



SOP # MPA		Waste Storage Plan	Current Revision #	A
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SOP Number MPA??

SOP Title Waste Storage Plan.

	NAME	TITLE	SIGNATURE	DATE
Author	Brian Bruton	Facility Manager		10/12/1-7

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Effective Date:	When approved by the EPA
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## 1. PURPOSE

The purpose of this plan is to achieve and maintain compliance with the licence requirements regarding the storage of wastes.

## 2. INTRODUCTION

KWD Recycling recognises the requirement to ensure that waste handled at the facility are stored in a safe manner and takes into consideration the finding of a fire risk assessment and the decommissioning management plan.

## 3. ABBREVIATIONS:

- SOP: Standard Operating procedure.
- MPA: Material Production Area.
- PPE: Personal Protective Equipment / Clothing.
- Non-conforming Material that does not meet the licence conditions.
- PPE: Personal Protective equipment.

## 4. SCOPE:

The Plan applies to all waste storage activities at KWD Recycling facility.

## 5. DEFINITIONS:

**Stockpiles** - accumulations of all forms of stored wastes, whether baled, open or otherwise stored;

**Enclosed stockpiles** – wastes (either loose or baled) stored in a bay or enclosure, such as a three-sided bay, where the walls of the enclosure are of an appropriate construction resulting in an effective fire shield.

**Open stockpiles** – wastes (loose or baled etc) which are not stored in bays/enclosures, such as an open stack of paper bales or open stack of loose wood.

**Loose** – wastes which have not been baled/wrapped, such as stockpiles of loose wood, tyres, plastic bottles etc. Such loose waste can either be in bays or in the open (such as an open pile of loose wood).

**Baled/wrapped** – wastes which have been baled and/or wrapped, or similar, as discrete packages/items. Such baled/wrapped wastes can be either in bays or open stockpiles.



## 6. RESPONSIBILITIES:

It is the responsibility of the Facility Manager to ensure that Plan is up to date and is communicated to the relevant nominated personnel and implemented on site.

It is the responsibility of the nominated supervisors to ensure that this plan is adhered to fully.

## 7. WASTE STORAGE AREAS

Wastes are stored in designated areas inside the main processing building, the baled plastics store and in the yards, as shown on Drawing No 3.

Loose incoming MMW are off loaded and temporarily stored in stockpiles adjacent to the processing line in the west of the building.

Loose organic fines removed during the processing of the MMW are temporarily stored in an articulated trailer parked adjacent to the processing line.

Loose processed MMW is stored in a stockpile at the northern end of the building pending bulking.

Loose mixed MDR is temporarily stored in stockpiles of the processing area pending baling.

Baled paper and cardboard are stockpiled in a bay in the southern side of the building.

Metals are stored in the open metals processing and storage yard.

Timber is stored in the open timber storage yard and in the yard to the south-east of the main processing building.

Food waste is stored in an articulated trailer parked in a fully enclosed structure.



## 8. WASTE STORAGE PROCEDURES

To minimise the risk of odour nuisance the maximum storage time for residual household and commercial waste shall be 48 hours.

To minimise the risk of self-combustion the maximum storage time for combustible materials shall be four weeks.

The loose stockpiles inside the building shall not exceed 350m<sup>3</sup> and shall not be more than 4m high.

Adequate freeboard shall be maintained within any bays or containers to prevent overtopping of wastes.

The baled dry recyclables stockpiles in the main processing building and the plastics store shall be limited to three bales high.

A minimum distance of 5m shall be maintained between open stockpiles of combustible materials.

### 7.0 Waste Amounts

The maximum amount of waste on- site at any one time shall be 1,196 tonnes, comprising:

MMW 200 tonnes

MDR 125

Metals 250 tonnes

Baled plastics 175 tonnes

Baled cardboard and paper 200 tonnes



Timber 80 tonnes

Food waste 26 tonnes

C&D waste 100 tonnes

Bulky Waste 40 tonnes

**9. PROCEDURE:**

**10. FORMS/TEMPLATES TO BE USED IF APPLICABLE**

**11. SAFETY**

**12. QUALITY CONTROL LOG AND REFERANCES**

**13. CHANGE HISTORY**

Where the SOP is the initial version:

- SOP No: Record the SOP and version number
- Effective Date: Record effective date of the SOP or “see page 1”
- Significant Changes: State, “Initial version” or “new SOP”
- Previous SOP no.: State “NA”
- SOP No: Record the SOP and new version number
- Effective Date: Record effective date of the SOP or “see page 1”

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SOP no.	Rev #	Significant Changes	Effective Date	Changes amended by
MPA2	A	Initial release REV A		

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