THE RECYCLING VILLAGE LTD

# ANNUAL ENVIRONMENTAL RETURN

# 2016

## Industrial Emissions Licence Register No:

## W0286-01

**Licensee:**

The Recycling Village Ltd

**Location of Activity:**

Unit 21,
Duleek Business Park,
Duleek,
Co. Meath,
A92 KV6X

**For the Attention of:**

Environmental Protection Agency

## 1. Introduction

### 1.1 Reporting Period

1.1.1 The following is the Annual Environmental Report (AER) for the period 1st January 2016 to the 31st December 2016 for The Recycling Village Ltd, Unit 21, Duleek Business Park, Duleek, Co-Meath.

1.1.2 This report has been prepared as per Schedule D of Industrial Emissions Licence Register No. W0286-01, which was granted to The Recycling Village Ltd on 14th January 2015.

### 1.2 Description of On-Site Waste Activities

1.2.1 The Recycling Village Ltd was established in 2004 to provide a specialist recycling service for waste electrical and electronic equipment (WEEE) in Ireland. The system was specifically designed for dismantling display systems, such as televisions and computer monitors. The company is fully licensed to treat hazardous WEEE and batteries, and is certified to the WEEELABEX Standard for the treatment of Cathode Ray Tubes (CRTs) and Flat Panel Displays (FPDs). Other material is also treated at the facility, such as lead acid batteries.

1.2.2 The aforementioned WEEE is generated at civic amenity sites and dedicated WEEE collection points as part of the WEEE compliance schemes. The Recycling Village Ltd also has a number of business customers and arranges for the collection and delivery of similar material.

1.2.3 Cathode Ray Tube (CRT) TV and PC monitors are manually processed and dismantled to separate the cathode ray tube (CRT) and outer unit/case. The CRT's themselves are then split into panel and funnel glass and are processed separately, as panel glass is non-hazardous, whereas funnel glass contains lead. The recovered fractions from CRT display systems include glass, ferrous and non-ferrous metals and plastics. Flat Panel Display (FPD) TV and PC monitors are manually processed and dismantled to separate the screen, outer unit/case, the lightbox and backlights. The recovered fractions include ferrous and non-ferrous metals, plastics and mercury-containing backlights. The backlights are removed in an isolation unit and stored in specialised containers. All recovered materials are segregated, bulked and stored on site prior to transport off site for further processing and recycling.

1.2.4 Other WEEE is also manually processed and dismantled to recover separate non-hazardous fractions such as metals and plastics. Hazardous lead acid batteries are also recovered from UPS's. The recovered materials are segregated, bulked and stored on site prior to transport off site for further processing and recycling.

1.2.5 Batteries are sorted, segregated and repackaged prior to transport off site for further processing and recycling.

1.2.6 The Recycling Village Ltd currently employs approximately 23 staff.

## 2 Emissions from the facility.

### 2.1 Emissions to Air

2.1.1 Emissions to air from The Recycling Village Ltd are controlled as part of the organisations Environmental Management System. Exhaust fan speeds are measured and recorded weekly. Documented procedures for controlling air emissions are in place at the facility for Air Emissions Monitoring (EMS 11 04), Mercury Vapour Monitoring (EMS 11 08), Air Extraction Rate Monitoring (EMS 11 09) and Air Filter Exchange (EMS 11 10).

2.1.2 Air emissions were sampled and analysed quarterly for Total Particulates and biannually for Metals, as per the requirements of licence Condition C.2.1.

2.1.3 Results of Air Emissions Monitoring for 2016, carried out by TMS Environmental Ltd on behalf of The Recycling Village Ltd, can be found on the EDEN Portal.

2.1.4 Air Emissions were in compliance with limits set in the licence during all monitoring assessments.

### 2.2 Emissions to Storm Sewer (storm water run-off)

2.2.1 Emissions to Storm Water from The Recycling Village Ltd are controlled as part of the organisations EMS. Documented procedures for controlling emissions to surface waters are in place at The Recycling Village Ltd, i.e. Interceptor Sump Inspection, Cleaning and Maintenance and Effluent Monitoring (EMS 11 01): Storm Water Trigger Level Exceedance Response (EMS 11 11); *(procedure was rejected by the EPA, a revised procedure will be drawn up when trigger levels have been established)* and the Hazardous Spillage Procedure contained in the Environmental Accident Prevention and Emergency Response Procedure (EMS 10 03).

2.2.2 Samples were taken at different intervals in 2016 by staff personal and TMS Environmental personal as the facility was endeavouring to establish trigger levels for the storm water as part of condition 6.10.2, within W0286-01. A report on suitable trigger levels and a storm water trigger level exceedance procedure was uploaded to EDEN on the 22nd December 2016, case number LR026452.

2.2.3 The report was rejected by the EPA on the 11/01/2017. The recommendations for 2017 for the revised submission of trigger levels can be seen on the EDEN Portal under the case number LR026452.

## 3 Waste management record.

3.1 Refer to Appendix 1.

## 4 Quantity and composition of waste accepted and recovered (classified by EWC)

4.1 Refer to Appendix 2.

## 5 Resource Consumption summary.

5.1 Refer to Appendix 3.

## 6 Complaints summary.

6.1 No complaints where received by The Recycling Village Ltd in 2016.

## 7 Schedule of Environmental Objectives and Targets.

7.1 The Environmental Management System (EMS) has been in place at The Recycling Village Ltd since August 2012. The EMS was certified to ISO 14001 in May 2013 and successfully passed annual surveillance audits in 2014, 2015 and 2016. As such, a schedule of Environmental Management Programmes was already in place when Licence W0286-01 was granted to The Recycling Village Ltd by the Agency.

7.2 In accordance with Section 2.2.2 of the Licence, the Environmental Management Programmes already in progress at The Recycling Village Ltd, along with those previously completed, were assessed, and the top five priority objectives were identified and expanded to allow for the requirement that programmes must run continuously over a 5 year period.

7.3 The top five priority objectives for The Recycling Village Ltd (not listed by order of priority) are listed in the following table:

**TABLE 1**

| | | |
|---|---|---|
| 1 | **PROGRAMME** | **Contractor and Supplier Evaluation** |
| | **OBJECTIVE** | To continuously monitor and evaluate all contractors and suppliers to ensure compliance with relevant legislation and with RV's requirements |
| 2 | **PROGRAMME** | **Energy and Raw Materials Use** |
| | **OBJECTIVE** | To track energy use and raw material consumption on site and to reduce usage in comparison to previous years |
| 3 | **PROGRAMME** | **Fire Prevention** |
| | **OBJECTIVE** | To assess the risk of fires occurring on site and to implement strategies to reduce the impact of a potential fire on the surrounding environment |
| 4 | **PROGRAMME** | **Materials Storage and Dispatch** |
| | **OBJECTIVE** | To ensure the correct storage and dispatch of all materials to the correct locations with the correct documentation taking full consideration of applicable regulations |
| 5 | **PROGRAMME** | **Domestic Water Use** |
| | **OBJECTIVE** | To analyse the amount of water used on site and to reduce the quantity use or to supplement piped water use with rainwater use |

7.4 Refer to Appendix 4 for the full 5 Year Environmental Management Plan.

## 8 Environmental management programme - report for 2016

### 8.1 Contractor and Supplier Evaluation:

8.1.1 The Contractor and Supplier Procedure (EMS 09 11) and the External Audit Checklist (EF 25) were reviewed, updated and approved by senior management. The downstream waste vendor's onsite audits took place in 2016. A total of eight companies were audited in 2016. The External Audit Checklist (EF 25), which was used for the eight companies audited, is held in the External Audits Folder at The Recycling Village Ltd.

### 8.2 Energy and Raw Materials Use:

8.2.1 The Site Energy Audit was uploaded to EDEN on the 14th January 2016. Within this report, energy saving opportunities were listed. The Recycling Village Ltd contacted a contractor to give the company an estimated cost for fitting the facility with LED lights. The estimated cost was not economically viable for The Recycling Village Ltd. The Recycling Village Ltd collected energy invoices from 2016.

### 8.3 Fire Prevention:

8.3.1 The new smoke alarm system was installed in 2016. Servicing was carried out in November 2016 on the smoke alarm system. Monthly fire alarm tests were carried out throughout 2016 to ensure that lights and sounders were operational, and two routine evacuation drills were carried out to ensure that the fire alarm system was working and that staff were aware of the procedure. Fire extinguisher testing was conducted on site in July 2016 by MRSK Safety. General fire safety training and specific training of Emergency Planning with the new Emergency Response Team was conducted in November 2016. No fires occurred on site in 2016.

### 8.4 Materials Storage and Dispatch

8.4.1 The Recycling Village Ltd received a non-conformance from the EPA on waste management (NC006941) during a site visit (SV08266) which took place on the 20th October 2016. The Recycling Village Ltd responded to the non-conformance through the EDEN Portal on the 21st October 2016 on remediation action which took place after the site visit (LR025469). Within this site visit (SV08266), the agency wanted an update on the facilities waste storage plan and waste storage map. The Recycling Village Ltd responded to the EPA through the EDEN Portal on 2nd November 2016 with the updated waste storage plan and waste storage map (refer to case no. LR025618 and LR025619). The waste storage plan and waste storage map where rejected by the agency on 29th December 2016.

### 8.5 Domestic Water Use

8.5.1 No research was carried out in 2016 into domestic water use at The Recycling Village Ltd to clarify whether a rainwater harvesting system would be worth investing in.

## 9 Environmental management programme - proposal for 2017.

### 9.1 Contractor and Supplier Evaluation:

9.1.1 A documentation audit will be carried out on files held in The Recycling Village Ltd for contractors and suppliers, and requests for updated documents will be sent out to appropriate parties. Onsite audits will be conducted for downstream waste vendors in 2017. Prior to the audits, The Contractor and Supplier Procedure (EMS 09 11) will be updated, in line with the new ISO 14001:2015 standard. The External Audit Checklist (EF 25) will be reviewed and updated once the procedure is updated. The completed External Audit Checklist (EF 25) will be kept in the External Audits Folder when the downstream waste vendor's audits have taken place in 2017.

### 9.2 Energy and Raw Materials Use:

9.1.2 The Recycling Village Ltd will compile a yearly energy and raw material usage from 2013 to 2016 using the KPI Procedure (EMS 11 12). As a result of this, The Recycling Village Ltd will be able to determine if excess charges are still a problem with electrical bills. The Recycling Village Ltd will implement a 'turn it off' approach for all areas at the facility and will explain to staff how important it is to implement this approach.

### 9.3 Fire Prevention:

9.3.1 On the 10th January 2017, the EPA, through the EDEN Portal, made a request for information (LR026454) on The Recycling Village Ltd plans to maintain onsite adequate equipment to protect the surface water yard drains from firewater. This approach was required to be fully implemented by 30th April 2016. The Recycling Village Ltd have since submitted a response to the EPA through the EDEN Portal about the onsite equipment now been retained at the facility. The Recycling Village Ltd is awaiting approval on this response. MRSK Safety is to give The Recycling Village Ltd a proposal for phasing out fire extinguishers at the facility which are ten years or older. New legislation came into force in 2015 which gave a three year window to replace extinguishers which are ten years or older. Fire extinguisher testing will be conducted on site in July 2017 by MRSK Safety. General fire safety training will be conducted in November 2017. Servicing on the fire alarm system will be carried out in 2017.

### 9.4 Materials Storage and Dispatch

9.4.1 As stated above, the waste storage plan and waste storage map where rejected by the agency on 29th December 2016. The Recycling Village Ltd uploaded a waste storage plan update to the EDEN Portal on 13th February 2017, case no. LR 027390. The Recycling Village Ltd updated the waste storage plan in March. This plan was uploaded on the 16th March 2017, case no. LR 027390. The Recycling Village Ltd will proceed to follow the updated waste storage plan, if approved by the agency.

### 9.5 Domestic Water Use

9.5.1 Research will be carried out in 2017 into domestic water use at The Recycling Village Ltd to clarify whether a rainwater harvesting system would be worth investing in. The company will establish the annual volume and cost of domestic water used onsite for the upcoming year and for previous years.

## 10 Pollutant Release and Transfer Register - report for 2016.

10.1 Refer to Appendix 5

## 11 Noise monitoring report summary.

11.1 Noise monitoring was carried out onsite at The Recycling Village Ltd in June 2016 by TMS Environmental Ltd. The daytime, evening time and night time noise at the specified monitoring points where examined on this date.

11.2 Within Schedule B: Emission Limits, point 4, the licence states that:

| Daytime dB(A) Lar (30 minutes) | Evening Time dB(A) Lar (30 Minutes) | Night-Time dB(A) LAeq (30 Minutes) note 1 |
|---|---|---|
| 55 | 50 | 45 |

Table 1: Noise Emission Limits

Note 1: There shall be no clearly audible tonal component or impulsive component in the noise emissions.

11.3 The daytime noise survey exceeded the 55 dB (A) at two of the four monitoring locations (N1 and N4). The evening time noise survey exceeded the 50 dB (A) at one of the four noise monitoring locations (N1). The night time noise survey exceeded the 45 dB (A) at one of the four noise monitoring locations (N1). The surveyor stated that in all instances where the noise was above the threshold value at the facility, external noise sources (noise not arising from the facility site or site activities), are to blame.

11.4 The noise monitoring report, which was prepared by TMS Environmental Ltd, can be viewed in full on the EDEN Portal. The report was uploaded on the 21st November 2016.

## 12 Ambient monitoring summary.

### 12.1 Dust Deposition Monitoring

12.1.1 TMS Environmental was commissioned to carry out dust monitoring at four selected monitoring points (D1- D4) at the facility. Dust monitoring was conducted as per licence requirements.

12.1.2 Schedule C.2.2 of the licence requires that dust levels be monitored on an annual basis. The schedule also states that metal content of the samples be analysed for the following metals: Al, As, Cd, Cr, Cu, Hg, Ni, Pb and Zn.

12.1.3 Dust monitoring commenced on the 15th September 2016 and the jars where removed on the 18th October 2016. The results can be seen in table 2 below.

| Monitoring Location | Licence Limit-mg/m2/day | Dust Levels Recorded-mg/m2/day |
|---|---|---|
| D1 | 350 | 0.5 |
| D2 | 350 | 53.5 |
| D3 | 350 | 1479.6 |
| D4 | 350 | 57.8 |

Table 2: Dust deposition Monitoring Results

12.1.4 The sample which was taken from D3 can be seen to be above the licence limit. Within the report, the consultants stated that due to dry weather and businesses located around the facility, this could explain why the dust deposition was above the limit at D3.

12.1.5 The full dust deposition monitoring report was uploaded to the EDEN Portal on 2nd February 2017.

12.1.6 The EPA issued two non-compliances to The Recycling Village Ltd. The first been that the facility did not report the ELV as an incident and the second for the breach of the ELV.

12.1.7 The EPA also made a request for information through the EDEN Portal, RI007155, for an interpretation on why metals, such as aluminium, lead and zinc where higher than background levels referenced in the dust deposition report.

12.1.8 The Recycling Village Ltd responded to the EPA, through the EDEN Portal (case no. LR027732), on 3rd March 2017 to state that dust jars where requested by the facility and immediately put up by TMS Environmental Ltd on the 3rd February 2017, to support the suggestion that the elevated results were not attributed to the facility as the results at the D3 had lower or the same amount of the metals, mentioned above, as those at any of the other monitoring points.

12.1.9 The Recycling Village Ltd responded to the request for information on the 20th March 2017. The results obtained for dust deposition where within the licence limits and supported the suggestion which is made above. The facility has uploaded the heavy metal results for 2017, case number, LR 028083.

12.1.10 The response, in full, can be seen on the EDEN Portal, case no. LR 027217.

### 12.2 Groundwater Monitoring

12.2.1 TMS Environmental Ltd was commissioned by The Recycling Village Ltd to collect groundwater samples from the three onsite boreholes.

12.2.2 Groundwater analysis is required biannually under licence Schedule C.4.1 for ammonia, total coliforms, iron, pH, phosphate and potassium. Biennial analysis for relevant hazardous substances as per the 'Baseline Report' which, was submitted with the licence application, was conducted in 2016.

12.2.3 Samples were collected by TMS Environmental Ltd personal on the 16th June and the 15th September 2016 from all three boreholes (BH1, BH2 and BH3).

12.2.4 The samples which were taken on the 16th June were tested for the general parameters and certain relevant hazardous substances. The samples which were taken on the 15th September were tested for the general parameters only.

12.2.5 The reports can be viewed in full on the EDEN Portal. Both reports were uploaded on the 22nd December 2016.

12.2.6 The agency recommended on the 5th January 2017 that the facility test for relevant hazardous substances biannually.

### 12.3 Soil Monitoring

12.3.1 Soil monitoring is required by the licence once every ten years, as such the next soil monitoring survey will be conducted in 2024.

## 13 Tank and pipeline testing and inspection report

13.1 Condition 6.9 of the licence states that, '*The integrity and water tightness of all underground pipes, tanks, bunding structures and containers and their resistance to penetration by water or other materials carried or stored therein shall be tested and demonstrated by the licensee. This testing shall be carried out by the licensee at least once every three years and reported to the Agency on each occasion. This testing shall be carried out in accordance with any guidance published by the Agency. A written record of all integrity tests and any maintenance or remedial work arising from them shall be maintained by the licensee.'*

13.2 The Recycling Village Ltd conducted this testing in 2015. The report was uploaded in full to the EDEN Portal on the 28th January 2016.

## 14 Reported incidents summary.

14.1 There was no reported incidences at the facility.

## 15 Energy efficiency audit report summary

15.1 The full Energy Audit Report was uploaded to the EDEN on 14th January 2016, case number LR 020324.

15.2 Five energy saving recommendations were made in the report.

| Item | Saving Opportunity |
|---|---|
| **1** | Replace building lights with LED |
| **2** | Eliminate MIC excess charges |
| **3** | Eliminate wattles excess charges |
| **4** | Reduce day time load by 10% by implementing a site energy awareness/turn it off campaign |
| **5** | Reduce night time load by 10% by implementing an office energy awareness/turn it off campaign |

Table 3: Energy Saving Opportunities included in the Energy Audit Report

15.3 In 2016, the facility contacted a contractor to give the company an estimated cost for fitting the facility with LED lights. The estimated cost was not economically viable for The Recycling Village Ltd.

15.4 In 2016, The Recycling Village Ltd compiled all energy invoices from previous years at the company to determine if fluctuations had occurred in the energy consumption and the cost of energy.

15.5 The Recycling Village Ltd will consult the recommendations mentioned in the table above (less item one) and the company will determine if the energy saving opportunities listed above can be implemented in 2017.

## 16 Report on achievement of recycling/recovery targets in accordance with Condition 11.10.

16.1 The Recycling Village Ltd did not break down PCs in 2016. The PCs were brokered to another company.

16.2 Refer to Appendix 6.

## 17 Report on the assessment of the efficiency of use of raw materials in processes and the reduction in waste generated.

17.1 This section is not applicable to the processes carried out at the facility.

## 18 Report on progress made and proposals being developed to minimise water demand and the volume of trade effluent discharges.

18.1 There is no trade effluent from site processes, as all dismantling and treatment operations performed on site are dry. Hence water is only used on site for domestic purposes.

18.2 Research will be carried out in 2017 into domestic water use at The Recycling Village Ltd to clarify whether a rainwater harvesting system would be worth investing in. The company will establish the annual volume and cost of domestic water used onsite for the upcoming year and for previous years.

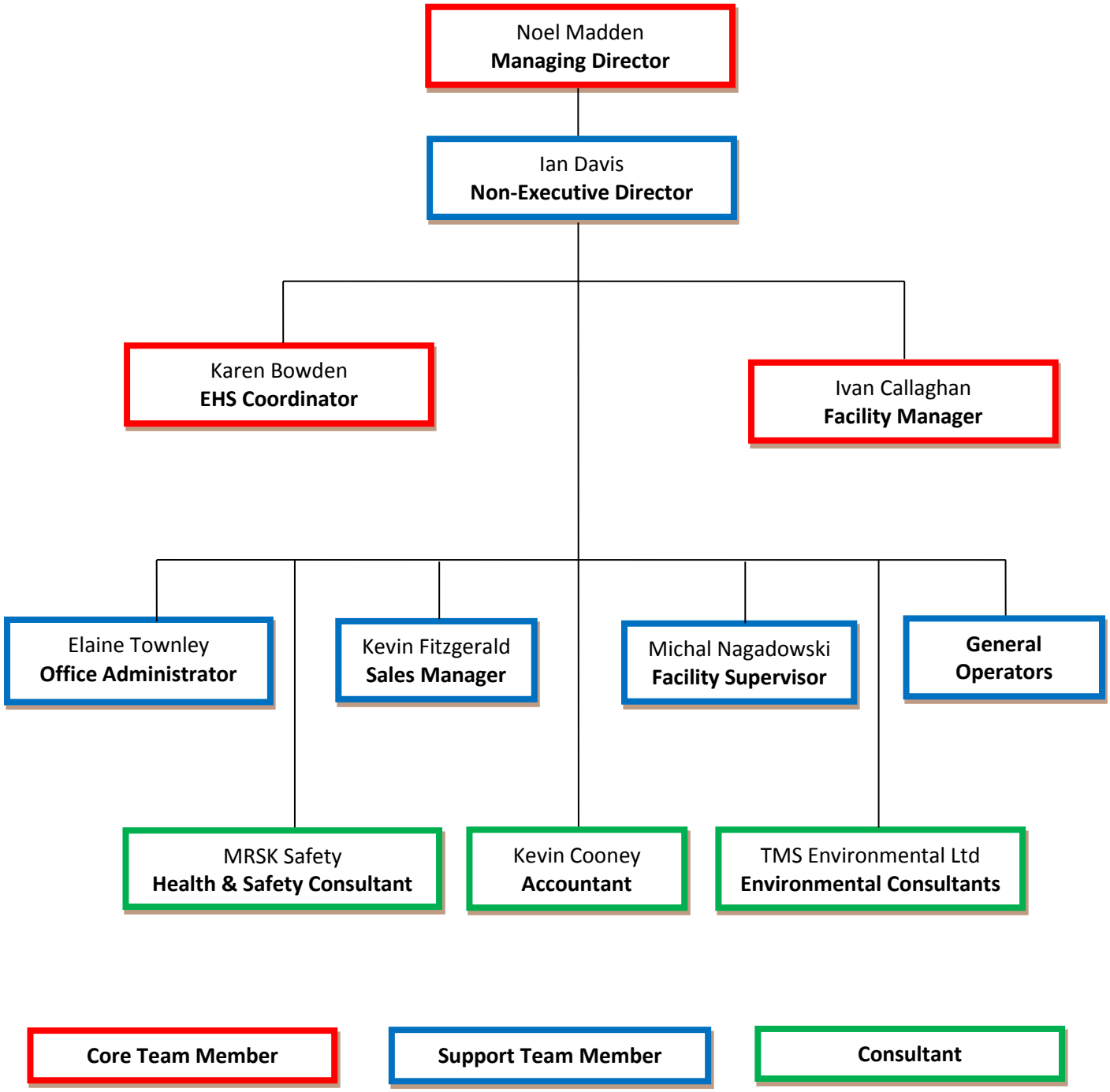
## 19 Reports on financial provision made under this licence, management and staffing structure of the facility, and a programme for public information.

### 19.1 Financial Provisions made under the licence:

19.1.1 An Environmental Impairment Liabilities (EIL) Insurance Policy was procured for The Recycling Village. The policy was approved by the agency on the EDEN Portal.

19.1.2 The policy was updated on the EDEN Portal in 2016. The policy was approved on the 28th September 2016.

## 19.2 Management and Staffing Structure:



### 19.3 Programme for Public Information

19.3.1 An Installation Notice Board with the facility contact details was erected on the exterior to the left of the main reception area in March 2015. The information is legible to persons outside the main entrance to the facility. The company also have an up-to-date website from which members of the public can access contact details for the facility.

19.3.2 Methods for External Communications are documented in EMS 07 Communications Procedure (attached as Appendix 7).

### 20 Review of decommissioning management plan.

20.1 The first Decommissioning Management Plan (DMP) was submitted to the Agency on the 31st July 2015 through the EDEN Portal. The DMP was approved by the Agency on the 9th November 2015.

20.2 The DMP was not reviewed in 2016 by The Recycling Village Ltd. It will be reviewed as a matter of urgency by the Environmental Team in 2017.

### 21 Statement of measures in relation to prevention of environmental damage and remedial actions (Environmental Liabilities).

21.1 A Statement of Measures was prepared for The Recycling Village Ltd as part of the Environmental Liabilities Risk Assessment. A progress report has been compiled for the measures outlined in the ELRA and is attached as Appendix 8.

### 22 Environmental Liabilities Risk Assessment Review (every three years or more frequently as dictated by relevant on-site change including financial provisions.

22.1 The first Environmental Liabilities Risk Assessment (ELRA), required under Condition 12.2.2 of Licence W0286-01, was submitted to the Agency on 6th August 2015 through the EDEN Portal. The ELRA was approved by the Agency on the 9th November 2015.

22.2 The ELRA was not reviewed in 2016 by The Recycling Village Ltd. It will be reviewed as a matter of urgency by the Environmental Team in 2017.

### 23 Any other items specified by the Agency.

23.1 Not applicable at present.

# Appendix 1

# Waste Management Record

## 5. ONSITE TREATMENT & OFFSITE TRANSFERS OF WASTE



Please enter all quantities on this sheet in Tonnes 0

| Transfer Destination | European Waste Code | Hazardous | Quantity (Tonnes per Year) | Description of Waste | Waste Treatment Operation | Method Used | | Location of Treatment | Haz Waste : Name and Licence/Permit No of Next Destination Facility Non Haz Waste: Name and Licence/Permit No of Recover/Disposer | Haz Waste : Address of Next Destination Facility Non Haz Waste: Address of Recover/Disposer | Name and License / Permit No. and Address of Final Recoverer / Disposer (HAZARDOUS WASTE ONLY) | Actual Address of Final Destination i.e. Final Recovery / Disposal Site (HAZARDOUS WASTE ONLY) |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | M/C/E | Method Used | | | | | |
| To Other Countries | 16 02 15 | Yes | 175.0 | hazardous components removed from discarded equipment | R4 | M | Weighed | Abroad | A Jansen BV,1457727 | Postbus 60,Kanaaldijk Zuid 24,Son,5691 NL ,Netherlands | A Jansen BV,1457727,Postbus 60,Kanaaldijk Zuid 24,Son,5691 NL ,Netherlands | Postbus 60,Kanaaldijk Zuid 24,Son,5691 NL ,Netherlands |
| Within the Country | 16 02 16 | No | 807.0 | components removed from discarded equipment other than those mentioned in 16 02 15 | R13 | M | Weighed | Offsite in Ireland | Davis Recycling International Ltd,IRE/AG246/17 | Unit 648 Jordanstown Drive,Greenogue Business Park,Rathcoole,Co. Dublin,Ireland | | |
| To Other Countries | 16 06 01 | Yes | 719.0 | lead batteries | R4 | M | Weighed | Abroad | HJ Enthoven & Sons Ltd,ERP BL5598IR | Darley Dale Smelter,South Darley,Matlock,DE4 2LP,United Kingdom | HJ Enthoven & Sons Ltd,ERP BL5598IR,Darley Dale Smelter,South Darley,Matlock,DE4 2LP,United Kingdom | Darley Dale Smelter,South Darley,Matlock,DE4 2LP,United Kingdom |
| To Other Countries | 19 12 04 | No | 547.0 | plastic and rubber | R13 | M | Weighed | Abroad | WRC Recycling Ltd,IRE/AG121/17 | Floors St,Johnstone,Scotland,PA5 8QS,United Kingdom | | |
| Within the Country | 19 12 05 | No | 804.0 | glass | R5 | M | Weighed | Offsite in Ireland | John Gannon Concrete T/A Gannon Eco,WFP-WM-2014-05 | Split Hill Quarries,Kilbeggan,Co. Westmeath,N91 TNK3,Ireland | | |
| Within the Country | 19 12 07 | No | 21.0 | wood other than that mentioned in 19 12 06 | R3 | M | Weighed | Offsite in Ireland | Panda Waste Service Ltd,W0140-03 | Beauparc Business Park,Rathdrinagh,Navan Co. Meath,C15 P586,Ireland | | |
| Within the Country | 19 12 12 | No | 46.0 | other wastes (including mixtures of materials) from mechanical treatment of wastes other than those mentioned in 19 12 11 | D10 | M | Weighed | Offsite in Ireland | Indaver Ireland Ltd Meath,W0167-03 | Carranstown,Duleek,Co. Meath,A92 EP32,Ireland | | |
| To Other Countries | 20 01 21 | Yes | 2.1 | fluorescent tubes and other mercury-containing waste | R4 | M | Weighed | Abroad | Irish Lamp Recycling Ltd,WFP-KE-14-0072-01 | Woodstock Industrial Estate ,Kilkenny Road,Athy Co. Kildare,R14 K889,Ireland | Future Industrial Services Ltd,EPR KP3437TF,East Ord Industrial Estate ,Berwick-upon-Tweed,Northumberland,TD15 2XF,United Kingdom | East Ord Industrial Estate ,Berwick-upon-Tweed,Northumberland,TD15 2XF,United Kingdom |
| Within the Country | 20 01 36 | No | 89.0 | discarded electrical and electronic equipment other than those mentioned in 20 01 21, 20 01 23 and 20 01 35 | R13 | M | Weighed | Offsite in Ireland | Electrical Waste Management Ltd,WFP-DS-11-0014-05 | Unit 648 Jordanstown Drive,Greenogue Business Park,Rathcoole,Co. Dublin,Ireland | | |
| Within the Country | 20 01 36 | No | 75.0 | discarded electrical and electronic equipment other than those mentioned in 20 01 21, 20 01 23 and 20 01 35 | D13 | M | Weighed | Offsite in Ireland | KMK Metal Recycling Ltd,W0113-04 | Cappincur Industrial Estate,Cappincur ,Tullamore Co. Offaly,R35 NY29,Ireland | | |
| Within the Country | 20 01 36 | No | 150.1 | discarded electrical and electronic equipment other than those mentioned in 20 01 21, 20 01 23 and 20 01 35 | R13 | M | Weighed | Offsite in Ireland | Davis Recycling International Ltd,IRE/AG246/17 | Unit 648 Jordanstown Drive,Greenogue Business Park,Rathcoole,Co. Dublin,Ireland | | |
| To Other Countries | 16 02 16 | No | 105.0 | components removed from discarded equipment other than those mentioned in 16 02 15 | R4 | M | Weighed | Abroad | Hamerac GmbH ,120897475 | Am Tyrol ,28,58675,Hemer ,Germany | | |

* Select a row by double-clicking the Description of Waste then click the delete button

# Appendix 2

## Quantity and composition of waste accepted and recovered (classified by EWC)

**Quantity and Composition of Waste Accepted and Recovered in 2016 (Classified by EWC Code)**

| MATERIAL ACCEPTED | | QUANTITY |
|---|---|---|
| EWC CODE | DESCRIPTION OF WASTE | TONNES |
| 16 02 16 | Components removed from discarded equipment other than those mentioned in 16 02 15 | **5.00** |
| 16 06 01* | Lead acid batteries and accumulators | **713.00** |
| 20 01 35* | Discarded electronic and electrical equipment other than those mentioned in 20 01 21, 20 01 23 containing hazardous components | **3140.00** |
| 20 01 36 | Discarded electronic and electrical equipment other than those mentioned in 20 01 21, 20 01 23 | **275.00** |

# Appendix 3

# Resource Consumption Summary

**Resource Consumption Summary 2016**

| RESOURCE | UNIT OF MEASUREMENT | QUANTITY | € |
|---|---|---|---|
| Public Water Supply | $M^3$ | 520 | 1378 |
| Air Emissions Filters | Unit | 90 | 1890 |
| Pallet Wrap | Roll | 175 | 1138 |
| Wire | Kgs | 3400 | 6335 |
| FIBC | Units | 1900 | 8903 |
| Strapping | Roll | 10 | 790 |
| ESB | KWh | 106600 | 12956 |
| Gas | KWh | 46036 | 3382 |

# Appendix 4

# 5 Year Environmental Management Plan

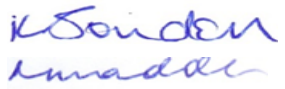
ISO 14001 – ENVIRONMENTAL MANAGEMENT SYSTEM

| | | | | | |
|---|---|---|---|---|---|
| Page Number: | 0 of 5 | | | | |
| EMS Clause No.: | 4.3.3 | Prepared By: | K. Bowden | Signature: |  |
| EMS Ref. No.: | ER 008 | | | | |
| Rev. Number: | 1 | Approved By: | N. Madden | Signature: |  |
| Effective Date: | 23/02/2017 | | | | |

**TITLE: FIVE YEAR ENVIRONMENTAL MANAGEMENT PROGRAMME**

**Summary of Programmes**

| | | |
|---|---|---|
| 1 | **PROGRAMME** | **Contractor and Supplier Evaluation** |
| | **OBJECTIVE** | To continously monitor and evaluate all contractors and suppliers to ensure compliance with relevant legislation and with RV's requirements |
| | | To update the contractor and supplier control procedure to include auditing requirements, to have all required documents on file in RV |
| | **TARGETS** | To produce a realistic auditing schedule, |
| | | To have all required documents on file in RV |
| 2 | **PROGRAMME** | **Energy and Raw Materials Use** |
| | **OBJECTIVE** | To track energy use and raw material consumption on site and to reduce usage in comparison to previous years |
| | **TARGET** | To reduce energy consumption by 5% annually |
| 3 | **PROGRAMME** | **Fire Prevention** |
| | **OBJECTIVE** | To assess the risk of fires occuring on site and to implement strategies to reduce the impact of a potential fire on the surrounding environment |
| | **TARGET** | To have no fires occur at the facility and to have a well-developed impact mitigation strategy |
| 4 | **PROGRAMME** | **Materials Storage and Dispatch** |
| | **OBJECTIVE** | To ensure the correct storage and dispatch of all materials to the correct locations with the correct documentation taking full consideration of applicable regulations |
| | **TARGET** | For all materials and accompanying paperwork to arrive at the correct location on schedule with no incidents or complaints from clients |
| 5 | **PROGRAMME** | **Domestic Water Use** |
| | **OBJECTIVE** | To analyse the amount of water used on site and to reduce the quantity use or to supplement piped water use with rainwater use |
| | **TARGET** | To produce an accurate representation of how much water is used on site annually and to devise a plan to reduce consumption |

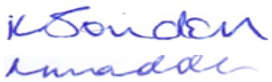
| | | | | | |
|---|---|---|---|---|---|
| **Page Number:** | **1 of 5** | | | | |
| **EMS Clause No.:** | **4.3.3** | **Prepared By:** | **K. Bowden** | **Signature:** |  |
| **EMS Ref. No.:** | **ER 008** | | | | |
| **Rev. Number:** | **1** | **Approved By:** | **N. Madden** | **Signature:** | |
| **Effective Date:** | **23/02/2017** | | | | |

**TITLE: FIVE YEAR ENVIRONMENTAL MANAGEMENT PROGRAMME**

| | |
|---|---|
| **PROGRAMME** | **Contractor and Supplier Evaluation** |
| **OBJECTIVE** | To continuously monitor and evaluate all contractors and suppliers to ensure compliance with relevant legislation and with RV's requirements |
| **TARGETS** | To update the contractor and supplier control procedure to include auditing requirements, to have all required documents on file in RV<br>To produce a realistic auditing schedule,<br>To have all required documents on file in RV |

| | | | | | |
|---|---|---|---|---|---|
| **CATEGORY** | **Control / Maintain** X | **Improve** X | **Study / Investigate** | | |

| STAGE | TASK | RESPONSIBILITY | POTENTIAL RESOURSES REQUIRED | REVISION | OUTPUT/COMMENTS |
|---|---|---|---|---|---|
| **1** | Review current procedure | EHS Coordinator | Time; appropriate computer software | **At least annually** | *To be reviewed as part of EF 22, 016.* |
| **2** | Review current checklist | EHS Coordinator | Time; appropriate computer software; access to company and standard requirements | **At least annually** | *To be reviewed once EMS 09 11 is revised.* |
| **3** | Propose feasible schedule for current year and subsequent years depending on audit frequency requirements | Environmental Management Team | Time; Contact with contractors and suppliers | **Annually** | *EF 33* |
| **4** | Review and approve updates to procedures and supporting documents | Managing Director | Time | **As required** | *Procedures will be approved once updates have taken place.* |
| **5** | Carry out audits | Environmental Management Team | Time; checklists; contact with contractors and suppliers; funding for travel expenses | **As required** | *Onsite Audit dates to be confirmed.* |
| **6** | Write reports and follow up on any non-conformances with audit requirements | Environmental Management Team | Time; appropriate computer software | **As required** | *EF 25 - held in External Audits Folder* |
| **7** | File relevant contractor and supplier document accordingly | EHS Coordinator; Office Administrator | Time; space for storing documents | **As required** | *External Audits Folder* |

| | | | | | |
|---|---|---|---|---|---|
| **Page Number:** | **2 of 5** | | | | |
| **EMS Clause No.:** | **4.3.3** | **Prepared By:** | **K. Bowden** | **Signature:** |  |
| **EMS Ref. No.:** | **ER 008** | | | | |
| **Rev. Number:** | **1** | **Approved By:** | **N. Madden** | **Signature:** | |
| **Effective Date:** | **23/02/2017** | | | | |

**TITLE: FIVE YEAR ENVIRONMENTAL MANAGEMENT PROGRAMME**

| | | | |
|---|---|---|---|
| **PROGRAMME** | **Energy and Raw Materials Use** | | |
| **OBJECTIVE** | To track energy use and raw material consumption on site and to reduce usage in comparison to previous years | | |
| **TARGET** | To reduce energy consumption by 5% annually | | |
| **CATEGORY** | **Control / Maintain** | **Improve** X | **Study / Investigate** X |

| STAGE | TASK | RESPONSIBILITY | POTENTIAL RESOURSES REQUIRED | REVISION | OUTPUT/COMMENTS |
|---|---|---|---|---|---|
| **1** | Collect energy invoices from previous years and data on raw materials use | EHS Coordinator | Invoices and data | **Bimonthly** | *Site Energy Use Folder. Online billing with utlities providers alllows bills to be obtained online* |
| **2** | Create a spreadsheet of energy cost, energy usage, and raw materials consumption | EHS Coordinator | Time; appropriate computer software | **As required** | *Programme Charter - ENV6 - Site Energy Use file* |
| **3** | Conduct a site energy audit and investigate cost-effective methods for reducing consumption of energy and raw materials | Environmental Consultant | Environmental Consultant | **Annually** | *Complete 23/12/2015 - EPA Reports uploaded to EDEN* |
| **4** | Discuss and/or select energy consumption reduction strategies | Environmental Management Team | Time | **As required** | *LED lighting proved to be too costly.* |
| **5** | Implement new energy consumption reduction strategies | Environmental Management Team | Time; funding for implementing new strategies | **As required** | *2017* |
| **6** | Monitor the progress of implemented strategies by comparing invoices on a bimonthly basis to those from previous years to identify increases/decreases in energy usage and raw materials usage | EHS Coordinator | Invoices and data; time; appropriate computer software | **Bimonthly** | *For heating bills, take account of yearly temperature fluctuations. For electricity and raw materials use take account of fluctuations in quantity of materials being processed* |
| **7** | Compile a yearly energy and raw material usage report for management and report incidents where energy usage was higher than previous years | EHS Coordinator | Time; appropriate computer software | **Annually** | *2016 data to be compared with 2015, 2014 and 2013 data. Refer to KPIs folder.* |

| | | | | | |
|---|---|---|---|---|---|
| **Page Number:** | **3 of 5** | | | | |
| **EMS Clause No.:** | **4.3.3** | **Prepared By:** | **K. Bowden** | **Signature:** | K Bowden |
| **EMS Ref. No.:** | **ER 008** | | | | |
| **Rev. Number:** | **1** | **Approved By:** | **N. Madden** | **Signature:** | N Madden |
| **Effective Date:** | **23/02/2017** | | | | |

**TITLE: FIVE YEAR ENVIRONMENTAL MANAGEMENT PROGRAMME**

| | |
|---|---|
| **PROGRAMME** | **Fire Prevention** |
| **OBJECTIVE** | To assess the risk of fires occurring on site and to implement strategies to reduce the impact of a potential fire on the surrounding environment |
| **TARGET** | To have no fires occur at the facility and to have a well-developed impact mitigation strategy |
| **CATEGORY** | **Control / Maintain** X **Improve** X **Study / Investigate** X |

| STAGE | TASK | RESPONSIBILITY | POTENTIAL RESOURSES REQUIRED | REVISION | OUTPUT/COMMENTS |
|---|---|---|---|---|---|
| 1 | Carry out risk assessment to determine if a fire-water retention facility is required, compile Fire Water Retention Report and submit to EPA | Managing Director and Environmental Compliance Officer | Require services of an environmental consultant and the local fire brigade; maps of the facility, all appropriate documentation relating to fire prevention on site | **As determined by the EPA** | *Fire Water Retention Report - in EPA Reports 2015 EDEN folder* |
| 2 | Obtain quotations for a smoke detection system for the facility | Managing Director and Facility Manager | Contact details for companies | **n/a** | *Fire Response Equipment Folder* |
| 3 | Have a meeting with Meath Fire Brigade to discuss fire risk and firewater retention requirements at the facility | Managing Director and Facility Manager | Consent of Meath Fire Brigade | **n/a** | *Certificates in Fire Response Equipment Folder* |
| 4 | Carry out routine evacuation drill to ensure fire alarm system is working and that staff are aware of the procedure #1 | Facility Manager | List of staff on site that day | **At least annually** | *Fire drill carried out on the 10-02-2017* |
| 5 | Carry out specific annual training in Emergency Response Procedures for dedicated team | Facility Manager and EHS Coordinator | Health and safety consultant | **Annually** | *Completed 15th March 2017. Certificates in Fire Response Equipment Folder.* |
| 6 | Carry out annual fire extinguisher tests | Managing Director and Facility Manager | Health and safety consultant | **Annually** | *To be carried out on the 31-07-17* |
| 7 | Carry out annual fire safety training | Health and Safety Consultant | Services of a Health and Safety Consultant; staff time to attend training; appropriately qualified trainer; funding | **Annually** | *To be carried out on the 30-11-17* |
| 8 | Amend Fire-Water Retention Report as required by EPA | Managing Director and Environmental Compliance Officer | Environmental consultant | **As required by the EPA** | *Progression towards the implementation of the 'Revised Fire Risk Management Programme to be sent to the EPA as a request for information.* |
| 9 | Carry out annual fire hydrant tests | Managing Director and Facility Manager | Health and Safety Consultant; Fire hydrant testing company | **Annually** | *Awaiting response from H+S Consultant to determine if this has to be done annually.* |
| 10 | Carry out routine evacuation drill to ensure fire alarm system is working and that staff are aware of the procedure #2 | Facility Manager | List of staff on site that day | **At least annually** | *To be determined later in the year.* |
| 11 | Update Fire Response Flow Chart | EHS Coordinator | Appropriate computer software | **Biennially** | *Fire Response flow chart was updated on 6th March 2017. Can be found in the Fire Response Equipment Folder* |
| 12 | Distribute Fire Flow Chart Around Site | EHS Coordinator | Access to facility notice boards | **Biennially** | *Fire Response Equipment Folder* |
| 13 | Audit all previous fire-related programmes, risk assessments, prevention strategies and response procedures to identify whether recommendations etc. are being implemented | EHS Coordinator | Access to appropriate documentation; appropriate computer software | **Biennially** | *EMS 10 01 and EMS 10 03 have been updated to include the insertion of a drain plug in SW4 in the case of a fire or a large spill, the use of AQUA-SACS and booms in the event of a fire to protect the drains from been contaminated with firewater. The H+S Consultant has trained the ERT in this equipment to protect the drains, interceptor and SW4.* |
| 14 | Install smoke detection system once a satisfactory quotation is obtained | Managing Director and Facility Manager; Accountant | Adequate funding; satisfactory quotation and documents from contracted company (refer to EMS 09 11 Section 8.0); platform hoist | **n/a** | *Fire Response Equipment Folder* |
| 15 | Have plan of installation printed on durable material and placed as close as is possible to the entrance of the installation. | Managing Director and Facility Manager | Architect; funding; adequate space and tools to erect plan | **As required by the EPA** | *Complete - plan on display in Reception* |
| 16 | Investigate methods to retain firewater and cover gullies. | Facility Manager, EHS Coordinator | Funding; Health and Safety Consultant. | **As required by the EPA** | *Request for information received from the EPA 10/01/2017. The RV have ordered equipment, updated EMS 10 01 and EMS 10 03 and the H+S Consultant has carried out training with ERT.* |
| 17 | Assess whether hazardous wastes and flammable materials are being properly stored to prevent fires | Facility Manager | Facility Manager checks all haz wastes | **Weekly / Monthly** | *Checked when waste quantities change - monitored by Facility Manager* |
| 18 | Assess whether plant equipment is being properly maintained to prevent electrical fires | Facility Manager and Facility Supervisor | Equipment maintenance list; recommendations from equipment suppliers | **Daily / Monthly** | *Daily checklist EF 18 - updated by Facility Manager. Equipment Maintenance Folder* |
| 19 | Carry out monthly fire alarm tests to ensure lights and sounders are operational | Facility Manager | Time | **Monthly** | *Fire Response Equipment Folder* |
| 20 | Daily checks on the fire alarm panel | Facility Manager | | **Daily** | *Daily checklist EF 18- updated by Facility Manager* |
| 21 | Replacing dated fire extinguishers | Health and Safety Consultant | Services of Health and Safety Consultant; Time; Funding | **n/a** | *H+S Consultant to draw up a proposal for the replacement of fire extingushers which are ten years or older to be replaced over the next three years.* |
| 22 | Connecting the current alarm system to the fire alarm system | Health and Safety Consultant and Facility Manager | Contact details for companies; Funding | **n/a** | *On going* |

| | | | | | |
|---|---|---|---|---|---|
| **Page Number:** | **4 of 5** | | | | |
| **EMS Clause No.:** | **4.3.3** | **Prepared By:** | **K. Bowden** | **Signature:** | K Bowden |
| **EMS Ref. No.:** | **ER 008** | | | | |
| **Rev. Number:** | **1** | **Approved By:** | **N. Madden** | **Signature:** | N Madden |
| **Effective Date:** | **23/02/2017** | | | | |

**TITLE: FIVE YEAR ENVIRONMENTAL MANAGEMENT PROGRAMME**

| | | | |
|---|---|---|---|
| **PROGRAMME** | **Materials Storage and Dispatch** | | |
| **OBJECTIVE** | To ensure the correct storage and dispatch of all materials to the correct locations with the correct documentation taking full consideration of applicable regulations | | |
| **TARGET** | For all materials and accompanying paperwork to arrive at the correct location on schedule with no incidents or complaints from clients | | |
| **CATEGORY** | **Control / Maintain** ☐ | **Improve** X | **Study / Investigate** ☐ |

| STAGE | TASK | RESPONSIBILITY | POTENTIAL RESOURSES REQUIRED | REVISION | OUTPUT/COMMENTS |
|---|---|---|---|---|---|
| **1** | Develop an onsite Waste Storage Plan that can be manipulated in real time | Facility Manager | Time; appropriate computer software | **As required** | *Complete - Facility Manager* |
| **2** | Update operating procedures and site maps if required | Facility Manager and EHS Coordinator | Time; appropriate computer software; architects | **As required** | *Site map to be updated once EPA approve of new storage areas. Operating procedures to be updated in 2017 in accordance with ISO 14001:2015* |
| **3** | Develop a logistics folder with all information regarding client specifications for their material | Facility Manager | Time; appropriate computer software; contact with clients | **As required** | *Completed - ENV 9 Logistics Folder* |
| **4** | Add in information regarding environmental concerns and health and safety requirements | Facility Manager and EHS Coordinator | Time to review appropriate legislation and requirements | **As required** | *Completed - ENV 9 Logistics Folder* |
| **5** | Train required personnel in specifications and requirements - share the folder on the company server | Facility Manager and EHS Coordinator | Appropriately qualified trainers; time | **As required** | *Completed - ENV 9 Logistics Folder* |
| **6** | Monitor dispatches and check paperwork to ensure conformity with requirements | Facility Manager and EHS Coordinator | Time; access to dispatch documentation | **Continuously** | *Ongoing* |
| **7** | Report incidents to top management if they arise and devise solutions | EHS Coordinator | Time to prepare reports and consult with management; appropriate computer software to prepare reports | **As required** | *EF 27 - Incident Record* |

| | | | | | |
|---|---|---|---|---|---|
| **Page Number:** | **5 of 5** | | | | |
| **EMS Clause No.:** | **4.3.3** | **Prepared By:** | **K. Bowden** | **Signature:** |  |
| **EMS Ref. No.:** | **ER 008** | | | | |
| **Rev. Number:** | **1** | **Approved By:** | **N. Madden** | **Signature:** |  |
| **Effective Date:** | **23/02/2017** | | | | |

**TITLE: FIVE YEAR ENVIRONMENTAL MANAGEMENT PROGRAMME**

| | | | |
|---|---|---|---|
| **PROGRAMME** | **Domestic Water Use** | | |
| **OBJECTIVE** | To analyse the amount of water used on site and to reduce the quantity use or to supplement piped water use with rainwater use | | |
| **TARGET** | To produce an accurate representation of how much water is used on site annually and to devise a plan to reduce consumption | | |
| **CATEGORY** | **Control / Maintain** | **Improve** X | **Study / Investigate** X |

| STAGE | TASK | RESPONSIBILITY | POTENTIAL RESOURSES REQUIRED | REVISION | OUTPUT/COMMENTS |
|---|---|---|---|---|---|
| 1 | Establish the annual volume and costs of domestic water used at the site | Environmental Management Team | Time; data; appropriate computer software | **Annually** | *Data will be obtained from accounts department - to be assessed in 2017* |
| 2 | Have site plumbing assessed for leaks / dripping faucets / inefficient flushing systems etc | Facility Manager; Plumber | Time; plan of facility indicating domestic water infrastructure | **As required** | *Cistern systems were replacedin urinals with smaller, less frequent flushing version in September 2015.* |
| 3 | Investigate the market for water saving products eg. push button flushers on urinals etc and rainwater harvesting solutions | Environmental Management Team | Internet/telephone | **As required** | *Ongoing* |
| 4 | Research other water saving strategies / campaigns - add to staff training | EHS Coordinator | Internet/telephone | **As required** | *Ongoing* |
| 5 | Obtain and assess quotes for appropriate stratgies | Environmental Management Team | Contact with companies providing solutions | **As required** | *Ongoing* |
| 6 | Decide on appropriate strategies to be implemented | Managing Director | Time; adequate funds | **As required** | *Ongoing* |
| 7 | Implement strategies, carry out any necessary training and review strategies on a monthly basis | Environmental Management Team | Time; adequate funds; data to compare | **As required** | *September 2015 - cistern upgrade carried out* |

# Appendix 5

# Pollutant Release and Transfer Register

Environmental Protection Agency

Guidance to completing the PRTR workbook

# PRTR Returns Workbook

Version 1.1.19

| REFERENCE YEAR | 2016 |
|---|---|

## 1. FACILITY IDENTIFICATION

| | |
|---|---|
| Parent Company Name | The Recycling Village Limited |
| Facility Name | The Recycling Village Ltd |
| PRTR Identification Number | W0286 |
| Licence Number | W0286-01 |

Classes of Activity

| No. | class_name |
|---|---|
| - | Refer to PRTR class activities below |

| | |
|---|---|
| Address 1 | Unit 21 |
| Address 2 | Duleek Business Park |
| Address 3 | Commons |
| Address 4 | Duleek |
| | |
| | Meath |
| Country | Ireland |
| Coordinates of Location | -6.40779981153.66388532 |
| River Basin District | IEEA |
| NACE Code | 3832 |
| Main Economic Activity | Recovery of sorted materials |
| **AER Returns Contact Name** | |
| **AER Returns Contact Email Address** | |
| **AER Returns Contact Position** | |
| **AER Returns Contact Telephone Number** | |
| **AER Returns Contact Mobile Phone Number** | |
| **AER Returns Contact Fax Number** | |
| **Production Volume** | 0.0 |
| **Production Volume Units** | |
| **Number of Installations** | 0 |
| **Number of Operating Hours in Year** | 0 |
| **Number of Employees** | 0 |
| **User Feedback/Comments** | |
| **Web Address** | www.therecyclingvillage.ie |

## 2. PRTR CLASS ACTIVITIES

| Activity Number | Activity Name |
|---|---|
| 5(a) | Installations for the recovery or disposal of hazardous waste |

## 3. SOLVENTS REGULATIONS (S.I. No. 543 of 2002)

| | |
|---|---|
| Is it applicable? | |
| Have you been granted an exemption ? | |
| If applicable which activity class applies (as per Schedule 2 of the regulations) ? | |
| Is the reduction scheme compliance route being used ? | |

## 4. WASTE IMPORTED/ACCEPTED ONTO SITE

Guidance on waste imported/accepted onto site

| | |
|---|---|
| Do you import/accept waste onto your site for on-site treatment (either recovery or disposal activities) ? | Yes |

This question is only applicable if you are an IPPC or Quarry site

## 5. ONSITE TREATMENT & OFFSITE TRANSFERS OF WASTE

| PRTR# : W0286 | Facility Name : The Recycling Village Ltd | Filename : W0286_2016 (1).xls | Return Year : 2016 |

29/03/2017 15:09

0

Please enter all quantities on this sheet in Tonnes

| Transfer Destination | European Waste Code | Hazardous | Quantity (Tonnes per Year) | Description of Waste | Waste Treatment Operation | Method Used | | Location of Treatment | Haz Waste : Name and Licence/Permit No of Next Destination Facility Non Haz Waste: Name and Licence/Permit No of Recover/Disposer | Haz Waste : Address of Next Destination Facility Non Haz Waste: Address of Recover/Disposer | Name and License / Permit No. and Address of Final Recoverer / Disposer (HAZARDOUS WASTE ONLY) | Actual Address of Final Destination i.e. Final Recovery / Disposal Site (HAZARDOUS WASTE ONLY) |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | M/C/E | Method Used | | | | | |
| To Other Countries | 16 02 15 | Yes | 175.0 | hazardous components removed from discarded equipment | R4 | M | Weighed | Abroad | A Jansen BV,1457727 | Postbus 60,Kanaaldijk Zuid 24,Son,5691 NL ,Netherlands | A Jansen BV,1457727,Postbus 60,Kanaaldijk Zuid 24,Son,5691 NL ,Netherlands | Postbus 60,Kanaaldijk Zuid 24,Son,5691 NL ,Netherlands |
| Within the Country | 16 02 16 | No | 807.0 | components removed from discarded equipment other than those mentioned in 16 02 15 | R13 | M | Weighed | Offsite in Ireland | Davis Recycling International Ltd,IRE/AG246/17 | Unit 648 Jordanstown Drive,Greenogue Business Park,Rathcoole,Co. Dublin,Ireland | | |
| To Other Countries | 16 06 01 | Yes | 719.0 | lead batteries | R4 | M | Weighed | Abroad | HJ Enthoven & Sons Ltd,ERP BL5598IR | Darley Dale Smelter,South Darley,Matlock,DE4 2LP,United Kingdom | HJ Enthoven & Sons Ltd,ERP BL5598IR,Darley Dale Smelter,South Darley,Matlock,DE4 2LP,United Kingdom | Darley Dale Smelter,South Darley,Matlock,DE4 2LP,United Kingdom |
| To Other Countries | 19 12 04 | No | 547.0 | plastic and rubber | R13 | M | Weighed | Abroad | WRC Recycling Ltd,IRE/AG121/17 | Floors St,Johnstone,Scotland,PA5 8QS,United Kingdom | | |
| Within the Country | 19 12 05 | No | 804.0 | glass | R5 | M | Weighed | Offsite in Ireland | John Gannon Concrete T/A Gannon Eco,WFP-WM-2014-05 | Split Hill Quarries,Kilbeggan,Co. Westmeath,N91 TNK3,Ireland | | |
| Within the Country | 19 12 07 | No | 21.0 | wood other than that mentioned in 19 12 06 | R3 | M | Weighed | Offsite in Ireland | Panda Waste Service Ltd,W0140-03 | Beauparc Business Park,Rathdrinagh,Navan Co. Meath,C15 P586,Ireland | | |
| Within the Country | 19 12 12 | No | 46.0 | other wastes (including mixtures of materials) from mechanical treatment of wastes other than those mentioned in 19 12 11 | D10 | M | Weighed | Offsite in Ireland | Indaver Ireland Ltd Meath,W0167-03 | Carranstown,Duleek,Co. Meath,A92 EP32,Ireland | | |
| To Other Countries | 20 01 21 | Yes | 2.1 | fluorescent tubes and other mercury-containing waste | R4 | M | Weighed | Abroad | Irish Lamp Recycling Ltd,WFP-KE-14-0072-01 | Woodstock Industrial Estate ,Kilkenny Road,Athy Co. Kildare,R14 K889,Ireland | Future Industrial Services Ltd,EPR KP3437TF,East Ord Industrial Estate ,Berwick-upon-Tweed,Northumberland,TD1 5 2XF,United Kingdom | East Ord Industrial Estate ,Berwick-upon-Tweed,Northumberland,TD1 5 2XF,United Kingdom |
| Within the Country | 20 01 36 | No | 89.0 | discarded electrical and electronic equipment other than those mentioned in 20 01 21, 20 01 23 and 20 01 35 | R13 | M | Weighed | Offsite in Ireland | Electrical Waste Management Ltd,WFP-DS-11-0014-05 | Unit 648 Jordanstown Drive,Greenogue Business Park,Rathcoole,Co. Dublin,Ireland | | |
| Within the Country | 20 01 36 | No | 75.0 | discarded electrical and electronic equipment other than those mentioned in 20 01 21, 20 01 23 and 20 01 35 | D13 | M | Weighed | Offsite in Ireland | KMK Metal Recycling Ltd,W0113-04 | Cappincur Industrial Estate,Cappincur ,Tullamore Co. Offaly,R35 NY29,Ireland | | |
| Within the Country | 20 01 36 | No | 150.1 | discarded electrical and electronic equipment other than those mentioned in 20 01 21, 20 01 23 and 20 01 35 | R13 | M | Weighed | Offsite in Ireland | Davis Recycling International Ltd,IRE/AG246/17 | Unit 648 Jordanstown Drive,Greenogue Business Park,Rathcoole,Co. Dublin,Ireland | | |
| To Other Countries | 16 02 16 | No | 105.0 | components removed from discarded equipment other than those mentioned in 16 02 15 | R4 | M | Weighed | Abroad | Hamerac GmbH ,120897475 | Am Tyrol ,28,58675,Hemer ,Germany | | |

* Select a row by double-clicking the Description of Waste then click the delete button

## 4.1 RELEASES TO AIR

Link to previous years emissions data

### SECTION A : SECTOR SPECIFIC PRTR POLLUTANTS

| RELEASES TO AIR | | | | | Please enter all quantities in this section in KGs | | | |
|---|---|---|---|---|---|---|---|---|
| POLLUTANT | | METHOD | | | QUANTITY | | | |
| | | | Method Used | | | | | |
| No. Annex II | Name | M/C/E | Method Code | Designation or Description | Emission Point 1 | T (Total) KG/Year | A (Accidental) KG/Year | F (Fugitive) KG/Year |
| 17 | Arsenic and compounds (as As) | M | ALT | EN 14385:2013 | 0.11 | 0.11 | 0.0 | 0.0 |
| 18 | Cadmium and compounds (as Cd) | M | ALT | EN 14385:2013 | 0.03 | 0.03 | 0.0 | 0.0 |
| 19 | Chromium and compounds (as Cr) | M | ALT | EN 14385:2013 | 0.81 | 0.81 | 0.0 | 0.0 |
| 20 | Copper and compounds (as Cu) | M | ALT | EN 14385:2013 | 2.16 | 2.16 | 0.0 | 0.0 |
| 21 | Mercury and compounds (as Hg) | M | ALT | EN 14385:2013 | 0.02 | 0.02 | 0.0 | 0.0 |
| 22 | Nickel and compounds (as Ni) | M | ALT | EN 14385:2013 | 0.99 | 0.99 | 0.0 | 0.0 |
| 23 | Lead and compounds (as Pb) | M | ALT | EN 14385:2013 | 1.79 | 1.79 | 0.0 | 0.0 |
| 24 | Zinc and compounds (as Zn) | M | ALT | EN 14385:2013 | 20.64 | 20.64 | 0.0 | 0.0 |

* Select a row by double-clicking on the Pollutant Name (Column B) then click the delete button

### SECTION B : REMAINING PRTR POLLUTANTS

| RELEASES TO AIR | | | | | Please enter all quantities in this section in KGs | | | |
|---|---|---|---|---|---|---|---|---|
| POLLUTANT | | METHOD | | | QUANTITY | | | |
| | | | Method Used | | | | | |
| No. Annex II | Name | M/C/E | Method Code | Designation or Description | Emission Point 1 | T (Total) KG/Year | A (Accidental) KG/Year | F (Fugitive) KG/Year |
| | | | | | 0.0 | 0.0 | 0.0 | 0.0 |

* Select a row by double-clicking on the Pollutant Name (Column B) then click the delete button

### SECTION C : REMAINING POLLUTANT EMISSIONS (As required in your Licence)

| RELEASES TO AIR | | | | | Please enter all quantities in this section in KGs | | | |
|---|---|---|---|---|---|---|---|---|
| POLLUTANT | | METHOD | | | QUANTITY | | | |
| | | | Method Used | | | | | |
| Pollutant No. | Name | M/C/E | Method Code | Designation or Description | Emission Point 1 | T (Total) KG/Year | A (Accidental) KG/Year | F (Fugitive) KG/Year |
| 355 | Aluminium | M | ALT | EN 14385:2013 | 98.0 | 98.0 | 0.0 | 0.0 |

* Select a row by double-clicking on the Pollutant Name (Column B) then click the delete button

### Additional Data Requested from Landfill operators

**For the purposes of the National Inventory on Greenhouse Gases, landfill operators are requested to provide summary data on landfill gas (Methane) flared or utilised on their facilities to accompany the figures for total methane generated. Operators should only report their Net methane (CH4) emission to the environment under T(total) KG/yr for Section A: Sector specific PRTR pollutants above. Please complete the table below:**

**Landfill:** The Recycling Village Ltd

**Please enter summary data on the quantities of methane flared and / or utilised**

| | T (Total) kg/Year | M/C/E | Method Used: Method Code | Method Used: Designation or Description | Facility Total Capacity m3 per hour | |
|---|---|---|---|---|---|---|
| Total estimated methane generation (as per site model) | 0.0 | | | | N/A | |
| Methane flared | 0.0 | | | | 0.0 | (Total Flaring Capacity) |
| Methane utilised in engine/s | 0.0 | | | | 0.0 | (Total Utilising Capacity) |
| Net methane emission (as reported in Section A above) | 0.0 | | | | N/A | |

## Appendix 6

## Report on achievement of recycling/recovery targets in accordance with Condition 11.10

**CRT TELEVISIONS**

| Fraction | % Mass | EWC Codes | Secondary Treatment Facility / Broker | Recovery Rate Achieved (%) | Recycling Rate Achieved (%) | Tertiary Treatment Facility / Broker | Recovery Rate Achieved (%) | Recycling Rate Achieved (%) | Quaternary Treatment Facility / Broker | Recovery Rate Achieved (%) | Recycling Rate Achieved (%) |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **CLEAN GLASS** | | | **CLEAN GLASS** | | | **CLEAN GLASS** | | | **CLEAN GLASS** | | |
| Panel Glass | 35 | 19 12 05 | John Gannon Concrete Ltd T/A Gannon Eco | 100% | 100% | | | | | | |
| **FERROUS** | | | **FERROUS** | | | **FERROUS** | | | **FERROUS** | | |
| Masks & Bands | 9 | 16 02 16 | Davis Recycling International Ltd | n/a | n/a | Hammond Lane Metal Company Ltd | n/a | n/a | Megasa Siderurgice SL | 100 | 99.5 |
| Speakers & Screws | 1 | | | | | | | | | | |
| **FUNNEL GLASS** | | | **FUNNEL GLASS** | | | **FUNNEL GLASS** | | | **FUNNEL GLASS** | | |
| Funnel Glass | 21 | 16 02 15* | A. Jansen B.V. | 100 | 100 | | | | | | |
| **HAZARDOUS WASTE** | | | **HAZARDOUS WASTE** | | | **HAZARDOUS WASTE** | | | **HAZARDOUS WASTE** | | |
| Phosphorous Powder | <1 | 16 05 07* | Indaver Ireland Ltd (Co. Dublin, Transfer Station) | n/a | n/a | AVG Abfall-Verwertungs-Gesellschaft mbH | 100 | 0 | | | |
| Phosphorous Filters | n/a | 15 02 02* | | | | | | | | | |
| PCB Capacitors | <1 | 16 02 09* | G&P Batteries | n/a | n/a | Ripon Recycling | TBC | TBC | | | |
| **NON-FERROUS** | | | **NON-FERROUS** | | | **NON-FERROUS** | | | **NON-FERROUS** | | |
| Copper Yokes | 3 | 16 02 16 | Davis Recycling International Ltd | n/a | n/a | The Remet Company Ltd | n/a | n/a | Various | 100 | 100 |
| Cable | 1 | | | | | | | | Various | 100 | 100 |
| Degausse Cable | 1 | | | | | | | | Various | 100 | 100 |
| Plugtops | <1 | | | | | | | | Various | 100 | 100 |
| Electron Guns | <1 | | | | | | | | Various | 100 | 100 |
| PCB G3 | 9 | 16 02 16 | Hamarec GmbH | 100 | 96 | | | | | | |
| **PLASTIC** | | | **PLASTIC** | | | **PLASTIC** | | | **PLASTIC** | | |
| Plastic | 17 | 19 12 04 | WRC Recycling | n/a | n/a | Various | 97.5 | 99.3 | | | |
| **RESIDUE** | | | **RESIDUE** | | | **RESIDUE** | | | **RESIDUE** | | |
| Residue | 2 | 19 12 12 | Panda Waste Management Solutions | TBC | 0 | | | | | | |
| Wood Residue | 1 | 19 12 07 | Panda Waste Management Solutions | 100 | 0 | | | | | | |

## FPD TELEVISIONS

| Fraction | % Mass | EWC Codes | Secondary Treatment Facility / Broker | Recovery Rate Achieved (%) | Recycling Rate Achieved (%) | Tertiary Treatment Facility / Broker | Recovery Rate Achieved (%) | Recycling Rate Achieved (%) | Quaternary Treatment Facility / Broker | Recovery Rate Achieved (%) | Recycling Rate Achieved (%) |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **FERROUS** | | | **FERROUS** | | | **FERROUS** | | | **FERROUS** | | |
| **Steel**<br>**Speakers & Screws** | 40 | 16 02 16 | Davis Recycling International Ltd | n/a | n/a | Hammond Lane Metal Company Ltd | n/a | n/a | Megasa Siderurgice SL | 100 | 99.5 |
| **HAZARDOUS WASTE** | | | **HAZARDOUS WASTE** | | | **HAZARDOUS WASTE** | | | **HAZARDOUS WASTE** | | |
| **PCB Capacitors** | <1 | 16 02 09* | G&P Batteries | n/a | n/a | Ripon Recycling | TBC | TBC | | | |
| **Mercury Filters** | n/a | 15 02 02* | Indaver Ireland Ltd (Co. Dublin, Transfer Station) | n/a | n/a | AVG Abfall-Verwertungs-Gesellschaft mbH | 100 | 0 | | | |
| **CCFL Bulbs** | <1 | 20 01 21* | Irish Lamp Recycling Ltd | 90.30 | 88.20 | Unknown | 90.3 | 88.2 | | | |
| | | | | | | Gannon Eco | 90.3 | 88.2 | | | |
| | | | | | | Future Industrial Services Ltd | 90.3 | 88.2 | | | |
| **NON-FERROUS** | | | **NON-FERROUS** | | | **NON-FERROUS** | | | **NON-FERROUS** | | |
| **Aluminium** | 7 | 16 02 16 | Davis Recycling International Ltd | n/a | n/a | The Remet Company Ltd | n/a | n/a | Various | 100 | 100 |
| **Aluminium Plasma** | | | | | | | | | Various | 100 | 100 |
| **FPD PCB G1** | <1 | | | | | | | | Various | 100 | 100 |
| **FPD PCB G2** | 2.5 | | | | | | | | Various | 100 | 100 |
| **Ribbon Cable** | <1 | | | | | | | | Various | 100 | 100 |
| **Cable** | | | | | | | | | Various | 100 | 100 |
| **Floppy Disc Drives** | <1 | | | | | | | | Various | 100 | 100 |
| **Heatsinks** | 1 | | | | | | | | Various | 100 | 100 |
| **Plugtops** | <1 | | | | | | | | Various | 100 | 100 |
| **PCB G3** | 5.5 | 16 02 16 | Hamarec GmbH | 100 | 96 | | | | | | |
| **PLASTIC** | | | **PLASTIC** | | | **PLASTIC** | | | **PLASTIC** | | |
| **ABS** | 21 | 19 12 04 | WRC Recycling | n/a | n/a | Various | 97.5 | 99.3 | | | |
| **PMMA** | 6 | | | | | | | | | | |
| **GPPS** | 1.5 | | | | | | | | | | |
| **Film** | 1.7 | | | | | | | | | | |
| **RESIDUE** | | | **RESIDUE** | | | **RESIDUE** | | | **RESIDUE** | | |
| **Screen** | 6 | 19 12 12 | Indaver Ireland Ltd | 100 | 0 | | | | | | |
| **Residue** | 2.1 | | | | | | | | | | |
| **Plasma Glass** | 5.2 | 19 12 12 | John Gannon Concrete Ltd T/A Gannon Eco | 100 | 100 | | | | | | |

**UPS**

| Fraction | % Mass | EWC Codes | Secondary Treatment Facility / Broker | Recovery Rate Achieved (%) | Recycling Rate Achieved (%) | Tertiary Treatment Facility / Broker | Recovery Rate Achieved (%) | Recycling Rate Achieved (%) | Quaternary Treatment Facility / Broker | Recovery Rate Achieved (%) | Recycling Rate Achieved (%) |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **FERROUS** | | | **FERROUS** | | | **FERROUS** | | | **FERROUS** | | |
| **Steel** | 25 | 16 02 16 | Davis Recycling International Ltd | n/a | n/a | Hammond Lane Metal Company Ltd | n/a | n/a | Megasa Siderurgice SL | 100 | 99.5 |
| **NON-FERROUS** | | | **NON-FERROUS** | | | **NON-FERROUS** | | | **NON-FERROUS** | | |
| **Power Supply** | 4 | 16 02 16 | Davis Recycling International Ltd | n/a | n/a | The Remet Company Ltd | n/a | n/a | Various | 100 | 100 |
| **Transformer** | <1 | | | | | | | | Various | 100 | 100 |
| **Copper Cable** | <1 | | | | | | | | Various | 100 | 100 |
| **Heatsink (Au)** | <1 | | | | | | | | Various | 100 | 100 |
| **PCB Grade 3** | <1 | 16 02 16 | Hamarec GmbH | 100 | 96 | | | | | | |
| **BATTERIES** | | | **BATTERIES** | | | **BATTERIES** | | | **BATTERIES** | | |
| **Battery Lead Acid <10** | 70 | 16 06 01* | H.J. Enthoven | 100 | 85.7 | | | | | | |

**BATTERIES**

| Fraction | EWC Codes | Secondary Treatment Facility / Broker | Recovery Rate Achieved (%) | Recycling Rate Achieved (%) | Tertiary Treatment Facility / Broker | Recovery Rate Achieved (%) | Recycling Rate Achieved (%) | Quaternary Treatment Facility / Broker | Location | Waste Facility Permit/Waste Licence/Broker Number | Technology Employed | Recovery Rate Achieved (%) | Recycling Rate Achieved (%) |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| BATTERIES | | BATTERIES | | | BATTERIES | | | RESIDUE | | | | | |
| Lead Acid Batteries | 16 06 01* | H.J. Enthoven | 100 | 85.7 | | | | | | | | | |

# Appendix 7

# EMS 07 Communications Procedure

| | | | | | |
|---|---|---|---|---|---|
| **Page Number:** | **1 of 5** | | | | |
| **EMS Clause No.:** | **4.4.3** | **Prepared By:** | **K. Bowden** | **Signature:** | K Bowden |
| **EMS Ref. No.:** | **EMS 07** | | | | |
| **Rev. Number:** | **5** | **Approved By:** | **N. Madden** | **Signature:** | N Madden |
| **Effective Date:** | **03/03/2017** | | | | |

# TITLE: COMMUNICATION PROCEDURE

## 1.0 PURPOSE

1.1 Effective communication is essential to ensure the successful implementation and operation of the EMS.

1.2 This procedure outlines how The Recycling Village Ltd communicates internally and externally in relation to environmental issues.

1.3 The procedure ensures that personnel at all levels within the organisation are encouraged and facilitated to make proposals for improvements, and submit relevant comments on the EMS.

1.4 The procedure also provides the mechanisms by which: complaints are recorded against The Recycling Village Ltd or are made against offending parties; environmental incidents are recorded and communicated to relevant bodies; and how complaints and incidents are registered within the company.

1.5 The purpose of this procedure is to comply with Clause 4.4.3 of ISO 14001:2004.

## 2.0 SCOPE

2.1 This procedure describes how The Recycling Village Ltd carries out internal and external communications relating to environmental issues.

## 3.0 RELATED DOCUMENTS

- 4.4.3 ER 002 Environmental Opportunities Register
- 4.4.3 ER 009 Complaints and Incidents Register
- 4.4.2 EF 04 Environmental Awareness/Training Schedule
- 4.4.3 EF 07 External Communication Record
- 4.4.3 EF 26 Complaint Record (Complaints Made Against The Recycling Village Ltd)
- 4.4.3 EF 27 Environmental Incident Record
- 4.4.3 EF 28 Complaint Record (Complaint Made By The Recycling Village Ltd)

| | | | | | |
|---|---|---|---|---|---|
| **Page Number:** | **2 of 5** | | | | |
| **EMS Clause No.:** | **4.4.3** | **Prepared By:** | **K. Bowden** | **Signature:** | K Bowden |
| **EMS Ref. No.:** | **EMS 07** | | | | |
| **Rev. Number:** | **5** | **Approved By:** | **N. Madden** | **Signature:** | N Madden |
| **Effective Date:** | **03/03/2017** | | | | |

## TITLE: COMMUNICATION PROCEDURE

### 4.0 RESPONSIBILITY

4.1 It is the responsibility of the Managing Director to ensure that adequate resources are allocated for this procedure to be implemented.

4.2 It is the responsibility of the Facility Manager to act as a point of contact between General Operators and the Environmental Management Team.

4.3 It is the responsibility of the EHS Coordinator to document all internal and external communications relating to environmental issues and for ensuring that this procedure is properly implemented.

| | | | | | |
|---|---|---|---|---|---|
| **Page Number:** | **3 of 5** | | | | |
| **EMS Clause No.:** | **4.4.3** | **Prepared By:** | **K. Bowden** | **Signature:** | K Bowden |
| **EMS Ref. No.:** | **EMS 07** | | | | |
| **Rev. Number:** | **5** | **Approved By:** | **N. Madden** | **Signature:** | N Madden |
| **Effective Date:** | **03/03/2017** | | | | |

**TITLE: COMMUNICATION PROCEDURE**

## 5.0 PROCEDURE

**Internal Communications**

5.1 The EHS Coordinator is responsible for ensuring that environmental issues are communicated directly to the employees at The Recycling Village Ltd by methods such as:

- Regular Environmental Management Team meetings
- Direct communication by phone, email or personal meetings
- Environmental awareness programme
- Induction training
- Staff notice boards

5.2 Internal communications shall include information on;

- Environmental policy, objectives and targets
- Opportunities for individuals to contribute
- Current environmental issues and projects
- Legal compliance
- Opportunities for improvement
- Reoccurring non-conformances with the standards set by the EMS
- Benefits of environmental management
- Contact details for further information
- Environmental incidents that arise on-site

5.3 In order to ensure that personnel at all levels within The Recycling Village Ltd are encouraged and facilitated to make proposals for improvements, The Recycling Village Ltd has established an Environmental Opportunities Register (ER 002) which allows all interested parties to lodge environmental improvement suggestions or comments.

5.4 The EHS Coordinator is responsible for ensuring that all suggestions are reviewed and the originator responded to in a timely manner. All appropriate suggestions will be discussed at the environmental team meetings and may form part of the future EMS environmental improvement programmes.

| | | | | | |
|---|---|---|---|---|---|
| **Page Number:** | **4 of 5** | | | | |
| **EMS Clause No.:** | **4.4.3** | **Prepared By:** | **K. Bowden** | **Signature:** | KBowden |
| **EMS Ref. No.:** | **EMS 07** | | | | |
| **Rev. Number:** | **5** | **Approved By:** | **N. Madden** | **Signature:** | NMadden |
| **Effective Date:** | **03/03/2017** | | | | |

**TITLE: COMMUNICATION PROCEDURE**

5.5 Environmental Incidents which arise onsite that are wholly the responsibility of The Recycling Village Ltd are recorded on EF 27 Environmental Incident Record.

5.6 The Record must be completed in full by the relevant internal party and returned to the EHS Coordinator, who is responsible for filing the incident report; registering the incident on ER 009 Complaints and Incidents Register; and following up with any required actions, i.e. issuing non-conformances, inspecting corrective and preventative actions, or informing relevant external bodies.

**External Communications**

2.3 External communication is achieved through a variety of means including:

- Receiving updates on changes in Environmental Legislation
- Making and receiving environmental complaints
- Sharing environmental data with regulatory bodies
- Attendance at relevant environmental seminars
- Participation in specialist environmental working groups
- The Recycling Village Ltd web site

5.4 The EHS Coordinator is responsible for ensuring that all relevant environmental issues are communicated externally as required and by appropriate means e.g., e-mail, Annual Environmental Returns, EDEN Portal, reports, presentations, correspondence etc.

5.5 Environmental data will be shared with several external organisations as required, such as: the EPA; Meath County Council; the WEEE Recycling Compliance Schemes; the WEEELABEX Organisation; The Inland Fisheries Board; Irish Water; The TFS Office; environmental consultants and clients.

5.6 All records of general external environmental communications will be logged in EF 07.

5.7 When an environmental issue arises on site or on route to The Recycling Village Ltd, which is partially or wholly the responsibility of an external party, a complaint is issued to the offending party using EF 28 Complaint Record (Complaint Made By The Recycling Village Ltd).

| | | | | | |
|---|---|---|---|---|---|
| **Page Number:** | **5 of 5** | | | | |
| **EMS Clause No.:** | **4.4.3** | **Prepared By:** | **K. Bowden** | **Signature:** | K Bowden |
| **EMS Ref. No.:** | **EMS 07** | | | | |
| **Rev. Number:** | **5** | **Approved By:** | **N. Madden** | **Signature:** | N Madden |
| **Effective Date:** | **03/03/2017** | | | | |

## TITLE: COMMUNICATION PROCEDURE

5.8 When an environmental issue arises which is partially or wholly the responsibility of The Recycling Village Ltd, a record of any complaint made by an external party against The Recycling Village Ltd is recorded and followed-up using EF 26 Complaint Record (Complaint Made Against The Recycling Village Ltd).

5.9 All complaints made by or against The Recycling Village Ltd are registered on ER 009 Complaints and Incidents Record.

5.10 In accordance with the conditions of Industrial Emissions Licence Register Number W0286-01, all of the following situations constitute reportable incidents, which must be logged with the EPA through the EDEN Portal:

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

5.11 The Recycling Village Ltd has decided not to publish an external annual report for public dissemination regarding its significant environmental aspects. Instead, requests for information relating to significant aspects shall be dealt with on a case by case basis.

## Appendix 8

## Statement of Measures in Relation to Prevention of Environmental Damage and Remedial Actions

| Risk ID | Potential Risk | Risk Score | Mitigation Measures to be Taken | Actions Taken in 2016 |
|---|---|---|---|---|
| 1 | Receiving unacceptable waste consignments | 12 | Carry out an effectiveness audit of waste acceptance and waste quarantined procedures e.g. EMS 09 09.<br><br>Ensure audits of waste haulage companies and waste facilities are appropriate and up to date. | Effectiveness audit of waste handling procedures was conducted in November 2016. A Waste Storage Plan was implemented along with a Logistics Folder in 2016. Both have been finalised by management and waste handling documented procedures will be updated in 2017 if any changes arise.<br><br>External Audits are conducted at periodic intervals. The schedule for 2016 was approved and it was carried out. Two facilities which were due to be done in 2016 are now to be done in 2017. The schedule for 2017 is awaiting approval. A documentation audit was carried out on waste contractors and requests for updated documents were made to the relevant companies. |
| 4 | Materials Storage | 12 | Carry out an effectiveness audit of waste storage procedures e.g. EF 01, EMS 09 03, 09 05, 09 09, Ground Floor Plan 12039-LA-04 and Yard Management Plan 12039-LA-03.<br>Carry out regular checks of spill kits. | Effectiveness audit of waste handling procedures was conducted in November 2016. Waste handling documented procedures and maps will be updated in 2017 to take account of the changes.<br><br>Carried out weekly by EHS Coordinator and recorded on EF 01 |
| 2 | Waste Unloading/Handling | 9 | Carry out an effectiveness audit of waste handling procedures.<br><br>Carry out regular checks of spill kits. | Effectiveness audit of waste handling procedures was conducted in November 2016. A new Waste Storage Plan was implemented along with a Logistics Folder. Both have been finalised and waste handling documented procedures will be reviewed and updated in 2017 if any changes arise.<br><br>Carried out weekly by EHS Coordinator and recorded on EF 01 |
| 15 | Interceptor Sump | 8 | Commission a further interceptor sump inspection if the last inspection is older than 3 years. | Interceptor Sump was surveyed and integrity tested in 2015. Another inspection does not have to occur until 2018. |
| 3 | WEEE Processing | 6 | Continue to sample and monitor the emissions from the CRT/FPD disassembly lines extraction vent.<br><br>Carry out an internal fugitive dust/OHS emission survey. | TMS Environmental were contracted in 2016 to carry out quarterly air emissions monitoring surveys and subsequent analysis for Particulate Matter and Metals, as required by the licence.<br><br>An external Dust Deposition survey was carried out along with external OHS Dust Monitoring in 2016. |
| 12 | Contaminated Land | 6 | Carry out soil testing as per licence requirements | Soil Testing was carried out in April 2014 - not required again until 2024 |
| 11 | Emissions to Groundwater | 4 | Continue to sample groundwater as per licence requirements. | Groundwater was sampled twice in 2016: once for relevant hazardous substances and twice for basic parameters. |
| 14 | Storm drainage network | 4 | Commission an integrity survey of the site drainage network every 3 years. | Site drainage was integrity tested in 2015. Another inspection does not have to occur until 2018. |
| 6 | Emissions to Surface Water | 4 | Continue to sample surface water as per licence requirements. | Surface water was sampled as per licence requirements in 2016. Additional testing was carried out to establish trigger levels for surface water. |
| 9 | Fire and Firewater | 4 | Implement the recommendations as detailed in the Fire Water and Fire Water Retention Report, produced by WEML, July 2015 | Installation of a smoke detection system took place in early 2016. A new Emergency Response Team were trained in 2016. The Emergency Response Plan was updated to state that the interceptor would be manually turned off in the event of a fire. |
| 16 | Site Deliveries | 4 | Ensure that all loads are checked before unloading, certified forklift divers operate machinery and all general operators are trained in the site emergency response and spillage procedures as required. | Health and Safety Training was carried out in November 2016. Refresher forklift training was carried out in November 2016. |
| 5 | Ecology | 2 | The facility is located within a purpose built industrial facility that was constructed in 2005 on a green field site. | Site emissions monitoring is carried out in accordance with ER 004 which adheres to IE Licence requirements. |
| 13 | Liquid Storage and Handling | 2 | Ensure that all general operators are trained in the site emergency response and spillage procedures as required. | Health and Safety Training was carried out in November 2016. Refresher forklift training was carried out in November 2016. |
| 7 | Use of Raw Materials and Natural Resources | 1 | Carry out an energy audit of the facility. | Site Energy Audit was conducted by WEML in November 2015. An energy audit was not carried out in 2016 as the EPA did not require an updated audit. |
| 8 | Emissions to Air | 1 | Continue to sample stack air emission as per licence requirements. | TMS Environmental were contracted in 2016 to carry out quarterly air emissions monitoring surveys and subsequent analysis for Particulate Matter and Metals, as required by the licence. |
| 10 | Nuisance | 1 | Continue to carry out noise surveys as per licence requirements. | Noise Survey was carried out in October 2016 by TMS Environmental Ltd. |
| 17 | Weather | 1 | Ensure that the site interceptor sump is cleaned when required in order to remove gross solids and oil prior to discharge to the River Nanny | Interceptor Sump is subject to daily visual checks; Sump alarm is checked for operation monthly and cleaning is organised as required. |