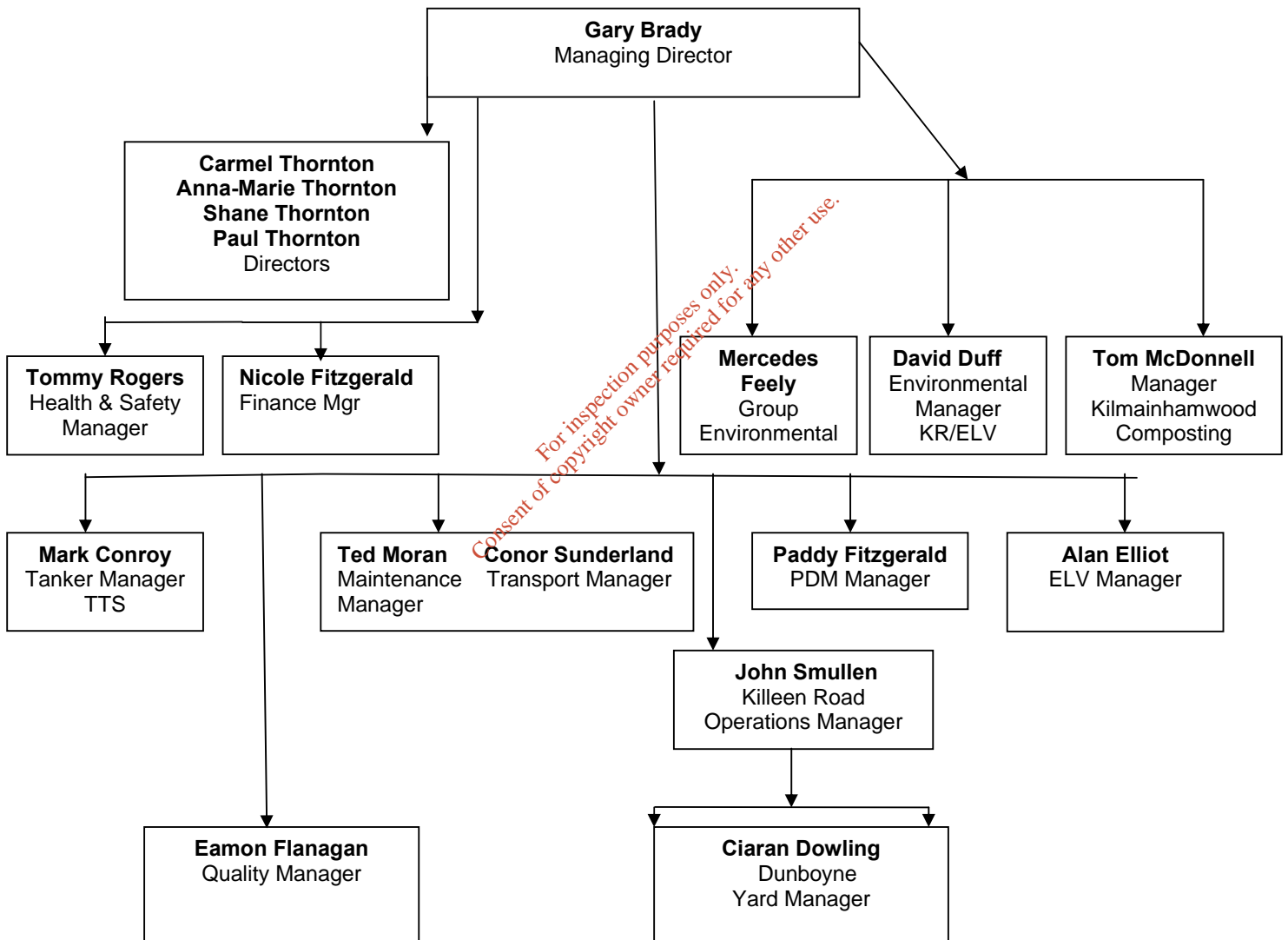
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HSP 3.0 Safety Management Structure

The persons or titles listed below, within the company safety management structure below are responsible directly or by formal delegation for:

- The effective implementation of the safety policy ensuring that their areas of responsibility are run in accordance with the policy.
- Ensuring that managers and supervisors under their area of responsibility are trained to manage the implementation and ongoing monitoring of this safety policy.

Safety Management Structure in Thorntons Recycling Updated 22.04.2009



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HSP 4.0 Responsibilities

Allocation of Responsibilities for Safety/Health under the Safety, Health and Welfare at Work Act, 2005.

Managing Director – Gary Brady

Safety begins at management level and the overall responsibility for the establishment and maintenance of an effective policy for Safety, Health and Welfare at Work rests with the Managing Director.

He shall:

- Demonstrate commitment by taking active steps to be aware of the safety record of the premises and shall issue any necessary reasonable directives in the interest of the health, safety and welfare of all employees and third parties.
- Endeavour to ensure that there are sufficient funds and facilities available to enable the safety policy to be reasonably implemented.
- Annually appraise the effectiveness of the safety statement.
- Ensure that the responsibility is properly assigned understood and accepted at all levels.
- Procure advice and assistance whenever necessary and take heed, together with remedial action, on any matters brought to his attention.

Allocation of Responsibilities for Safety/Health under the Safety, Health and Welfare at Work Act, 2005

Managers – Operations / Maintenance / Transport / Projects

Managers are responsible for ensuring that the Safety Statement is effectively communicated and observed at all levels by:

- Ensuring at all times that competent staff and appropriate materials are available to meet the requirements of the safety legislation.
- Ensuring that employees under their control and others, including contractors/ visitors, are made aware of and comply with the company's health and safety statement and the organisation and arrangements for carrying it out.
- Ensuring that this safety statement is available to all staff within their area of responsibility and appropriate third parties.
- Ensuring the all staff under their control is held accountable for their performance in relation to occupational health and safety and that this performance is evaluated at the time of their annual review.
- To organise their department, section or workplace so that operations or work are carried out to a satisfactory safety standard, so as to reduce the risk to persons, equipment and materials so far as is reasonably practical.
- To issue standard operating procedures in writing where complex operation procedures are involved.
- Have an understanding of Irish health and safety legislation relevant to the company's operations.

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Safety Statement and Health & Safety Management System of Thorntons Recycling

- Ensure that operational hazards are addressed; the risks understood and corrective measures are implemented to prevent danger to employees as far as is reasonably practical.
- Take prompt corrective action where unsafe conditions and unsafe acts are noted.
- Ensure that all relevant health, safety and welfare information obtained from the health and safety department regarding new methods of accident prevention, new legislation requirements and codes of practice is acted upon in so far as is reasonably practical.
- Discipline any member of staff failing to comply with the safety policy.

Allocation of Responsibilities for Safety/Health under the Safety, Health and Welfare at Work Act, 2005.

Health & Safety Manager

The Health & Safety Manager is responsible for ensuring that all staff receive adequate health and safety training, including any specialist training they might require, and:

- Investigate fully all reported accidents within 72 hours and advise on remedial measures to prevent a re-occurrence.
- Ensure updated material safety data sheets (MSDS) are available for all hazardous materials used on site.
- Ensure Site Safety Standards including the formulation of good housekeeping, planned maintenance and safety programmes are established.
- Ensure that all work necessary for safety and good health is carried out properly.
- Ensure that the safety/health aspects of all new hazardous materials, process, machinery and equipment are fully assessed prior to purchase and introduction for use on site.
- Ensure that all statutory examinations and inspections of equipment are carried out and records maintained.
- Ensure that all employees and visitors are provided with the correct personal protective equipment (PPE) and that the said personal protective equipment is maintained in a usable condition at all times.
- Ensure that all injured personnel are promptly referred to a Doctor or hospital for treatment.
- Ensure that all safety rules, regulations and procedures are kept under review so that they remain applicable to the site and process.
- Ensure that all employees are familiar with emergency procedures, and that appropriate emergency facilities are available.
- Ensure that a comprehensive health surveillance programme is available to

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Safety Statement and Health & Safety Management System of Thorntons Recycling

all employees.

- Ensure that the company complies with all relevant Health and Safety legislation and that senior management is aware of same.
 - Ensure that procedures are put in place for consultation with employees in relation to the Safety, Health and Welfare at Work Act, 2005 and the Safety, Health and Welfare Act Work, (General Application) Regulations 2007.
 - Designate the Management Representative for OHSAS 18001 Management System

Allocation of Responsibilities for Safety/Health under the Safety, Health and Welfare at Work Act, 2005.

Supervisors – (Dunboyne/ PDM /KR Yard / C.I.D Recycling / Baler / ELV / Garage / Kilmainhamwood /KR Canteen / Offices/ Projects/ RELs/Tanker Services/ Security Shredding/ Labre Park/ Bin Maintenance)

Supervisors are responsible for ensuring that the employees under their immediate control and others, including visitors and contractors, are made aware of and comply with the Safety Statement of Thorntons Recycling by:

- Being fully familiar with the company's Safety Statement and any subsequent revisions.
- Showing through personal behaviour, that only the highest standards of safety are acceptable.
- Communicating with personnel under their supervision regarding standard policy procedures and conditions
- Ensuring that all employees under their control receive adequate safety training and instruction appropriate to their tasks.
- Ensuring that all employees under their immediate control are aware of actions to be taken in case of emergency and that properly maintained fire fighting equipment is available within their area.
- Ensuring that good housekeeping practices and standards are maintained and in particular that Fire Exit routes and Emergency Exits are kept clear and that Fire points are not obstructed at any time.
- Ensuring that good housekeeping standards are maintained and in particular that fire exit routes are kept clear and that fire points are not obstructed.
- Ensuring that thorough and prompt investigations are carried out into all reported accidents and that a completed Accident Report Form is submitted to the appropriate Manager.
- Considering representations about health and safety from employees under their control.
- Carrying out regular safety surveys in their departments or areas.
- Ensuring all safety devices are correctly fitted adjusted and maintained.
- When applicable, ensuring that suitable Personal Protective Equipment and Clothing is supplied and worn by employees under their control.

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- Should ensure that any contractors working within the premises observe reasonable safety considerations.
- Maintaining safe working conditions and practices by being alert to and immediately correcting unsafe conditions so far as is reasonably practical.
- Ensuring all safety devices are correctly fitted, adjusted, tested and maintained.

Allocation of Responsibilities for Safety/Health under the Safety, Health and Welfare at Work Act, 2005.

Employees – All Areas

Employees have general statutory obligations under the *Safety, Health and Welfare at Work Act, 2005, Chapter 2 Section 13*, which includes the following:

Employees must:

- comply with the relevant statutory provisions, as appropriate, and take reasonable care to protect his or her safety, health and welfare and the safety, health and welfare of any other person who may be affected by the employee's acts or omissions at work,
- ensure that he or she is not under the influence of an intoxicant to the extent that he or she is in such a state as to endanger his or her own safety, health or welfare at work or that of any other person,
- if reasonably required by his or her employer, submit to any appropriate, reasonable and proportionate tests for intoxicants by, or under the supervision of, a registered medical practitioner who is a competent person, as may be prescribed,
- co-operate with his or her employer or any other person so far as is necessary to enable his or her employer or the other person to comply with the relevant statutory provisions, as appropriate,
- not engage in improper conduct or other behaviour that is likely to endanger his or her own safety, health and welfare at work or that of any other person,
- attend such training and, as appropriate, undergo such assessment as may reasonably be required by his or her employer or as may be prescribed relating to safety, health and welfare at work or relating to the work carried out by the employee,
- having regard to his or her training and the instructions given by his or her employer, make correct use of any article or substance provided for use by the employee at work or for the protection of his or her safety, health and welfare at work, including protective clothing or equipment,
- report to his or her employer or to any other appropriate person, as soon as practicable—
 - a. any work being carried on, or likely to be carried on, in a manner which may endanger the safety, health or welfare at work of the employee or that of any other person,

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- b. any defect in the place of work, the systems of work, any article or substance which might endanger the safety, health or welfare at work of the employee or that of any other person, or
- c. any contravention of the relevant statutory provisions which may endanger the safety, health and welfare at work of the employee or that of any other person of which he or she is aware.

A person shall not intentionally, recklessly or without reasonable cause—

- interfere with, misuse or damage anything provided under the relevant statutory provisions or otherwise for securing the safety, health and welfare of persons at work, or
- place at risk the safety, health or welfare of persons in connection with work activities.

In addition, employees are reminded:

- Only carry out duties you are trained to perform.
- Keep work areas clean and uncluttered.
- Be careful when moving items.
- Do not run.
- Any form of dangerous pranks or unauthorised hazardous activities is totally prohibited on company premises.

Allocation of Responsibilities for Safety/Health under the Safety, Health and Welfare at Work Act, 2005.

The Safety Representative

Part 4, Section 25(1) of the Safety, Health and Welfare at Work Act, 2005 states that employees may select a Safety Representative who has the following rights under the legislation:

- To make representations on any aspects of safety, health and welfare at the place of work.
- To investigate accidents and dangerous occurrences. They shall not interfere with or obstruct the performance of any statutory obligation required to be performed by any persons under any of the relevant statutory provisions.
- To make oral or written representations to inspectors on matters of safety, health and welfare at work.
- To receive advice and information from inspectors on matters of safety, health and welfare at work

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- To accompany an inspector on any tour of inspection other than a tour of inspection made by an inspector for the purpose of investigating an accident.
- Subject to prior notice to the employer, they may carry out inspections of the premises to determine any potential hazards on the premises.
- Subject to prior notice to the employer, they may investigate potential hazards and complaints made by any employee whom he represents relating to that employee's safety, health and welfare at the place of work.
- Consult and liaise on matters relating to safety, health and welfare at work with any other safety representatives who may be appointed in the undertaking concerned, whether or not those safety representatives work in the same place of work, in different places of work under the control of the employer or at different times at the place of work.

Employees shall be advised of their right to appoint / select a safety representative, refer to Section HSP14 of this Safety Statement for further details on the workings of the Safety Committee.

Allocation of Responsibilities for Safety/Health under the Safety, Health and Welfare at Work Act, 2005.

Contractors / Self-Employed Persons

Sub-contractors and self-employed persons shall provide their safety statement when requested to do so and shall:

- Conform to the duties and responsibilities as for employees.
- Provide evidence when requested, showing that appropriate employer's liability and public liability insurances are in place.
- Bring to the attention of the company's management and anyone else who may be affected by any process or use of materials, which may endanger health and safety while at work.
- Comply with the requirements of this safety statement, and co-operate with site management in providing a safe place of work, a safe system of operation and wearing of protective clothing.
- Ensure all their employees and others under their care are provided with and wear personal protective equipment when required.
- Attend any safety courses prepared for workers on projects managed by this company.
- Report any defect in the plant and equipment, place of work, or system of work without unreasonable delay.
- Only use competent and suitable persons on site.
- Obtain the consent of the company to engage persons other than their direct employees on site.

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- Ensure that their managers, supervisors and employees are aware of the obligations placed upon them with regard to health and safety.
- Provide a 'Method Statement' where appropriate for the contractual work being undertaken.

Contractors and Subcontractors are subject to approval by following the requirements from PM16, Contractor Control and QP06, Third Party Contractors.

Allocation of Responsibilities for Safety/Health under the Safety, Health and Welfare at Work Act, 2005.

Visitors (not including Contractors)

It is the responsibility of all company employees to ensure the safety of their visitors on the premises. All visitors (not including Contractors) to any Thorntons Recycling Site, including sales people, consultants, inspectors, etc, are bound by the following rules:

- They should observe the Company Safety Rules and any instructions given by Company personnel who enforce the Company Safety Policy.
- They should not visit or commence work on site until the relevant safety rules and information has been read understood and accepted.
- They should not work on the premises or on site unless covered by their insurance against risk.
- They should not enter unauthorised areas where they are not authorised to visit.
- Obey all signage on site.
- Sign in and out at either the reception or weighbridge depending on which is appropriate.
- Only carry out the scope of work agreed or visit the areas agreed with by their site contact.
- Report any accidents or incidents while on site.

HSP 5.0 Implementation and Operation of Safety Policy

Risk Management System

The Risk Management System is a modern safety / loss control evaluation system. It provides the means for a systematic analysis of each of thirteen safety / loss control elements to determine the extent and quality of loss control management.

The Risk Management System provides Thorntons Recycling with practical techniques for planning, implementing and monitoring effective safety management systems. The system assists in the;

- Identifying and assessing of risks on a day-to-day basis,

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- Identifying system elements and activities that are effective for managing risk and controlling loss, and which provide a basis for continuous improvement.
- Apply professional management principles and techniques to design, develop and implement comprehensive safety systems.
- And to monitor and manage change within the organisation's culture.

Some benefits of the system;

- It provides a precise evaluation of safety performance for Thorntons Recycling Operations.
- It provides a practical, ongoing means for identifying the majority of safety, health, property damage, process loss, fire, explosion and other loss exposures facing the Thorntons Recycling Operations.
- It reduces operating costs of accidents and other losses by eliminating general management inefficiencies.

In summary, any activity, including safety, can deteriorate to produce losses involving people, property and profit if not properly monitored. The need to protect assets by taking appropriate measures to control loss has never been greater. It is a primary goal of the Risk Management System to give Thorntons Recycling the early warning so critical to the prevention and control of losses.

Identification of Hazards and Determining controls

Thorntons Recycling will carry out Hazards Audits internally on an annual basis and risk assessments on an ongoing basis. The company further commits to make use of the advice available from the Health and Safety Authority and where necessary the Company will make use of competent consultants and bodies with special skills and services to augment the internal skills.

Engineering Hazards

In so far as is practical, Thorntons Recycling commits itself to dealing with the hazards identified and determine controls. Firstly, on the basis of their elimination by engineering means, e.g. machine guarding, replacement of a hazardous substance with benign or less hazardous substances, provision of special tools or access arrangements, etc. This approach will take into account the norms in our industry, the expert advice available and objective standards where they are available.

To augment this policy, the maintenance functions will have responsibility for carrying out full plant preventative maintenance programme, paying special attention to safety aspects of our buildings, plant and equipment. A specific specification detailing safety requirements for certain capital equipment purchased, will be requirements to be attached to purchase conditions.

Instruction and Training

Recognising that even with the best engineered work arrangement, people may still require clearly defined safety procedures and instructions, for that reason there is substantial commitment by Thorntons Recycling to identify safety training needs, to carry out the training and to measure and improve competence of trainees/employees and to maintain associated records.

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All employees will be expected to co-operate in the training exercise provided. Certain tasks in our operations require special safety procedures to be followed. Where these arise, the employees involved receive special instruction. The Health & Safety Department shall identify the training needs and report on the options available to carry out the training. Induction training will be provided for new employees.

Formal Risk Assessment Procedure

A formal risk assessment procedure has been developed and is used for the identification and assessment of hazards in the work place and determining controls. This procedure covers all sites and services. This procedure is PM15, Risk assessments

HSP 6.0 Documentation and Distribution of Safety Statement

A copy of the Safety Statement will be issued to the relevant Managers and Supervisors. The terms of the Safety Statement will be introduced in an appropriate manner for the attention of all staff.

The Master Copy of the safety Statement is held on the IMS drive. The Health and Safety Manager has responsibility for making amendments to the master copy of the safety statement. Controlled copies of the Safety Statement will be issued to personnel as specified in the footer of this document.

Document Control is carried using PM 10, Document Control

The Health and Safety Manager is responsible for the issue of new and revised safety statements. Those on controlled copy issue will be responsible for ensuring that all revisions are kept up to date and those previous revisions are disposed of. To ensure that each copy of the Safety Statement contains a record of all changes, the Health and Safety Manager will record changes or amendments on a documentation list contained in PM10-F01, which will then be circulated to all on a circulation list.

Each Safety Statement must contain the relevant Risk assessments for that facility. The risk assessments are separate documents. When a hardcopy is printed off for an area the risk assessments must be attached with that Safety Statement.

The following reference numbers are used to identify each area and the associated risk assessments;

- 1.1 Killeen Road
- 1.2 Dunboyne
- 1.3 Head Office
- 1.4 ELV Centre
- 1.5 PDM
- 1.6 Tanker Service
- 1.7 Kilmainhamwood
- 1.8 Labre Park
- 1.9 Parkwest Garage
- 1.10 Security Shredder
- 1.11 Bin Maintenance
- 1.12 REL Collections

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HSP 7.0 Provision of Safety Training, Awareness and Instruction

Thorntons Recycling is committed to providing appropriate health and safety training for all employees, which will be sufficient to meet the company's obligations under the Safety, Health and Welfare at Work Act, 2005 and other relevant legislation. The primary responsibilities for this rests with management in co-operation with specialists as appropriate and the Company expects that all employees will co-operate in any training provided.

All staff employed by Thorntons Recycling will receive induction training to ensure that they fully understand the hazards of the **equipment** and what safety precautions and emergency procedures are required. The training shall involve an introduction to the company's Safety Statement.

The Safety Representative, if/when appointed, will receive the necessary training as recommended by the HSA to carry out his/her role effectively. Training will be given, as necessary, to Management to ensure that they have the necessary skills and knowledge to organise the work safely without risk to health;

Training records will be maintained and will contain the following information:

- Date of instruction or exercise
- Duration
- Name of Instructor
- Name of person receiving instruction
- Nature and content of instruction

Additional training courses will be provided to meet specific needs as they arise from time to time. Such courses may be carried out in-house or at an appropriate outside agency. All employees are required to co-operate with the company in the implementation of its training programme.

The core topics of the induction training will include the following:

- Introduction to the Thorntons Recycling Safety Policy
- Smoking Policy
- Employee legal obligations – Duty-of-Care
- Emergency Procedures
- Accident / Incident Reporting
- Fire safety information
- Arrangements for First Aid
- Specific hazard awareness
- Material Safety Data Sheets
- General Site Safety Rules
- Personal Protective Equipment (PPE)
- Working at Heights
- Noise / Hand Arm Vibration Regulations
- Manual Handling
- Abrasive Wheels

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Safety Statement and Health & Safety Management System of Thorntons Recycling

➤ Bullying and Harassment Policy

All employees are **encouraged** to contact their supervisor or the health & safety manager if they require any training. Training is carried out in accordance with PM05, Training.

HSP 8.0 Provision of Practical and Safe Working Systems – (Operation Control)

It is the policy of Thorntons Recycling to ensure that tasks are within the competence and capacity of each employee and the systems of work will be designed with that purpose in mind. Systems of work include all routine work, maintenance work and work by contractors on site. They will include consideration for the safety and health of visitors/contractors.

Care must also be taken to comply with environmental and quality procedures that may also have an impact on the way a person is expected to undertake their work.

It is the policy of the company when purchasing new equipment, altering existing equipment or changing a system of work, to study such proposed purchases or changes to ensure so far as is reasonably practicable, that they are without significant hazard. Written safety instructions/safe operating procedures will be provided where necessary and included in this safety statement. Management will review systems of work on a regular basis as required, this will be carried out as part of the internal audit of the integrated management system.

The following are examples of activities where particular care is required and it is necessary for contractors to have a written Safe System of Work (Method Statements):

- Work involving hazardous substances
- Storage and/or use of flammable liquids and materials.
- Noisy operations.
- Hot work.
- Major building operations covered by the construction regulations.
- Entry to confined spaces.
- Live work on electrical apparatus

HSP 9.0 Permit to work

Permits are used on the Thorntons Recycling sites to establish the essential precautionary measures to be implemented, whenever it is necessary for personnel to perform work in relation to Hot Works, Entry to Confined Space and Electrical / Mechanical Isolation. It is important that these permits are complied with at all times. Failure to do so may result in serious injury to personnel and / or damage to company property.

➤ **Hot Works**

A hot work assessment must be carried out and recorded. There is a dedicated hot works permit book which requires all contractors and employees to complete. This is operated by the Maintenance Department.

NOTE: Welding, Cutting, Grinding or any other type of heat producing task may alter the atmosphere, and have the potential to start a fire.

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➤ **Confined Space Entry**

A confined space is defined as any location with difficult entry/exit, which is not intended for regular occupation, and which presents potential hazards (eg, engulfment, mechanical, electrical, etc) and/or atmospheric hazards (eg, oxygen deficient, toxic, or flammable). Any questionable area in excess of 1.5 metres deep (eg, tank, well, trench, or channel).

A confined space may include but not be limited to:

- 1/ Trommel Screens
- 2/ Baler Equipment
- 3/ Vibrating Feeders
- 4/ Storage Vessels

The Code of Practice for working in confined space must be complied with by the contractor or Thornton Recycling prior to the commencement of this scope of work.

➤ **Electrical / Mechanical Isolation**

Isolation of services (electrical, mechanical, chemical or gases) must be carried out whenever any work is to be undertaken. Each person shall place a **PERSONAL LOCKOUT DEVICE** on each service that may affect or have the potential to affect the work being undertaken.

➤ **Safe Systems of Work**

It is the policy of Thorntons Recycling to ensure that tasks are within the competence and capacity of the employee. The systems of work will be designed with that purpose in mind. It is clear that some processes necessarily give rise to risk that can only be controlled by adherence to proper procedures. The training provided for employees will identify the areas where care and skill must be exercised.

It is the policy of Thorntons Recycling, when purchasing new equipment, altering existing equipment, or changing a new system of work to study such proposed purchases or changes to ensure so far as is reasonable practicable, that they are without significant hazard. Systems of work include all normal production work, maintenance work, and office work, laboratory work and work by contractors on site.

They include consideration for the safety and health of visitors and customers. The Health & Safety Manager shall review departmental systems of work when notified on any significant change to operations in their area, or of any purchases/alterations of equipment within their area.

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HSP 10.0 Provision of Personal Protective Equipment

The Health & Safety Manager is responsible for ensuring that an assessment of every task and workplace that exposes persons to significant risk of injury to determine whether or not PPE is required. The company will provide PPE not only that complies with legislation but also is CE marked and of good quality.

Suitability / Compatibility

The Health & Safety Manager is responsible for ensuring that all PPE is assessed for its suitability and compatibility.

Issue of PPE

The Health & Safety Manager or person designated is responsible for ensuring that all employees are issued with the correct PPE for the hazards they are exposed to and will issue it free of charge and before they are exposed to those hazards. The Matrix below details area and the type of PPE to be issued. All PPE will be issued through an employee's supervisor and must be signed for.

Maintenance / Replacement

The Health & Safety Manager, supervisor or person designated is responsible for ensuring that damaged or worn out PPE is replaced immediately and free of charge. Issue will normally be on a one for one basis to prevent abuse or unnecessary issue. PPE will be considered worn out when it no longer provides the protection that it was specified for.

Storage of PPE

All employees are responsible for ensuring that when not in use, PPE is stored adequately so that it's kept in good condition.

It is the policy of Thorntons Recycling to provide appropriate personal protective equipment and clothing and to replace it as required. The PPE issuing location is at each company facility and at the Thorntons Recycling Garage.

Responsibility for ensuring that the equipment is used properly rests with the supervisors who will ensure that all employees within their area of responsibility are properly instructed in the maintenance and use of protective clothing and safety equipment.

Through experience and on the advice of competent Health and Safety specialists, Thorntons Recycling has developed policies on the use of Personal Protective Equipment. It is the policy of Thorntons Recycling to provide the required protective equipment and to replace it on presentation of the worn or defective item. The Health & Safety Manager shall identify the appropriate protective equipment for tasks, which cannot be made safe by any other practicable means.

The policy on the provision of Personal Protective Equipment will be regularly reviewed by Thorntons Recycling Health & Safety Manager and will be updated as required.

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Helmets

Hard hats are supplied to all personnel and must be worn at all times within designated areas. The use of helmets on Thorntons Recycling sites is a requirement of law and is strictly enforced. Helmets that have been subject to impacts or any type of damage must be replaced immediately.

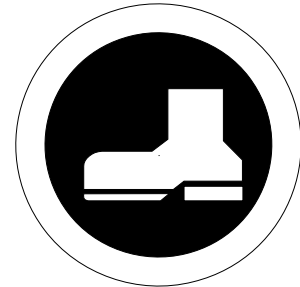


HEAD PROTECTION

Footwear

Safety boots, both rubber and leather, are fitted with steel toe caps and are supplied by the company. Other than for the initial issue of boots, you will be expected to produce the old ones in exchange for new boots.

Safety boots fitted with steel caps must be worn at all times on entering the Thorntons Recycling site, or sites under its control.



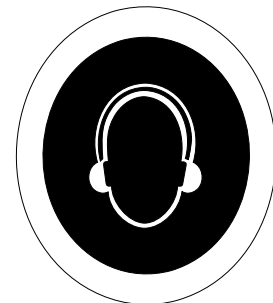
FOOT PROTECTION

Gloves

Gloves should be worn wherever possible to prevent injury and chemical contact, or contact with hazardous waste. Various types of gloves are available and must be selected carefully to ensure the type used is suitable for the task, particularly if working with chemical products. Gloves that are no longer in use should be disposed of properly into rubbish bins. Do not leave them lying around the workplace.

Hearing Protection

Hearing protection should be worn in all designated areas. Workshop equipment, e.g.; grinders, produces very high noise levels, as do power generation equipment and the construction and demolition lines. Various types of hearing protection are supplied by the company. Regardless of the type used, pay particular attention to the hygiene aspects.

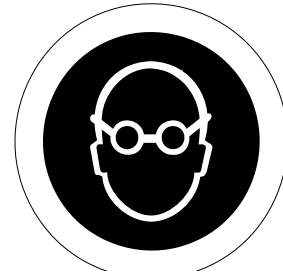


HEARING PROTECTION

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Eye Protection

Eye protection should be worn in all designated areas. Personnel must wear safety glasses once they have entered the designated safety glasses work areas.



Respiratory Protection

The hazards posed by dust can usually be eliminated at its source by good management practices. Dust, where it is a problem can be protected against by the use of disposable dust masks. These masks are readily available as needed. The need for more specific types of respiratory protection for certain tasks, such as hazardous material handling are also readily available.



BREATHING PROTECTION

Clothing

Close fitting clothing needs to be worn when working around machinery of any type.

Rain

Wet weather trousers and jackets with hoods are available from the store; Wellington's are available on request. Usage and replacement of Wellington's is the same as that of footwear.

Eye Wash Stations

Saline solutions are also available in all the first aid boxes located around the Thorntons Recycling Operations and in the First Aid Room located at the Killeen Road facility.

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Area/Activity	Overalls	Helmet	Eye protection	Steel toed boots	Hi-Vis Vest	Dust Mask	Hearing Protection	Gloves	Rain Jacket
Killeen Road									
Office									
C.I.D Line	√	√		√		√	√	√	
Dry Recycling	√	√		√	√			√	
Picking Line Recy				√	√			√	
Baler	√	√		√	√			√	√
Yard Staff		√		√	√		√	√	√
Supervisors	√	√		√	√				
Contractors (yard)		√		√	√				
PDM									
Picking Line		√	√	√	√	√	√	√	√
Equip. Drivers		√		√	√				
Dunboyne									
Segregation		√		√	√		√	√	
Equip. Drivers		√		√	√		√		
Kilmainhamwood	√				√	√	√	√	
Confidential Shredder Building	√				√	√		√	
ELV				√	√			√	
Operatives	√	√		√	√		√	√	√
Labre Park		√		√	√			√	
Tanker service									
Equip. Drivers		√		√	√		√		
Operatives	√	√	√	√	√	√	√	√	√

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HSP 11.0 Health Surveillance Policy

The intent of the Health Surveillance programme is to obtain sufficient information to make reliable medical judgement as to an employees, or prospective employees, physical and mental capability to perform their job assignment in a safe and healthy manner. It will also assist in determining the overall standard of health throughout the workforce.

This policy covers all employees.

The Human Resources (HR) and Health & Safety (H&S) Department will provide and manage the Health Surveillance Programme at Thorntons Recycling. The purpose of the Health Surveillance Programme will be as follows:

- a) To obtain baseline and ongoing health information on our employee population relative to their potential exposure to hazardous materials and physical agents in the workplace and to augment our occupational hygiene programme.
- b) To identify employees who are at risk, or potentially could be developing health problems which affect their ability to perform their jobs in a safe and healthy environment.
- c) To provide a vehicle for removal of an employee when surveillance results indicate an unacceptable risk in their capability to perform their job in a safe and healthy manner or interfere with the health & safety of a fellow employee.
- d) The pre-employment aspect of the programme will determine whether or not an employee is physically and mentally capable of performing the duties of their job without creating a hazard to their health or to other persons.
- e) To determine an employee or prospective employees capability of wearing the necessary personal protection equipment required for the job and any clothing required for protection.

All employment offers will only be made subject to the completion of a satisfactory medical examination. The pre-employment medical will consist of;

1. General health questionnaire,
2. Physical examination,
3. Height, weight, body mass index,
4. Standard urine check,
5. Full colour vision screen, colour vision,
6. Spirometry,
7. Skin questionnaire & examination,
8. Full audiometry.

The proposed Health Surveillance Programme will comply with the requirements of the Safety, Health and Welfare at Work Regulations (General Applications 2007).

All medical examinations will be carried out by a registered medical practitioner.

The HR and H&S Department will be responsible for provision of the Health Surveillance Programme at Thorntons Recycling. The HR and H&S Department will liaise with the medical practitioner and decide what health surveillance is required for each employee.

The HR and H&S Department will ensure that management, employees and their representatives are adequately consulted and informed on arrangements for health surveillance and the collective results of surveillance (in a form that prevents individuals being identified).

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The HR and H&S Department will make arrangements and provide the necessary facilities so that surveillance can be adequately carried out.

The HR and H&S Department will take appropriate action on the conclusions and results.

The HR and H&S Department will keep the health record on each employee who is subject to health surveillance.

The Human Resources Department will arrange for individual pre-employment medicals to be carried out in accordance with the provisions of the Health Surveillance programme in conjunction with the Health & Safety Department.

This process is managed in accordance with PM14, Resource Management.

HSP 12.0 Consultation, Participation and Communication

Thorntons Recycling is committed to meeting its obligations under *Part 4, Section 25, of the Safety, Health and Welfare at Work Act 2005* on consultation. The Company is committed to a policy of co-operation and consultation between management and staff and will take account of any representations made by staff members. The effectiveness of the consultation arrangements will be reviewed at regular intervals. Safety representatives will be nominated in each area and these safety representatives will together form a consultation group

Consultation will be by a monthly Safety Committee Meeting, chaired by the Health & Safety Manager. Health and Safety will also be an integral part of all management meetings occurring on a periodic basis.

The Safety Representative shall be the focal point for consultation. Safety representatives will be given access to information as is necessary to fulfil their function and will be notified of a Health and Safety Authority inspector visiting the premises to carry out an inspection. Safety representatives will not be placed at any disadvantage as result of fulfilling their role.

The effectiveness of the consultation arrangement will be reviewed from time to time. Thorntons Recycling recognises the statutory rights of a safety representative as set out in *Part 4, Section 25 (1), of the Safety Health and Welfare at Work Act, 2005*, and is committed to co-operating with that person selected.

REPRESENTATIVE	AREA REPRESENTED
Eamon Flanagan	Administration
Laslo Berki	Maintenance Workshops
David Duff	Killeen Road / ELV
Mercedes Feely	Dunboyne / PDM
A N OTHER	Drivers & Driver Helper
Robbie Doyle	Sheds / Yard
Mark Reddin	Tanker Services
Tom McDonnell	Kilmainhamwood
Charlie Smullen	Garage & Bin Repair
Nigel Gleeson	Security Shredding

The Health & Safety Manager will be responsible for co-ordinating consultation with the work force and providing appropriate information to the work force and their nominated safety representatives on all matters pertaining to safety, health and welfare. The principal mechanism for consultation with the work force will be via the Safety Committee. The work

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force has been given an opportunity to nominate a number of safety representatives to that Safety Committee to cover each area.

The Safety Representative will be given access to any information in the possession of management that pertains to the safety, health and welfare of employees, subject to the exclusion of information relating to an individual, or information pertaining to taking or defending a legal case. The Safety representative will be given the opportunity to receive appropriate on-going training. In this respect, they will undertake a safety representative course, and will be given the option of undertaking further training if necessary.

The Safety Committee Representative will be informed when an Inspector of the Health and Safety Authority visits the site, and will be facilitated in every possible way with the discharge of their functions under *Part 4, Section 25(1)*, of the *Safety, Health and Welfare at Work Act, 2005*.

The Safety Representative will not suffer any disadvantage through the discharge of their function.

HSP 13.0 Welfare

The provision of welfare facilities required by legislation will be provided in accordance with the *Safety, Health and Welfare at Work (General Application) Regulations, 2007* and the *Safety, Health and Welfare at Work (Miscellaneous Welfare Provisions) Regulations, 1995*.

To ensure the continued welfare of employees, toilet and kitchen areas are provided, where necessary. Staff must co-operate in maintaining a high standard of hygiene in these areas.

Employees are reminded that:

- Any person who is under medical supervision, or on prescribed medication and who has been certified fit for work, should notify their supervisor of any known side effects or temporary physical disabilities, which could hinder their work performance and which may be a danger to either themselves or their fellow workers. Management will arrange to assign appropriate tasks for that person to carry out in the interim.

HSP 14.0 Alcohol & Drugs

The *Safety, Health & Welfare at Work Act, 2005*: Requires all employees to provide safe places of work and safe systems of work. This covers the management of staff such that they are not incapacitated by drugs or alcohol consumption to carry out their work without risk to others.

The *Road Traffic Act 1961 – 1995*: Renders it a criminal offence for a driver to be unfit through drugs and alcohol.

- Illicit drugs and alcohol - employees are not allowed to attend their workplace to carry out duties whilst under the influence of illicit drugs or alcohol. Any person found breaking this rule could be liable to disciplinary procedures.
- Any employee who in the opinion of Management shows apparent signs of the effects of intoxicating liquor or drugs, will be required to leave the Company premises immediately and will be asked to attend the company nominated medical doctor for a drug & alcohol test. If an employee is requested to leave the Company premises or has failed drug / alcohol test, disciplinary action will apply. This will only occur when a full investigation takes place.

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- Employees required to leave the premises will forfeit payment for the remainder of the shift / day.

In the interest of Safety and Health, Thorntons Recycling reserves the right to carry out random Drug and Alcohol tests on any of its employees on any of its operations at any time.

HSP 15.0 Bullying / Harassment Policy

Thorntons Recycling is committed to providing all of its employees with an environment free from bullying/harassment. This policy is designed to prevent bullying /harassment, identify what behaviours constitute bullying/harassment and also to give the Company's procedures for investigating any allegation.

All employees will be expected to comply with this policy and management will take appropriate measures to ensure that bullying/harassment does not occur. Appropriate disciplinary action, including dismissal for serious offences, will be taken against employees who violate this policy.

In accordance with the general duties in Part 2 General Duties, of the Safety, Health and Welfare at Work Act, 2005, and Section 12 of the Employment and Equality Act 1989 and the Report of the Task Force on the Prevention of Workplace Bullying, H.S.A., 2001 an anti-bullying/harassment policy is in place.

This policy applies to employees both in the workplace and at work-associated events such as meetings, conferences and work-related social events, whether on the premises or off-site.

This policy applies to bullying/harassment, not only by fellow employees but also by clients, customers, owner drivers or other business contacts to which an employee might reasonably expect to come into contact with in the course of their employment.

DEFINITION OF BULLYING

Workplace bullying is defined as *repeated inappropriate behaviour, direct or indirect, whether verbal, physical or otherwise, conducted by one or more persons against another or others, at the place of work and/or in the course of employment which could reasonably be regarded as undermining the individual's right to dignity at work*".

An isolated incident of the behaviour described in this definition may be an affront to dignity at work but as a once off incident, is not considered to be bullying.

Bullying can include conduct offensive to a reasonable person, e.g. oral or written slurs, physical contact, gestures, jokes, displaying pictures, flags/emblems, graffiti or other material which state/imply prejudicial attitudes which are offensive to fellow employees.

Examples of bullying behaviour can also include:

- Personal insults and name calling
- Persistent unjustified criticism and sarcasm
- Public or private humiliation
- Shouting at staff in public and/or private
- Sneering
- Instantaneous rage, often over trivial issues
- Unfair delegation of duties and responsibilities
- Setting impossible deadlines

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- Unnecessary work interference
- Making it difficult for staff to have access to necessary information
- Aggression
- Not giving credit for work contribution
- Continuously refusing reasonable requests without good reasons
- Intimidation and threats in general.

DEFINITION OF HARASSMENT

Harassment on the grounds of marital status, family status, race, age, religious belief, sexual orientation, disability or membership of the travelling community is defined as "any unwanted conduct which has the purpose or effect of violating a persons dignity and creating an intimidating, hostile, degrading, humiliating or offensive environment for the person".

Harassment occurs if any person feels intimidated, humiliated, patronised or embarrassed by the derogatory, offensive or discriminatory remarks or actions of others. Harassment may interfere with job performance, undermine job security or create a threatening or unpleasant work atmosphere.

Racial harassment is unwanted behaviour of a racial nature by one employee towards another

The unwanted conduct may consist of acts, requests, spoken words, gestures or the production, display or circulation of written words, pictures or other material.

Examples of Racial Harassment include:

- Abusive language, mockery or racist jokes
- Display or circulation of racially offensive material
- Racial name calling
- Unfair allocation of work duties
- Intrusive or persistent questioning about a person's racial or ethnic origin, culture or religion
- Exclusion from normal workplace conversation or social events i.e. frozen out.

DEFINITION OF SEXUAL HARASSMENT

Sexual harassment is "any form of verbal, non-verbal or physical conduct of a sexual nature which has the purpose or effect of violating a person's dignity and creating an intimidating, hostile, degrading, humiliating or offensive environment for the person".

Sexual harassment is unwanted behaviour of a sexual nature by one employee towards another.

The unwanted conduct may consist of acts, requests, spoken words, gestures or the production, display or circulation of written words, pictures or other material.

Examples of sexual harassment can include:

- Sexual gestures
- Displaying sexually suggestive objectives, pictures, calendars
- Sending suggestive and pornographic correspondence including faxes, text, messages or e-mails
- Unwelcome sexual comments and jokes
- Unwelcome physical conduct such as pinching, unnecessary touching, etc.
- Same sex sexual harassment

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COMPLAINTS / INVESTIGATION PROCEDURE

The investigation will be conducted in accordance with Thorntons Recycling Bullying Prevention Policy which incorporates the HSA Code of Practice for Employers and Employees on the prevention and resolution of Bullying at Work.

All investigations will be conducted thoroughly and will be completed as quickly as possible; an indicative time frame will be discussed at the beginning of investigation and agreed.

Statements from all parties involved will be in writing. Copies of the record of their statements will be given to and agreed with those who make statements to the investigator. All parties should continue to work normally, if possible during the investigation. The objective of an investigation is to ascertain whether or not, on the balance of probabilities, the behaviours complained of occurred. Evidence and witness statements are relied on for this purpose.

The Investigation will be conducted by either a designated member of management or, if necessary, an agreed, external third party. In either case, the designated person will have appropriate training and experience and be familiar with the procedures involved. The investigation will be conducted thoroughly, objectively, with sensitivity, utmost confidentiality, and with due respect for the rights of both the complainant and the person complained of.

The investigator will meet with the complainant and the person complained of and any witnesses or relevant persons on an individual confidential basis with a view to establishing the facts. A work colleague or an employee may accompany the complainant and the person complained of, if so desired.

The investigation will be completed as quickly as possible, preferably within an agreed timeframe. The investigator will submit the report to the employer which will include their conclusions. The complainant and the person complained of will be given a copy of the report as soon as possible by the employer and given an opportunity to comment, within a set deadline, before the employer decides on any action to take.

There is both an informal and formal procedure to deal with the issue of bullying /harassment at work.

Informal Procedure

It is often preferable for all concerned that complaints of bullying or harassment are dealt with informally, whenever possible. This is likely to produce solutions that are speedy, effective and minimise embarrassment and the risk of breaching confidentiality. Thus, in the first instance an employee who believes that they are the subject of bullying/harassment should ask the person responsible to stop the offensive behaviour.

If an employee finds it difficult to approach the alleged perpetrator directly, they should seek help and advice on a confidential basis from the Human Resources Manager. At this stage, the role of Human Resources is not to judge, but rather to provide advice and assistance about what the company's policy states.

Having consulted with the Human Resources Manager, the complainant may request the assistance of a manager/supervisor in raising the issue with the alleged perpetrator(s). In this situation the approach of the manager/supervisor should be by way of a confidential, non-confrontational discussion with a view to resolving the issue in an informal low-key manner.

A complainant may decide, for whatever reason, to bypass the informal procedure. Choosing not to use the informal procedure will not reflect negatively on a complainant in the formal procedure.

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It is recognised that it may not always be practical to use the informal procedure, particularly where the bullying or harassment is serious or where the people involved are at different levels within the organisation. In such instances, the employee should use the formal mechanism set out below.

Formal Procedure

When a formal complaint is being made, the employee should contact their supervisor/manager as soon as possible.

If this is inappropriate, the employee should contact the Human Resources Manager.

The complainant will be subject to an initial examination by the Human Resources Manager, with a view to determining an appropriate course of action. An appropriate course of action at this stage, for example, could be exploring a mediated solution, or a view that the issue can be resolved informally. Should either of these approaches be deemed inappropriate or inconclusive, a formal investigation of the complaint will take place with a view to determining the facts and the credibility or otherwise of the allegation(s).

In the interests of natural justice the alleged bully or harasser will be notified in writing of the nature of the complaint, given a copy of the allegation, informed of his or her right to representation and will be given every opportunity to rebut the detailed allegations made.

Whilst it is desirable to maintain utmost confidentiality, once the investigation of an issue begins, it may be necessary to interview other staff. If this is so, the importance of confidentiality will be stressed to them. Any statements taken from witnesses will be circulated to the person making the complaint and the alleged bully/harasser for their comments, before any conclusion is reached in the investigation.

When the investigation has been completed, both parties will be informed as to whether or not the complaint has been upheld.

Both parties will be given the opportunity to comment on the findings before any action is decided upon by management.

All complaints received will be treated seriously, confidentially and dealt with as soon as is practicable.

Strict confidentiality and proper discretion will be maintained, as far as is possible, in any necessary consultation to safeguard both parties from innuendo and harmful gossip.

A record of all relevant discussions which take place during the course of the investigation will be maintained by Human Resources.

Both parties will be given an opportunity to comment on the conclusions of the investigation team. Both parties will be given a copy, in writing, of the conclusions reached by the investigating team.

Appeal

Either party can appeal the decision of the formal investigation in writing within 5 working days. If the full utilisation of the range of available internal procedures has not resolved a bullying complaint, the services of a Rights Commissioner may be accessed directly by the

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individuals involved. The Rights Commissioner will assess how the procedures were applied in the bullying case and thereafter intervene in a range of ways, including, where appropriate, carrying out a new investigation. Application for a Rights Commissioner hearing must be made directly by the appellant, citing Industrial Relations Acts 1969-2001. Application forms for such hearings are available on-line (www.lrc.ie) or by request from the Labour Relations Commission. Findings of Rights Commissioners which are delivered in the form of a recommendation, can be appealed to the Labour Court.

Action Post Investigation

Where a complaint is upheld in a formal investigation, a disciplinary hearing will take place. The disciplinary action to be taken will be in line with the company's disciplinary policy. Should a case of bullying or harassment be proven, then the Company will take appropriate disciplinary action. This can include a warning, transfer, demotion or other appropriate action, up to and including dismissal.

Records of any warnings for bullying/harassment will remain in the employee's file and will be used in determining what disciplinary action is to be taken, if any further offences of the same or similar nature occur in the future.

Regular checks will be made by one of the investigators to ensure that the bullying/harassment has stopped and that there has been no victimisation for referring a complaint in good faith. Retaliation of any kind against an employee for complaining or taking part in an investigation concerning bullying/harassment at work is a serious disciplinary offence.

Malicious Complaints

If a complaint is found to be malicious, appropriate disciplinary action will be taken, up to and including dismissal.

Further Information

All questions relating to the execution or interpretation of this policy should be referred to the Human Resources Manager.

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HSP 16.0 Stress Policy

Thorntons Recycling adheres to all aspects of the *Safety, Health and Welfare at Work Act, 2005*, which obliges employers to identify and safeguard against ALL risks to health and safety, including stress.

Workplace stress arises when the demands of the job and the working environment on a person exceed their capacity to meet them.

Causes of stress in the workplace:

- Poorly organised shift work
- Faulty work organisation
- Poor working relationships
- Poor communication at work
- Ill defined work roles
- Highly demanding tasks
- The threat of violence

Safeguarding health and safety from the effects of stress is based on the same approach as that of any other hazard:

- Identification of potential problems
- Assessment of risks
- Implementation of safeguards
- Monitoring the effectiveness of safeguards

Thorntons Recycling will utilise the following methods of managing stress:

- Ensure that Management is aware of the potential causes of stress and the early warning signs
- Ensure that all complaints that may be related to stress are listened to and appropriate measures taken.
- Where Management/Supervisors are aware that a workload or conditions of work are particularly stressful measures should be taken to reduce the workload or improve conditions.

HSP 17.0 Smoking Policy

It is the objective of Thorntons Recycling to take as far as is reasonably practical, all reasonable steps to safeguard the health, safety and welfare of all employees and to meet or exceed all relevant safety regulations and legislative requirements. In accordance with this objective Thorntons Recycling will protect all employees from the discomfort and health risks associated with passive smoking.

No smoking is allowed in any enclosed area of the workplace. This policy is in accordance with *The Public Health (Tobacco) Acts, 2002 & 2004 – Section 47, Smoking Prohibitions*.

The nature of our business would classify us as high risk and in the interests of safety, smoking as a risk must be prohibited.

- (i) It will be the responsibility of all employees to adhere strictly to the company's rules governing smoking.

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- (ii) Management and supervisors must implement and safeguard the company rules on smoking in a uniform way.
- (iii) Failure of any employee to comply with the Smoking Policy will leave that employee open to disciplinary action in accordance with company disciplinary policy.

Smoking shall not be permitted at any location in the following areas:-

- All Offices, Tea Rooms, Control and Electrical Rooms and training Areas.
- All Toilets, Washrooms and Change rooms.
- Any of the sheds on any of the sites under the control of Thorntons Recycling.
- Any area designated as Non Smoking by the use of signs and or designated by site management.

All NO SMOKING signs are to be observed at all times.

Any employee found to be smoking and in breach of this regulation will face disciplinary measures and may be liable to instant dismissal.

There is a designated smoking area provided for those who wish to smoke at break times – It is located at the entrance to stairway at bottom of canteen area.

HSP 18.0 Pregnant Employees

The company adheres to the provision of the *Safety, Health and Welfare at Work (Pregnant Employees etc.) Regulations, 2000. (SI 218/2000)*.

These regulations apply to employees that are pregnant, have just had a baby or are breast-feeding (within the first 26 weeks after birth). The following hazards must be considered: Pregnancy should be reported by the employee to their manager as soon as possible, the manager must then report the pregnancy to the Health & Safety Manager. If Management is notified of any of the above, an assessment of any hazardous activities relating to the employee will be carried out.

- Physical shocks, including direct blows to the abdomen.
- Handling a load.
- Movement and postures, which are abrupt or severe, or give, rise to excessive fatigue.
- Non-ionising radiation.
- Chemicals: (In particular any chemical which is harmful by inhalation or when absorbed through the skin, i.e. organic solvents).

A pregnant employee must not be exposed to these hazards unless they are adequately controlled. Adequate control means:

- The hazard is reduced to a level, which will not harm the pregnant woman or the developing child or breast-fed child.
- If any of these risks are present they must either be eliminated or safeguards put in place to protect the employee's health and safety.

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These safeguards include:

- Changing the type of work, working hours, etc.
- Moving the employee to other safe work.

If these safeguards are not possible then the employee must be granted safety and health leave. This is paid leave, which continues until either the conditions change or else the pregnant employee becomes eligible for paid maternity leave.

Pregnant women and nursing mothers will have the facility to a rest area if necessary.

HSP 19.0 First Aid

The provision of first aid equipment required by legislation will be provided in accordance with *First Aid Regulations 1993*, contained in *Part IX of the General Application Regulations 1993*. Thorntons Recycling is committed to having an adequate number of persons who are qualified to administer first aid.

First Aid Boxes are located in appropriate location throughout the workplace; the names of the first aiders are available beside all the first aid boxes on the premises. In Killeen road the names of first aiders are on the entrance door to the First Aid Room.

These boxes are there to be used for First Aid purposes **'use them but do not abuse them'**. If you see that certain items are missing or in short supply, inform your supervisor so that they can arrange for replenishment.

All injuries must be reported, if you use the First Aid box for any reason, record the usage and make sure you report the injury to the supervisor.

Following an accident requiring first aid treatment, an accident report form is completed. In the event of a serious injury the ambulance service must be called, the Managing Director and/or Site Manager notified and a full accident investigation carried out.

A check will be carried out regularly to identify any replacement stocks needed. Following this check, a list of stock required will be purchased. The restocking of the first aid boxes will be the responsibility of the Health & Safety Manager.

FIRST AID ROOM

The First Aid Room is located in the Administration building at the Killeen Road site. This room is to be used only in an emergency. Throughout the workplace there are First Aid boxes which are kept up to date and fully stocked at all times.

In the event of an emergency outside of normal shift hours, there are a number of qualified first aiders on site. If a Doctor is required the shift supervisor will be responsible for calling the Doctor out. A list of First Aid trained personnel is available in all tearooms.

NOTE:

Other than in an emergency, employees must contact their Supervisor before seeking medical attention outside of the workplace for a work-related injury.

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HSP 20.0 Emergency / Fire Procedures

Emergencies identified include fire, gas leak, and bomb scare. A comprehensive emergency plan exists for all of Thorntons Recycling operations and should be studied by all Thorntons Recycling employees. The emergency plan will be reviewed periodically and amended where necessary. All emergency exits are clearly marked and should be kept unobstructed at all times.

Evacuation drills will take place at least once a year or more often if required in all areas of Thorntons Recycling. Employees are reminded to familiarise themselves with the procedures so that a fast and effective evacuation of the premises can be completed in the event of an emergency. After each evacuation a review will be carried out to evaluate procedures and carry out any remedial action deemed necessary. Visitors and contractors will be informed on evacuation emergencies.

Fire Marshals / Wardens have been trained and appointed. Meetings will be held regularly to review safety procedures. Lists of the Marshals / Wardens will be displayed in appropriate locations around the workplace.

New employees will receive basic training from the Health and Safety Manager and all employees will be instructed on the following:

- Policy on smoking, electrical equipment, etc.
- How to raise the alarm.
- Actions to be taken on discovering a fire.
- How to call the fire brigade.
- Location and use of escape routes.
- The evacuation procedure.
- Assisting disabled people, visitors and others during evacuation
- Location and use of fire extinguishers.

A Fire Register is kept by Thorntons Recycling and is the responsibility of the Health and Safety Manager. The fire register will include company details, specific duties for members of staff, a log of fire procedure notices and fire drills, an inventory of fire fighting equipment, details of the fire alarm system, a record of staff instruction/training and a maintenance/test/inspection schedule.

List of Emergency phone numbers

Ambulance	999
Gardaí	999
Fire	999
ESB	1850-372-999
Gas (Leaks etc)	1850-200-550

HSP 21.0 Fire Equipment

Fire extinguishers are provided and correctly located to meet safety requirements. These appliances are provided to deal with incipient fires. Trained personnel using these appliances should only tackle small fires.

All fire fighting equipment is tested and serviced annually by specialised contractors. In accordance with the recommendation of the appropriate Irish Standard for fire equipment,

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20% of extinguishers will be discharged each year and relevant employees trained in the safe and efficient use of the equipment.

Fire extinguishing appliances are readily identified, with easy access and must be unobstructed at all times. The appliances must not be interfered with in any way.

The location of fire extinguishers (fire points) must be clearly visible throughout the premises.

HSP 22.0 Accident/Incident Reporting

All accidents to a person, whether or not in the employment of the company, resulting in injury, however slight, must be reported to and recorded by the Supervisor involved and the appropriate accident reporting form filled out and a copy sent to the Health and Safety Manager within 24 hours.

An Accident Report form is available for this purpose and must be completed by the immediate superior of the person(s) involved in the accident.

This is necessary to monitor the progress of safety standards and to ensure that proper medical attention is given where required and as an aid in the identification of hazards so that the appropriate measures can be taken to prevent the accident from re-occurring.

Where an accident investigation is necessary, all employees are obliged to co-operate fully with such an investigation and to provide any information which may be useful in establishing the circumstances leading up to the accident. All accidents investigated will have the investigation carried out by the supervisor and in consultation with Health and Safety Manager and a written report shall be prepared.

If an employee is absent from work for more than three calendar days due to an industrial injury or illness, it is a statutory requirement (S1 No. 44, 1993) that formal notice is given to the Health & Safety Authority on the appropriate form 'IR.1' (available on www.hsa.ie).

All notification of accidents or dangerous occurrences to the enforcement authority of the HSA will be completed by the Health and Safety Manager.

HSP 23.0 Working with Hazardous Materials

Hazardous Materials are used in every area of the Thorntons Recycling operation. Some are instantly recognisable as hazardous. Others, often used as part of a formula in paints, solvents etc. are not so well known. It is important that before using any hazardous material, you understand its properties and what personal protective equipment is required.

A Hazardous Materials Register containing the Material Safety Data Sheets (MSDS), for all the hazardous materials used within Thorntons Recycling operations are kept in the following locations:-

- Killeen Road Workshops
- Park West Office
- Park West Garage
- Dunboyne
- PDM /ELV/ Labre Park
- Health & Safety Managers Office
- Kilmainhamwood
- Security Shredding Facility

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MSDS are provided for all employees who are required to work with hazardous materials. All hazardous materials on company property require an MSDS. An MSDS provides a large amount of information on the hazardous material, which is often much more detailed than the information given on package labels. Material Safety Data Sheets are alphabetically filed. The correct MSDS can easily be located, since the name on the correct data sheet, will be identical to the product name on the container label.

Control of Hazardous Materials at Thorntons Recycling

Engineering Controls

Thorntons Recycling aims to prevent hazardous exposures, fire and other problems that can result from improper use of hazardous materials. We accomplish this with exhaust ventilation, closed systems, automatic shut offs and safety interlocks. These are all examples of engineering controls, and are the primary and most cost effective method of controlling hazardous materials.

Personnel Protective Equipment

When engineering controls do not fully control the hazard or are not practical, PPE must be used. Examples are safety glasses, gloves and respirators.

Safe Working Procedures

Even with proper work equipment, engineering controls and the wearing of PPE, you must follow the safe work procedures/method statement and or conduct a risk assessment of the task to ensure that you are working in the correct and safest way.

Job and safety requirements are detailed /spelled out in procedures and specifications, which detail/Identifies the correct way to perform a task both efficiently and safely. Hazardous Material labels and MSDS's contain valuable information on the hazards and precautions to be taken when handling and working with hazardous materials.

Points to remember

No new chemical may be introduced to Thorntons Recycling operations, unless an application accompanied by the relevant MSDS Sheet, is submitted to the Health and Safety Manager for approval to purchase and use on site, in accordance with company procedure.

It is an employee's responsibility to locate and read a data sheet, **before** handling a substance, if the labelling instructions are inadequate or you do not understand them.

If you have any trouble in using the Register ask your supervisor for assistance.

If you find a hazardous material that has somehow slipped through, inform your supervisor so that an MSDS Sheet can be obtained.

It is also a good idea to get into the habit of reading the labels on products as guide lines for safe use will be found on them.

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Hazardous Material Emergency

Chemical contact with eyes or skin can cause serious injury quickly. It is therefore very important that you act quickly to prevent further serious injury. Safety showers and eye wash stations are located around the plant and it is important that you become familiar with their location.

Chemical contact with the eye.

- Go to eyewash station immediately.
- Flush both eyes for a minimum of **15 minutes**.
- Hold eyelids apart with your finger & thumb while rinsing the eye flush the entire surface especially the lower lid.
- Get someone to call first aid and your supervisor.

Chemical contact with the skin.

- Rinse the affected area for a minimum of **15 minutes**.
- If clothing has been contaminated, remove all clothing and remain under the shower.
- Get someone to call first aid and your supervisor.

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HSP 24.0 Disciplinary Action

Where advice and persuasion fail to achieve compliance with safety and health rules, it is the policy of Thorntons Recycling to take disciplinary action on the matter.

The following basic procedure will be followed:

- Apart from any case of gross negligence of the Safety Regulations, which may warrant instant dismissal, the employee shall be warned of any shortcomings and given a reasonable opportunity to put them right.
- Should it be necessary to take formal action a number of verbal warnings will be given. This warning will indicate the Specific Regulation, which has been breached, how it is to be rectified and the time limit in which it is to be achieved.
- A further warning will be given in writing, should the required improvement not result within the stated period.
- In any instances of alleged wilful breaches of the Safety Regulation, the case will be investigated rapidly and fully. Depending on the results of the investigation, the employee will either be dismissed, be given a written warning or return to normal work.
- All warnings for breaches of Safety Regulations will be noted in the employee's file.
- Thornton's Recycling may also implement other initiatives to enhance safety performance, from time to time. Such initiatives will be communicated to staff by their relevant manager / supervisor.

HSP 25.0 Managing Director's Annual Review

The purpose of the Managing Director's Annual Review is to present an overview of the progress made by the company over a 12-month period in the areas of safety, health and welfare.

A report will be generated at the end of the Company financial year and may include the following information:

- Number of accident and / or incidents
- Number of first aid incidents.
- Number of workdays lost as a result of incidents.
- Full details of any safety training carried out during the year

Discussion of any areas of safety, health or welfare that need to be addressed in the future as a result of new legislation, incident history or any new work practices.

Thorntons Recycling welcomes any comments/queries or suggested initiative from any member of staff.

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HSP 26.0 Contractors and Visitors

Visitors

Thorntons Recycling will ensure, as far as is reasonably practicable, the safety of contractors and visitors while on the premises

When entering the premises for the purpose of a business visit or to carry out work, all visitors and contractors should sign in at reception. The visitor book will record the following:

- Time of arrival
- Name of Visitor or Contractor
- Name of Employer of Visitor or Contractor

It is the responsibility of the contact employee to ensure that their visitor/contractor has signed the visitor log.

While in the building, visitors are to obey the safety rules and emergency procedures at all times. Signage will be erected to make visitors aware of safety rules. The contact employee, who in the event of a fire alarm will be responsible to bring their visitor to the appropriate assembly point, should accompany all visitors.

Contractors

Contractors will not be allowed on the company premises to carry out work until the Company has checked and is satisfied with their Health and Safety record and insurances.

The contractors must liaise with a Thorntons Recycling official to discuss and agree the safety precautions deemed necessary by either party. All contractors are required to supply specific information and documentation as requested. Failure to supply this information and to comply with the obligations contained within this booklet will constitute breach of contract and as such, the contract may be terminated.

There is a process in place for the selection and approval for contractors, this includes Third Party Contractors. These procedures are **PM16 and QP03**.

HSP 27.0 Codes of Practice

The following codes of practice have been developed by the HSA. Thornton Recycling adhere to the requirements in the codes of practice. The following is a list and links (www.hsa.ie) to the applicable documents;

- Code of Practice for Working in Confined Space
- Code of Practice on the Prevention of workplace Bullying
- Code of Practice - Rider- Operated Lift Trucks: Operator Training
- Code of Practice – Noise Regulations
- Code of Practice – Working At Heights

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HSP 28.0 Construction Design and Management (CDM)

Thornton Recycling are responsible for ensuring that all construction / alteration and refurbishment works to premises are assessed prior to commencement to determine whether or not they may fall within the scope of the Construction Regulations 2006. Management of construction / refurbishment works will fall under the Thornton Recycling Operations Director.

HSP 29.0 Safety Signs and Signals

The Health & Safety Manager is responsible for ensuring that all safety signs and signals comply with current Signs Regulations. Informal and formal workplace tours and inspections will achieve this. Safety signs will be adequate in size so that they can be seen from the required distance. Signs are an important means of communication. All employees, visitors and contractors shall follow signs on site.

The following give examples of signs and the applicability of the colours;

Mandatory Signs



Danger Signs



Danger Areas



Prohibition



Emergency



Chemical Hazard Signs



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HSP 30.0 Traffic Routes / Safety Walkways

The Health & Safety Manager is responsible for ensuring that where there is a risk of injury arising from conflicts of traffic, adequate controls such as safety walkways and defined traffic routes will be implemented so far as is reasonably practicable. Where such control measures cannot be put into place and the risks from conflict are significant then high visibility vests / jackets will be mandatory.

The activities on site require a lot of interaction between equipment and person. Where possible Thorntons have designed traffic flows and pedestrian walkways.

There is a mandatory PPE requirement that all persons must wear.

HSP 31.0 Housekeeping

The Health & Safety Manager, Operations Managers and Supervisors are responsible for ensuring that the workplace is kept free from hazards such as trip hazards, spillages, cluttered walkways and stairs. The Health & Safety Manager has identified hazards that exist relating to House keeping issues and documented control measures to reduce and where possible eliminate the hazard. Supervisors are responsible for enforcing house keeping issues on a day to day basis. The Health & safety manager will review the effective ness of house keeping during the internal audit process.

The following hazards should be monitored during house keeping audits;

- Clear walkways and platforms
- Clear emergency routes
- spillages
- Over spills
- Quarantine of Gas Bottles
- No Stock Piling of tyres
- Proper use of PPE

Sanitary Facilities

The Operations Director and the Health & Safety Manager or designated person are responsible for ensuring that an assessment is made of the sanitary facilities to ensure that there are an appropriate number of sanitary facilities and that they are located so that undue inconvenience is not caused to employees. They will be properly maintained and will be cleaned at least on a daily basis.

HSP 32.0 Roofs and Work at Height

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The Health & safety manager must ensure the safety of persons working at height or on roofs and those affected by persons carrying out such work. No Thornton Recycling Employees are required or permitted to work on roofs. In order to ensure adequate protection of person carrying out roof work the Health & safety Manager must ensure that the Work at Height Regulations are complied with. This will involve at the minimum a Method Statement, risk assessment and safe operating procedure. Only approved contractors will be used due to the high risk associated with such work. The Health & safety Manager will only approve working at height by approved contractors.

Identification of roof work or height work should be identified in the PM01 or PM15 procedures and the appropriate documentation followed.

HSP 33.0 Work Equipment and Vehicles

Equipment General

Thornton Recycling accepts that a well motivated and trained workforce will not succeed in providing a good quality service to our customers if poor, unsafe and inappropriate equipment is used. Therefore the company is committed to providing quality solutions utilising up to date equipment manufactured to be as safe as is reasonably practicable.

Where Thornton Recycling personnel use certain workplace equipment, all operators of equipment must be authorised. Authorisation may be by certification issued by the Health & Safety Manager, or by completion of the necessary individual skills training provided by a third party.

Safety / Suitability of Equipment

The Health & Safety Manager is responsible for ensuring that all equipment is assessed for safety and suitability. For example, all equipment must be suitably guarded to prevent injury from significant hazards such as moving parts, hot surfaces or harmful substances. New equipment (including previously used or owned) must be assessed for safety and suitability prior to supply. Once equipment is supplied, the Health & Safety Manager is responsible for ensuring that it has been supplied in accordance with stated specifications.

Maintenance

The Maintenance Manager is responsible for ensuring that a competent person adequately maintains all equipment. A maintenance schedule for all equipment identified for maintenance must be made and must state the description and identifier of the equipment, the date it was last maintained and the date it is next due for maintenance and the time period required between maintenance.

Vehicle Maintenance

The Maintenance Manager is responsible for ensuring that scheduled maintenance for vehicles, trailer, skips associated equipment such as tyres (a regular tyre condition check must be in place), tail lifts and vehicles mounted cranes is carried out in accordance with accepted standards, manufacturer requirements and the Logistics Managers instructions. The Logistics Manager is responsible for ensuring that all vehicles mounted lifting equipment has a maintenance schedule as required by Regulations

A fundamental part of any maintenance system is the driver pre-operational checks of the vehicle and an efficient system for reporting defects. This check must also include the

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ergonomic elements of the cab, e.g. the driver's seat must be in good working order. Examples of items on vehicles sometimes omitted from regular inspection / maintenance and lead to industrial injury compensation are: -

- a) Tail lift safety devices such as poles, chains of flaps / stops.
- b) Tail lift warning lights or fluorescent flaps.
- c) Steps, ladders and catwalks.
- d) Operation of load bay access doors, e.g. roller shutters or barn doors.
- e) Operation of load bay curtains on rigid vehicles or trailers.
- f) Operation of roof support devices on trailers.

HSP 34.0 Lifting Operations and Lifting Equipment

The Maintenance Manager is responsible for ensuring that all equipment falling within applicable regulations for lifting equipment and lifting operations is inspected, examined and maintained according to those regulations. All lifting equipment must have been placed on a maintenance schedule that has been drawn up by a competent person. An inventory of lifting equipment must be maintained and made available for inspection by the Health and Safety Manager.

HSP 35.0 Mobile Elevated Work Platform (MEWP)

The Health & Safety Manager is responsible for ensuring that no person operates or is a passenger on a MEWP without first having received the necessary training and have attained the required standard. Persons that have reached the required standard will be issued with a certificate of authorisation. The occupants of MEWP must be provided with fall restraint equipment. This condition extends to contractors working on site.

HSP 36.0 Manual Handling

Manual Handling General

Handling of waste is the prime business in which Thornton Recycling is involved. A large part of this involves manual handling. It is our intention to reduce the amount of manual handling operations and the associated risks as far as is reasonably practicable.

Avoidance / Provision of Materials Handling Equipment (MHE)

The Health & Safety Manager will be responsible for ensuring that adequate assessments of manual handling operations are carried out and that appropriate control measures including the avoidance of manual handling are put into place to eliminate or reduce the risk from manual handling.

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Manual Handling Training

The Health & Safety Manager will be responsible for ensuring that all employees within Thornton Recycling (this includes everyone up to and including senior management) undergo basic manual handling training upon commencement of employment. The Health & Safety Manager is authorised to provide this training.

HSP 37.0 Young Persons / Sensitive Risk Groups

Thorntons Recycling adheres to the provision of the General Application Regulation, 2007, Part 6, Ch 1.

Under these regulations 'Young Persons' means a person who has reached 16 years of age but is less than 18 years of age.

In accordance with Regulation 144, Management will prepare a risk assessment before employing a child or young person and whenever there is a change in work practice which could affect the safety or health of such a young person.

The risk assessment must examine all hazardous substances or activities which the young person may be exposed to. The company must not employ a young person where there the risk assessment reveals;

- Work which involves harmful exposure to physical, biological, chemical agents which may be toxic or carcinogenic.
- Involves harmful exposure to radiation.
- Involves the risk of accidents which it may be assumed cannot be recognised or avoided by a child or young person owing to insufficient attention to safety or lack of experience or training, or
- Which presents a risk to health from exposure to extreme heat or cold or to noise or vibration?

Where the risk assessment reveals a risk to the safety, health and welfare to the development of the young person, management must make health surveillance available, and inform the young person of the results of the health assessment.

Concluding comment

The aim of Thorntons Recycling is to provide a healthy and safe environment for members and staff, contractors and visitors. This can be achieved with the help and assistance of all by:

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- Observing the general rules of safety. It is the duty of every Thorntons Recycling employee to fully comply with all safety rules and regulations. Every employee should inspect their workplace and report any unsafe condition.
- Using all equipment in a safe and proper manner. Notify any persons likely to be affected by work that you are doing.
- All injuries however slight must be reported to your supervisor.
- Wear the appropriate PPE for all tasks undertaken. Employing the proper procedures when carrying out tasks and ensuring that no practices are used which may act as a source of danger to themselves or others.
- Keeping work areas clean and tidy at all times.
- Making sure all corridors and passageways particularly those leading to escape routes, are kept free of obstructions at all times. Do not litter, use the bins provided.
- Taking care that fire points are not blocked or covered up in any way and that they are ready for use if the need arises.
- Follow all safety signs, and familiarize yourself with the Emergency Procedures.
- Vandalism of property will result in instant dismissal.
- No one is permitted to drive any company vehicle, unless they hold a licence or permit to drive the vehicle. This includes, front end loaders, cranes, fork lifts etc. Speed limits must be observed and seat belts worn at all times.
- Report any defects to your Supervisor immediately.

This Safety Statement has been prepared based on conditions existing in the fabric of the workplace of Thorntons Recycling at the time of writing. It may be altered, revised or updated periodically in order to comply with any changes in conditions.

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PART (II): Risk Assessments

Risk Assessment Process

Risk assessments have been carried out and the results are shown below. The risk assessment process involves the following:

- Identifying the significant hazards present in the workplace
- Identifying what risks are associated with each hazard.
- Recording the likelihood and severity of injury/illness associated with the hazard. Calculating the risk rating based on likelihood and severity (the risk rating is arrived at by multiplying the likelihood of injury x severity of injury - see below for details).
- Suggesting control options in order to ensure that risks are reduced to the lowest level reasonably practicable (see hierarchy of controls below).
- The length of time specified for implementing control measures will vary and be dependant on the risk rating for the hazard i.e. the higher the risk, the faster action should be taken. If additional control measures reduce the likelihood or severity of injury, a revised risk rating can be recorded.

Risk assessments should generally be reviewed annually and any necessary amendments made. They should also be reviewed if there is a change in circumstances e.g. new equipment, processes, procedures etc., following an accident or incident and in the event of new legislation, codes of practice or new guidance being published.

Hierarchy of Controls

The selection and implementation of the most appropriate method of risk or hazard control is a crucial part of the risk assessment process.

The following hierarchy should be used when deciding on control measures, starting with the first in the list and working down to the last resort which is the provision of personal protective equipment and clothing.

1. Elimination: Eliminating the hazard entirely from the workplace is the best way to control it. Examples of this would be providing a lifting device which eliminates the need to carry out manual handling or disposing of unwanted chemicals.

2. Substitution: If not possible to eliminate the hazard, replace it with something less hazardous, which will perform the same task in a satisfactory manner. Examples are substituting a hazardous chemical with a less toxic one or substituting a smaller package or container to reduce the risk of manual handling injuries.

3. Engineering Solutions: If the hazard cannot be eliminated or a safer substitute implemented, then reduce the chance of hazardous contact. Examples of engineering controls are:

- enclosure (enclose in a way that eliminates or controls the risk)
- guarding/segregation of people
- interlocks and cut-off switches
- exhaust fans

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4. Administrative Solutions:

These are the management strategies which can be introduced such as training, job rotation, limitation of exposure time, provision of written work procedures.

For example:

- Safe systems of work that reduce the risk to an acceptable level
- Written procedures that are known and understood by those affected
- Adequate supervision
- Identification of training needs and provision of appropriate training
- Information/instruction (signs, handouts)

5. Personal Protective Equipment & Clothing:

Personal Protective Equipment and Clothing should always be considered as a last resort. It can also be used as an interim measure to reduce exposure to a hazard.

Examples of PPE include: masks, ear-plugs, respirators, helmets, boots, safety shoes, overalls, etc

Summary

The most effective way to control risk is obviously to remove it. Elimination is by definition 100% effective. The further you go down the list the less effective the methods become. Training for example has been estimated as being only 10% effective.

It is also worth bearing in mind that the amount of management and supervisory effort needed to maintain the controls is in inverse rank order. In other words, Control 5 (PPE) takes the most effort to maintain and item 1 the least effort.

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Risk Assessment Method Used

(Likelihood (L) x (S) Severity) = Risk Rating (RR)

Priority Table

	Severity Effect		
	Slightly Harmful	Harmful	Very Harmful
Unlikely	1	2	3
Likely	1	2	3
Very likely	2	3	4

Likelihood

Slightly Harmful	Harmful	Very Harmful
Superficial injuries Minor cuts & bruises Eye irritation from dust Nuisance & irritation Temporary discomfort	Lacerations Burns Concussion Serious sprains Minor fractures Deafness Dermatitis Asthma Minor disability	Amputation Major fractures Poisoning Fatal injuries Occupational cancer Severely life shortening disease Fatal disease Head injuries Eye injuries

Risk Rating Action Required

Risk Rating	Priority	Action Required
Trivial Risk 1-2	Non-urgent	No action needed
Acceptable Risk 3-4	Non-urgent	No additional controls Monitoring required Assessment recorded
Moderate Risk 5-6	Action needed	Controls required as soon as practical Assessment recorded Controls documented
Substantial Risk 7-9	Urgent action needed	Controls required immediately Assessment recorded Controls documented
Intolerable Risk 10-12	Urgent action needed	Work prohibited/ceased <u>Controls required immediately</u> Assessment recorded Controls documented Work stoppage documented


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Emergency Plan

August 2008

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1 INTRODUCTION

Clear procedures in the event of a serious incident are required in any working environment but are of particular importance in an industry that utilizes heavy machinery and fixed plant machinery of the like at Thorntons Recycling.

The requirements for such procedures are referred to in general in the Safety, Health and Welfare at Work act, 2005 and the (General Application) Regulations, 1993.

An emergency is a situation, which can escalate rapidly, and if not brought under control quickly may well result in serious injury, death or major property damage.


An emergency of any kind will normally be handled by the person discovering that emergency. If the accident, fire or other emergency is of such a nature that the person discovering it cannot handle it, then he is responsible for initiating the emergency procedures.

STOP!

DON'T PANIC!

**READ & FOLLOW THE
EMERGENCY
PROCEDURES !**

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2 OBJECTIVES

The objectives in drawing up an emergency plan can be summarised as follows:-

- a. To ensure that all risks to the safety and health of personnel employed at Thorntons Recycling have been identified.
- b. To ensure that preventative measures are in place to minimise the risk of a serious incident occurring.
- c. To ensure that measures are in place to minimise the impact should a serious incident occur.
- d. Most importantly, to provide clear directions to all personnel regarding responsibilities and procedures to be followed in the event of a serious incident.
- e. To ensure that preventative measures are in place to minimise the risk of any environmental contamination of Thorntons Recycling sites.

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3 TYPES OF INCIDENT, SEVERITY AND LEVEL OF RESPONSE

3.1 Introduction

When a call is received by ringing **623 5133** the caller will be asked a standard set of questions regarding the incident.

On receiving this information the call centre, will initiate an appropriate response to the circumstances reported.

It is important that the caller be patient and answers the questions they are asked and **DOES NOT HANG UP** until told to do so.

Emergency situations that require ringing 623 5133 may fall into the following categories:

3.2 Types of Major Incident

The main types of incident covered by this emergency plan are as follows:


- a. Serious injury or medical emergency,
- b. Fire,
- c. Machinery Fire,
- d. Persons trapped by equipment or machinery,
- e. Hazardous Material Spill, and
- f. Bomb threat

Guideline responses for each of the above are given in Section B.

3.3 Incident Severity and Levels of Response

Incidents can be classified into three levels of severity, each of which has an associated response. These are described below:

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3.3.1 Level 1 - Minor Incident

A Level one incident can typically be dealt with by the person identifying the problem. The supervisor should be informed and the incident formally logged; this will permit assessment of the incident particularly with regard to the possibility of re-occurrence and the potential for a more serious event.

Examples: minor localized fire, minor injury

3.3.2 Level 2 - Serious Incident

Immediate action should be taken, where possible, by the person identifying the incident. The supervisor should be immediately informed and should assess the situation. Thereafter, the supervisor will contact the necessary emergency services, Operations Manager (depending on location) and the responsible Manager on call. The latter will assess the situation either through discussion or by inspection.

Examples: serious injury, containable fire, containable environmental damage

3.3.3 Level 3 - Severe Incident

Immediate action should be taken where possible by the person identifying the incident. The supervisor should be immediately informed and should assess the situation. The supervisor will contact the necessary emergency services and the Operations Manager.


Examples: person's trapped, serious fire, threat to the safety of personnel, serious environmental damage.

3.3.4 Environmental Incident

The following shall constitute an incident under the waste licence WL206-1:

- a) an emergency;
- b) any emission which does not comply with the requirements of this licence;
- c) any exceedance of the daily duty capacity of the waste handling equipment;
- d) any trigger level specified in this licence which is attained or exceeded; and
- e) any indication that environmental pollution has, or may have, taken place.

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4 THE EMERGENCY ORGANISATION

The roles and responsibilities of the individuals and groups are described below:

4.1 Operating Personnel

4.1.1 Identifier

The person identifying the incident will take immediate action where possible (remove persons from any imminent danger, emergency first aid etc.) and will advise his supervisor either directly or through a third part.

4.1.2 Supervisor

The supervisor will assess the severity of the incident. In the event of a level 2 or 3 incident, he will immediately call the necessary emergency services (depending on location) and the Health & Safety Manager and will take whatever action is appropriate with the resources available to him.


4.1.3 Health & Safety Manager

The Health & Safety Manager will be called out for any level 2 or 3 incident involving a Thorntons Recycling Employee. He will lend assistance where required, carry out an incident inquiry and complete an incident report with the Supervisor; this will be copied to the relevant Manager. The Health & Safety Manager shall be responsible for promptly advising the Operations Manager of any level 2 or 3 incident and or reporting level 2 or 3 incidents within 24 hours to the HSA.

4.1.4 Environmental Manager

The Environmental Manager will be called out for any environmental; suspected or detected incident. The Environmental Manager will report this to the EPA as required under condition 11.3 of the waste licence WO195-01.

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- 11.3 In the event of an incident occurring on the facility, the licensee shall:-
- a) notify the Agency as soon as practicable and in any case not later than 10.00 am the following working day after the occurrence of any incident;
 - b) submit a written record of the incident, including all aspects described in Condition 9.1 (a-e), to the Agency as soon as practicable and in any case within five working days after the occurrence of any incident;
 - c) in the event of any incident which relates to discharges to surface/sewer water, notify the Sanitary Authority as soon as practicable and in any case not later than 10:00am on the following working day after such an incident; and
 - d) Should any further actions be taken as a result of an incident occurring, the licensee shall forward a written report of those actions to the Agency as soon as practicable and no later than ten days after the initiation of those actions.

4.1.5 External Services

4.1.5.1 Medical Services

The doctor (day shift hours only) will assess the medical condition of the injured from the supervisor's description and will determine if the Ambulance Service is required and place the call to the Ambulance Service if necessary. He shall travel to site and render medical assistance.

Should for any reason it prove impossible to contact the Medical Centre, the supervisor shall call out the Ambulance Service if he deems it necessary and call the alternative medical practitioners.

4.1.5.2 Ambulance Services

The Ambulance Service will be called when required by the Doctor on call or the supervisor if the former cannot be contacted.


4.1.5.3 Fire Services

The Meath County Council (Nobber) will be called by the supervisor.

4.1.5.4 Health and Safety Authority

The H.S.A. Inspector, will be contacted in the event of a level 2 or 3 incident by Health & Safety Manager. The former will be responsible for submitting the incident report to the H.S.A. Inspector in accordance with the regulations.

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4.1.5.5 Garda Siochana

Garda Siochana will be called in the event of a bomb threat or security matter and be responsible for mobilising the necessary Garda services.

4.1.5.6 EPA / Central Fisheries Board / Sanitary Authority

The Environmental Manager will contact the above department in the event of an environmental incident / emergency.

5 EMERGENCY RESOURCES


5.1 First Aid

5.1.1 First Aid Room / Incident Room

The Offices / canteen area in the administration building can be used as a First Aid Room in cases of emergency at Kilmainhamwood. The First Aid Room is equipped as shown:

1. Sink With Hot and Cold Running Water
2. Drinking Water Supply (If Not On Tap)
3. Disposable Drinking Cups
4. Soap Dispenser And Soap
5. Paper Disposable Towels
6. Smooth Top Work Surfaces
7. Cupboards For First Aid Material Storage
8. Refuse Dispenser (Bin) With Plastic Disposable Liners
9. Chairs
10. Clean Protective Garments For Use By First Aider
11. First Aid Cabinets (Reception & Canteen)

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CONTENTS OF FIRST AID KITS

- 2 x Eye Pad Dressings
- 24 x Adhesive Plasters
- 6 x Triangular Bandages
- 3 x Wound Dressings (Size 10)
- 2 x Wound Dressings (Size 9)
- 6 x Wound Dressings (Size 8)
- 10 x Antiseptic Wipes
- 10 x Eye Wash Solution 20ml bullets
- 1 x Paramedic Shears
- 1 x Tweezers
- 6 x Latex Gloves (3 pairs)
- 12 x Safety Pins
- 1 x Antiseptic Cream 15gm tube
- 1 x Surgical Tape (1")
- 5 x Sterile Swabs (7.5 x 7.5cm)


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5.1.2 Appointed First Aiders

A list of trained and appointed first aiders is as follows: (updated May 07)

First Aid Responder	
Tom McDonald Tommy Rogers	Facility Manager Health & Safety Manager
Occupational First Aider	
Tom McDonald	Facility Manager

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5.1.3 Fire Fighting

All persons receive basic fire fighting instruction as part of their induction programme.

Fire points are shown on the fire point location map shown in Appendix 1.

5.1.4 Fire extinguishers

Fire points with fire extinguishers are shown on the drawing in Appendix 1.

The location of hydrants is shown in the drawing in Appendix 1.

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5.1.5 Drills and practices

5.1.5.1 Evacuation and fire drills

A full evacuation of the Kilmainhamwood facility will be practiced once every 6 months. The date and time of the practice will be determined by the Health & Safety Manager and communicated only to the Facility Manager.

The Health & Safety Manager will make the necessary arrangements, monitor the response and make a written report to be filed and logged accordingly.

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5.1.6 Training

5.1.6.1 Fire fighting

All Thorntons Recycling personnel will receive basic fire-fighting instruction as part of their induction.


5.1.6.2 Material Safety Data Sheets (MSDS)

- MSDS are available at the following locations :
 - Health & Safety Managers Office
 - Operations Managers Office
 - Park West Office
 - Park West Garage
 - Dunboyne
 - ELV
 - Kilmainhamwood

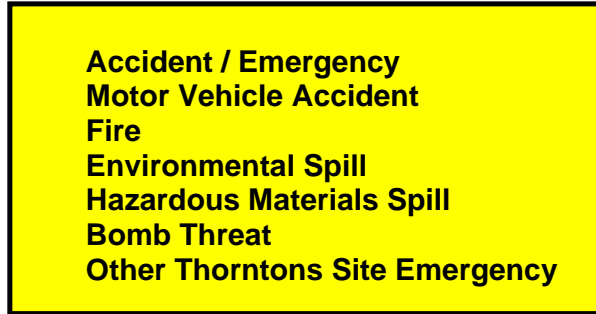
5.1.6.3 Protection of Vital Equipment

The 'Thorntons Recycling Computer Server' located on the ground floor of the administration building at Unit S3B, Henry Road, is fitted with an Automatic Fire Systems. In the event of activation, accidental or otherwise, access to these rooms shall be restricted. All electronic Information is stored via Kilmainhamwood to Administration Building at Unit S3B, Henry Road , Dublin 12

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6 ACTION ON RECEIVING ANY EMERGENCY CALL



1. Ask caller to **Remain Calm**.
2. Ask caller to **State Who They Are**.
3. In the event of Fire - Activate the Emergency Fire Alarm.
4. Complete All Questions In **Emergency Call Record Book**.
Print Neatly - Someone else may have to read it.
5. When satisfied you have all relevant information ask caller to **HANG UP**.
6. Contact the nearest First Aider.
7. Convey all information to the First Aider.
8. In the absence of the Supervisor in the event of a medical emergency proceed to contact 999 and convey details.
9. In the absence of the Supervisor in the event of a fire emergency proceed to contact Fire Brigade and convey details. Contact the Operations Manager.
10. Contact Security to advise Medical/Fire Services coming on-site and advise location.
11. Contact the Health and Safety Manager if required as per procedure.
12. Contact the Environmental Manager if required, as all fires, spills etc have to be reported as stated in section 4.1.4.

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6.1 Action by person receiving any Emergency Call

Advise the caller to stay calm, answer the following questions and not to hang up until told to do so:

1.	Caller's Name		
2.	Type of Emergency		
3.	Location of Emergency		
4.	Time of Accident / Incident		
5.	Number of persons involved:		
6.	<u>Nature of Injury(s):</u>	<u>Nature of Incident</u>	
	<u>Sprain / Strain</u>	<u>Fire</u>	
	<u>Laceration</u>	<u>Gas</u>	
	<u>Burn</u>	<u>Flood</u>	
	<u>Puncture Wound</u>	<u>Other</u>	
	<u>Dislocation</u>		
	<u>Amputation</u>		
	<u>Spinal Injury</u>		
	<u>Poisoning / Toxic effect</u>		
	<u>Other Injury</u>		
7.	Supervisor in charge		
8.	Log time and date of call:	Time:	
		Date:	

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9.	Operator taking call:	
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6.2 Action when unable to contact relevant Manager

In the event that the manager responsible for the area in which an accident has occurred cannot be contacted:

- A message should be left at their home or some other place they are likely to visit. Advise that a serious accident has occurred.
- **NO DETAILS** should be included or divulged to other persons regarding the accident and/or its circumstances in the course of leaving this message.

An alternative person should be contacted who will assume the duties and responsibilities of the Manager until such time as he/she is relieved.


6.3 FIRST AIDER called in response to emergency

1. Take down information from the emergency call room.
2. Ensure a backup Occupational First Aider is also called.
3. Proceed to the emergency.

6.4 Bomb Threat

1. Respond to the alarm.
2. Evacuate the area and barricade to prevent re-entry by any employees.
3. Station an Designated employee at the barricade to record all movements.
4. Await the arrival of the Garda Force.


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6.5 FIRE TEAM – Kilmainhamwood – FIRE / HAZARDOUS MATERIAL Spill

1. Respond to alarms.
2. Assess the emergency.
3. Ensure that the Ambulance and Fire Brigade service has been called if necessary.
4. Check any electrical equipment involved in the fire is turned off.
5. Ensure any flammable liquid or gas supplies in the vicinity of the fire are turned off.
6. Ensure orderly flow of employees away from fire/hazardous materials spill, liaise with the Health & Safety Manager / Facility Manager / Supervisor to determine a head count of personnel and identify any missing persons.
7. Tackle the fire using skills learned from fire training until the fire brigade arrives on site.
8. Treat injured and ensure Ambulance has been called.
9. Assist mobility-impaired persons.
10. Meet Ambulance on arrival.

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6.6 Procedure for sealing SURFACE WATER and FOUL SEWER DRAINAGE OUTLETS.


1. In the event of an emergency such as a fire or an oil spill, the discharge to the foul water or surface water systems may need to be switched off. This will be the responsibility of Environmental Manager / Site Supervisor or designated person.
2. The drainage map shows the location of the switch off valve on the foul water system and the location of switch off valve for the surface water system. Use this map to locate appropriate valves to be closed in the event of an emergency at the facility.

6.7 ACTION BY HEALTH & SAFETY MANAGER

6.7.1 Accident – Serious Injury (action by Health & Safety Manager)

1. Ensure the relevant Director / Manager has been called.
2. Ensure area is secured to prevent access by unauthorised persons.
3. Notify H.S.A that an accident has occurred.
4. Take evidence from witnesses at the scene and make note of any piece of evidence.
5. Managing Director / Operations Director and/or Relevant Departmental Manager and/or Human Resources Manager to notify family of injured person.

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6. Prepare a report detailing the circumstances of the accident and forward a copy to the H.S.A Inspector. Details of that report should be retained for file purposes.
7. Decide whether photographs and drawings are required to cover the possibility that the accident becomes a fatality.

6.7.2 Accident- Fatality (action by Health & Safety Manager)

1. If required, call responsible person for assistance.
2. Secure area to prevent access by unauthorized persons.
3. Ensure the Managing Director and relevant Department Manager has been called.
4. Notify an H.S.A Inspector, that an accident has occurred and give brief details.
5. Notify the Garda and furnish relevant information.
6. Take evidence from witnesses at the scene and make note of any piece(s) of evidence.
7. Ensure that the scene of the incident will not be disturbed until viewed by an H.S.A Inspector.
8. Departmental Manager or HR Manager to notify family of a person involved in an accident.
9. Arrange for a photographer and instruct them concerning the photos required and the notes to be made with each, as to its subject.
10. Arrange for survey plans of the site to be prepared. These are to include the following showing only that known prior to the accident:
 - i. Locality Plan;
 - ii. Detailed plan of view of the accident site;
 - iii. A sectional view (if necessary). Any sections made are to be marked on the detailed plan.
11. A second set of plans shall be prepared that show:
 - i. Locality Plan;
 - ii. Detailed plan of view showing details after the accident and include such things as:
 1. Equipment used in rescue operations;

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2. Position of rocks, ladders, equipment, etc. involved in the accident;
 3. Position from where photographs were taken;
 4. Position of persons involved in the accident; and
 5. Other relevant information.
- iii. Sectional views as required to show detail.

12. Collect information and prepare report.

6.7.3 Checklist for Incident Controller – Contact Actions *Must be Called

1. Attendance in 'Incident Control Room'			Check	Time	Initial
Operations Manager*					
Managing Director*					
Health & Safety Manager					
Secretary					
2. Notification					
Other Directors*		Incident: be on standby			
Environmental Manager*		Incident: report to site			
Human Resources Manager		Incident: report to Incident Room for briefing / Personnel Services			
Security		Guard Site entrance			
3 Standby					
Doctor		Incident, proceed to site			
Ambulance		Incident, be on standby			
Fire Brigade		Incident, be on standby			
Garda		Incident, be on standby			
4. Assignment of responsibilities					
Issue	Who	What			

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Secretary	Secretary	Log events. Log sheet Blanks attached			
Fire Wardens Assembly Check List	Fire Wardens Supervisor	Check Attendance			
Telephone	AN. Other				
Photographic record	AN Other				
Surface workshops / working areas	AN. Other	Identify personnel not reported to evacuation area			
Environment	Environmental Manager	Notify EPA of occurrence.			
		Submit written report to EPA			
		Notify Eastern Regional Fisheries and Dublin City Council as necessary.			
Safety	Health & Safety Manager	Notify HSA as necessary.			

6.7.4 Incident Controllers – Emergency Response Log

Emergency Response Log					
Date:					
Time	Sequence of Events	Further Action Required	By whom	By when	Complete

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6.7.5 Duty of persons on surface upon discovering a fire

Fire Emergency Procedure


To all personnel if you discover a fire:-

1. Operate the nearest Fire Alarm button on the wall.
2. Notify your supervisor/department manager of the situation.
3. Evacuate the area immediately.

Fire Alarm

1. When you hear the Fire Alarm, evacuate the building immediately by your designated escape route and exit.
2. Do not delay leaving the building by collecting personal belongings.
3. Once outside the building, proceed directly to your Fire Assembly Point for roll-call by your Fire Warden.
4. Do not leave the area. Await further instructions from the Supervisor / fire warden, the Fire Brigade or the Gardai.
5. Employees with visitors on hearing the Fire Alarm must go immediately to their Assembly point with their visitor and notify the Fire Warden that the visitor has safely evacuated.
6. It is important that you know your Assembly point in the event of an emergency and always keep in mind your nearest Fire Exit at all times, so that, in the event of an emergency, you can vacate the premises as quickly as

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possible and make your way to Assembly point outside the plant. The purpose of the Assembly point is to ensure that personnel from each zone can gather at their designated area for roll-call by the relevant Fire Warden. A roll-call is taken to ensure that all personnel are present and accounted for, including visitors, who are the responsibility of the person they are visiting.

The Supervisor / Fire Wardens / designated persons are responsible for the roll-call of those employees on their fire list. As soon as each Fire Warden, or in their absence, those acting on their behalf, has ascertained who has left the building or who is still inside the building, he/ must pass this information on to the Health & Safety Manager. If a person does not arrive at an Assembly point a note of their name and their last known whereabouts should be given to the Health & Safety Manager, who will then in turn inform the Fire Brigade, when they arrive.

Always inform your supervisor when you are absent from the office.

7. **Nobody under any circumstances**, should return to the building to search for a missing person
8. Personnel should only re-enter the premises, when the all-clear announcement has been made. Alternatively, if the emergency is serious, the Fire Brigade/ Health & Safety Manager may instruct personnel to leave the grounds. Once the Fire Brigade arrives on site during an emergency, they are in charge, and all must co-operate fully with their instructions.


7 CRISIS MANAGEMENT PLAN – THORNTONS RECYCLING

In the event of a Level 3 or Environmental Incident the site Crisis Management Response (CMR) Team is to be mobilised.

Sequence of Events:

1. Crisis Management Response initiated by Operations Director / Manager.
2. The Site Crisis Management Team is to meet in the Crisis Management Centre (Board Room Administration building Park West/ Killeen road /Dunboyne) as soon as possible after notification of crisis.

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7.1 Outside Assistance – Emergency Equip. Consumables and Location Inventory

The CMR Team may as required call on agencies external to the site.

The CMR Team Leader will formally announce the end to the crisis. Formal communication is to be made by the Incident Controller with all involved agencies informing them of the completion of activities.

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7.2 RECOVERY TEAM LEADER- CRISIS CHECKLIST

The Recovery Checklist herein has been developed to provide a simple reminder of the actions that are to be taken in a crisis situation. The checklist is not exhaustive and will constantly be developed and improved through regular testing of the plan.

It is imperative that the Crisis Checklist is properly actioned and signed off so that an accurate audit trail is developed. As the crisis escalates, the various events as they occur will determine the actions to be taken. It is important that dates and times are recorded for each action throughout the crisis.

The following directories and procedure forms can be used to assist in formulating a quick and effective response to a crisis.


7.2.1 Recovery Team Leader

Successful performance of the role will require you to:

- Identify long term and short term recovery goals,
- Identify resources needed to achieve goals,
- Manage the business resumption and recovery processes.

Recovery Checklist				
<i>Activity Check</i>	<i>Action Taken</i>	<i>Time</i>	<i>Date</i>	<i>Sign Off</i>
During Crisis				
Liaise with Operations Director / Manager in forecasting impact on operations of crisis.				
Liaise with Government				


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Agencies i.e. EPA & M.C.C for alternative waste handling routes until such time as re-commencement of operations.				
Action recovery plans including any relocation plans.				
Liaise with other operational managers regarding recovery resources and processes.				
Develop recovery plans with milestones / budgets.				
Analyse the impact of actions taken to manage the crisis.				
Liaise with the Sanitary Authority & Eastern Regional Fisheries Board in event of fire or environmental pollution.				

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Recovery Checklist				
<i>Activity Check</i>	<i>Action Taken</i>	<i>Time</i>	<i>Date</i>	<i>Sign Off</i>
After Crisis				
Implement recovery plans to achieve business resumption on time and on budget.				
Make recommendations to: <ul style="list-style-type: none"> ➤ Limit site exposure in the future, ➤ Fast-track recovery in the future. 				
Write "After Incident Report for Management and the Board"				
Ensure stocks of consumables are replenished.				
Prepare strategy for advising other sites of lessons learned.				
Report as necessary to local authority and environmental protection agency.				

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7.3 Recovery Planning – Worked Example

Step 1

Identify early the likelihood that an incident may give rise to a crisis situation.

Step 2

Evaluate the potential impact on the organisation of each risk identified in terms of:

- Injury to employees
- Damage to property
- Interruption to business
- Environmental damage
- Injuries to third parties
- Damage to third party property
- Harm to reputation

Step 3

Determine in respect of each incident identified, the Goal for recovery, for example;


Incident	Goals
Explosion in C & D line resulting from discarded old military ordinance causing extensive damage to the trommel screen and conveyor system, injuring one employee and causing structural damage to roof of building housing the plant.	<ul style="list-style-type: none"> ➤ Return to normal throughput process waste level within one month. ➤ Restrict short term reduction in C & D waste received to X tones. ➤ Improve employee safety in C & D Area ➤ Manage injured / killed employee families concerns.

Step 4

Establish strategies to achieve goals.

Establish a "critical path" for recovery in respect of goals determined in Step 3, identifying as many issues, which would need to be addressed as possible.

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7.4 Indicative Plan for Recovery

7.4.1 Assets

- | | | |
|--------------------------|---|--|
| <i>Threat</i> | ● | Damage to (asset) rendering repair uneconomical. |
| <i>Recovery Goal</i> | ● | Replace (asset) with (.....) by date. |
| <i>Recovery Strategy</i> | ● | Asset Replacement |

Summarise the key elements of a project plan for replacement of the asset, eg.-


- Description of replacement asset,
- Suppliers details
- Lead times
- Demolition / removal of damaged asset,
- Project plan for construction of replacement asset.

● Earnings

If the damaged asset will result in a loss of sales, identify how -

- To maintain some sales during the period of interruption,
- Create a strategy for maintaining customer relationships.

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7.4.2 Employees

- Threat* ● Serious injury / death of employee.
- Recovery Goal* ● Minimise the impact on other employees and next of kin, in an understanding and compassionate manner.
- Rehabilitate injured employee back to workforce.
 - Assist next of kin with funeral and welfare in the event of death.

Recovery Strategy ● Serious Injury.

Employment rehabilitation plan

- Counseling.
- Physical rehabilitation.
- Light work duties.

Maintain contact and support.

- Arrange applicable insurance.
- Payments in a timely fashion.

Assess other financial assistance.

A timetable for return to work.

Contact legal advisors.

Maintain contact with physicians.

Assist to bring next of kin to injured employees if necessary.

Recovery Strategy ● Death

Maintain contact with next of kin.

Assist with funeral arrangements, if requested by next of kin.


Assist with return of body to place of burial, if requested by next of kin.

Arrange applicable insurance payments in a timely fashion.

Arrange counseling of next of kin and other employees affected.

Assist to bring next of kin to injured employees if necessary.

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Assist in statutory inquiries.
Contact legal advisors.


7.4.3 Environment

- Threat* ● Serious damage to natural environment.
- Recovery Goal* ● Contain the damage to a defined area.
- Work with regulatory and community representatives to determine recovery goals.
- Recovery Strategy* ● Establish strategy to address relevant issues if the threats eventuate.

Issues to consider -

- Legal advice.
- Insurance coverage
- Rehabilitation of damage
- Statutory inquires
- Community involvement
- Media management.
- Local Authority.
- Environmental Protection Agency.
- Health & Safety Authority.
- Sanitary Authority.
- Eastern Regional Fisheries Board.

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7.4.4 Recovery Crisis Contact Directory

Site Contact Directory

As per Section C of this Emergency Plan.

External Emergency Services

As per Section C of this Emergency Plan.


Utilities / Instrumentality's

Utility	Contact	Contact Numbers
Telecommunications		
Power ESB	Mr. Alan Brown	087 9273970
Gas		
Water	Meath County Council	046 9023851
Sewerage	Meath County Council	046 9023851
Fuel Suppliers	Sean McEntee Oils	046 9052142

Wildlife & Habitat

Agency	Contact	Contact Numbers
Meath Co Co	Meath County Council	046 9023851
EPA		

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Local Community Stakeholders

Stakeholder	Contact	Contact Numbers
Local Council Offices		
Mayor		
Town Clerk		
Local - Member		
Local - Member State		
Conservation Groups		

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SECTION B:

8. ACTION IN RESPONSE TO EMERGENCY

8.1. FIRE on site.

IDENTIFIER	1.	What is the nature of the fire – electrical liquid, material, other		
	2.	Can you extinguish the fire	Y	Put out fire with appropriate extinguisher from a safe position. Advise supervisor or in his absence Operations Director.
			N	Sound fire alarm. Advise supervisor Assist with fire fighting if competent to do so.
All	1.	Has fire alarm, surface warning siren been activated	Y	Proceed to Assembly Point in your area. Fire Wardens / Appointed persons to take Roll Call
Supervisor	1.	Are external fire services required	Y	Call out Fire Brigade Advise medical service of potential need for assistance. Contact Security at front gate to advise medical services coming on site
			N	Thorntons Recycling Fire Team personnel assume responsibility for extinguishing fire. <i>In the event of a false alarm, supervisor gives the all clear to return.</i>
	2.	Is situation under control	Y	Advise Operations Manager and or Health & Safety Manager.
			N	Delegate person to call Operations Director and or Health & Safety Manager. Account for your staff Make arrangements for fighting fire.
Operations Director	1.	Is situation under control...?	Y	Advise Managing Director and Health & Safety Manager & Environmental Manager. Advise and liaise Environmental Protection Authority (EPA), Eastern Regional Fisheries Board and Meath County Council of Major Fire only. Proceed to site
	2.	Has both Surface Water & Foul Water drainage systems been sealed off either manually or mechanically...?		
			N	Proceed to site Assume or delegate responsibility for fighting the fire.
Health & Safety Manager				Maintain log of events Lend assistance where required Conduct inquiry
Garda Siochana (Nobber) Garda Siochana (Kells) Fire Brigade Ambulance Service				046 9052182 046 9280820 999 112

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8.2. Bomb Threat

IDENTIFIER		On being advised or finding evidence of a bomb threat	Y	Advise supervisor Advise fellow workers and withdraw to evacuation Assembly Point or other safe area
Supervisor				Advise Operations Manger. Account for all subordinates
Operations Director				Advise Garda Siochana If advised by Garda, ensure orderly withdrawal of all personnel to alternative place of safety. Ensure Line Managers / Supervisors have accounted for all staff
Environmental Manager				Advise the Environmental Protection Authority as required under WO195-01

Bomb Threat Checklist

Exact wording of threat

.....

Questions To Ask ?

When is the bomb going to explode?

Where is the bomb?

What does the bomb look like?

Why was the bomb placed?

Who placed the bomb?

What will make the bomb explode?

What is your name?

Where are you?

What is your address?

Call Taken: Time call was taken

Date call was taken


Duration

Number called:

Received by:

Garda Siochana (Nobber)	046 9052182
Garda Siochana (Kells)	046 9280820
Fire Brigade	999
Ambulance Service	112

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8.3. Incident Response

SERIOUS INJURY

IDENTIFIER	1.	Is the injured in a dangerous situation?	Y N	Remove from danger Leave any moving to qualified first aider
	2.	Are you qualified to administer first aid?	Y	Administer first aid Send for first aid kit Send for supervisor
			N	Send for first aid practitioner Send for supervisor
Supervisor	1.	Is the injured stabilized; can he be moved?	Y	Remove to First Aid Room. Telephone Doctor / Ambulance
			N	Ensure first aid treatment given Make comfortable, keep warm, reassure, telephone Doctor. Delegate person to prepare Emergency Vehicle. Contact Security at front gate to advise medical services coming on site
	2.	Is Doctor on call available	Y	To (3)
			N	Call Ambulance Service if required Call alternative medical help
	3.	Call Operations Manager		
Doctor	1.	Receive supervisors call, assess medical situation		
	2.	Call Ambulance Service if necessary		
	3.	Proceed to site		
Operations Director	1.	Is the situation under control?	Y	Maintain contact
			N	Proceed to site and/or call out additional resources Call Health & Safety Manager Call Finance Manager
Garda Siochana (Nobber)			046 9052182	
Garda Sioochana (Kells)			046 9280820	
Fire Brigade			999	
Ambulance Service			112	

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8.4. Site Evacuation Procedure

ACTION BY PERSONS DURING A SITE EVACUATION ON ANY SITE CONTROLLED BY THORNTONS RECYCLING.

Should an accident occur that calls for the general evacuation of the site.

1. Assess the situation.
2. **DO NOT** approach injured person or accident unless it is safe to do so.
3. If safe to do so, stay with the injured person(s) and try to have another person ring the **Emergency Number (999 or Emergency Number relevant to your site)** and activate the Evacuation Alarm.
4. **On hearing the evacuation alarm, or having been told to evacuate, all EMPLOYEES, CONTRACTORS and VISITORS must evacuate the area, to there nearest Assembly Point.**
5. **All employees responsible for CONTRACTORS & VISITORS must ensure their Safety in the event of an emergency requiring evacuation.**
6. Leave the area quickly, but do not run.
7. Proceed to your designated or nearest **Emergency Assembly Point on your site**, as shown in the site maps in the Appendix of this manual.
8. Designated **FIRE WARDENS** from each department are to take the names of all employees from their area; this is to be passed onto the Health & Safety Manager or the designated emergency officer on request.
9. Remain at the **Emergency Assembly Point, UNTIL TOLD TO LEAVE.** Refer to Site Maps at the back of this manual.

UNDER NO CIRCUMSTANCES do you re-enter your work area until the **Health & Safety Manager or the designated emergency officer gives the ALL-CLEAR SIGNAL.**

ALL CLEAR SIGNAL

THE ALL CLEAR SIGNAL WILL BE A VERBAL COMMUNICATION BETWEEN THE HEALTH & SAFETY MANAGER OR DESIGNATED EMERGENCY OFFICER TO THE FIRE WARDONS.

THE ALL CLEAR SIGNAL WILL THEN BE COMMUNICATED TO ALL PERSONNEL THROUGH THE RESPECTIVE FIRE WARDENS.

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8.5. Off-Site Emergency Response Procedures

8.5.1 Transport Incidents - Waste Materials

Any assistance that is requested by the local authorities with regard to incidents that involve the transportation of waste materials to or from the Thorntons Recycling Site by Thorntons Recycling vehicles shall be offered. The assistance may take the form of information, advice and or additional vehicles for clean-up purposes..

Purpose: To ensure that injury and/or damage or environmental contamination is minimised in the event of an accident involving a laden waste truck.

Procedure: In the event of an accident involving an unloaded / loaded waste truck:

- Check for injury to any person – call emergency services as appropriate;
- Erect advance emergency warning signs;
- Check for leakage of cargo or other pollutants – stem if possible;
- Report incident to Garda Síochána;
- Report incident to Transport Manager;
 - Transport Manager to report Incident to Health & Safety Manager.
 - Transport Manager to report Incident to Managing Director and or Directors.
- Remain at accident scene until instructed to move by an authorised person;

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8.6. Guidance for Specific Emergency Response

8.6.1 Acetylene – LP Gas Fire

PURPOSE	To provide guidelines for responding to a compressed gas fire. e.g. Acetylene or liquid petroleum gas
HAZARDS	Risk of personal injury or death. Risk of violent explosion associated with extreme heat. Risk of lethal flying cylinders if explosions occur, due to gases venting uncontrolled.
RESPONSES TO HAZARDS	DO NOT RISK LIFE. DO NOT EXTINGUISH FLAME OF A BURNING CYLINDER It is better to burn the gas than let it escape uncontrolled. When the fire has burnt itself out, cool-down the cylinder completely before approaching. Compressed gases storage areas to be kept as cool as possible by means of large quantities of water being delivered as fine spray via hydrant or fire tender. Fire to be fought from as great a distance as water pressure permits.
EVACUATION	All staff and non-emergency personal to be evacuated to a distance of at least 500 metres
CONTAINMENT	General structural fire fighting practices to be applied
SPECIAL EQUIPMENT	Fire fighting hoses and branches
EMERGENCY CONTACTS	See general listing Section C.
RESOURCES	Fire Brigade

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8.6.2 Back Injury

PURPOSE To provide guidelines for responding to an emergency involving possible spinal injury

HAZARDS Possible permanent disability.

RESPONSES TO HAZARDS All persons involved in the following TYPES OF INCIDENT should be suspected of having suffered spinal injury.

- Vehicle accident,
- Fall from height,
- Injury to head or face,
- Lightning strike or electrocution,
- Heavy impact to back.

Signs and Symptoms of spinal injury:

Pain and tenderness over the spine,
 Numbness or pins and needles to an area of the body,
 Weakness or heaviness to limbs,
 Arms folded over chest or in “stick’em up” position,
 Cuts or bruises over head, face, neck, back or abdomen,
 Paralysis
 Any unconscious person is always treated as a spinal injury

CONTAINMENT Prevent further injury
 Clear scene of all but emergency personnel

SPECIAL EQUIPMENT Ambulance
 Stretches – spinal board
EMERGENCY CONTACTS See general listing Section C.

RESOURCES Hospital
 Ambulance Service

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8.6.3 Belt / Screener/ Hopper Fire

PURPOSE	To provide guidelines for responding to a conveyor belt / chute or hopper fire.
HAZARDS	Molten rubber may spread fire to adjacent belts. Toxic gasses may be fatal. Dense smoke may hamper the emergency response
RESPONSES	1 DO NOT RISK LIFE
HAZARDS	Expedite rescue of any personnel if applicable. Isolate electrical equipment or supply in the immediate area if jeopardised by the fire or if water will be used to fight the fire. Fire may be fought with dry chemical extinguisher, water or foam as a spray (not a direct stream) Rubber to be cooled as quickly as possible. Self contained breathing apparatus to be worn by Fire Brigade Members.
EVACUATION	All non-emergency personal to be evacuated upwind of emergency scene.
CONTAINMENT	General structural fire fighting practice to be used. Keep any non-burning belts which are at risk, running if possible.
SPECIAL EQUIPMENT	Fire equipment Hoses, foam and branches
EMERGENCY CONTACTS	See general listing Section C.
RESOURCES	Fire Brigade

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8.6.4 Diesel Fuel / Oil Fire

PURPOSE	To provide guidelines for responding to a diesel or oil fire in a diesel/oil tank storage area.
HAZARDS	<p>Explosion risk possible – especially of near empty tank – tank ends may become projectiles.</p> <p>Significant radiant heat.</p> <p>Dense, poisonous smoke which may hamper the emergency response.</p> <p>Fire spreading to nearby warehouse.</p> <p>Burning fuel escaping into the drainage system.</p>
RESPONSES TO HAZARDS	<p>DO NOT RISK LIFE</p> <p>IF THE FIRE HAS TAKEN HOLD: EVACUATE</p> <p>If the fire has not taken hold; Stop fuel flow if possible (at tank valve),</p> <p>Apply foam in large quantities from the hydrants,</p> <p>If foam is not available apply water as a fine mist or fog only.</p> <p>DO NOT apply water as a direct stream to burning fuel.</p>
EVACUATION	If the fire has taken hold: Personnel clearance of at least 500m or beyond.
CONTAINMENT	<p>Arrange for a truckload of sand/dirt and small loader plus other bunding equipment as required.</p> <p>Move all nearby equipment to a safe distance (>200m)</p>
SPECIAL EQUIPMENT	<p>Fire equipment</p> <p>Loader Truck</p>
EMERGENCY CONTACTS	See general listing Section C.
RESOURCES	Fire Brigade

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8.6.5 Electrical Fire

PURPOSE	To provide guidelines for responding to an electrical fire.
HAZARDS	Electrocution. Possible toxic fumes and smoke. Possible explosion of electrical components. Possible asphyxiation due to non-oxygen environment.
RESPONSES TO HAZARDS	<p>DO NOT RISK LIFE</p> <p>In the event of electrocution follow the ABC action plan of first aid.</p> <ul style="list-style-type: none"> ▪ Ensure all personnel are clear of fire area. ▪ Isolate switchboard or entire facility. ▪ DO NOT use water or foam unless complete electrical isolation is confirmed. ▪ On entering any facility, self-contained breathing apparatus must be worn because of the danger of toxic environment. ▪ Dry chemical or CO₂ extinguisher to be used on small electrical fires. ▪
EVACUATION	All non-emergency personnel to be evacuated to a safe area
CONTAINMENT	Normal structural fire procedure.
SPECIAL EQUIPMENT	Fire equipment
EMERGENCY CONTACTS	See general listing Section C.
RESOURCES	Fire Brigade

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8.6.6 Vehicle Fire

PURPOSE	To provide guidelines for responding to a vehicle fire
HAZARDS	Fire may produce irritating, poisonous or corrosive gases.
RESPONSES TO HAZARDS	<p>Engine fire; Shut off engine and any electrical equipment and leave off. Use fire extinguisher provided in vehicle. Inject contents through any available opening, without raising the bonnet if possible. If necessary, extinguish the fire with sand, earth or large amounts of water.</p> <p>Cabin fire; Shut off engine and electrical equipment and leave off. Remove burning materials if safe to do so. Use fire extinguisher provided in vehicle. If necessary, extinguish the fire with sand, earth or large amounts of water.</p> <p>Tray fire; Shut off engine and electrical equipment and leave off. Use fire extinguisher provided in vehicle. If necessary, extinguish the fire with sand, earth or large amounts of water. If safe to do so, move undamaged containers or packages from the fire area. Cool containers with flooding quantities of water until well after fire is out.</p> <p>Tyre fire; Stop vehicle – Assess fire in relation to load and its hazards. Flood tyre with plenty of water - If water is not available, use fire extinguisher provided in vehicle. If safe to do so, change tyre and place at least 15m from vehicle in an area away from combustible materials; tyre may re-ignite.</p>
EVACUATION	Consider initial evacuation for 200m in all directions. If unable to control fire, evacuate immediate area.
CONTAINMENT	Use fire hydrant to suppress fire spread. Some Fuchs Machines are fitted with foam suppression systems – Automatic switch on will or should contain engine fire.
SPECIAL EQUIPMENT	Fire equipment
EMERGENCY CONTACTS	See general listing Section C.
RESOURCES	Fire Brigade

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8.6.7 Mobile Equipment Fire

PURPOSE	To provide guidelines for responding to a mobile equipment fire.
HAZARDS	Fire may produce irritating, poisonous or corrosive gases.
RESPONSES	TO Engine fire;
HAZARDS	Shut off engine and any electrical equipment and leave off. Use fire extinguisher provided in vehicle. Inject contents through any available opening, without raising the bonnet if possible. If necessary, extinguish the fire with sand, earth or large amounts of water.
	Cabin fire;
	Shut off engine and electrical equipment and leave off. Remove burning materials if safe to do so. Use fire extinguisher provided in vehicle. If necessary, extinguish the fire with sand, earth or large amounts of water.
	Tray fire;
	Shut off engine and electrical equipment and leave off. Use fire extinguisher provided in vehicle. If necessary, extinguish the fire with sand, earth or large amounts of water. If safe to do so, move undamaged containers or packages from the fire area. Cool containers with flooding quantities of water until well after fire is out.
	Tyre fires;
	Stop vehicle. Assess fire in relation to load and its hazards. Flood tyre with plenty of water - If water is not available, use fire extinguisher provided in vehicle. If safe to do so, change tyre and place at least 15m from vehicle in an area away from combustible materials; tyre may re-ignite.
EVACUATION	Consider initial evacuation for 200m in all directions. If unable to control fire, evacuate immediate area.
CONTAINMENT	Use fire hydrant to suppress fire spread.
SPECIAL EQUIPMENT	Fire equipment Breathing Apparatus (Fire Brigade) Foam equipment
EMERGENCY CONTACTS	See general listing Section C.
RESOURCES	Fire Brigade

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8.6.8 Mobile Equipment Fire (Power-Line Contact)

PURPOSE	To provide guidelines for responding to a power line contact incident.
HAZARDS	Electric shock. Fire. Tyre explosions (Internal tyre fire imminent with electrical contact)
RESPONSES TO HAZARDS	<p>IF POWERLINE CONTACT DO NOT RISK LIFE</p> <p>Instruct driver of the affected vehicle to stay in the cab until advised otherwise</p> <p>Note: driver is safe from electrocution whilst not contacting ground. Under no circumstances should personnel touch machine whilst touching the ground or other equipment</p> <p>Although the power should trip out power should be isolated.</p> <p>If operator has been electrocuted or is unconscious initiate ABC action plan of first aid</p> <p>If operator is conscious, instruct to jump clear of the vehicle (without touching vehicle and ground simultaneously).</p> <p>Mobile equipment fire type procedures to be followed.</p>
EVACUATION CONTAINMENT	<p>All non-emergency personnel to be evacuated to a safe area.</p> <p>Power to accident site to be kept isolated until rescue has been affected.</p> <p>Vehicle to be isolated for 24hrs</p>
SPECIAL EQUIPMENT	Fire equipment
EMERGENCY CONTACTS	See general listing Section C.
RESOURCES	Fire Brigade

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8.6.9 Person Caught in Chute or Hopper

PURPOSE	To provide guidelines for responding to an incident involving a person caught in a chute or hopper.
HAZARDS	High potential for serious personal injury: <ul style="list-style-type: none"> ➤ Crushing ➤ Suffocation ➤ Spinal injury ➤
RESPONSES TO	Stop all material movement into or from the chute or hopper.
HAZARDS	Isolate immediate upstream and downstream material movement Remove loose materials on the end of feed belt to prevent them falling into chute or hopper. If trapped person is injured, trained first aider to access person ASAP. DO NOT RISK LIFE Check chute or hopper for any possible further material slumps. Do whatever possible to protect the trapped person and rescuers from further harm. ABC action plan of first aid to be followed
CONTAINMENT	All non-emergency personnel to be kept clear of rescue area
SPECIAL EQUIPMENT	Ambulance
EMERGENCY CONTACTS	See general listing Section C.
RESOURCES	Fire Brigade Ambulance Service

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8.6.10 Structural Fire

PURPOSE	To provide guidelines for responding to a structural fire.
HAZARDS	Risk of personal injury / death. Risk of explosion. Risk of structural collapse.
RESPONSES TO HAZARDS	DO NOT RISK CONTACT Isolate electrical and other fuel sources. Remove obstructions (vehicles etc).
EVACUATION	All non-essential personnel to clear. Personnel working in structure to proceed to assembly points for accounting.
CONTAINMENT	Keep all non-essential personnel clear. General fire fighting practices to be applied.
SPECIAL EQUIPMENT	Fire fighting hoses and equipment
EMERGENCY CONTACTS	See general listing Section C.
RESOURCES	Fire Brigade Ambulance Service

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8.6.11 Vehicle Collision

PURPOSE	To provide guidelines for responding to a vehicle collision so as to prevent further injury and expedite rescue of trapped personnel.
HAZARDS	Possible injury or death. Possible vehicle fire. Possible fuel, oil spill. Possible disruption to production.
RESPONSES TO HAZARDS	First responding person to carry out action plan for first aid. Do not move casualty unless life-threatening situations exists. If safe to do so, do not move casualty until examined by authorised first aid person. Have available 6 or 9kg dry chemical powder extinguisher. If fire present or imminent, fire crews to be standing by.
EVACUATION	Not applicable
CONTAINMENT	Suitable warning signs or appointed personnel placed to divert traffic around collision scene. Mobile equipment may be required to standby as rescue aid or for spill containment as required.
SPECIAL EQUIPMENT	Fire fighting hoses and equipment (Fire Brigade)
EMERGENCY CONTACTS	See general listing Section C.
RESOURCES	Fire Brigade Ambulance Service

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8.6.12 Workshop Fire

PURPOSE	To provide guidelines for responding to a major fire in the workshop.
HAZARDS	<p>Possible injury including trapped personnel.</p> <ul style="list-style-type: none"> ➤ Toxic gases – fumes. ➤ Structural collapse. ➤ Violent explosion possible with compressed gas cylinders being affected by significant heat.
RESPONSES TO HAZARDS	<p>DO NOT RISK LIFE</p> <p>Small fire, extinguish with extinguishers provided in area. Significant fire – isolate power supply Remove all mobile equipment from workshop. Mobilise fire crew with B/A gear. Nearby fire hydrants to be equipped with hoses sufficient to fight fire. Continual monitoring of structural condition for any signs of collapse. Use foam or water spray to fight non-electrical fire.</p>
EVACUATION	<p>All offices to be evacuated from maintenance. All non-emergency personnel to be evacuated at least 500m If fire has taken hold – personnel to be evacuated to main muster area.</p>
CONTAINMENT	General structural fire fighting practice
SPECIAL EQUIPMENT	Fire fighting hoses and equipment
EMERGENCY CONTACTS	See General listing Section C.
RESOURCES	<p>Fire Brigade Ambulance Service</p>

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 Kilmainhamwood EMERGENCY PLAN	Section B: Page 46 of 50	Date: 18/08/09
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8.6.13 Fire in Administration Building / Canteens

IDENTIFIER	1.	What is the nature of the fire – electrical liquid, material, other		
	2.	Can you extinguish the fire	Y	Extinguisher from a safe position. Advise your supervisor or in his absence your immediate manager.
			N	Sound fire alarm. Advise your supervisor Assist with fire fighting if competent to do.
Supervisor	1.	Is fire under control	Y	Advise Operations Manager, Health & Safety Manager.
			N	Call Fire Brigade, ensure evacuation of building.
All	1.	Has fire alarm in the admin. building been activated	Y	Proceed to Assembly Point in car park Fire Wardens to take roll call.
Operations Director, Health & Safety Manager	1.	Are external fire services required	Y	Call out Fire Brigade Call out Fire Team personnel on shift. Advise medical service of potential need for assistance.
			N	Fire Team personnel assume responsibility for extinguishing fire, until arrival of Fire Brigade.
	2.	Is situation under control	Y	Advise Managing Director
		N	Advise Managing Director Account for your staff Make arrangements for fighting fire.	
	3.	FALSE ALARM		<i>If false alarm, Fire Warden/ Health & Safety Manager to give the all clear to return.</i>
Weekends.		FALSE ALARM		<i>Weekends – Security Guard to Log Time and Event.</i>
Operations Director	1.	Is situation under control	Y	Advise Managing Director Proceed to site
			N	Proceed to site Advise Health & Safety Manager Assume or delegate responsibility for fighting the fire.
Garda Siochana (Nobber) Garda Siochana (Kells) Fire Brigade Ambulance Service				046 9052182 046 9280820 999 112

<i>CUSTODIAN: Health & Safety Manager CONTROLLED PAPER COPIES: Managing Director, Operations Manager, Kilmainhamwood.</i>	<i>REVIEW DATE: August 2009 ALL OTHER PAPER COPIES ARE UNCONTROLLED.</i>
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C.1 EMERGENCY CALL OUT TELEPHONE NUMBERS

	NAME	Work No.	Home No./ Pager No.	MOBILE
1. MEDICAL SERVICES VHI Medical Centre Ambulance Service Alternative Medical Practitioners	9am – 5pm Monday to Friday		01 7994120 999 / 112	
2. OTHER SERVICES Fire Brigade Garda Siochana Nobber Garda Siochana Kells Environmental Protection Authority Eastern Regional Fisheries Board Health & Safety Authority Ministers of Churches <ul style="list-style-type: none"> ➤ Catholic ➤ Church of Ireland 		999 or 112	046 9052182 046 9280820 01 2680100 01 614 7000	
3. THORNTONS Recycling Senior Management Managing Director Director Finance Manager Operations Manager Director Maintenance Manager	Gary Brady Shane Thornton Nicole Fitzgerald Tom McDonnell Paul Thornton Ted Moran	207 206 208 464	6202207 6202206	086 4129539 086 8240425 087 9367480 086 6013495 087 2028288 086 6011855
4. Other THORNTONS Personnel Environmental Manager Health & Safety Manager Human Resources Manager	Tom McDonnell Tommy Rogers Tara Devitt	448 459 319	6202539 6202319	086 8563431 086 3811122

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C.2 HOSPITALS / HOTELS LIKELY TO BE USED IN EVENT OF EMERGENCY.

Hospital	Telephone No.	Nearest Hotel	Telephone No.
Our Ladys Hospital , Navan Co Meath	046 9021210	Cabra Castle	11 8 11
Our Lady of Lourdes , Drogheda, Co.Louth	11 8 11	New Grange Hotel Navan Co Meath	11 8 11

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SITE CRISIS MANAGEMENT RESPONSE TEAM

Team Role	Name	Contact Details
Team Leader:	Gary Brady	086 4129539
<i>Alternative:</i>	Paul Thornton	087 2028288
Operations Director	Paul Thornton	087 2028288
<i>Alternative:</i>	Shane Thornton	086 8240425
Facility Manager	Tom McDonald	086 8563431
<i>Alternative:</i>	Dermot Ward	
Production Supervisor	Dermot Ward	
Health & Safety Manager	Tommy Rogers	086 3811122
<i>Alternative:</i>		
Finance Manager:	David Walsh	087 4171798
<i>Alternative:</i>		
Media Spokesperson:	?	
<i>Alternative:</i>	?	

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Environmental Procedures Manual		Reference	EP26
Title: EP26 Compost Quality Sampling Procedure Kilmainhamwood		Date issued	23/05/09
		Revision	00

Relevant to:-	Killeen Road	Kilmainhamwood	Dunboyne	PDM	ELV	HQ	Tankering
		√					

Background

As per Schedule E of Licence W0195-01, Kilmainhamwood Compost must analyse the finished material for certain parameters in order to classify the quality of the finished product as Compost.

All sampling and analysis was performed in accordance with standards to include European, national and BSI PAS 100:2005 and guidance obtained within WARP publications. In addition European standard EN 12579:2000 was interpreted and used to gather representative samples from the compost pile.

Purpose and Scope

The purpose of this Procedure is to ensure that representative samples of compost are taken from the composting facility to monitor that the finished product complies with the following quality standards:

Associated Documents

[EP19 ABPP06-F01 Sampling form.xls](#)

SCHEDULE E: Standards for Compost Quality

Unless otherwise agreed in writing by the Agency, the following criteria are deemed a quality standard for the use of compost as a soil improver and should not be deemed as criteria for fertiliser. In addition N, P, K, NH₄-N, NO₃-N, pH and dry matter content should also be measured.

Compost shall be deemed unsatisfactory if more than 10% of samples fail the criteria below. No sample shall exceed 1.2 times the quality limit values set.

1. Maturity

Compost shall be deemed to be mature if it meets two of the following requirements:

- C/N ratio ≤ 25
- oxygen uptake rate ≤ 150 mg O₂/kg volatile solids per hour; and
- germination of cress (*Lepidium sativum*) seeds and of radish (*Raphanus sativus*) seeds in compost must be greater than 90 percent of the germination rate of the control sample, and the growth rate of plants grown in a mixture of compost and soil must not differ more than 50 percent in comparison with the control sample.
- Elimination of the following test organisms (used to evaluate composting system efficiency in removing plant pathogens and weed seeds during the composting process): Plasmodiophora brassicae, tobacco-mosaic-virus (TMV) and tomato seeds.

Guidance on test may be obtained from the German document LAGA M10 'Quality Criteria and Application Recommendations for Compost'.

Environmental Procedures Manual		Reference	EP26
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		√					

2. Trace Elements (Compost and Stabilised Biowaste) Note 1, 2 & 3
Note 4
Maximum Trace Element Concentration Limits

Parameter (mg/kg, dry mass)	Compost Quality Standards Note 5		Stabilised Biowaste Note 5
	Class 1	Class 2	
Cadmium (Cd)	0.7	1.5	5
Chromium (Cr)	100	150	600
Copper (Cu)	100	150	600
Mercury (Hg)	0.5	1	5
Nickel (Ni)	50	75	150
Lead (Pb)	100	150	500
Zinc (Zn)	200	400	1500
Polychlorinated Biphenyls (PCB's)	-	-	0.4
Polycyclic Aromatic Hydrocarbons (PAH's)		-	3
Impurities >2mm Note 6	<0.5%	<0.5%	<3%
Gravel and Stones Note 6 >5mm	<5%	<5%	-

Note 1: These limits apply to the compost and stabilised biowaste just after the composting phase and prior to mixing with any other materials

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Note 2: Incoming sludges (other than sewage sludges) shall be monitored quarterly (on a client by client basis) for the parameters outlined in this table in addition to Selenium (Se) and Molybdenum (Mo).

Note 3: Monitoring of Arsenic (As) is required if waste timber is used in the composting process.

Note 4: The above alone should not be taken as an indication of suitability for addition to soil as the cumulative metal additions to soil should be first calculated.

Note 5: Normalised to 30% organic matter content.

Note 6: Compost must not contain any sharp foreign matter measuring over a 2 mm dimension that may cause damage or injury to humans, animals and plants during or resulting from its intended use.

Environmental Procedures Manual		Reference	EP26
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Relevant to:-	Killeen Road	Kilmainhamwood	Dunboyne	PDM	ELV	HQ	Tankering
		√					

3. Pathogens

Pathogenic organisms content must not exceed the following limits:

- Escherichia coli $\leq 1,000$ CFU/g fresh weight; and
- Salmonella species absent in 25 g sample.

Pathogen testing as above is carried out on every batch produced for ABP Regulations. This testing is carried out as per procedure EP19 ABPP 06 and is not included in this scope.

Depending on proposed use phytotoxins and weed propagules shall be tested in accordance with table 3 of PAS 100.

Responsibility

It is the responsibility of the Facility Manager or his Deputy in his absents to check that this procedure has been followed and recorded. It is the Responsibility of the person carrying out the sample taking to record their task on the Chain of custody form. The Chain of custody is kept in the Facility Office in the “outgoing compost produced record” file.

General Procedure

Materials

Compost Quality Testing is carried out on compost which has just completed Pasteurization. In order to achieve representative samples from the batch free from contamination the following materials are needed;

1. 1 pairs of sterile disposable latex gloves
2. 2 pairs of disposable foot covers
3. 1 full face respirator and hi-vis vest.
4. 1 X 10 litre container.
5. 1 scoop
6. 2 sterile plastic container
7. 5 flexible airtight containers

Environmental Procedures Manual		Reference	EP26
Title: EP26 Compost Quality Sampling Procedure Kilmainhamwood		Date issued	23/05/09
		Revision	00

Relevant to:-	Killeen Road	Kilmainhamwood	Dunboyne	PDM	ELV	HQ	Tankering
		√					

Sampling of compost

Before entering the building the sampler must put on the necessary PPE equipment. The PPE requirement for the building when sampling, is to wear a full face respirator and a hi-vis vest.

On entering the building the sampler must use the foot dip at the entry point and go directly to the door of the pasteurization tunnel. The door of the Pasteurization tunnel is opened and the sampler puts on their foot covers and disposable latex gloves.

The sampler then enters the tunnel gets up on top of the batch material. The pile consists of a volume of approximately 450m³. Moving in a zigzag pattern from the side of the pile, across the pile to the other side of the pile and moving from the front of the pile to the back of the pile the sampler picks 10 sample points. The number of sampling points (Nsp) is calculated using the following equation: $Nsp = 0.5(\sqrt{V})$

Where V = volume of sampled portion in cubic metres.

At each sample point the sampler digs down 30 cm and 60cm and using the scoop, takes 5 individual samples at each sample point and puts them into the 10 litre container. When the container has collected all 50 sub-samples across the pile the lid of the container is closed.

The sampler then takes the container out of the tunnel and closes the door of the pasteurization tunnel. The sampler leaves going straight to the nearest exit point of the building and places his footwear into the foot dip prior to leaving the building.

The sampler then mixes the combined sample thoroughly and sub divided to provide two five-litre samples. One 3 litre sample is taken and sent to a Laboratory for Trace element analysis. A chain of custody is recorded at each section of the transport and receipt chain.

The other 2x3 litre sample is given to a Laboratory for Nutrient, Physical contaminants and maturity. A chain of custody is recorded at each section of the transport and receipt chain.

Eurofines Laboratories, Wergs Rd, UK specialises in the testing of composted material and is the preferred Laboratory for this analysis

When the results of all analysis are received a compost quality report is compiled. This report will include;

1. Records of sampling, name and position of person or body that carried out the sampling, date of sampling, batch number of the sample.
2. Name of Laboratory that carried out the analyses and chain of custody receipts
3. The results of the analysis for each sample.

Environmental Procedures Manual		Reference	EP26
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Relevant to:-	Killeen Road	Kilmainhamwood	Dunboyne	PDM	ELV	HQ	Tankering
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- The declaration as to the class of product achieved based on the analyses undertaken.

Any material not meeting the classification of compost can be re worked through the facility or sent off site to an outlet agreed by the EPA.

RECORD KEEPING

All completed EP19 ABPP06-F01 should be signed off by the Facility Manager or his Deputy in his absence. EP19 ABPP06-F01 Forms are filed in the outgoing compost produced record file. All Laboratory Analysis Certificates are filed in the outgoing compost produced record file.

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Environmental Procedures Manual		Reference	EP14
Title: Residual Waste Management Kilmainhamwood		Date issued	18/07/2007
		Revision	01

Relevant to:-	Killeen Road	Kilmainhamwood	Dunboyne	PDM	ELV	HQ	Tankering
		√					

Purpose and Scope

The purpose of this procedure is to detail the Residual Waste Management procedures for Kilmainhamwood Composting Kilmainhamwood Licence 195-1 LIC.doc. This procedure only applies to the Kilmainhamwood composting operations and details the steps to be taken in dealing with Residual waste at Kilmainhamwood composting. Residual waste is a waste that cannot be composted and will not biodegrade. It is screened out at the end of the composting process.

Responsibility

The Facility Manager is responsible for identifying residual waste. The Facility Manager is responsible for inspecting, documenting and organising safe removal of any residual waste.

Associated Documents

[EP14-F01 Residual Waste Management Checksheet Kilmainhamwood.xls](#)

[Kilmainhamwood Licence 195-1 LIC.doc](#)

[Technical Amendment Kilmainhamwood.pdf](#)

Procedure

The following process must be followed when handling residual wastes arising from Kilmainhamwood Compost;

1. The Sales Department provide all our account customers with a red and a green list of what we can and cannot accept at the composting facility. If in doubt about any waste type they contact the Environmental Department or the Kilmainhamwood Compost Facility Manager.
2. When new accounts are to be set up they are passed to the Accounts Receivable Dept where the customers information is set up including waste type, bins/containers and pricing.
3. When orders are received the Call Centre processes the order and selects the waste description with the appropriate EWC Code and enters onto the WIMS. If in doubt about any code or a waste type they contact the Environmental Department

Environmental Procedures Manual		Reference	EP14
Title: Residual Waste Management Kilmainhamwood		Date issued	18/07/2007
		Revision	01

Relevant to:-	Killeen Road	Kilmainhamwood	Dunboyne	PDM	ELV	HQ	Tankering
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4. Drivers check the contents of the skip, bin or container on collection and report to the transport department if there is non-conforming waste. Transport in turn liaise with the Environmental Dept and will advise you on how to proceed (If necessary Thorntons can arrange for an alternative collector)
5. Weighbridge operators must confirm waste types with the driver collecting the waste and check cameras for conformity of the waste
6. The material is then brought through the process of composting. However a small amount of this material will not breakdown and will end up been screened out at the end of the process, this material is called residual waste. It is usually made up of plastic bags etc. this residual waste is then sucked off the oversized material and collected into a collecting container.
7. Over time this container fills and when full the Facility Manager orders for it to be replaced. The container is weighed out and the destination recorded, along with Drivers name and the registration of the vehicle and details are filled out on [EP14-F01 Residual Waste Management Checksheet Kilmainhamwood.xls](#)
8. Paperwork is filed in the Environmental Office or Facility office on site at Kilmainhamwood composting.

Environmental Procedures Manual		Reference	EP 16
Title: Screen sampling procedure for Kilmainhamwood		Date issued	ABPP 09 29/09/2007
		Revision	00

Relevant to:-	Killeen Road	Kilmainhamwood	Dunboyne	PDM	ELV	HQ	Tankering
		√					

Purpose and Scope

As part of the Animal By-Product Regulation (Regulation (EU) 1774/2002) composting facilities processing food Waste including catering waste must ensure that the composting material must reach certain parameters in order to destroy any potential pathogens. The parameters that the composting material must meet to comply with the ABPR are 70° C for 60 consecutive minutes with a particle size of 12mm. Particle size is validated by sampling the screened compost and sieving through a 12mm sieve.

The purpose of this Procedure is to ensure that representative samples of each composting bay are taken post screening and put through a 12mm screen to validate their particle size.

Responsibility

It is the responsibility of the Facility Manager or his Deputy in his absence to check that this procedure has been followed and recorded. It is the Responsibility of the person carrying out the sampling to record their task on the check sheet ABPP09-F01. The check sheet is kept in the Facility Office in the HACCP file.

Associated Documents

[EP16 ABPP09-F01 Screen Sampling form.xls](#)

Procedure

1 Screening of Compost

When the composting material is filled into Zone 3 of the process it is allowed to continue composting for another 2 to 3 weeks. After this period it is ready for screening. The objective of screening is to separate the finished compost from the oversize material. Using the Doppstadt 620 Screener compost is taken out of the composting bay and placed in the hopper of the screener. The material moves into the screen which is revolving at speed. As the material moves through the screen the finished compost falls through the screen and is conveyed to the side of the screener. The oversize material carries on through the screen and comes out at the end of the machine.

2 Materials

In order achieve representative sample screening from the composting bay the following materials are needed;

1. One clean hand scoop.
2. One Hand held 12mm Sieve.
3. 1 full face respirator and hi-vis vest.

Environmental Procedures Manual		Reference	EP 16
Title: Screen sampling procedure for Kilmainhamwood		Date issued	ABPP 09 29/09/2007
		Revision	00

Relevant to:-	Killeen Road	Kilmainhamwood	Dunboyne	PDM	ELV	HQ	Tankering
		√					

3 Sampling of compost

- A) Before entering the building the sampler must put on the necessary PPE equipment. The necessary PPE requirement for sampling is a full face respirator and a hi-vis vest.
- B) On entering the building the sampler must use the foot dip at the entry point and go directly to the freshly made pile of finished compost in the screening area. The sampler then uses the scoop and places two random samples from the pile of finished compost on to the sieve.
- C) The sampler then shakes the sieve with gentle movements to the left and to the right until all the material has stopped coming through the sieve. This is repeated three times for every composting bay. For validation of the screening process all the material must go through the 12mm sieve.
- D) If there is material that has not gone through the 12mm sieve, screening must be stopped at once and the facility manager must be informed. The facility manager will then investigate the Screening machine to find out why the finish compost is not meeting the 12mm particle size and will close out any corrective actions needed for solving the problem.
- E) The sampler then must go straight to the nearest exit point and place his footwear into the foot dip prior to leaving the building. The sampler then fills in form ABPP09-F01 and files it in the HACCP File.

RECORD KEEPING

All completed ABPP09-F01 should be signed off by the Facility Manager or his Deputy in his absence. ABPP09-F01 Forms are filed in the HACCP File.

Environmental Procedures Manual		Reference	EP17
Title: Housekeeping Procedure Kilmainhamwood		Date issued	28/09/07
		Revision	01

Relevant to:-	Killeen Road	Kilmainhamwood	Dunboyne	PDM	ELV	HQ	Tankering
		√					

Purpose and Scope

As part of the HACCP Plan it is a prerequisite to have a hygiene program. This allows employees to work in a safe environment and prevents possible cross contamination in the process.

This procedure was installed to provide a method for housecleaning that would be used to keep hygiene at the required level at the facility. The purpose of this Procedure is to ensure that housecleaning is performed in a consistent and verifiable way.

Responsibility

It is the responsibility of the Facility Manager or his Deputy in his absence to check that this procedure has been followed and recorded. It is the Responsibility of the person carrying out the housecleaning task to record their task on the check sheet. The check sheets are kept in the Facility Office as part of the HACCP Plan.

Associated Documents

- [EP17 ABPP04-F01 Housecleaning checks.xls](#)
- [EP17 ABPP04-F02 Canteen cleaning checks \(3\).xls](#)
- [EP17 ABPP04-F03 FootBath checks.xls](#)
- [EP17 ABPP04-F04 Machines leaving building checks.xls](#)

Procedure

1. Canteen

The canteen is where employees come to have their meals. It is very important that this area is kept clean and tidy. In this area there is also a changing room and toilet. In order to keep a level of hygiene the following is required;

- a) At the end of every day all food and wrappings off food left on the table will be placed into the Bin. All used cups and used plates should be washed and placed on the draining board.
- b) At the end of every day the bin should be emptied.
- c) Every second day the floor should be brushed and cleaned.
- d) Once a week the floor should be washed.
- e) Both the Changing room and the toilet/shower area should be kept clean and tidy at all times.

The person carrying out the housecleaning in the canteen should record their task on ABPP04-F02. At the end of every week this form should be returned to the office and filed in the HACCP Plan File.

Environmental Procedures Manual		Reference	EP17
Title: Housekeeping Procedure Kilmainhamwood		Date issued	28/09/07
		Revision	01

Relevant to:-	Killeen Road	Kilmainhamwood	Dunboyne	PDM	ELV	HQ	Tankering
		√					

2. Wash Bay Area

The wash bay is an important area as all Lorries entering the site will enter the wash bay. For cross-contamination reasons the wash bay should be kept washed and clean at all times. The wash bay should be washed as follows;

- The bay should be cleaned of debris using the yard scraper.
- The pressure washer should be switched on and using the lance starts at the door opening of the building and wash towards the drain sump.
- The walls and the floor of the bay should be washed. When washing is complete switch off power washer and record task on ABPP04-F01.

If possible the wash bay should be washed after each load delivered but at least once a day. The person carrying out this task should record it on ABPP04-F01 daily.

3. Loading Shovels

It is important to keep loading shovels clean inside and outside. As the operator is in the loading shovel most of their working day it is very important to keep the inside dust free. Each operator should do the following;

- Every day sweep out any loose material from the floor of the loading shovel.
- Daily use a cloth to clean dash and any areas that dust might accumulate.

Loading Shovels and buckets should be cleaned of loose debris daily and washed fully in the wash bay using the power washer weekly. Tasks should be recorded on ABPP04-F01.

4. Over composting bays

It is important that when filling a bay all the material is placed in the composting bay and that no material is left overhanging on the walls or walkway of the bay. The operator filling the bay should do the following;

1. After filling the bay correctly the operator should proceed to the walkway over the bay via the ladder system. Using the Shovel on the walkway clean off any material that has landed on the walkway
2. If the bay beside the filled bay is full walk along the adjoining wall and clean off any material into the newly filled bay.

This also helps to prevent cross contamination and the build up of flies.

Environmental Procedures Manual		Reference	EP17
Title: Housekeeping Procedure Kilmainhamwood		Date issued	28/09/07
		Revision	01

Relevant to:-	Killeen Road	Kilmainhamwood	Dunboyne	PDM	ELV	HQ	Tankering
		√					

5. **Screener and Shredder**

In order to operate the screener and shredder continuously an effective maintenance program is needed. Part of this program is cleaning down procedures. Operators of these machines will make sure the machines are emptied out of material and cleaned down after each day they are used.

Cleaning down of the machines should be recorded on ABPP04-F04.

6. **Footbaths at entry/exit points**

All entry/exit points to the building contain footbaths containing an approved disinfectant. This barrier is to prevent any cross-contamination between different areas of the building and the outside environment.

Before entering the building at any entry point all persons must stand on the footbath sponge allowing their footwear to make contact with the Disinfectant.

Before leaving the building at any exit point or moving from different zones in the building all persons must stand on the footbath sponge allowing their footwear to come in contact with the Disinfectant.

All footbaths must be checked daily and must be replenished as and when required to ensure efficacy.

Records of checks are recorded on ABPP04-F03.

7. **Machines leaving the production area building**

From time to time certain machines must leave the processing building but as these areas are classed as dirty areas all machines leaving the processing building must follow this procedure;

- Before a machine can leave the building it must be cleaned down with the pressure hose at the exit point to ensure that no composting material is left on the machine.
- The clean machine is then sprayed with a disinfectant.
- When the machine is ready to leave the building the operator must notify the production supervisor who will inspect the machine and give permission for the machine to leave the building.
- The supervisor then fills out the necessary inspection sheet ABPP04-F04.

RECORD KEEPING

All completed checks should be signed off by the Facility Manager or his Deputy in his absence. Completed inspection sheets must be returned to the Facility Office and Filed as part of the HACCP Plan.

Environmental Procedures Manual		Reference	EP18
Title: EP18 ABPP05 Emptying Compost from Pasteurisation Tunnel Procedure Kilmainhamwood		Date issued	ABPP05 18/04/07
		Revision	00

Relevant to:-	Killeen Road	Kilmainhamwood	Dunboyne	PDM	ELV	HQ	Tankering
		√					

Purpose and Scope

Before compost can leave the facility it must meet the requirements of the Animal By-Products Regulations. To achieve this compost must reach 70 degrees Celsius for 60 minutes with a maximum particle size of 12mm. This is performed in the pasteurization tunnel.

The purpose of this Procedure is to ensure that pasteurized compost is emptied from the pasteurization tunnel and into clean trailers without risk of cross-contamination in a consistent and verifiable way.

Responsibility

It is the responsibility of the Facility Manager or his Deputy in his absence to check that this procedure has been followed and recorded when compost is emptied from the pasteurization tunnel. The check sheet is kept in the Facility Office as part of the HACCP Plan

Associated Documents

[EP18 ABPP05-F01 Emptying Tunnel cleaning checks.xls](#)

Procedure

1. Compost Status

Before compost can be removed from the tunnel the operator must be given instruction from the Facility Manager or his Deputy that the compost has achieved the required parameters of the ABPR and may be taken from the tunnel. To verify the compost status the Facility Manager or his Deputy must have inspected the Temperature/Time graphs and if required have confirmation that the samples sent to the Approved Laboratory are indicator pathogen free.

2. Zone 4 Cleaning

Once the instruction is given to the operator to empty the tunnel they will start to clean down Zone 4. Zone 4 is marked on the attached map and is the area directly outside the pasteurization tunnels.

- The operator will remove all compost material from Zone 4 using brushes, shovels and loader.
- The operator will wash the floor area of Zone 4 using the high pressure hose.
- When the floor area is fully washed the operator will use an approved Disinfectant at the correct concentration in a hand sprayer and disinfect the floor area in Zone 4.

Environmental Procedures Manual		Reference	EP18
Title: EP18 ABPP05 Emptying Compost from Pasteurisation Tunnel Procedure Kilmainhamwood		Date issued	ABPP05 18/04/07
		Revision	00

Relevant to:-	Killeen Road	Kilmainhamwood	Dunboyne	PDM	ELV	HQ	Tankering
		√					

3. Machine Cleaning

- The operator will bring the loading shovel with its bucket that is going to empty the tunnel up to the wash bay. Before entering the wash bay the operator will make sure the bay is washed and clear of any material.
- The operator will then bring the loading shovel and bucket into the wash bay and using the hot steam-washer wash the machine fully. Particular attention must be given to the bucket and wheels of the loading shovel.
- When washed the loading shovel can go to Zone 4. When it reaches Zone 4 its wheels are washed with the pressure hose and using the hand sprayer that contains an approved disinfectant both the wheels and the bucket are disinfected. The loading shovel can now be used to empty the tunnel.

4. Emptying the Tunnel

When the lorry and trailer arrives to collect the compost it is directed into the shed and parks in Zone 4 along the back wall of the building the door to the pasteurization tunnel is opened and the clean loader starts emptying the compost from the tunnel into the trailer. When the required amount of compost is placed into the trailer the driver covers over the trailer and leaves the building through the outgoing hall door. The door to the Pasteurization tunnel is closed.

The lorry and trailer then go directly to the weighbridge and is weighed out. The load can then leave the facility.

RECORD KEEPING

All completed checks should be signed off by the Facility Manager or his Deputy in his absence. Completed inspection sheets must be returned to the Facility Office and Filed as part of the HACCP Plan.

Environmental Procedures Manual		Reference	EP19
Title: EP19 ABPP06 Sampling Procedure Kilmainhamwood		Date issued	ABPP06 23/05/07
		Revision	00

Relevant to:-	Killeen Road	Kilmainhamwood	Dunboyne	PDM	ELV	HQ	Tankering
		√					

Purpose and Scope

As part of the Animal By-Product Regulation (Regulation (EU) 1774/2002) composting facilities processing food waste including catering waste must sample the end product Compost on a regulator basis as requested by the Department of Agriculture.

The purpose of this Procedure is to ensure that representative samples of compost are taken during or on withdrawal from the composting facility to monitor that the process complies with the following standards:

Escherichia coli: $n = 5$, $c = 1$, $m = 1000$, $M = 5000$ in 1g
Salmonella: Absent in 25g : $n = 5$; $c = 0$; $m = 0$; $M = 0$

Where:

n = number of samples to be tested;

m = threshold value for the number of bacteria; the result is considered satisfactory if the number of bacteria in all samples does not exceed m ;

M = maximum value for the number of bacteria; the result is considered unsatisfactory if the number of bacteria in one or more samples is M or more; and

c = number of samples the bacterial count of which may be between m and M , the sample still being considered acceptable if the bacterial count of the other samples is m or less.

Responsibility

It is the responsibility of the Facility Manager or his Deputy in his absence to check that this procedure has been followed and recorded. It is the Responsibility of the person carrying out the sample taking to record their task on the check sheet ABPP06-F01. The check sheet is kept in the Facility Office in the “outgoing compost produced record” file.

Associated Documents

[EP19 ABPP06-F01 Sampling form.xls](#)

Procedure

1 Pathogen Kill

Before sampling can start the facility manager or his deputy must be satisfied that the composted material has achieved the correct temperature for the correct length of time. In order to do this the facility manager or his deputy will carry out check that procedure ABPP07 has been carried out. They must check the real time graph on the fancom computer system that records on a continuous basis the temperatures of the material in the pasteurization tunnel. The parameters that the facility will operate under are that all the material in the pasteurization tunnel must reach 70°C for 60 consecutive minutes.

Environmental Procedures Manual		Reference	EP19
Title: EP19 ABPP06 Sampling Procedure Kilmainhamwood		Date issued	ABPP06 23/05/07
		Revision	00

Relevant to:-	Killeen Road	Kilmainhamwood	Dunboyne	PDM	ELV	HQ	Tankering
		√					

After checking the real time graph for the pasteurization tunnel the facility manager or his deputy will give the go ahead for sampling procedure to take place or if the material has not satisfied the parameters he can wait until the material has achieved the required parameters before instructing sampling to take place.

In the event that the material has not reached the required parameters and is judged that it will never reach the required parameters the complete tunnel will be emptied and reworked at the start of the process.

2 Materials

In order achieve representative samples from the batch free from contamination the following materials are needed;

1. 5 sterile containers with a capacity to hold 25g or more
2. 5 pairs of sterile disposable latex gloves
3. 2 pairs of disposable foot covers
4. 1 full face respirator and hi-vis vest.

3 Sampling of compost

- Before entering the building the sampler must put on the necessary PPE equipment. The PPE requirement for the building when sampling, is to wear a full face respirator and a hi-vis vest.
- On entering the building the sampler must use the foot dip at the entry point and go directly to the door of the pasteurization tunnel. The door of the Pasteurization tunnel is opened and the sampler puts on their foot covers and disposable latex gloves.
- The sampler then enters the tunnel gets up on top of the batch material. Moving in a zigzag pattern from the side of the pile, across the pile to the other side of the pile and moving from the front of the pile to the back of the pile the sampler picks 25 sample points.
- At each sample point the sampler digs down 30 cm and using the sterile container scoops at least 5g per sample point. When the container has collected 5 sample points the lid is closed and the sampler writes the unique sample code on the container. The sampler then changes his latex gloves and this process is repeated until all 5 sterile containers are filled.
- The sampler then takes all 5 containers out of the tunnel and closes the door of the pasteurization tunnel. The sampler leaves going straight to the nearest exit point of the building and places his footwear into the foot dip prior to leaving the building.
- The sampler then fills in form ABPP06-F01 and notifies the approved Laboratory that the samples are ready for collection. The samples are kept in a refrigerated area until collected. On collection the person collecting the samples signs off form ABPP06-F01.

Environmental Procedures Manual		Reference	EP19
Title: EP19 ABPP06 Sampling Procedure Kilmainhamwood		Date issued	ABPP06 23/05/07
		Revision	00

Relevant to:-	Killeen Road	Kilmainhamwood	Dunboyne	PDM	ELV	HQ	Tankering
		√					

The material is kept in the pasteurization tunnel until the facility manager or his deputy is notified by the approved Laboratory of the results from the analysis carried out. If the material meets the required standard then the facility manager or his deputy will give the order to empty the tunnel using the Procedure EP18 ABPP05 Emptying Compost from Pasteurization Tunnel.

If the results show that the material is positive for the indicator pathogens then the facility manager or his deputy must notify the Department of Agriculture of the positive result and can do the following;

1. Re-test the sample already taken to verify results. If results are the same then proceed to point 3.
2. Re-sample the material using procedure EP19 ABPP06 and sent to an approved Laboratory for testing. If results are positive then go to point 3.
3. Using the procedure EP18 ABPP05 empty the tunnel and sent to an approved landfill or send to the start of the process for reworking. Steam can be used to cookout the pasteurization tunnel.

RECORD KEEPING

All completed ABPP06-F01 should be signed off by the Facility Manager or his Deputy in his absence. ABPP06-F01 Forms are filed in the outgoing compost produced record file. All Laboratory Analysis Certificates are filed in the outgoing compost produced record file.

Environmental Procedures Manual		Reference	EP20
Title: EP20 ABPP08 Filling Pasteurisation Tunnel Procedure Kilmainhamwood		Date issued	ABPP08 18/08/07
		Revision	00

Relevant to:-	Killeen Road	Kilmainhamwood	Dunboyne	PDM	ELV	HQ	Tankering
		√					

Purpose and Scope

Before compost can leave the facility it must meet the requirements of the Animal By-Products Regulations. To achieve this compost must reach 70 degrees Celsius for 60 minutes with a maximum particle size of 12mm. This is performed in the pasteurization tunnel.

The purpose of this Procedure is to ensure that the composting material is filled in to the pasteurization tunnel in a way that allows all the material in the tunnel to reach the required parameters to meet the ABP Regulations.

Responsibility

It is the responsibility of the Facility Manager or his Deputy in his absence to check that this procedure has been followed and recorded when compost is been filled into the pasteurization tunnel. The check sheet is kept in the Facility Office as part of the HACCP Plan

Associated Documents

[EP20 ABPP08-F01 tunnel Filling form.xls](#)

[EP20 F02 .JPG](#)

Procedure:

1. Tunnel Status

Screened compost is stored in Tunnel 1 until this tunnel is full with material. When tunnel 1 is full of screened compost all the material from the tunnel it is transferred into tunnel 2. Before transferring takes place tunnel 2 must be cleaned out and all pipes checked so that air is free to blow down all pipes. A layer of wood chip is placed over the pipes to prevent the compost blocking the pipes. The fan is turned on to 100% and the tunnel is ready for filling.

2. Transferring Tunnel 1 into tunnel 2

When Tunnel 2 is ready to receive material transferring of screened compost takes place. The screened material in tunnel 1 is taken out of tunnel 1 by splitting the tunnel in three parts. This gives an extra mix of the material as it is filled into the tunnel and also helps to even up the temperatures of the material. The material is filled in by the loading shovel using the correct method of filling by a trained operator. The material is filled at the same height throughout the entire tunnel. When the filling material comes to within 1.5 meters of the door ramp the filling stops and tunnel close down takes place.

3. Tunnel Close Down

The objective of tunnel close down is to close off the end of the tunnel so that the filling height of the material remains constant from the front of the tunnel to the back of the tunnel. When the filling material reaches 1.5 meters from the door ramp the filling is stopped and the floor is cleaned and scraped. Then using the correct lifting gear 7 free standing walls are placed across the front of the pile. Once they are in position "clean material" is filled in behind the walls and the tunnel is then filled to the correct height.

Environmental Procedures Manual		Reference	EP20
Title: EP20 ABPP08 Filling Pasteurisation Tunnel Procedure Kilmainhamwood		Date issued	ABPP08 18/08/07
		Revision	00

Relevant to:-	Killeen Road	Kilmainhamwood	Dunboyne	PDM	ELV	HQ	Tankering
		√					

Once the tunnel is full then the compost temperature probes are placed in the pile in the positions as per attached drawing [EP20 F02 .JPG](#). The fan is set to auto and the door is closed.

RECORD KEEPING

All completed checks should be signed off by the Facility Manager or his Deputy in his absence. Completed inspection sheets must be returned to the Facility Office and Filed as part of the HACCP Plan.

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Environmental Procedures Manual		Reference	EP21
Title: EP21 ABPP07 Pasteurisation Procedure Kilmainhamwood		Date issued	ABPP07 28/05/07
		Revision	00

Relevant to:-	Killeen Road	Kilmainhamwood	Dunboyne	PDM	ELV	HQ	Tankering
		√					

Purpose and Scope

As part of the Animal By-Product Regulation (Regulation (EU) 1774/2002) composting facilities processing food waste including catering waste must ensure that the composting material must reach certain parameters in order to destroy any potential pathogens. The parameters that the composting material must meet to comply with the ABPR are 70° C for 60 consecutive minutes. Pasteurization is validated by sampling and testing of composted material.

The purpose of this Procedure is to ensure that proper pasteurization takes place.

Responsibility

It is the responsibility of the Facility Manager or his Deputy in his absents to check that this procedure has been followed and recorded. It is the Responsibility of the person checking the procedure to record their findings on the check sheet ABPP07-F01. The check sheets are kept in the Facility Office in the compost quality file.

Associated Documents

[EP21 ABPP07-F01 Pasteurization form.xls](#)

1 Filling of tunnel

In order for proper aeration to be attained in the composting material the material must be filled in the correct manner. Only operators instructed and shown how to properly fill the pasteurization tunnel are allowed to fill the pasteurization tunnels. Proper filling is important for even temperature distribution throughout the composting material. Before filling starts the operator must make sure the tunnel is fully cleaned out that all air pipes are free of debris. The operator switches on the fan to 100% speed and begins to fill the tunnel. The operator fills the tunnel as directed and shown by the facility manager or other qualified person and ensures that a level fill is achieved from the start to the end of the tunnel. Once the tunnel is filled the operator closes the door and puts the fan to warm up to pasteurization.

2 Placing the probes in the compost

Once the tunnel is filled and the door closed the operator goes to the walkway to bring him on to the roof of the pasteurization tunnels. The operator then locates the temperature probes and places the 4 temperature probes in to the composting material.

3 Fancom Computer System

The Fancom computer system is the most widely used composting computer system in the world and was designed by Dutch Company for composting systems around the world. When the tunnel is filled the operator puts the computer to “LEVELING”.

Environmental Procedures Manual		Reference	EP21
Title: EP21 ABPP07 Pasteurisation Procedure Kilmainhamwood		Date issued	ABPP07 28/05/07
		Revision	00

Relevant to:-	Killeen Road	Kilmainhamwood	Dunboyne	PDM	ELV	HQ	Tankering
		√					

The computer systems will then automatically level the compost probes and bring them to the pasteurization point. The system allows the facility manager and his deputy to monitor the temperature of the compost over time taking samples every minute. The facility manager or his deputy can view these measurements in graph format. This allows the manger to confirm if the compost has been properly pasteurized by reaching the pasteurization parameters over the required time. The manager or his deputy will then record on form ABPP07-F01 when pasteurization took place.

In the event that the material does not reach the required parameters the tunnel is emptied and reworked at the start of the process.

RECORD KEEPING

All completed ABPP07-F01 should be signed off by the Facility Manager or his Deputy in his absence. ABPP07-F01 Forms are filed in the Compost Quality file. All Laboratory Analysis Certificates are filed in the outgoing compost produced record file.

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EP19 ABPP06-F01 Sampling Record at Kilmainhamwood Compost

Job Number:

Process identity :

Sampling Team:

Sample Location

Date :

Sample Type

Sheet Number:

Sample Time and location	Sample ID	Material Type	Analysis Type	Notes

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Sample Team signature:

Transport signature

Laboratory test house signature:

Lab Manager signature

PM03- F01 Management Programme 2008								
COMPLETED		DELAYED CARRY FORWARD TO 2009						
Ref Number	Date	Type	Objective and Target	Location	Responsibility	Method	Time Frame	Status
Env 1	Jan-08	Env	Create a calibration register to be connected with monitoring and analysis EP03	All sites	Mrep Environment - MF	1. Determine what on each site is due to be calibrated 2. Set up a register on IMS drive 3. Communicate to all managers how to use and complete register	Jun-08	Completed and includes thortons tankering servcie also May 2008. MF
Env 2	Jan-08	Env	Improve environmental appearance of all licensed facilities - Planting, shrubs, painting etc	Killeen Road, Dunboyne, Kilmainhamwood	Environment Manager for site	1 Environmental Manager for each site is responsible for improving the environmental appearance of the facility 2 Quotes from gardeners for planting and maintenance contracts for one year. Check Licence conditions re landscaping 3 Daily Checks on Litter to be carried out	Sep-09	Ongoing works, planting completed on all sites.
Env 3	Jan-08	Env	Establish monitoring and targeting for energy	All sites	Environment Manager for each site	1 Determine what resources are to be monitored 2 Develop means and documented procedure for capturing information in conjunction with the finance department 3 Train all relevant employees on the new procedure and format 4 All data to be collated by the end of December every year 5 All licensed sites to sign up for ESB data on line	Dec-08	KR, MF energy report completed for GB, MA looking at cost savings in Quarter 4. Dunboyne WYG completed audit in July 2006, DD working on electricity monitoring and comparsion with 2007, lights on timers etc Kilmain TMCD identified resources to be monitored
Env 4	Jan-08	Env	To increase community liasion with residents and local community groups	All sites	Environment Manager/ PR Manager	1. Produce Leaflet/ establish section in website for environment 2. Support local events and initiatives 3. Make contact with community groups and local school visit	Dec-08	WIP, website launched April 2008, section now in compliancne. PR/sponsorship ongoing see individual site managers for list.
Env 5	Jan-08	Env/Quality	Prevention and Minimisation of waste in the offices i.e. Improve recycling in the offices	All sites	Mrep Environment	1 Establish a Team to organise a three bin system 2 Buy new bins for all offices 3 Labelling and employee education to be carried out	Jun-08	Completed - Green trays purchased for all desks in the office, central dry recyclables bins and signage compled
Env 6	Jan-08	Env	Covering of new diesel bund	Killeen Road	Environment Manager	1. Cover with appropriate material new diesel bund which holds generator for new C & I line	Dec-08	WIP Quotes being obtained
Env 7	Jan-08	Env	New Site Millenium - Environmental	New Site	Mrep Environment	1 Obtain planning 2 Obtain Licence	Dec-08	Planning lodged in November 2007 Licence application lodged Dec 2007. Planning rejected new application to an bord pleanals lodged September 2008 and FIR to EPA completed also awaiting outcome from both
Env 8	Feb-08	Env	New Site Shredding - Environmental	New Site	Mrep Environment	1. In house permit application 2. Liasion with project on development	Jun-08	Permit application lodgeed with DCC in Feb 2008 Obtained on the 13.05.08 . Projects moving equipment, new baler installed July site now fully operational
Env 9	Feb-08	Env	Licence compliance in relation to Bund Testing	All sites	Environment Manager	1. Ensure all on sites bunds have been tested as per conditions of waste licence	Dec-08	Quotes obtained for testing Testing completed by FTC all passed by end of 2008
Env 10	Jan-08	Env	Review the processes in the dry recycling shed in Killeen road	Killeen Road	Dunboyne Environmental Manager	1. Audit and observe the current practices in the Killen road dry recycling shed. 2. Identify new equipment if need be. 3 Complete a report as to the recommendations.	May-08	Report completed and forwarded to the releveant personnel on the 23 April 2008. item closed

Env 11	Jan-08	Env	Dunboyne Civic Amenity Upgrade	Dunboyne	Environment Manager	1 Source Destinations 2 Source equipment, signage, staffing etc 3 Attract New customers 4 Meath CC re WEEE collection point 5. Install a barrier system for entering and existing CA site 5. Review current oil storage on site for waste oil and cooking oils	Jun-08	Meeting with MCC re WEEE collection, collection days organised for January 2008 continuation of WEEE collection on site now continuous collection. Barrier system installed and operated. All upgraded and updated. Financial report completed and CA site doing well
Env 12	Jan-08	Env	Produce a screened compost product more efficiently	Kilmainham	Facility Compost Manager	1 Investigate different types and costings of screener 2 Seek Independent advice 3 Environmental aspects 4 Install	Apr-08	Completed . New screener from McDonnells invested in
Env 13	Jan-08	Env	Investigate alternative energy sources	Kilmainham	Facility Compost Manager	1. Identify resources and data collation on same 2. Invite consultants to assist on project 3. Research on processes to determine the most suitable technology for site 4. Assess available energy from end product compost	Dec-08	Investigation commenced and not feasible. Expanding facility instead to a higher tonnage
Env 14	Jan-08	Env	Plant willow farm	Kilmainham	Facility Compost Manager	1. Contact EPA re licence and status of planting willow trees. 2. Obtain drawings 3. Contact department of agriculture department re grant 4. Consult with specialist consultants 5. Planting to commence in May 2008	May-08	EPA informed awaiting grant approval decided not viable for kilmainhamwood changed plan to Calfield and 49 acres of willow tree plantation planted at the farm in Calfield where originally there was an application for an integrated waste management facility.
Env 15	Jan-08	Env	Create a waste management plan for PDM	PDM	Environmental Manager	1. Review the current waste streams. 2. Collate the information into a report of the current situation. 3. Research ways of reducing waste in the work place. 4. Put in place a plan to reduce waste onsite	Aug-08	Completed and submitted to KCC in August 2008
Env 16	Jan-08	Env	Look at the possibility of recycling polystyrene	Dunboyne	Environmental Manager	1. Research polystyrene recycling. 2. Source balers and compactors and prices. 3. Source outlets for the processed polystyrene. 4. Identify the sources of collection and the quantities. 5. Complete the Profit or Loss and give to senior management	Apr-08	1. Researched the recycling of polystyrene, 2 Compactors sourced, 3. Outlets and prices sourced. 4 report forwarded to managing director. Decision taken by MD that project was not economically viable- Closed
Env 17	Jan-08	Env	Research the possibility of providing our customers with a skip recycling bag	Dunboyne	Environmental Manager	1. Research the product, 2. Design a skip bag, 3. Contact companies for quotes. 4. Do up a Profit or loss, 5. organise the production of the bags and their distribution	Apr-08	At the Profit and loss stage in Jan 08, 2 Researched and report forwarded on to the managing director. Decision taken by MD not to invest and found not to be economically viable. Closed
Env 18	Jan-08	Env	Research the possibility of providing an inhouse way of shredding tyres and sourcing outlets	ELV	Environmental manager	1. Research the processes for recycling tyres, 2. Identify recycling equipment, 3. identify and source outlets, 4, Contact outlets for prices. 5, Complete a profit or loss. 6. Do up a report as a proposal	Jul-08	Research completed decision not to continue project due to H & S issues and not economically viable. Closed
Env 19	Mar-08	Env	Willow Tree plantation and permitted facility for spreading of de sludged water	Tankering Division / Barrockstown	Mrep Environment	1. Contact MCC re permit and status of spreading effluent and planting willow trees. 2. Obtain drawings 3. Contact planning department re spreading and establishing permit site	Jun-08	Site unavailable at Barrockstown further investigation on site availability. Decision taken to plant at Calfield. Project completed willow tree will be at maturity in 3 years
Env 20	May-08	Env	Develop environmental guidance on FOG handling	TTS	Mrep Environment, TTS Manager and Ops Foreman	1 Create a guidance document which can be used for internal and internal communications 2. TTS Manager to research regulations etc 3. Documents to be saved on X Drive in environmental guidance 4. Distribute to each new grease trap contract	Dec-08	WIP summary sheet completed

QUALITY

QP01	Jun'07	Quality	To Develop an Equality policy	Head Office	Gary McAuley HR Manager Kim HR		Dec'08	Gary checking with outsourced HR what are our requirements
QP02	Jun'07	Quality	To Develop a Policy on Part Time Working	Head Office	Gary McAuley HR Manager Kim HR		Dec'08	Gary checking with outsourced HR what are our requirements
QP03	Jun'07	Quality	To Develop Retirement Policy	Head Office	Gary McAuley HR Manager Kim HR		Dec'08	Gary checking with outsourced HR what are our requirements
QP04	Jun'07	Quality	To Develop Policy on Redundancy Procedures	Head Office	Gary McAuley HR Manager Kim HR		Dec'08	Gary checking with outsourced HR what are our requirements
QP05	Jun'07	Quality	To Develop Policy on Dealing with Stress in the Workplace	Head Office	Gary McAuley HR Manager Kim HR		Dec'08	Gary checking with outsourced HR what are our requirements
QP06	Jun'07	Quality	To Amend Disciplinary & Grievance Policy	Head Office	Gary McAuley HR Manager Kim HR		Dec'08	Gary checking with outsourced HR what are our requirements
QP07	Mar-08	Quality	Hyperlink all internal audits from the internal audit plan to the actual audit complete or incomplete	AS	Mrep Quality	1. Create link from Audit plan to relevant Audits 2. Confirm with each Auditor to continue process on completion of Audits.	Mar'08	Complete
QP08	Mar-08	Quality	Procedure for Cash Sales	Parkwest	D Brennan Credit Control	1. Identify all elements of process 2. Document process and allocate responsibilities 3. Implementation of process 4. Review procedure and address findings	Apr'08	Complete
QP09	Jul'07	Quality	Hand held devices to be reinstated for skip/ro/ro drivers	Head Office	Conor Sunderland Dispatch Manager	1 Review System requirements 2 Source equipment & software supplier 3 Test Run 4 Implement system & review	Jul'08	Complete
QP10	Mar-08	Quality	Roll out CRM to all reps	Parkwest	John Staunton Sales Manager	Currently with Sales Rep Ross & progressing	Dec'08	On Hold
QP11	Jul'07	Quality	Prepare IT disaster recovery plan and implement	Head Office	Nicole Fitzgerald Finance Manager & Netforce IT Consultants	1. Identify Critical Hardware/Software needs 2 Document 3 Source items 4 Implement system & review	Jul'08	Netforce are currently compiling stage 1 for GB
QP12	Mar-08	Quality	Website complete with online skip ordering	Parkwest	Sales. Customer Services.	1. Identify step by step skip ordering process 2. Document process and allocate responsibilities 3. Implementation of ordering process 4. Test Run each option & review findings. Amend if necessary 5. Upload on site & test run. 6. Go Live & Monitor feedback	May'08	Complete
QP13	Mar-08	Quality	Credit Limits on all Debtor accounts	Parkwest	D Brennan Credit Control John Staunton Sales Manager	1 Review turnover on all accounts with sales 2 Assess payment days & set limit 3 Notify customers & implement 4 Review feedback & act if necessary 5 Go live monitor & feedback	Sept'08	Analysed requirements and not currently feasible

QP14	Mar-08	Quality	E-mail invoice, statements & reminder letters to customers monthly	Parkwest	D Brennan Credit Control	1. Collate e-mails through customer contact & amend accounts 2. Check current mailings to see if increased capacity/ software compatible 3. Test Run each option & review findings.Amend if necessary 5. Live Run. 6. Check results & Monitor feedback	Dec'08	WIP Oct'08 surveys currently being returned details input on Credit Commander
QP15	Mar-08	Quality	Scan all Sales backup documentation on to System e.g. Credit Application,Sales agreements	Parkwest	John Staunton Sales Manager		Dec'08	Not started

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QP16	Mar-08	Quality	Scan Purchase Invoices/Credit Notes on system and authorise electronically	Parkwest	Nicole Fitzgerald Finance Manager	1 Review Pegasus Opera purchasing system with supplier 2 If system compatible cost up software requirements 3 Report to management and proceed if approved 4 Implement system, test run check & amend	Dec'08	Not started
QP17	Mar-08	Quality	Payroll;Timeware Version 6. Keep or change	Parkwest	Tara Devitt H.R.Manager	1 Review existing system pros/cons 2. Look at alternatives available 3. Review findings and report to management 4 Make decision & implement	Jun'08	Complete.Advance Systems Payroll installed with fingerprint recognition.
QP18	Mar-08	Quality	Develop Roadbase & investigate integration with Opera	Parkwest	Finance Dept N Fitzgerald & Qrep E Flanagan	1.Review Roadbase and map out area for integration(e.g P.O. System) 2. Check feasibility of integrating with software suppliers 3. Review and report findings to Management	Nov'08	Not started
QP19	Mar-08	Quality	Customer Survey & collation information e.g.e-mails,expected turnover,fax no's	Parkwest	Sinead Warren Customer Services John Staunton Sales Manager	1. Review adequacy of existing questionnaire 2. Post 3. Review Response and Communicate to management 4. Address customers issues through further dialogue/communication	Jun'08	Complete
QP20	Mar-08	Quality	Improving Communication - New Brochures & Mail shot regarding grease trap regulations	Liquid Waste Services - TTS	Liquid Waste Manager	1 Obtain 5 quotes 2. Look at best design and content preparation 3. Circulate Brochures 4 Mail shot to be circulated to all FSE's food service establishments on Thorntons Customer List	Dec'08	WIP - Quotes obtained from 3 printing specialists
QP21	Jun'08	Quality	Prepare submission for Repak Large Operator of the Year Award	Parkwest	Mercedes Feely Environmental Manager	1 Review application process & prepare submission 2 Review submission & lodge 3 Preparation for Interview process	Oct'08	Complete
QP22	Jun'08	Quality	Roll out of Brown(Food) Bin in Meath & Kildare	Domestics Parkwest	Rachel White Domestic Manager	1 Designate Trial Areas,prepare literature, source bins & deliver 2 End of Trial Period - Survey customers and analyse results 3 Commence Roll out to all customers 4 Review service and recommendations	Jan'09	WIP - Roll out to customers Mid November / Early December'08

HEALTH AND SAFETY

H&S 01	Jan-08	H&S	Review & Update Risk Assessments on all Sites.	All Sites	H&S Manager	1. Review Risk Assessments on all sites 2. Update risk assessments accordingly	Dec-08	WIP
H&S 02	Jan-08	H&S	Report Annual Review on Health & Safety Management System 2007.	All Sites	H&S Manager	1. Collate information for 2007 and submit to managing director	Mar-08	Complete forwarded to MD
H&S 03	Jan-08	H&S	Set up and implement internal Noise monitoring at specific locations across all C&I line	KR	H&S Manager	1. Identify and list all noise monitoring locations 2. Carry out sampling 3. Identify corrective actions if required 4. Action Items	Jun-08	Started - spreadsheet created containing noise monitoring stats in H & S office
H&S 04	Jan-08	H&S	Review all Contractors relevant safety documentation	All Sites	H&S Manager	1. Update PM16 folder	Jun-08	Started review - letters sent out 03/05/08 to outstanding contractors
H&S 05	Dec-08	H&S	Complete Phase Two 2007 (Drivers/Helpers) Vaccinations	All Sites	H&S Manager	1. Draft List of personnel & stages 2. Formulate commencement date 3. Review completion dates of each stage 4. Finalise completion date	Dec'08	WIP

H&S 06	Dec-08	H&S	Complete all site training for all Thorntons Recycling Personnel (Induction Training,Manual Handling,abrasive wheels,Hand Arm Vibrations etc)	All Sites	H&S Manager	1. Draft list of training dates for all sites 2. Schedule dates for same 3. Update and review quarterly	Dec'08	WIP
H&S 07	Jan-08	H&S	Set up and implement internal Dust monitoring at specific locations across all business units	All Sites	H&S Manager	1. Identify and list all dust monitoring locations 2. Carry out sampling 3. Send all to laboratory for analysis 4. Identify corrective actions if required 5. Action Items	Jun-08	Started - Dust samples taken and in lab for analysis at present awaiting results
H&S 08	Apr-08	H&S	Additional training for first aiders in Thorntons Tankering Service TTS	TTS	TTS Manager	1. Identify how many require training 2. Liasion with H & S on training 3. Log training with certificates on personnel files	Jul-08	WIP - To obtain quotes

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PM03- F01 Management Programme 2009

COMPLETED		DELAYED CARRY FORWARD TO 2010			ON HOLD				
Ref Number	Date	Type	Objective and Target	Location	Responsibility	Method	Time Frame	Status	
ENVIRONMENTAL									
EP 01	Jan '09	Environmental	Site Expansion to 40,000 tonnes	Kilmainham	TMCD/MF	1. Meeting with EPA 2. Meeting with MCC re planning 3. Appoint consultants 4. Lodge with EPA and MCC	Jul-09	Started - Work in Progress. Tracking sheet on project on Q Drive	
EP 02	Jan-09	Environmental	Landscape Plan to be completed at Kilmainhamwood Compost re conditions of the licence	Kilmainham	TMCD	1. Kilmainhamwood landscape plan to be completed as part of the new expansion	Dec-09	Not Started - Plans previously drawn up from initial planning, awaiting new planning conditions from Meath CC before commence the landscape plan	
EP 03	Jan '09	Environmental	Upgrade of odour system - Investigate possibility of scrubber etc	Kilmainham	TMCD	1. Quotes for consultants and assess same 2. Appoint Consultant 3. Tender out the installation of technology 4. Assess options available 5. Installation	Dec-09	Started - Work in Progress	
EP 04	Feb-09	Environmental	Production report for the dry recycling line	Killeen road	DD	1. Assess Inputs 2. Design spreadsheet for operations to feed in to 3. Output will be an accurate processing cost per tonne	Mar-09	Completed - JS./TMCG inputting data. DD monitoring ongoing	
EP 05	Mar-09	Environmental	Yard scraper for the dry recycling recyclates storage area.	Killeen road,	DD	1 Design scraper for the forklift. Approve design with operations and maintenance dept 3 Build scraper. 4 Implement scraper, test run check & amend if necessary	Mar-09	Completed, working and no amendments required - Closed	
EP 06	Mar-09	Environmental	ESB Energy monitoring system .	Killeen road	DD	1 Liase with Software company to install system and give demonstration 2 Review system, after week one and amend if necessary 4 Change the system to record the data ever 24 hours. 5 Set up a monthly template for logging the daily data for easy of comparison. 6. Insert the daily data into the Production reports for the three buildings	Mar-09	Completed. System working and currently being tracked-ongoing	

EP 07	Apr-09	Environmental	Energy Report for Killeen Road-regarding the ESB usage	Killeen road	DD	1 Walk the site and record light fixtures and their daily usage. 2 Prepare electrical maps to show which lights are connected to which switches. 3. Review the past ESB bills and compare usage with the on Site energy monitoring system. 4. Create a report detailing current energy usage and propose changes to save energy. Review system in 3 months and again in after one year	Apr-09	Ongoing- Site Audit carried out, Usage report and proposals to be completed before end of April 09, review by July 2009, and again in March 2010.
EP 08	Apr-09	Environmental	Review recycling building operation and see whether to invest in new equipment	Killeen road	DD/JS	1, Review current plant equipment and capacity. 2, Outline areas for new equipment to be located, 3, Identify other equipment that would segregate recyclates, 4, Determine costs benefits of new equipment vs stay with the same system	Jun-09	Production report first step to assess feasibility of current equipment for processing stock.
EP 09	Feb'09	Environmental	Repak Revenue - waste characterisation	Company	MF	1. Contact repak to confirm details for characterisation survey. 2. Obtain 3 quotes from consultants. 3. Carry out survey's. 4. Finalise reports and distribute.	Jun-09	Started - Work in Progress
EP 10	Feb-09	Environmental	Glass collection service - develop business plan	Company	MF	1. Analyse the sources of glass from commercial and domestic markets. 2. Quantify potential tonnages for collection. 3. Source an end destination for collected material. 4. Source a location for bulking collected material. 5. Investigate the purchase of a specifically designed collection vehicle. 6. Create a P or L for all aspects	Aug-09	P & L report completed for commercial, domestic and CA collections of glass. Passed to GB to make decision. Closed
EP 11	Feb'09	Environmental	RDF - Business plan and potential outlets	Company	MF	1. Sample current proposed RDF material and get it analysed. 2. Shred proposed RDF and get it analysed. 4. Source potential outlets for RDF and provide with samples of RDF material and Analytical results. 5. Project tonnages of material per annum and secure outlets	Dec-09	A number of potential outlets have been sourced and are in negotiations, Potential material has been shredded to various sizes and set for analytical breakdown. More work required
EP 12	April	Environmental	Create a template for producing the quarterly tyre reports for the ELV	ELV	DD	1. Review the legislation. 2. Review the procedure used in 2008 and amend to make it simple and more efficient	Apr-09	Started - First report sent to DCC template now in place on Y Drive ELV Folder

EP 13	Jan-08	Environmental	Covering of new diesel bund	Killeen Road	DD	1. Cover with appropriate material diesel bund on CID line, which holds the generator	Dec-08	WIP Quotes being obtained, DD to review aspects and determine alternative methods of achieving same goal
EP14	Mar'09	Environmental	Review ELV permit	ELV	DD	1 Carry out a review. 2. Submit to council	May'09	Review submitted 60 days before current permit expires- Received new permit 31.03.09
EP15	Feb'09	Environmental	Install height restriction barrier in civic amenity site	Dunboyne	TR	1. Carry out a feasibility study on the of a height restriction barrier to combat the entrance of commercial customers to use	Mar-09	Completed
EP16	Mar'09	Environmental	Environmental Procedures for waste acceptance for the shredding facility	Shredding	MF	1 Arrange meeting with shredding facility manager to draw up flow and design procedures in relation to operations.	Apr'09	Completed - Adequate Environmental procedures now in place
EP17	Mar'09	Environmental	Office Revamp - Rearrange all environmental folders. Archive old files	PDM	MF	1. Site visit check folders 2. Revamp office layout to include site maps.	Jun-09	Completed May 2009, new noticeboard, folders amalgamated etc
EP18	Mar'09	Environmental	WEEE In CA Site - Storage study	Dunboyne	TR	1. Investigate storage solutions for WEEE i.e. Canope/container etc 2. Cost Analysis	Dec-09	Not Started
EP19	Mar'09	Environmental	Inspection/Sampling Chamber to be created on Surface Water discharge as S3	Dunboyne	TR	1. TR to investigate best sampling method to ensure we obtain a representative sample 2. Purchase additional pipe/supplies 3. Test and ensure works	Aug-09	Work in progress
QUALITY								
QP1	Mar-08	Quality	Roll out CRM to all reps	Parkwest	John Staunton Sales Manager	Currently with Sales Rep Ross & progressing	Dec'08	On Hold
QP2	Jul'08.	Quality	E-mail invoice, statements & reminder letters to customers monthly	Parkwest	D Brennan Credit Control	1. Collate e-mails through customer contact & amend accounts 2. Check current mailings to see if increased capacity/ software compatible 3. Test Run each option & review findings.Amend if necessary 5. Live Run. 6. Check results & Monitor feedback	Jul'09	Opera engineers to commence work on programming same in the 3rd week in June 09 - survey in May 09 to get remiander of customer email addresses.
QP3	Mar-08	Quality	Scan all Sales backup documentation on to System e.g. Credit Application, Sales agreements	Parkwest	John Staunton Sales Manager		Dec'08	On Hold

QP4	Mar-08	Quality	Scan Purchase Invoices/Credit Notes on system and authorise electronically	Parkwest	Nicole Fitzgerald Finance Manager	1 Review Pegasus Opera purchasing system with supplier 2 If system compatible cost up software requirements 3 Report to management and proceed if approved 4 Implement system, test run check & amend	Dec'08	On Hold
QP5	Mar-08	Quality	Develop Roadbase & investigate integration with Opera	Parkwest	Finance Dept N Fitzgerald & Qrep E Flanagan	1. Review Roadbase and map out area for integration(e.g P.O. System) 2. Check feasibility of integrating with software suppliers 3. Review and report findings to Management	Nov'08	On Hold
QP6	Mar-08	Quality	Improving Communication - New Brochures & Mail shot regarding grease trap regulations	Liquid Waste Services - TTS	Liquid Waste Manager	1 Obtain 5 quotes 2. Look at best design and content preparation 3. Circulate Brochures 4 Mail shot to be circulated to all FSE's food service establishments on Thorntons Customer List	Jun'09	WIP - Quotes obtained from 3 printing specialists
QP7	Jun'08	Quality	Roll out of Brown(Food) Bin in Meath & Kildare	Domestics Parkwest	Rachel White Domestic Manager	1 Designate Trial Areas,prepare literature, source bins & deliver 2 End of Trial Period - Survey customers and analyse results 3 Commence Roll out to all customers 4 Review service and recommendations	Apr'09	WIP - Roll out to customers Mid November / Early December'08
QP8	Feb'09	Quality	Review Document storage Parkwest & Consolidate to agreed areas	Domestics Parkwest	Eamon Flanagan Rep	1 Review storage areas and cull old documents 2 Check with all departments re file storage needs 3 Review all files currently held in storage in open areas 4 Move files to relevant storage.i.e. Rear credit control or Mezzanine area Parkwest.	Jun'09	Not started
QP9	Feb'09	Quality	Produce Commercial Brown Bin Leaflet	Parkwest	M Feeley Env Rep & Tom McDonnell Kilmainhamwood	1 Review any information currently available 2. Meet with relevant parties re design 3. Circulate proof for approval 4 Get quotes, produce and circulate to customers	Jun'09	Met with Tom, at design stage. Quotes received from designers re layout of material.

QP10	Feb'09	Quality	Feasibility study of handhelds in REL's trucks cost versus benefit	Parkwest	Nicole Fitzgerald Finance Manager		Jun'09	Not started
QP11	Feb'09	Quality	Review stationery supplies storage and access	Parkwest	Eamon Flanagan Rep	1 Review current storage areas 2 Designate single point for storage and control 3 Move all existing stationery to this point 4 Designate person to control ordering and movement	May'09	Agreed storage point meeting room off reception, move all printed matter to here and future deliveries to this point.
QP12	Mar'09	Quality	Updated Sales Brochure	Parkwest	John Staunton Sales Manager	1 Review current brochure and get feedback 2. Meet with relevant parties re design 3. Circulate proof for approval 4 Get quotes, produce and circulate to customers	Jun'09	Gathering feedback from staff on existing brochure
QP13	Mar'09	Quality	Re-Routing of REL's with consideration of new DCC by-laws for city	Parkwest	Conor Sunderland Dispatch		Sep'09	Not started
QP14	Mar'09	Quality	Plan for Bank Holiday Collection	Parkwest	Conor Sunderland Dispatch	1 Review and document regular Monday routes 2. Make contact with customers re alternatives 3. Construct alternative schedules and implement on WIMS 4 Implement and review	Jun'09	Plan put in place for Easter Monday, review how effective
QP15	Mar'09	Quality	Clean-up of WIMS old sites & creation of history field	Parkwest	Nicole Fitzgerald Finance Manager Declan Brennan Credit Manager	1 Document details and forward to Software(WIMS) 2. Get quotation re cost of implementing 3. Construct alternative schedules and implement on WIMS 4 Implement and review	Sep'09	Not started
HEALTH AND SAFETY								
H&S 01	Dec-08	H&S	Ongoing site training for all Thorntons Recycling Personnel (Induction Training, Manual Handling, abrasive wheels etc)	All Sites	H&S Manager	1. Draft list of training dates for all sites 2. Schedule dates for same 3. Update and review quarterly	Dec'09	WIP
H&S 02	Apr-08	H&S	Additional training for first aiders in Thorntons Recycling Sites	All Sites	H&S Manager	1. Identify how many require training 2. Liasion with H & S on training 3. Log training with certificates on personnel files	Jul-09	WIP - To obtain quotes

H&S 03	Jan-09	H&S	Update all documents in the H & S system to OHSAS 2007 standard	All Sites	H&S Manager	1. Identify the clases to be amended 2. Implement same	Apr-09	WIP
H&S 04		H&S	Annual H & S Review submit report to management	All Sites	H&S Manager	1. Report to be completed summarising all aspects of H & S system for 2008	Mar'09	Complete Circulated to management
H&S 05		H&S	Occupational Noise Monitoring All sites	All Sites	H&S Manager	1. Determine Sites to be carried out	Aug'09	Not Started
GENERIC								
Mreps	Jan-09	All	Update all documents to include shredding facility	All Sites	Mreps	1. Each mreps to idetofy procedures which need to be amended and forms to be updated	May-09	Complete

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APPENDIX 3
Certificate of Incorporation

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Companies Registration Office



Number 72366

Certificate of Incorporation of a Company

I hereby certify that

PADRAIC THORNTON WASTE DISPOSAL LIMITED

was INCORPORATED under the COMPANIES ACT 1963 to 1977 as a LIMITED Company, on Thursday, the 22nd day of November, 1979

Given under my hand at Dublin, this Friday, the 13th day of November, 1979

Levi Campbell for Registrar of Companies

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APPENDIX 4
Previous Planning Permission
and Current Waste Licence

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MEATH COUNTY COUNCIL
Kells Area Office Planning Dept.
Kells Civic Offices
Headfort Place
Kells
Kells
Co. Meath
046 - 9240064

Planning & Development Act 2000
NOTIFICATION OF GRANT

TO: Thorntons Recycling
c/o Burke Jenkins Consulting Engineers
Unit 21,
Cockstown Industrial Est.,
Tallaght,
Dublin 2.

PLANNING REGISTER NUMBER: KA/60349
APPLICATION RECEIPT DATE: 19/06/2006

In pursuance of the powers conferred upon them by the above mentioned Act, Meath County Council have by order dated 14/08/2006 granted PERMISSION to the above named, for the development of land, in accordance with the documents submitted namely:- permanent retention of extensions and elevational variations to previously approved composting facility Planning Ref. KA/30304 for which an EIS and EPA Licence were required and also for permanent retention of ancillary ESB Sub-station, firewater storage tank and revised access roadway at Ballynalrgan, Kilmainhamwood, Kells, Co. Meath subject to the 9 conditions set out in the Schedule attached.

Signed on behalf of MEATH COUNTY COUNCIL.

P. S. Butler
Area Administrator/Town Clerk

DATE: 18/09/06

NOTE: (Outline Permission Applications Only)

OUTLINE PERMISSION is subject to the subsequent Application for Permission consequent on the grant of Outline Permission of the Planning Authority. Until such has been obtained to detailed plans of the development proposed, the development is NOT AUTHORISED

NOTE:

The permission herein granted shall, on the expiration of the period of 5 years beginning on the date of the granting of permission, cease to have effect as regards:-

- (1) In case the development to which the permission relates is not commenced during the period, the entire development and
- (2) In case such development is so commenced, so much thereof as is not completed within that period.

Schedule of Conditions

1. The conditions of PL. 17.208236 relating to the development shall be fully complied with except where conditions hereunder specify otherwise.
Reason: In the interest of proper planning control.
2. The development shall be in accordance with plans and particulars submitted on 19/06/06 except where conditions hereunder specify otherwise.
Reason: In the interest of proper planning and development.
3. The proposed structure shall be used only as a compost-making facility and shall not be used for any other waste processing activity or any other class of use contained in Part 4 of Schedule 2 to the Planning and Development Regulations, 2001, unless authorised by a separate and specific grant of planning permission.
Reason: To limit the proposed development to the terms of the application, having particular regard to the location of the site in a rural area.
4. This permission is for the composting of waste with a maximum intake of 20,800 tonnes per annum.
Reason: In the interest of clarity and orderly development.
5. The gateway shall be recessed a minimum of 12m from the existing fence line.
Reason: In the interest of traffic safety.
6. The internal access road shall be constructed to the satisfaction of the Planning Authority. Within 1 month of receipt of grant of planning permission details regarding the road surface shall be submitted for written agreement of the Planning Authority.
Reason: In the interest of proper planning and development.
7. The entrance point in the western corner of the site shall be closed within 1 month of grant of planning permission.
Reason: In the interest of traffic safety.
8. You are requested to submit revised plans whereby the elevations correspond fully with the development as constructed on site.
Reason: In the interest of proper planning control.

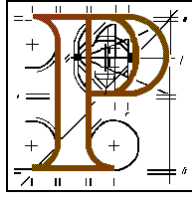
KA/60349

9. The development shall pay to the planning authority a financial contributions in respect of public infrastructure and facilities benefiting development in the area of the planning authority that is provided or intended to be provided by or on behalf of the authority in accordance with the terms of the Development Contribution Scheme made under section 48 of the Planning and Development Act 2000. Details of the application of the terms of the Scheme shall be agreed between the planning authority and the developer or in default of such agreement, the matter shall be referred to the Board to determine the proper application of the terms of the scheme.

Reason: It is a requirement of the Planning and Development Act 2000 that a condition requiring a contributions in accordance with the Development Contribution Scheme made under section 48 of the Act be applied to the permission.

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An Bord Pleanála



PLANNING AND DEVELOPMENT ACTS, 2000 TO 2002

Meath County

Planning Register Reference Number: KA/30304

An Bord Pleanála Reference Number: PL 17.208236

APPEAL by McGill Environmental Systems (Ireland) Limited of Ballinvoher, Castletownroche, County Cork against the decision made on the 8th day of July, 2004 by Meath County Council to refuse permission in accordance with plans and particulars lodged with the said Council.

PROPOSED DEVELOPMENT: The construction of a compost manufacturing facility, office, fuel tank store and entrance (as amended by revised details received by the planning authority on the 17th day of May, 2004) at Newcastle/Ballynalurgan Townland, Kilmainhamwood, County Meath. The development comprises of or is for the purpose of an activity in relation to which a Waste Licence and an Environmental Impact Statement is required.

DECISION

GRANT permission for the above proposed development in accordance with the said plans and particulars based on the reasons and considerations under and subject to the conditions set out below.

REASONS AND CONSIDERATIONS

Having regard to the provisions of the current Meath County Development Plan, the Waste Management Plan for the North East Region 1999-2004, the Regional Planning Guidelines for the Greater Dublin Area 2004-2016, the location of the site remote from residential development and the existing natural screening on the site, it is considered that, subject to compliance with the conditions set out below, the proposed development would not seriously injure the amenities of the area, would not be prejudicial to public health and would be acceptable in terms of traffic safety and convenience. The proposed development would, therefore, be in accordance with the proper planning and sustainable development of the area.

The Board noted that the planning authority had decided to refuse permission in part because it was considered that the proposed development would constitute a material contravention of the current development plan for the area; however, having regard to the provisions of section 37(2)(b)(i)(ii) and (iii) of the Planning and Development Act, 2000 and, in particular, the policies contained in the development plan, the Waste Management Plan for the North East Region 1999-2004 and the Regional Planning Guidelines for the Greater Dublin Area 2004-2016, the Board considered that planning permission should be granted for the proposed development.

CONDITIONS

1. The development shall be carried out in accordance with the plans and particulars lodged with the application, as amended by revised proposals received by the planning authority on the 17th day of May, 2004, except as may otherwise be required in order to comply with the following conditions.

Reason: In the interest of clarity.

2. The proposed structure shall be used only as a compost-making facility and shall not be used for any other waste processing activity or any other class of use contained in Part 4 of Schedule 2 to the Planning and Development Regulations, 2001, unless authorised by a separate and specific grant of planning permission.

Reason: To limit the proposed development to the terms of the application, having particular regard to the location of the site in a rural area.

3. This permission is for the composting of waste with a maximum intake of 20,800 tonnes per annum.

Reason: In the interest of clarity and orderly development.

4. All sludges, compost and intermediary products shall be stored indoors. No composting materials shall be stored outdoors.

Reason: To safeguard the amenities of the area.

5. All waste for composting, brought to the site, shall be delivered in enclosed containers.

Reason: To safeguard the amenities of the area.

6. All over ground tanks containing liquid fuels shall be contained in a waterproof bunded area of sufficient volume to hold 110 per cent of the value of the largest tank within the bund. All valves on the tanks shall be contained within the bunded area.

Reason: In the interest of public health.

7. The developer shall install and maintain equipment for monitoring and recording internal air pressures in the composting building. Records of such monitoring shall be stored on site and shall be made available to the planning authority on request.

Reason: To protect the amenities of the area.

8. Prior to commencement of development, the developer shall submit, and obtain the written agreement of the planning authority to, a plan containing details for the management of construction waste (and, in particular, recyclable materials) within the development, including the provision of facilities for the storage, separation and collection of the waste and, in particular, recyclable materials.

Reason: To provide for the appropriate management of waste and, in particular, recyclable materials, in the interest of protecting the environment.

9. Prior to commencement of development, the developer shall submit written evidence relating to a source of potable water supply for this development.

Reason: In the interest of public health.

10. All clean and uncontaminated surface water shall be discharged to soakways or watercourses within the site.

Reason: In the interest of public health.

11. Prior to commencement of development, the developer shall submit to the planning authority for written agreement the following details in relation to foul waste:-

- (a) details of sanitary accommodation for staff within the office building, and
- (b) details of the effluent treatment system for waste from the office building.

Reason: In the interest of public health.

12. A concrete apron shall be constructed between the entrance gates to the site and the edge of the tarred carriageway on the R162. No surface water from the site or from the concrete apron area shall discharge onto the R162. Roadside drainage shall not be impaired by the proposed new entrance.

Reason: In the interest of traffic safety.

13. No advertisement or advertising structure (apart from exempted development signage) shall be erected or displayed on the building or within the curtilage of the site, without a prior specific grant of planning permission.

Reason: In the interest of visual amenity.

14. All service cables associated with the proposed development shall be run underground within the site.

Reason: In the interest of orderly development and the visual amenities of the area.

15. Prior to commencement of development, a landscaping scheme shall be submitted to the planning authority for written agreement. This scheme shall include a timescale for implementation.

Reason: In the interest of visual amenity.

16. The developer shall pay to the planning authority a financial contribution in respect of public infrastructure and facilities benefiting development in the area of the planning authority that is provided or intended to be provided by or on behalf of the authority in accordance with the terms of the Development Contribution Scheme made under section 48 of the Planning and Development Act 2000. Details of the application of the terms of the Scheme shall be agreed between the planning authority and the developer or, in default of such agreement, the matter shall be referred to the Board to determine the proper application of the terms of the Scheme.

Reason: It is a requirement of the Planning and Development Act 2000 that a condition requiring a contribution in accordance with the Development Contribution Scheme made under section 48 of the Act be applied to the permission.

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**Member of An Bord Pleanála
duly authorised to authenticate
the seal of the Board.**

Dated this day of 2004.

This licence was amended on 25th October 2006 under Section 42B(1) for the Waste Management Acts, 1996 to 2005. The details of Amendment A must be read in conjunction with this licence. The amendment document is entitled W0195-01 S42B(1)AmendmentA



Headquarters
P.O. Box 3000
Johnstown Castle Estate
County Wexford
Ireland

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WASTE LICENCE

Waste Licence	195-1
Register No:	
Licensee:	McGill Environmental Systems (Ireland) Limited
Location of Facility:	Ballynalurgan, Kilmainhamwood, Kells, County Meath.

INTRODUCTION

This introduction is not part of the licence and does not purport to be a legal interpretation of the licence.

This licence is for the operation of an indoor composting facility on a Greenfield site at Ballynalurgan, Kilmainhamwood, Kells, Co Meath. McGill Environmental Systems (Ireland) Ltd propose to accept non-hazardous biodegradable wastes (primarily sewage sludge, industrial sludges, household and commercial waste for composting) at this facility.

The quantity of waste to be accepted at the facility is limited to 20,800 tonnes per annum (equivalent to 400 tonnes per week).

Wastes must only be received in fully covered vehicles and can only be unloaded inside the appropriate reception building. All waste will be composted in composting bays with forced aeration from underfloor aeration channels. Air will be extracted from the composting building by means of extraction fans and will be released to the atmosphere via a biofilter system.

The licensee must manage and operate the facility to ensure that the activities do not cause environmental pollution. The licensee is required to carry out regular environmental monitoring and submit all monitoring results, and a wide range of reports on the operation and management of the facility to the Agency.

The licence sets out in detail the conditions under which McGill Environmental Systems (Ireland) Limited will operate and manage this facility.

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DECISION & REASONS FOR THE DECISION

Reasons for the Decision

On the basis of the information before it, the Environmental Protection Agency is satisfied that the waste activity, or activities, licensed hereunder in Part I will comply with the requirements of Section 40(4) of the Waste Management Acts, 1996 to 2003.

In reaching this decision the Environmental Protection Agency has considered the application and supporting documentation received from the applicant, all submissions and an objection received from other parties and the reports of its inspectors.

INTERPRETATION

All terms in this licence should be interpreted in accordance with the definitions in the Waste Management Acts, 1996 to 2003, (the Acts), unless otherwise defined in this section.

Aerosol	A suspension of solid or liquid particles in a gaseous medium.
Adequate lighting	20 lux measured at ground level.
Agreement	Agreement in writing.
Annually	At approximately twelve monthly intervals.
Attachment	Any reference to Attachments in this licence refers to attachments submitted as part of the waste licence application.
Application	The application by the licensee for this waste licence.
Appropriate facility	A waste management facility, duly authorised under relevant law and technically suitable.
BAT	Best Available Technique as defined in Waste Management Acts 1996 to 2003.
Bioaerosol	An aerosol of biological particles.
Bi-annually	All or part of a period of six consecutive months.
Biodegradable waste	Any waste that is capable of undergoing anaerobic or aerobic decomposition, such as food, garden waste, sewage sludge, paper and paperboard.
CEN	Comité Européen De Normalisation – European Committee for Standardisation.
Compost	The stable, sanitised and humus-like material rich in organic matter and free from offensive odours, resulting from the composting process of separately collected biodegradable waste, which complies with the quality standards of <i>Schedule E: Standards for Compost Quality</i> , of this licence.
Condition	A condition of this licence.
Consignment Note	All movements of hazardous waste within Ireland must be accompanied by a “C1” consignment note issued by a local authority under the Waste Management (Movement of Hazardous Waste) Regulations (SI No. 147 of 1998). Transfrontier shipment notification and movement/tracking form numbers are required for all exports of waste from, into or through the state under the Waste Management (Transfrontier Shipment of Waste) Regulations (SI No. 149 of 1998).

Construction and Demolition Waste	Wastes that arise from construction, renovation and demolition activities: Chapter 17 of the EWC or as otherwise may be agreed.
Containment boom	A boom which can contain spillages and prevent them from entering drains or watercourses.
Daytime	8.00 a.m. to 8.00 p.m.
Documentation	Any report, record, result, data, drawing, proposal, interpretation or other document in written or electronic form which is required by this licence.
Drawing	Any reference to a drawing or drawing number means a drawing or drawing number contained in the application, unless otherwise specified in this licence.
Emergency	Those occurrences defined in Condition 9.4.
Emission Limits	Those limits, including concentration limits and deposition levels established in <i>Schedule C: Emission Limits</i> of this licence.
European Waste Catalogue (EWC)	A harmonised, non-exhaustive list of wastes drawn up by the European Commission and published as Commission Decision 2000/532/EC and any subsequent amendment published in the Official Journal of the European Community.
Fortnightly	A minimum of 24 times per year, at approximately two week intervals.
Trade Effluent	Drainage from waste processing building, wheelwash, truck wash, ramp, weighbridges vehicle cleaning and ejector trailer parking areas and run-off from hardstanding areas associated with waste processing.
Green waste	Waste wood (excluding processed timber), plant matter such as grass cuttings, and other vegetation.
Hours of Operation	The hours during which the facility is authorised to be operational. The hours of operation of a facility are usually longer than the hours of waste acceptance to facilitate preparatory and completion works, such as the removal and laying of daily cover. Different activities within the facility, such as the civic waste facility, may have different hours of waste acceptance.
Hours of Waste Acceptance	The hours during which the facility is authorised to accept waste. Different activities within the facility, such as the civic waste facility, may have different hours of waste acceptance.
Incident	The following shall constitute an incident for the purposes of this licence: <ul style="list-style-type: none"> a) an emergency; b) any emission which does not comply with the requirements of this licence; c) any exceedence of the daily duty capacity of the waste handling equipment; d) any trigger level specified in this licence which is attained or exceeded; and e) any indication that environmental pollution has, or may have, taken place.
Industrial Waste	As defined in Section 5(1) of the Act.
Inert waste	Waste that does not undergo any significant physical, chemical or biological transformations. Inert waste will not dissolve, burn or otherwise physically or chemically react, biodegrade or adversely affect other matter with which it comes into contact in a way likely to give rise to environmental pollution or harm human health. The total leachability and pollutant content of the waste

and the ecotoxicity of the leachate must be insignificant, and in particular not endanger the quality of surface water and/or groundwater.

Landfill Directive	Council Directive 1999/31/EC.
Licence	A Waste Licence issued in accordance with the Acts.
Licensee	McGill Environmental Systems (Ireland) Ltd.
Liquid Waste	Any waste in liquid form and containing less than 2% dry matter. Any waste tankered to the facility.
Maintain	Keep in a fit state, including such regular inspection, servicing, calibration and repair as may be necessary to adequately perform its function.
Mobile Plant	Self-propelled machinery used for the emplacement of wastes or for the construction of specified engineering works.
Monthly	A minimum of 12 times per year, at approximately monthly intervals.
Municipal waste	As defined in Section 5(1) of the Act.
Night-time	10.00 p.m. to 8.00 a.m.
Noise Sensitive Location (NSL)	Any dwelling house, hotel or hostel, health building, educational establishment, place of worship or entertainment, or any other facility or area of high amenity which for its proper enjoyment requires the absence of noise at nuisance levels.
Oil Separator	Device installed according to the draft European Standard prEN 858 (Installations for the separation of light liquids, e.g. oil and petrol).
Recyclable Materials	Those waste types, such as cardboard, batteries, gas cylinders, etc, which may be recycled.
Quarterly	At approximately three monthly intervals.
Sample(s)	Unless the context of this licence indicates to the contrary, samples shall include measurements by electronic instruments.
Sludge	The accumulation of solids resulting from chemical coagulation, flocculation and/or sedimentation after water or wastewater treatment, with greater than 2% dry matter.
SOP	Standard Operating Procedure.
Specified Emissions	Those emissions listed in <i>Schedule C: Emission Limits</i> of this licence.
Specified Engineering Works	Those engineering works listed in <i>Schedule B: Specified Engineering Works</i> of this licence.
Standard Method	A National, European or internationally recognised procedure (eg, I.S. EN, ISO, CEN, BS or equivalent), as in-house documented procedure based on the above references, a procedure as detailed in the current edition of "Standard Methods for the Examination of Water and Wastewater", (prepared and published jointly by A.P.H.A., A.W.W.A & W.E.F), American Public Health Association, 1015 Fifteenth Street, N.W., Washington DC 20005, USA; or, an alternative method as may be agreed by the Agency.
TOC	Total Organic Carbon.

Trigger Level	A parameter value specified in the licence, the achievement or exceedance of which requires certain actions to be taken by the licensee.
Weekly	During all weeks of plant operation, and in the case of emissions, when emissions are taking place; with no more than one measurement in any one week.
White Goods	Refrigerators, cookers, ovens and other similar appliances.
EPA Working Day	Refers to the following hours; 9.00 a.m. to 5.30 p.m. Monday to Friday inclusive.

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Part I Schedule of Activities Licensed

In pursuance of the powers conferred on it by the Waste Management Acts, 1996 to 2003, the Environmental Protection Agency (the Agency), under Section 40(1) of the said Acts hereby grants this Waste Licence to McGill Environmental Systems (Ireland) Ltd. to carry on the waste activities listed below at Ballynalurgan, Kilmainhamwood, Kells, County Meath, subject to conditions, with the reasons therefor and the associated schedules attached thereto set out in the licence.

Licensed Waste Disposal Activities, in accordance with the Third Schedule of the Waste Management Acts, 1996 to 2003

Class 6	Biological treatment not referred to elsewhere in this Schedule which results in final compounds or mixtures which are disposed of by means of any activity referred to in paragraphs 1 to 10 of this Schedule:
Class 13.	Storage prior to submission to any activity referred to in a preceding paragraph of this Schedule, other than temporary storage, pending collection, on the premises where the waste concerned is produced.

Licensed Waste Recovery Activities, in accordance with the Fourth Schedule of the Waste Management Acts, 1996 to 2003

Class 2	Recycling or reclamation of organic substances which are not used as solvents (including composting and other biological transformation processes).
Class 13.	Storage of waste intended for submission to any activity referred to in a preceding paragraph of this Schedule, other than temporary storage, pending collection, on the premises where such waste is produced.

PART II CONDITIONS

CONDITION 1 SCOPE OF THE LICENCE

- 1.1 Waste activities at the facility shall be restricted to those listed and described in Part I: Activities Licensed and authorised by this licence.
- 1.2 For the purposes of this licence, the facility is the area of land outlined in red on Drawing No. MESM001 of the application. Any reference in this licence to “facility” shall mean the area thus outlined in red.
- 1.3 This licence is for the purposes of waste licensing under the Waste Management Acts 1996 to 2003 only and nothing in this licence shall be construed as negating the licensee’s statutory obligations or requirements under any other enactments or regulations.
- 1.4 Unless otherwise agreed with the Agency, only the wastes as outlined in *Schedule A: Waste Acceptance* of this licence and as listed under Annex 1 of the EC Working Document ‘Biological Treatment of Biowaste’ (2nd draft), 2001 or subsequent amendments shall be accepted at the facility for the production of compost.
- 1.5 No hazardous wastes or liquid wastes shall be accepted at the facility.
- 1.6 Waste Acceptance Hours and Hours of Operation
 - 1.6.1 Waste shall be accepted at the facility only between the hours of 08:00 to 18:00 Monday to Friday inclusive and 08:00 to 13:00 on Saturdays.
 - 1.6.2 Waste shall not be accepted or handled at the facility on Sundays or on Bank Holidays without the written agreement of the Agency.
 - 1.6.3 Waste shall be handled at the facility only between the hours of 08:00 to 18:00 Monday to Friday inclusive and 08:00 to 13:00 on Saturdays.
- 1.7 Every plan, programme or proposal submitted to the Agency for its agreement pursuant to any Condition of this licence shall include a proposed timescale for its implementation. The Agency may modify or alter any such plan, programme or proposal in so far as it considers such modification or alteration to be necessary and shall notify the licensee in writing of any such modification or alteration. Every such plan, programme or proposal shall be carried out within the timescale fixed by the Agency but shall not be undertaken without the agreement of the Agency. Every such plan, programme or proposal agreed by the Agency shall be covered by the conditions of this licence.
- 1.8 Prior to commencing waste activities the licensee must satisfy the Agency that it has obtained the written consent of the Department of Agriculture and Food to treat animal by-products by composting at the facility. A copy of the consent shall be submitted to the Agency one month before waste activities commence and a copy made available for inspection by authorised persons of the Agency.

REASON: *To clarify the scope of this licence.*

CONDITION 2 MANAGEMENT OF THE FACILITY

- 2.1 Facility Management
 - 2.1.1 The licensee shall employ a suitably qualified and experienced facility manager who shall be designated as the person in charge. The facility manager or a nominated, suitably qualified and experienced, deputy shall be present on the facility at all times during its operation.
 - 2.1.2 Both the facility manager and deputy, and any replacement manager or deputy, shall successfully complete both the FAS waste management training programme (or equivalent agreed by the Agency) and associated on site assessment appraisal within twelve months of appointment.

2.1.3 The licensee shall ensure that personnel performing specifically assigned tasks shall be qualified on the basis of appropriate education, training and experience, as required and shall be aware of the requirements of this licence.

2.2 Management Structure

2.2.1 Prior to the commencement of waste activities, the licensee shall submit written details of the management structure of the facility to the Agency. Any proposed replacement in the management structure shall be notified in advance in writing to the Agency. Written details of the management structure shall include the following information.

- a) the names of all persons who are to provide the management and supervision of the waste activities authorised by the licence, in particular the name of the facility manager and any nominated deputies;
- b) details of the responsibilities for each individual named under a) above; and
- c) details of the relevant education, training and experience held by each of the persons nominated under a) above.

2.3 Environmental Management System (EMS)

2.3.1 The licensee shall establish and maintain an EMS. Within eighteen months (shorter period for new facilities) from the date of grant of this licence, the licensee shall submit to the Agency for its agreement a proposal for a documented Environmental Management System (EMS) for the facility. Following the agreement of the Agency, the licensee shall establish and maintain such a system. The EMS shall be updated on an annual basis with amendments being submitted to the Agency for its agreement.

2.3.2 The EMS shall include as a minimum the following elements:

2.3.2.1 Schedule of Environmental Objectives and Targets

The licensee shall prepare a Schedule of Environmental Objectives and Targets. The Schedule shall as a minimum provide for a review of all operations and processes, including an evaluation of practicable options, for energy and resource efficiency, the use of cleaner technology, cleaner production, and the prevention, reduction and minimisation of waste, and shall include waste reduction targets. The Schedule shall include time frames for the achievement of set targets and shall address a five year period as a minimum. The Schedule shall be reviewed annually and amendments thereto notified to the Agency for agreement as part of the Annual Environmental Report (AER).

2.3.2.2 Environmental Management Plan (EMP)

The EMP shall include, as a minimum, the following:

- (i) methods by which the objectives and targets will be achieved in the coming year and the designation of responsibility for targets;
- (ii) any other items required by written guidance issued by the Agency.

2.3.2.3 Corrective Action Procedures

The Corrective Action Procedures shall detail the corrective actions to be taken should any of the procedures detailed in the EMS not be followed.

2.3.2.4 Awareness and Training Programme

The Awareness and Training Programme shall identify training needs, for personnel who work in or have responsibility for the licensed facility.

2.3.2.5 Maintenance Programme

The licensee shall establish and maintain within six months of the date of grant of this licence a structured programme for maintenance based on technical descriptions of equipment. This programme shall be supported by appropriate record keeping systems and diagnostic testing.

2.4 Communications Programme

- 2.4.1 The licensee shall establish and maintain a Communications Programme to ensure that members of the public can obtain information at the facility, at all reasonable times, concerning the environmental performance of the facility. This shall be established within six months of the date of grant of this licence.

REASON: *To make provision for the proper management of the activity on a planned basis having regard to the desirability of ongoing assessment, recording and reporting of matters affecting the environment.*

CONDITION 3 FACILITY INFRASTRUCTURE

- 3.1 The licensee shall establish all infrastructure referred to in this licence prior to the commencement of the licensed activities or as required by the conditions of this licence.

3.2 Specified Engineering Works

- 3.2.1 The licensee shall submit proposals for all Specified Engineering Works, as defined in *Schedule B: Specified Engineering Works* of this licence, to the Agency for its agreement at least two months prior to the intended date of commencement of any such works. No such works shall be carried out without the prior agreement of the Agency.
- 3.2.2 All specified engineering works shall be supervised by a competent person(s) and that person, or persons, shall be present at all times during which relevant works are being undertaken.
- 3.2.3 Following the completion of all specified engineering works, the licensee shall complete a construction quality assurance validation, as relevant. The validation report shall be made available to the Agency on request. The report shall include the following information:-
- a description of the works;
 - as-built drawings of the works;
 - any other information requested in writing by the Agency.

3.3 Facility Notice Board

- 3.3.1 The licensee shall provide and maintain a Facility Notice Board on the facility so that it is legible to persons outside the main entrance to the facility. The minimum dimensions of the board shall be 1200 mm by 750 mm.
- 3.3.2 The board shall clearly show:-
- the name and telephone number of the facility;
 - the normal hours of opening;
 - the name of the licence holder;
 - an emergency out of hours contact telephone number;
 - the licence reference number; and
 - where environmental information relating to the facility can be obtained.

3.4 Facility Security

- 3.4.1 Security and stockproof fencing and gates shall be installed and maintained as described in section D. 1a of the application. The security fence and gates shall be at the locations shown on Drawing No. MESM007 of the application. The base of the fencing shall be set in the ground.
- 3.4.2 The licensee shall remedy any defect in the gates and/or fencing as follows:-
- a temporary repair shall be made by the end of the working day; and
 - a repair to the standard of the original gates and/or fencing shall be undertaken within three working days.

- 3.5 Facility Roads and Hardstanding
- 3.5.1 Effective site roads shall be provided and maintained to ensure the safe movement of vehicles within the facility.
- 3.5.2 The facility entrance area, the access road to the Waste Facility shall be paved and maintained in accordance with section D.1 of the application.
- 3.5.3 The licensee shall provide, and maintain an impermeable hardstanding surface in the areas of the facility shown on Drawing No. MESM007 of the application. In addition, the floor of the buildings and hardstanding areas at the facility shall be concreted and constructed to British Standard 8110.
- 3.6 Facility Office
- 3.6.1 The licensee shall provide and maintain an office at the facility. The office shall be constructed and maintained in a manner suitable for the processing and storing of documentation.
- 3.6.2 The licensee shall provide and maintain a working telephone and a method for electronic transfer of information at the facility.
- 3.7 Waste Inspection and Quarantine Areas
- 3.7.1 A Waste Inspection Area and a Waste Quarantine Area shall be provided and maintained at the facility.
- 3.7.2 These areas shall be constructed and maintained in a manner suitable, and be of a size appropriate, for the inspection of waste and subsequent quarantine if required. The waste inspection area and the waste quarantine area shall be clearly identified and segregated from each other.
- 3.7.3 Drainage from the waste quarantine area shall be directed to the effluent collection system.
- 3.8 Weighbridge and Wheel Cleaning
- 3.8.1 The licensee shall provide and maintain a weighbridge and access to appropriate wheel cleaning equipment at the facility.
- 3.9 Waste handling, ventilation and processing plant
- 3.9.1 Items of plant deemed critical to the efficient and adequate processing of waste at the facility (including *inter alia* waste loading vehicles and ejector trailers) shall be provided on the following basis:-
- 100% duty capacity;
 - 20% standby capacity available on a routine basis; and
 - Provision of contingency arrangements and/or back up and spares in the case of breakdown of critical equipment.
- 3.9.2 Within six months from the date of grant of this licence, the licensee shall provide a report for the agreement of the Agency detailing the duty and standby capacity in tonnes per day, of all waste handling and processing equipment to be used at the facility. These capacities shall be based on the licensed waste intake, as per *Schedule A: Waste Acceptance* of this licence.
- 3.9.3 The quantity of waste to be accepted at the facility on a daily basis shall not exceed the duty capacity of the equipment at the facility. Any exceedance of this intake shall be treated as an incident.
- 3.10 Tank and Drum Storage Areas
- 3.10.1 All tank and drum storage areas shall be rendered impervious to the materials stored therein.
- 3.10.2 All tank and drum storage areas shall, as a minimum, be bunded, either locally or remotely, to a volume not less than the greater of the following:-
- 110% of the capacity of the largest tank or drum within the bunded area; or
 - 25% of the total volume of substance which could be stored within the bunded area.

- 3.10.3 All drainage from bunded areas shall be diverted for collection and safe disposal.
- 3.10.4 All inlets, outlets, vent pipes, valves and gauges must be within the bunded area.
- 3.10.5 The integrity and water tightness of all the bunds and their resistance to penetration by water or other materials stored therein shall be confirmed by the licensee and shall be reported to the Agency as part of the first AER.
- This confirmation shall be repeated at least once every three years thereafter and reported to the Agency on each occasion.
- 3.10.6 While awaiting collection, mature compost shall be stored indoors protected against uncontrolled run-off and nuisance formation.
- 3.11 Silt Traps and Oil Separators/Interceptors
- 3.11.1 The licensee shall install and maintain silt traps and oil interceptors at the facility to ensure that all surface water discharges from the facility pass through a silt trap and oil interceptor prior to discharge. The interceptors shall be a Class I full retention interceptor and the silt traps and interceptors shall be in accordance with European Standard prEN 858 (installations for the separation of light liquids).
- 3.12 Drainage system, pipeline testing
- 3.12.1 Replacement of Infrastructure
- Monitoring infrastructure which is damaged or proves to be unsuitable for its purpose shall be replaced within three months of it being damaged or recognised as being unsuitable.
- 3.13 The licensee shall provide and maintain an odour abatement system on the facility which satisfies the following requirements:
- Air management system, to ensure no significant escape of odours or dust, including negative pressure throughout the building;
 - A biofilter of appropriate size and structure.

REASON: To provide appropriate infrastructure for the protection of the environment.

CONDITION 4 Decommissioning

- 4.1 Following termination, or planned cessation for a period greater than six months, of use or involvement of all or part of the site in the licensed activity, the licensee shall, to the satisfaction of the Agency, decommission, render safe or remove for disposal/recovery, any soil, subsoils, buildings, plant or equipment, or any waste, materials or substances or other matter contained therein or thereon, that may result in environmental pollution.

REASON: To provide for the restoration of the facility.

CONDITION 5 FACILITY OPERATIONS

- 5.1 All waste processing shall be carried out inside the waste processing building.
- 5.2 Waste Acceptance and Characterisation Procedures
- 5.2.1 Waste shall only be accepted at the facility, from Local Authority waste collection or transport vehicles or holders of waste permits, unless exempted or excluded, issued under the Waste Management (Collection Permit) Regulations 2001. Copies of these waste collection permits must be maintained at the facility.
- 5.2.2 Waste Acceptance Procedures shall be carried out in accordance with section E3 of the licence application. Such procedures should be documented as part of the EMS as required by Condition 2.

- 5.2.3 Waste arriving at the facility shall be inspected at the point of entry to the facility and subject to this inspection directed to the Waste Processing Building. Each load of waste arriving at the Waste Processing Building shall be inspected upon tipping within this building. Only after such inspections shall the waste be processed for recovery.
- 5.2.4 Any waste deemed unsuitable for processing at the facility and/or in contravention of this licence shall be immediately separated and removed from the facility at the earliest possible time. Temporary storage of such wastes shall be in a designated Waste Quarantine Area. Waste shall be stored under appropriate conditions in the quarantine area to avoid putrefaction, odour generation, the attraction of vermin and any other nuisance or objectionable condition.
- 5.3 Operational Controls
- 5.3.1 Scavenging shall not be permitted at the facility.
- 5.3.2 Gates shall be locked shut when the facility is unsupervised.
- 5.3.3 The licensee shall provide and use adequate lighting during the operation of the facility in hours of darkness.
- 5.3.4 Fuels shall be stored only at appropriately bunded locations on the facility.
- 5.3.5 All tanks and drums shall be labelled to clearly indicate their contents.
- 5.3.6 There shall be no casual public access to the facility.
- 5.3.7 All composting operations and materials storage shall be carried out indoors.
- 5.4 Off-site Disposal and Recovery
- 5.4.1 Waste sent off-site for recovery or disposal shall be conveyed only by a waste contractor agreed by the Agency.
- 5.4.2 All waste transferred from the facility shall be transferred only to an appropriate facility agreed by the Agency.
- 5.4.3 All wastes removed off-site for recovery or disposal shall be transported from the facility to the consignee in a manner which will not adversely affect the environment.
- 5.5 Maintenance
- 5.5.1 All treatment/abatement and emission control equipment shall be calibrated and maintained, in accordance with the instructions issued by the manufacturer/supplier or installer. Written records of the calibrations and maintenance shall be made and kept by the licensee.
- 5.5.2 The licensee shall maintain and clearly label and name all sampling and monitoring locations.
- 5.6 Landscaping
- 5.6.1 Landscaping of the facility as described in Drawing MESM006 of the application shall be carried out within six months of the date of grant of this licence.
- 5.7 Resource Use and Energy Efficiency
- 5.7.1 The licensee shall carry out an audit of the energy efficiency of the site within one year of the date of grant of this licence. The licensee shall carry out the audit in accordance with Agency guidance. The audit programme shall be submitted to the Agency in writing at least one month before the audit is to be carried out. A copy of the audit report shall be available on-site for inspection by authorised persons of the Agency and a summary of the audit findings shall be submitted as part of the Annual Environmental Report. The energy efficiency audit shall be repeated at intervals as required by the Agency.
- 5.7.2 The audit shall identify all opportunities for energy use reduction and efficiency and the recommendations of the audit will be incorporated into the Schedule of Environmental Objectives and Targets under Condition 2 above.
- 5.7.3 The licensee shall identify opportunities for reduction in the quantity of water used on site including recycling and reuse initiatives, wherever possible. Reductions in water usage shall be incorporated into Schedule of Environmental Objectives and Targets.

- 5.7.4 The licensee shall undertake an assessment of the efficiency of use of raw materials in all processes, having particular regard to the reduction in waste generated. The assessment should take account of best international practice for this type of activity. Where improvements are identified, these shall be incorporated into the Schedule of Environmental Objectives and Targets.
- 5.8 Compost Quality
- 5.8.1 Compost produced shall comply with the quality standards as set out in *Schedule E: Standards for Compost Quality* of this licence. Analysis of the compost shall be in accordance with the requirements of *Schedule E*.
- 5.8.2 Any compost not meeting any standard as per *Schedule E: Standards for Compost Quality* may be reused in the process or handled as a waste and details recorded as per Condition 10.
- 5.8.3 A record of the quantity of compost produced per annum shall be maintained on-site and available for inspection and shall be reported in the AER.

REASON: To provide for appropriate operation of the facility to ensure protection of the environment.

CONDITION 6 EMISSIONS

- 6.1 No specified emission from the facility shall exceed the emission limit values set out in *Schedule C: Emission Limits* of this licence. There shall be no other emissions of environmental significance.
- 6.2 The licensee shall ensure that the activities shall be carried out in a manner such that emissions do not result in significant impairment of, or significant interference with the environment beyond the facility boundary.
- 6.3 Emission limits for emissions to atmosphere in this licence shall be interpreted in the following way.
- 6.3.1 Non-Continuous Monitoring
- (i) For any parameter where, due to sampling/analytical limitations, a 30 minute sample is inappropriate, a suitable sampling period should be employed and the value obtained therein shall not exceed the emission limit value.
- (ii) For all other parameters, no 30 minute mean value shall exceed the emission limit value.
- (iii) For flow, no hourly or daily mean value shall exceed the emission limit value.
- 6.4 Emissions to Surface Water
- 6.4.1 No trade effluent shall be discharged to surface water.
- 6.5 There shall be no direct emissions to groundwater.
- 6.6 There shall be no clearly audible tonal component or impulsive component in the noise emissions from the activity at the noise sensitive locations.

REASON: To control emissions from the facility and provide for the protection of the environment.

CONDITION 7 NUISANCE CONTROL

- 7.1 The licensee shall ensure that vermin, birds, flies, mud, dust, litter and odours do not give rise to nuisance at the facility or in the immediate area of the facility. Any method used by the licensee to control any such nuisance shall not cause environmental pollution.
- 7.2 The road network in the vicinity of the facility shall be kept free from any debris caused by vehicles entering or leaving the facility. Any such debris or deposited materials shall be removed without delay.
- 7.3 Litter Control
- 7.3.1 The measures and infrastructure as described in section F.5 of the application shall be applied to control litter at the facility.
- 7.3.2 All loose litter or other waste, placed on or in the vicinity of the facility, other than in accordance with the requirements of this licences, shall be removed, subject to the agreement of the landowners, immediately and in any event by 10.00am of the next working day after such waste is discovered.
- 7.3.3 The licensee shall ensure that all vehicles delivering waste to and removing waste and materials from the facility are appropriately covered.
- 7.4 Dust/Odour Control
- 7.4.1 In dry weather, site roads and any other areas used by vehicles shall be sprayed with water as and when required to minimise airborne dust nuisance.
- 7.4.2 The licensee shall install and provide adequate measures for the control of odours and dust emissions, including fugitive dust emissions, from the facility. Such measures shall at a minimum include the following:-
- 7.4.2.1 Dust curtains shall be maintained on the entry/exit points from the waste processing building, all other doors in this building shall be kept closed where possible.
- 7.4.2.2 Provision of 100% duty capacity and 20% stand by capacity, back ups and spares must be provided for the air handling, ventilation and abatement plant.

REASON: To provide for the control of nuisances.

CONDITION 8 MONITORING

- 8.1. The licensee shall carry out such monitoring and at such locations and frequencies as set out in *Schedule D: Monitoring* of this licence. Unless otherwise specified by this licence, all environmental monitoring shall commence no later than two months after the date of grant of this licence.
- 8.2 The licensee shall amend the frequency, locations, methods and scope of monitoring as required by this licence only upon the written instruction of the Agency and shall provide such information concerning such amendments as may be requested in writing by the Agency. Such alterations shall be carried out within any timescale nominated by the Agency.
- 8.3 Monitoring and analysis equipment shall be operated and maintained in accordance with the manufacturers' instructions (if any) so that all monitoring results accurately reflect any emission, discharge or environmental parameter.
- 8.4 The licensee shall provide safe and permanent access to all on-site sampling and monitoring points and to off-site points as required by the Agency.
- 8.5 The licensee shall maintain all sampling and monitoring points, and clearly label and name all sampling and monitoring locations, so that they may be used for representative sampling and monitoring.
- 8.6 The licensee shall install on all emission points such sampling points or equipment, including any data-logging or other electronic communication equipment, as may be required by the

Agency. All such equipment shall be consistent with the safe operation of all sampling and monitoring systems.

- 8.7 Within six months of the date of grant of this licence, the following information shall be submitted to the Agency for its agreement: the names, qualifications and a summary of relevant experience of all persons that will carry out all sampling and monitoring as required by this licence and who carry out the interpretation of the results of such sampling and monitoring. Any proposed changes to the above shall be submitted in writing to the Agency for its agreement.
- 8.8 All automatic monitors and samplers shall be functioning at all times (except during maintenance and calibration) when the activity is being carried on, unless alternative sampling or monitoring has been agreed, in writing, by the Agency for a limited period. In the event of the malfunction of any continuous monitor, the licensee shall contact the Agency as soon as practicable, and alternative sampling and monitoring facilities shall be put in place. Prior written agreement for the use of alternative equipment, other than in emergency situations, shall be obtained from the Agency.
- 8.9 Nuisance Monitoring
The licensee shall, at a minimum of one week intervals, inspect the facility and its immediate surrounds for nuisances caused by litter, vermin, birds, flies, mud, dust and odours.
- 8.10 Bioaerosol Monitoring
Prior to the commencement of waste activities, the licensee shall submit for approval by the Agency, a baseline bioaerosol monitoring study for the site.

REASON: To ensure compliance with the conditions of this licence by provision of a satisfactory system of monitoring of emissions.

CONDITION 9 CONTINGENCY ARRANGEMENTS

- 9.1. In the event of an incident the licensee shall immediately:-
- identify the date, time and place of the incident;
 - carry out an immediate investigation to identify the nature, source and cause of the incident and any emission arising therefrom;
 - isolate the source of any such emission;
 - evaluate the environmental pollution, if any, caused by the incident;
 - identify and execute measures to minimise the emissions/malfunction and the effects thereof;
 - provide a proposal to the Agency for its agreement within one month of the incident occurring to:-
 - identify and put in place measures to avoid reoccurrence of the incident; and
 - identify and put in place any other appropriate remedial action.
- 9.2. The licensee shall, within six months of date of grant of this licence, ensure that a documented Emergency Response Procedure is in place, which shall address any emergency situation which may originate on-site. This Procedure shall include provision for minimising the effects of any emergency on the environment. This procedure shall be reviewed annually and updated as necessary. The licensee shall, within six months of the date of grant of this licence, submit a written Emergency Response Procedure (ERP) to the Agency for its agreement. The ERP shall address any emergency situations which may originate on the facility and shall include provision for minimising the effects of any emergency on the environment. This shall include a risk assessment to determine the requirements at the facility for fire fighting and fire water retention facilities. The Fire Authority shall be consulted by the licensee during this assessment.
- 9.3. The licensee shall have in storage an adequate supply of containment booms and/or suitable absorbent material to contain and absorb any spillage at the facility. Once used the absorbent material shall be disposed of at an appropriate facility.

9.4. Emergencies

- 9.4.1. In the event of a complete breakdown of equipment or any other occurrence which results in the closure of the processing building, any waste arriving at or already collected at the facility shall be transferred directly to appropriate landfill sites or any other appropriate facility until such time as the processing building is returned to a fully operational status. Such a breakdown event will be treated as an emergency and rectified as soon as possible.
- 9.4.2. All significant spillages occurring at the facility shall be treated as an emergency and immediately cleaned up and dealt with so as to alleviate their effects.
- 9.4.3. No waste shall be burnt within the boundaries of the facility. A fire at the facility shall be treated as an emergency and immediate action shall be taken to extinguish it and notify the appropriate authorities.
- 9.4.4. In the event that monitoring of local wells indicates that the facility is having a significant adverse effect on the quantity and/or quality of the water supply this shall be treated as an emergency and the licensee shall provide an alternative supply of water to those affected.
- 9.4.5. The licensee shall provide and maintain a storage tank/interceptor for the temporary storage of liquid runoff/ liquid waste.

9.5. Accident Prevention

- 9.5.1. The licensee shall, within six months of date of grant of this licence, ensure that a documented Accident Prevention Policy is in place which will address the hazards on-site, particularly in relation to the prevention of accidents with a possible impact on the environment. This procedure shall be reviewed annually and updated as necessary.

REASON: To ensure compliance with the conditions of this licence by provision of a satisfactory system of monitoring of emissions.

CONDITION 10 RECORDS

10.1 The licensee shall keep the following documents at the facility office:-

- the current waste licence relating to the facility;
- the current EMS for the facility;
- the previous year's AER for the facility; and
- all written procedures produced by the licensee which relate to the licensed activities.

10.2 The licensee shall maintain a record for each load of waste arriving at and departing from the facility. The licensee shall record the following:-

- the date;
- the name of the carrier (including if appropriate, the waste carrier registration details);
- the vehicle registration number;
- the name of the producer(s)/collector(s) of the waste as appropriate;
- the name of the waste facility (if appropriate) from which the load originated including the waste licence or waste permit register number;
- a description of the waste including the associated EWC codes;
- the quantity of the waste, recorded in tonnes;
- the name of the person checking the load; and
- where loads or wastes are removed or rejected, details of the date of occurrence, the types of waste and the facility to which they were removed.

10.3 The following records shall be maintained by the licensee:-

- the types and quantities of waste recovered at the facility each year. These records shall include the relevant EWC Codes;

- b) all training undertaken by facility staff;
 - c) results from all integrity tests of bunds and other structures and any maintenance or remedial work arising from them;
 - d) details of all nuisance inspections; and
 - e) the names and qualifications of all persons who carry out all sampling and monitoring as required by this licence and who carry out the interpretation of the results of such sampling and monitoring.
- 10.4 The licensee shall maintain a record of all complaints relating to the operation of the activity. Each such record shall give details of the following:-
- a) date and time of the complaint;
 - b) the name of the complainant;
 - c) details of the nature of the complaint;
 - d) actions taken on foot of the complaint and the results of such actions; and
 - e) the response made to each complainant.
- 10.5 A record shall be kept at the facility of the programme for the control and eradication of vermin and fly infestations at the facility. These records shall include as a minimum the following:-
- a) the date and time during which spraying of insecticide is carried out;
 - b) contractor details;
 - c) contractor logs and site inspection reports;
 - d) details of the rodenticide(s) and insecticide(s) used;
 - e) operator training details;
 - f) details of any infestations;
 - g) mode, frequency, location and quantity of application; and
 - h) measures to contain sprays within the facility boundary.
- 10.6 Where compost product contains sewage sludge the licensee shall retain the following records on site:
- a) A copy of the notifications to the Local Authority as required under Article 8 (1) and Article 8 (3) of SI 148 of 1998 (Waste Management (Use of sewage sludge in agriculture) Regulations, 1998).
 - b) This shall include *inter alia*; sludge analysis, records of sludge quantities, sludge properties, treatment type and location/name of the recipient of the sludge (sludge meaning compost containing treated sludge).

REASON: To provide for the keeping of proper records of the operation of the facility.

CONDITION 11 REPORTS AND NOTIFICATIONS

- 11.1 No alteration to, or reconstruction in respect of, the activity or any part thereof which would, or is likely to, result in:
- (a) A material change or increase in:
 - The nature or quantity of any emission;
 - The abatement/treatment or recovery systems;
 - The range of processes to be carried out;
 - The fuels, raw materials, products or wastes to be generated or accepted, or
 - b) Any changes in:
 - The site management and control with adverse environmental significance,

shall be carried out or commenced without prior notice to, and without the prior written agreement of, the Agency.

- 11.2 Unless otherwise agreed by the Agency, all reports and notifications submitted to the Agency shall:-
- a) be sent to the relevant regional Agency office (to be advised);
 - b) comprise one original and two copies unless additional copies are required;
 - c) be formatted in accordance with any written instruction or guidance issued by the Agency;
 - d) include whatever information as is specified in writing by the Agency;
 - e) be identified by a unique code, indicate any modification or amendment, and be correctly dated to reflect any such modification or amendment;
 - f) be submitted in accordance to the relevant reporting frequencies specified by this licence, such as in *Schedule E: Standards for Compost Quality* of this licence;
 - g) be accompanied by a written interpretation setting out their significance in the case of all monitoring data; and
 - h) be transferred electronically to the Agency's computer system if required by the Agency.
- 11.3 In the event of an incident occurring on the facility, the licensee shall:-
- a) notify the Agency as soon as practicable and in any case not later than 10.00 am the following working day after the occurrence of any incident;
 - b) submit a written record of the incident, including all aspects described in Condition 9.1 (a-e), to the Agency as soon as practicable and in any case within five working days after the occurrence of any incident;
 - c) in the event of any incident which relates to discharges to surface/sewer water, notify the Sanitary Authority as soon as practicable and in any case not later than 10:00am on the following working day after such an incident; and
 - d) Should any further actions be taken as a result of an incident occurring, the licensee shall forward a written report of those actions to the Agency as soon as practicable and no later than ten days after the initiation of those actions.
- 11.4 Waste Recovery Reports
- The licensee shall as part of the AER submit a report on the contribution by this facility to the achievement of the recovery targets stated in national and European Union waste policies and shall include the following:-
- a) proposals for the contribution of the facility to the achievement of targets for the reduction of biodegradable waste to landfill as specified in the Landfill Directive;
 - b) the separation of recyclable materials from the waste; and
 - c) inert waste to be used for cover/restoration material at the facility.
- 11.5 Vermin and Flies
- 11.5.1. Within three months of the date of this licence, the licensee shall submit to the Agency for its agreement a proposal for the management of vermin and fly infestations at the facility. This proposal should include as a minimum, operator training, details on the rodenticide(s) and insecticide(s) to be used, mode and frequency of application and measures to contain sprays within the facility boundary.
- 11.6 Monitoring Locations
- 11.6.1. Within three months of the date of grant of this licence, the licensee shall submit to the Agency an appropriately scaled drawing(s) showing all the monitoring locations that are stipulated in this licence. The drawing(s) shall include the reference code of each monitoring point.

11.7 Annual Environmental Report

11.7.1 The licensee shall submit to the Agency for its agreement, by 31st March of each calendar year an Annual Environmental Report (AER).

11.7.2 The AER shall include as a minimum the information specified in *Schedule F: Content of Annual Environmental Report* of this licence and shall be prepared in accordance with any relevant written guidance issued by the Agency.

REASON: *To provide for proper reporting and notification of the Agency.*

CONDITION 12 CHARGES AND FINANCIAL PROVISIONS

12.1 Agency Charges

12.1.1 The licensee shall pay to the Agency an annual contribution of €7,626, or such sum as the Agency from time to time determines, having regard to variations in the extent of reporting, auditing, inspection, sampling and analysis or other functions carried out by the Agency, towards the cost of monitoring the activity as the Agency considers necessary for the performance of its functions under Waste Management Acts 1996 to 2003. The first payment shall be a pro-rata amount for the period from the date of commencement of enforcement to the 31st day of December, and shall be paid to the Agency within one month from the date of commencement of enforcement. In subsequent years the licensee shall pay to the Agency such revised annual contribution as the Agency shall from time to time consider necessary to enable performance by the Agency of its relevant functions under the Waste Management Acts, 1996 to 2003, and all such payments shall be made within one month of the date upon which demanded by the Agency.

12.1.2 In the event that the frequency or extent of monitoring or other functions carried out by the Agency needs to be increased the licensee shall contribute such sums as determined by the Agency to defraying its costs in regard to items not covered by the said annual contribution.

REASON: *To provide for adequate financing for monitoring*

SCHEDULE A : Waste Acceptance

A.1 Waste Acceptance

Table A.1 Waste Categories and Quantities

WASTE TYPE ^{note 1}	MAXIMUM (TONNES PER ANNUM)
Non-hazardous waste for composting including industrial and sewage biosolids, separated household and catering waste and other non-hazardous biodegradable material household waste	20,800
TOTAL	20,800

Note 1: or other compatible wastes to be agreed in advance by the Agency.

SCHEDULE B : Specified Engineering Works

Specified Engineering Works
Installation of waste handling, recycling/recovery infrastructure Any other works notified in writing by the Agency.

SCHEDULE C : Emission Limits

C.1 Noise Emissions: (Measured at the monitoring points indicated in Drawing MESM009 of the application).

Day dB(A) L_{eq} (30 minutes)	Night dB(A) L_{eq} (30 minutes)
55	45

C.2 Dust Deposition Limit: Measured at the monitoring points indicated in Drawing MESM009 of the application.

Level (mg/m ² /day) ^{Note 1}
350

Note 1: 30 day composite sample with the results expressed as mg/m² /day.

SCHEDULE D : Monitoring

Monitoring to be carried out as specified below.

D.1 Monitoring Locations

Monitoring locations shall be those as set out in Drawing MESM009 of the application.

Table D.1.1 Noise and surface water Monitoring Locations

NOISE	Dust	Air	Groundwater
STATIONS	STATIONS		
N	D1	A1	B1
	D2	A2	B2
	D3	A3	B3

Table D.1.2 Emissions to Atmosphere Monitoring Locations

MICRO-ORGANISMS
STATIONS
Exhaust vent from the processing building and other locations as may be specified by the Agency

D.2 Noise

Table D.2.1 Noise Monitoring Frequency and Technique

Parameter	Monitoring Frequency	Analysis Method/Technique
L(A) _{EQ} [30 minutes]	Quarterly	Standard ^{Note 1}
L(A) ₁₀ [30 minutes]	Quarterly	Standard ^{Note 1}
L(A) ₉₀ [30 minutes]	Quarterly	Standard ^{Note 1}
Frequency Analysis(1/3 Octave band analysis)	Quarterly	Standard ^{Note 1}

Note 1: "International Standards Organisation. ISO 1996. Acoustics - description and Measurement of Environmental noise. Parts 1, 2 and 3."

D.3 Surface Water Emissions

Table D.3.1 Surface water Monitoring Frequency and Techniques

Parameter	Monitoring Frequency	Analysis Method/Technique
pH	Quarterly	Electrometry
Ammonia (as NH ₄)	Quarterly	Standard Methods ^{Note 1}
Suspended Solids	Quarterly	Standard Methods ^{Note 1}
Mineral Oils	Quarterly	Standard Methods ^{Note 1}
Chloride	Quarterly	Standard Methods ^{Note 1}

Note 1: "Standards Methods for the Examination of Water and Wastewater", (prepared and published jointly by A.P.H.A., A.W.W.A & W.E.F) 20th Ed., American Public Health Association, 1015 Fifteenth Street, Washington DC 20005, USA.

D.4 Groundwater Monitoring

Table D.4.1

Parameter ^{Note 1}	Ground water Monitoring Frequency
Groundwater Level (wells)	Biannual
Ammoniacal Nitrogen	Biannual
Chloride	Biannual
PH	Biannual
Sulphate (SO ₄)	Biannual
Metals / non metals ^{Note 2}	Annually
List I/II organic substances (Screen) ^{Note 3}	Annually
Nitrate	Annually
Total P/orthophosphate	Annually
Faecal Coliforms	Annually
Total Coliforms	Annually

Note 1: All the analysis shall be carried out by a competent laboratory using standard and internationally accepted procedures.

Note 2: Metals and elements to be analysed by AA/ICP should include as a minimum: boron, cadmium, calcium, chromium (total), copper, iron, lead, magnesium, manganese, nickel, potassium, sodium and zinc.

Note 3: Samples screened for the presence of organic compounds using Gas Chromatography / Mass Spectrometry (GC/MS) or other appropriate techniques and using the list I/II Substances from EU Directive 76/464/EEC and 80/68/EEC as a guideline. Recommended analytical techniques include: volatiles (US Environmental Protection Agency method 524 or equivalent), semi-volatiles (USEPA method 525 or equivalent, and pesticides (USEPA method 608 or equivalent).

D.5 Emissions from Biodegradable Waste Building & Air Quality Monitoring

Table D.5.1 Dust, and Micro-organisms Monitoring Frequency and Technique

Parameter ^{Note 1}	Monitoring Frequency	Analysis Method/Technique
Dust (mg/m ² /day)	Quarterly ^{Note 2}	Standard Method ^{Note 3}
Bacteria	Annually	Grab sample ^{Note 4}
Aspergillus fumigatus	Annually	Grab sample ^{Note 4}

Note 1: Meteorological monitoring to be carried out concurrently with all above monitoring.

Note 2: Twice during the period May to September, or as otherwise specified in writing by the Agency.

Note 3: Standard method VDI2119 (Measurement of Dustfall, Determination of Dustfall using Bergerhoff Instrument (Standard Method) German Engineering Institute)

Note 4: Enumeration of colonies to be carried out as described in 'Standardised Protocol for the Sampling and Enumeration of Airborne Micro-organisms at composting Facilities' the Composting Association 1999.

Table D.5.2 Emissions to Atmosphere: Abatement/Treatment Control at Biodegradable Waste Composting Plant

Control Parameter	Monitoring Required	Monitoring Equipment
Biofilter		
Inlet and Outlet Gas		
Ammonia	Monthly	Colorimetric Indicator Tubes Note 1
Hydrogen sulphide	Monthly	Colorimetric Indicator Tubes Note 1
Mercaptans	Monthly	Colorimetric Indicator Tubes Note 1
Bed Media		
Odour Assessment	Daily	Subjective Impression
Condition and depth of biofilter Note 2	Daily	Visual Inspection
Moisture content	Monthly	Standard laboratory method Note 1
pH	Bi-annually	
Ammonia	Bi-annually	Standard laboratory method Note 1
Total viable counts	Bi-annually	Standard laboratory method Note 1
General		
Sprinkler System	Check operation Daily	Visual Inspection
Fan	Check operation Daily	Visual Inspection
Negative Pressure	Monthly	Air Current Tubes

All measurements shall be made at peak bed loading.

Note 1: Or an equivalent method acceptable to the Agency.

Note 2: The biofilter shall be examined to ensure that no channelling is evident. Turning, restructuring and the addition of supplementary bed materials, or total bed replacement shall be carried out, as required, subject to bed performance.

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SCHEDULE E :Standards for Compost Quality

Unless otherwise agreed in writing by the Agency, the following criteria are deemed a quality standard for the use of compost as a soil improver and should not be deemed as criteria for fertiliser. In addition N, P, K, NH₄-N, NO₃-N, pH and dry matter content should also be measured.

Compost shall be deemed unsatisfactory if more than 10% of samples fail the criteria below. No sample shall exceed 1.2 times the quality limit values set.

1. Maturity

Compost shall be deemed to be mature if it meets two of the following requirements:

- C/N ratio ≤ 25
- oxygen uptake rate ≤ 150 mg O₂/kg volatile solids per hour; and
- germination of cress (*Lepidium sativum*) seeds and of radish (*Raphanus sativus*) seeds in compost must be greater than 90 percent of the germination rate of the control sample, and the growth rate of plants grown in a mixture of compost and soil must not differ more than 50 percent in comparison with the control sample.
- Elimination of the following test organisms (used to evaluate composting system efficiency in removing plant pathogens and weed seeds during the composting process): Plasmodiophora brassicae, tobacco-mosaic-virus (TMV) and tomato seeds.

Guidance on test may be obtained from the German document LAGA M10 'Quality Criteria and Application Recommendations for Compost'.

2. Foreign Matter

Compost must not contain any sharp foreign matter measuring over a 2 mm dimension that may cause damage or injury to humans, animals and plants during or resulting from its intended use.

Foreign matter content as a percentage of oven-dried mass	≤1.5
Foreign matter, maximum dimensions, in mm	25

3. Trace Elements

Maximum Trace Element Concentration Limits for Compost^{Note 2}

Trace Elements	(mg/kg, dry mass)
Arsenic (As) ^{Note 1}	15
Cadmium (Cd)	1.5
Chromium (Cr)	100
Copper (Cu)	100
Mercury (Hg)	1
Molybdenum (Mo) ^{Note 1}	5
Nickel (Ni)	50
Lead (Pb)	150
Selenium (Se) ^{Note 1}	2
Zinc (Zn)	350

Note 1: Monitoring of these parameters required if waste from an industrial source.

Note 2: The above alone should not be taken as an indication of suitability for addition to soil as the cumulative metal additions to soil should be first calculated.

4. Pathogens

Pathogenic organism content must not exceed the following limits:

- the quantity of faecal coliforms must be < 1,000 Most Probable Number (MPN)/g of total solids calculated on a dry weight basis; and
- there can be no salmonellae present (< 3 MPN/4g total solids).

5. Monitoring

The licensee shall submit to the Agency for its agreement, prior to commencement of compost operations, details of methods of analyses, methods of sampling and sample numbers.

The analyses shall be carried out:

- (a) every six months for plants producing more than 500 and up to 1 000 tonnes of treated biowaste per year;
- (b) at intervals of at least every 1 000 tonnes of treated biowaste produced or every 3 months, whichever comes first, for plants producing more than 1 000 and up to 10 000 tonnes of treated biowaste per year;
- (c) every month for plants producing more than 10 000 tonnes of treated biowaste per year.

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SCHEDULE F : Recording and Reporting to the Agency

Recurring Reports

Report Name	Frequency	Due Date
Annual Environment Report (AER)	Annually	By 31 st March of each year.
Record of incidents	As they occur	Within five days of the incident.
Specified Engineering Works reports	As they arise	Prior to the works commencing.
Monitoring of Surface Water Quality	Quarterly	Ten days after the end of the quarter being reported on.
Dust Monitoring	Quarterly	Ten days after the end of the quarter being reported on.
Noise Monitoring	Quarterly	Ten days after the end of the quarter being reported on.
Any other monitoring	As they occur	Within ten days of obtaining results.

Note 1: Unless altered at the request of the Agency.

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SCHEDULE G : Content of the Annual Environmental Report

Annual Environmental Report Content

Reporting Period.
Waste activities carried out at the facility.
Quantity and Composition of waste recovered, received and disposed of during the reporting period and each previous year (relevant EWC codes to be used).
Summary report on emissions.
Summary of results and interpretations of environmental monitoring, including a location plan of all monitoring locations.
Resource and energy consumption summary.
Development / Infrastructural works in place and planned, to process waste quantities projected for the following year (including plant operating capacity, provision of adequate standby capacity and provision of contingency, backup and spares in the case of breakdown).
Schedule of Environmental Objectives and Targets for the forthcoming year.
Report on the progress towards achievement of the Environmental Objectives and Targets contained in previous year's report.
Full title and a written summary of any procedures developed by the licensee in the year which relates to the facility operation.
Tank, drum, pipeline and bund testing and inspection report.
Reported Incidents and Complaints summaries.
Review of Nuisance Controls.
Reports on management and staffing structure of the facility, and a programme for public information.
Quantity of Compost Produced per annum.
Any other items specified by the Agency.

Note 1 Content to be revised subject to the agreement of the Agency after cessation of waste acceptance at the facility.

Sealed by the seal of the Agency on this the 21st day of July, 2005

**PRESENT when the seal of the Agency
was affixed hereto:**

Larry Stapleton, Director/Authorised Person



Headquarters
P.O. Box 3000
Johnstown Castle Estate
County Wexford
Ireland

TECHNICAL AMENDMENT A
TO
WASTE LICENCE

(IN PURSUANCE OF SECTION 42B(1) OF THE WASTE MANAGEMENT ACTS
1996 TO 2005)

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For remedial purposes only.*

Licence Register Number:	W0195-01
Licensee:	Padraig Thornton Waste Disposal Limited
Location of Facility:	Ballynalurgan, Kilmainhamwood, Kells, Co Meath.

Reason for the Decision

The Environmental Protection Agency is satisfied, on the basis of the information available, that subject to compliance with the conditions of licence Reg. No. W0195-01 granted on the 21/07/2005, as well as any amendments noted herein, any emissions from the activity will comply with and not contravene any of the requirements of Section 40(4) of the Waste Management Acts 1996 to 2005.

Technical Amendment of Conditions

In pursuance of the powers conferred on it by Section 42B(1)(c) of the Waste Management Acts 1996 to 2005, the Agency amends Licence Reg. No. W0195-01, granted to Padraig Thornton Waste Disposal Limited for a facility located at Ballynalurgan, Kilmainhamwood, Kells, Co. Meath.

Henceforth, Waste Licence Register No. W0195-01 (granted 21/07/2005) shall be read in conjunction with the amendments set out below.

This technical amendment is limited to the following Glossary of Terms/Conditions/Schedule of Licence Reg. No. W0195-01:

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Amendments

The Location of Facility address is replaced by the following:

Location of Facility:	Killmainhamwood Compost, Ballynalurgan, Killmainhamwood, Kells, Co Meath.
-----------------------	---

Glossary

The following terms shall be inserted into the Glossary:

Composting	The autothermic and thermophilic biological decomposition of separately collected biowaste in the presence of oxygen and under controlled conditions by the action of micro- and macro-organisms in order to produce compost.
Mechanical/Biological Treatment	The treatment of residual municipal waste, unsorted waste or any other biowaste unfit for composting or anaerobic digestion in order to stabilise and reduce the volume of the waste.
Separate Collection	The collection of biowaste separately from other kinds of waste in such a way as to avoid the different waste fractions or waste components from waste being mixed, combined or contaminated with other potentially polluting wastes, products or materials.
Stabilised Biowaste	The waste resulting from the mechanical/biological treatment of unsorted waste or residual municipal waste as well as any other treated biowaste which does not comply with the environmental quality classes 1 or 2 of <i>Schedule E: Standards for Compost Quality</i> , of this licence.

The following shall replace the existing glossary interpretation:

Licensee	Padraig Thornton Waste Disposal Limited, Killmainhamwood Compost, Ballynalurgan, Killmainhamwood, Kells, Co Meath.
-----------------	--

New Conditions

- 3.14 The licensee shall provide and maintain a Wastewater Treatment system at the facility for the treatment of sanitary effluent arising on-site. Any percolation area shall satisfy the criteria set out in the Wastewater Treatment Manual, Treatment Systems for Single Houses, published by the Agency.

Insert after Condition 3.13 of the existing licence.

12.2 Environmental Liabilities

The licensee shall as part of the AER provide an annual statement as to the measures taken or adopted at the site in relation to the prevention of environmental damage, and the financial provisions in place in relation to the underwriting of costs for remedial actions following anticipated events (including closure) or accidents/incidents, as may be associated with the carrying on of the activity.

Insert after Condition 12.1.2 of the existing licence.

Reason: *To provide for adequate financing for monitoring and financial provisions for measures to protect the environment*

Amended Conditions

Condition 1.4 is replaced by the following:

- 1.4 Unless otherwise agreed with the Agency, the wastes as outlined in *Schedule A: Waste Acceptance* of this licence and as listed under Annex 1 of the EC Working Document 'Biological Treatment of Biowaste' (2nd draft), 2001 or subsequent amendments shall only be accepted at the facility for the production of compost or stabilised biowaste.

Condition 3.11.1 is replaced by the following:

- 3.11.1 The licensee shall install and maintain silt traps and oil interceptor at the facility to ensure that all storm water discharges from the facility pass through a silt trap and oil separator in advance of discharge. The interceptor shall be a Class I by-pass interceptor and the silt traps and separator shall be in accordance with I.S. EN 858-2:2003 (separator systems for light liquids).

Condition 5.2.1 is replaced by the following:

- 5.2.1 Waste shall only be accepted at the facility, from Local Authority waste collection or transport vehicles or holders of waste collection permits, unless exempted or excluded, issued under the Waste Management (Collection Permit) Regulations 2001. Copies of these waste collection permits must be maintained at the facility.

Condition 5.8 is replaced by the following:

- 5.8 Compost and Stabilised Biowaste Quality
- 5.8.1 Stabilised biowaste shall be treated as a waste.
 - 5.8.2 Compost and stabilised biowaste shall comply with the quality standards as set out in *Schedule E: Standards for Compost Quality* of this licence. Analysis of the compost and stabilised biowaste shall be in accordance with the requirements of *Schedule E*.
 - 5.8.3 Composted material not meeting the standard for stabilised biowaste as per *Schedule E: Standards for Compost Quality* may be reused in the process or handled as a waste and details recorded as per Condition 10.
 - 5.8.4 Outlet sites for stabilised biowaste shall be submitted in advance to the Agency for its agreement.

- 5.8.5 A record of the quantity of compost and stabilised biowaste produced per annum shall be maintained on-site and available for inspection and shall be reported in the AER.

Schedule Amendments

Schedule E: Standards for Compost Quality is replaced by the following:

SCHEDULE E: Standards for Compost Quality

Unless otherwise agreed in writing by the Agency, the following criteria are deemed a quality standard for the use of compost as a soil improver and should not be deemed as criteria for fertiliser. In addition N, P, K, NH₄-N, NO₃-N, pH and dry matter content should also be measured.

Compost shall be deemed unsatisfactory if more than 10% of samples fail the criteria below. No sample shall exceed 1.2 times the quality limit values set.

1. Maturity

Compost shall be deemed to be mature if it meets two of the following requirements:

- C/N ratio ≤ 25
- oxygen uptake rate ≤ 150 mg O₂/kg volatile solids per hour; and
- germination of cress (*Lepidium sativum*) seeds and of radish (*Raphanus sativus*) seeds in compost must be greater than 90 percent of the germination rate of the control sample, and the growth rate of plants grown in a mixture of compost and soil must not differ more than 50 percent in comparison with the control sample.
- Elimination of the following test organisms (used to evaluate composting system efficiency in removing plant pathogens and weed seeds during the composting process): Plasmodiophora brassicae, tobacco-mosaic-virus (TMV) and tomato seeds.

Guidance on test may be obtained from the German document LAGA M10 'Quality Criteria and Application Recommendations for Compost'

2. Trace Elements (Compost and Stabilised Biowaste) ^{Note 1, 2 & 3}

Maximum Trace Element Concentration Limits ^{Note 4}

Parameter (mg/kg, dry mass)	Compost Quality Standards ^{Note 5}		Stabilised Biowaste ^{Note 5}
	Class 1	Class 2	
Cadmium (Cd)	0.7	1.5	5
Chromium (Cr)	100	150	600
Copper (Cu)	100	150	600
Mercury (Hg)	0.5	1	5
Nickel (Ni)	50	75	150
Lead (Pb)	100	150	500
Zinc (Zn)	200	400	1500
Polychlorinated Biphenyls (PCB's)	-	-	0.4
Polycyclic Aromatic Hydrocarbons (PAH's)	-	-	3
Impurities >2mm ^{Note 6}	<0.5%	<0.5%	<3%
Gravel and Stones >5mm ^{Note 6}	<5%	<5%	-

Note 1: These limits apply to the compost and stabilised biowaste just after the composting phase and prior to mixing with any other materials.

- Note 2:** Incoming sludges (other than sewage sludges) shall be monitored quarterly (on a client by client basis) for the parameters outlined in this table in addition to Selenium (Se) and Molybdenum (Mo).
- Note 3:** Monitoring of Arsenic (As) is required if waste timber is used in the composting process.
- Note 4:** The above alone should not be taken as an indication of suitability for addition to soil as the cumulative metal additions to soil should be first calculated.
- Note 5:** Normalised to 30% organic matter content.
- Note 6:** Compost must not contain any sharp foreign matter measuring over a 2 mm dimension that may cause damage or injury to humans, animals and plants during or resulting from its intended use.

3. Pathogens

Pathogenic organisms content must not exceed the following limits:

- Escherichia coli $\leq 1,000$ CFU/g fresh weight; and
- Salmonella species absent in 25 g sample.

4. Monitoring

The licensee shall submit to the Agency for its agreement, prior to commencement of compost operations, details of methods of analyses, methods of sampling and sample numbers.

The analyses shall be carried out:

- (a) every six months for plants producing more than 500 and up to 1,000 tonnes of treated biowaste per year;
- (b) at intervals of at least every 1,000 tonnes of treated biowaste produced or every 3 months, whichever comes first, for plants producing more than 1,000 and up to 10,000 tonnes of treated biowaste per year;
- (c) every month for plants producing more than 10,000 tonnes of treated biowaste per year.

Schedule E above replaces Schedule E .of the existing licence.

This technical amendment shall be cited as Amendment A (in pursuance of Section 42B(1) of Waste Management Acts 1996 to 2005) to Waste licence Reg. No. W0195-01 which was granted on 21/07/2005.

Sealed by the seal of the Agency on this the 25th day of October, 2006.

**PRESENT when the seal of the Agency
was affixed hereto:**

Padraic Larkin, Director/Authorised Person

APPENDIX 5
Details of Previous Convictions

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Relevant Convictions/Court Order

The company was prosecuted under the provisions of Section 39 of the Waste Management Act 1996 for breaches of its Waste Licence (No. 44-1). The breaches occurred within a year of the grant of the initial waste licence in November 1999 and were mostly due to failure to provide reports to the EPA and other procedural matters. At the time of the breaches, the company was ill-prepared for the level of bureaucracy associated with the waste licence and was not adequately staffed with environmental personnel to service the licence. The Killeen Road facility now has a full time, suitably qualified, environmental manager and a deputy manager and the company is complying with its current Waste Licence.

The company was prosecuted on the 11th September 2006 at Dublin Metropolitan District Court under the provisions of the Waste Management Act 1996 to 2005 Sections 39(1) and 39 (9) for breaches of its Waste Licence (No. 44-2) for failure to comply with conditions relating to the licence limit on tonnage for the year of 2005. The company admitted breaching a condition of its licence by exceeding the tonnage of waste it was allowed to accept over the twelve-month period for the year 2005. Judge Sheridan imposed a fine of 1,500 euro and EPA's costs of 4,642 euro were also awarded.

Since this date Thorntons Recycling has invested in other licensed and permitted facilities to allow for the processing of this excess waste from the Killeen Road facility. The company are now in compliance with its licence limits.

The company was prosecuted on the 12th February 2007 under the provisions of Section 39 (1) and 39(9) of the Waste Management Act 1996 to 2003 for breaches of its Waste Licence (No. 44-2) for failure to comply with condition 6.2 of the licence and cause an odour nuisance on one day the 7th November 2005. The company admitted breaching a condition of its licence by causing odour emissions that resulted in significant impairment, or significant interference with, amenities or the environment beyond the boundary of the site on the 7th November 2005. Judge Coughlan imposed a fine of 2,750 euro and EPA costs of 10,000 euro were also awarded.

Since this date Thorntons Recycling has invested in approved technology and resources for the treatment of odorous air at the facility and there have been no further breaches since 2005.

APPENDIX 6
Technical Competence (Fit and Proper Person)

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Technical Competence (Fit and Proper Person)

Thorntons Recycling was founded in 1979 by Padraig and Carmel Thornton. The company was developed into a successful business over the years and now delivers waste collection services nationally in Ireland. The company's customer base encompasses the domestic, public and private sectors with annual sales in excess of €33M. Current company operations involve over 200 staff and are operating as one of Ireland's most progressive and advanced recycling companies. Thorntons Recycling currently holds valid collection permits for all waste management regions in Ireland and is in the process of applying for a national collection permit under the new regulations waste management (collection permit) regulations 2007, S.I No 820 of 2007.

Operations in Thorntons Recycling are organised to handle a number of different waste streams and the company currently has three waste licensed facilities, issued by the Environmental Protection Agency (EPA), and three waste permitted facilities, issued by Local authorities including Kildare County Council and Dublin City Council. These facilities include waste transfer stations, dry recyclables MRF's, baling stations, composting, security shredding, wood chipping and a liquid waste division, all of which are in compliance with their associated licenses and permits.

Thorntons Recycling employs a dedicated team of professionals including an environmental team of scientists and engineers who ensure compliance with licences, permits and national regulations including the collection permit regulations. All environmental managers are trained as competent managers and have completed FAS/EPA waste management professional training. The company's management systems are certified to international standards for ISO 9001 Quality, OHSAS 18001 Health and Safety and Environmental ISO14001. Thorntons Recycling has a board of directors who are responsible for the overall running of the business and are updated on compliance issues on a monthly basis at management meetings.

Thorntons Recycling are a financially secure company with insurances in place including Employers Liability, Public/Products Liability, Motor Insurance and a Pollution Insurance Policy. Risk assessments have been carried out which clearly display that no scenarios were identified which would exceed the insurance cover of where the potential remediation costs would threaten the financial solvency of PTWDL.