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Fire Prevention Plan - EPR/DB3904HZ/V002

Southwood Waste Transfer Station

Commercial Recycling (Southern) Limited

CRM 0139 002 PE R 010

'Experience and expertise working in union'

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Fire Prevention Plan – CRM 0139 002 PE R 010

Project:	Southwood Waste Transfer Station
For:	Commercial Recycling (Southern) Limited
Status:	FINAL
Date:	May 2021
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Reviewer:	Robert Chamberlain, Senior Consultant

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1.0 Fire Prevention Plan

1.1 Fire Prevention Objectives

1.1.1 This is the fire prevention plan for Commercial Recycling (Southern) Ltd at Southwood Waste Transfer Centre, Evercreech, Shepton Mallet, BA4 6LX (the "Facility"). The plan has been designed to meet these 3 objectives:

- minimise the likelihood of a fire happening
- aim for a fire to be extinguished within 4 hours
- minimise the spread of fire within the site and to neighbouring sites

1.1.2 The fire prevention plan forms part of the environmental management plan on site and must be updated when required. A copy of the fire prevention plan must be readily available on site and to all employees.

1.2 Types of Combustible Waste on Site

1.2.1 Southwood Recycling Centre is a waste recycling centre that accepts a wide range of wastes for recycling as well as hazardous waste for transfer. Therefore there are a number of combustible waste types on site, the combustible wastes are listed below:

- paper & cardboard
- plastics
- rags & textiles
- mixed waste containing combustible waste
- whole tyres
- wood
- WEEE
- Flammable hazardous chemicals
- Clinical Waste
- Trommel Fines
- Gas Cylinders
- Carpet
- Mattresses

1.3 Using this Fire Prevention Plan

1.3.1 Once this plan has been approved and implemented staff will be suitably trained in its requirements and a copy of the plan will be made available to all staff at all times.

1.3.2 Fire drills will take place at least 2 times per year testing the plan so that site staff and other operatives are fully prepared if a fire were to break out on site.

1.4 Activities at Southwood Recycling Centre

1.4.1 There are various activities at Southwood Recycling Centre, some of which could be a potential fire risk. A list of the activities on site is below:

- Waste acceptance / removal
- Manual waste sorting
- Mechanical waste sorting – slew and loading shovel
- Mechanical waste sorting – picking belts and magnets (when in use)
- Mechanical waste sorting – screening (when in use)
- Waste storage

1.5 Site Plans and Maps

1.5.1 In appendix 1 is a site plan for Southwood Recycling Centre showing the following key points around the site:

- layout of buildings
- any areas where hazardous materials are stored on site (location of gas cylinders, process areas, chemicals, piles of combustible wastes, oil and fuel tanks)
- main access routes for fire engines and any alternative access
- hydrants and water supplies
- the location of fixed plant or where mobile plant is stored when not in use
- drainage runs, pollution control features / fire water containment systems
- storage areas
- quarantine areas
- areas of unmade ground

1.5.2 Appendix 2 shows the site plan on a larger scale showing what sensitive receptors are within 1km for the site.

1.6 Manage Common Causes of Fire

1.6.1 It is important to understand common causes of fire and the measures taken to reduce the risk. It's our responsibility to identify all possible risks, depending on the activities carried out on site.

1.6.2 Arson – Security measures are in place such as security fencing around the site perimeter, CCTV and during times of closure security guards visit the site at 3 random times per night to check for any issues.

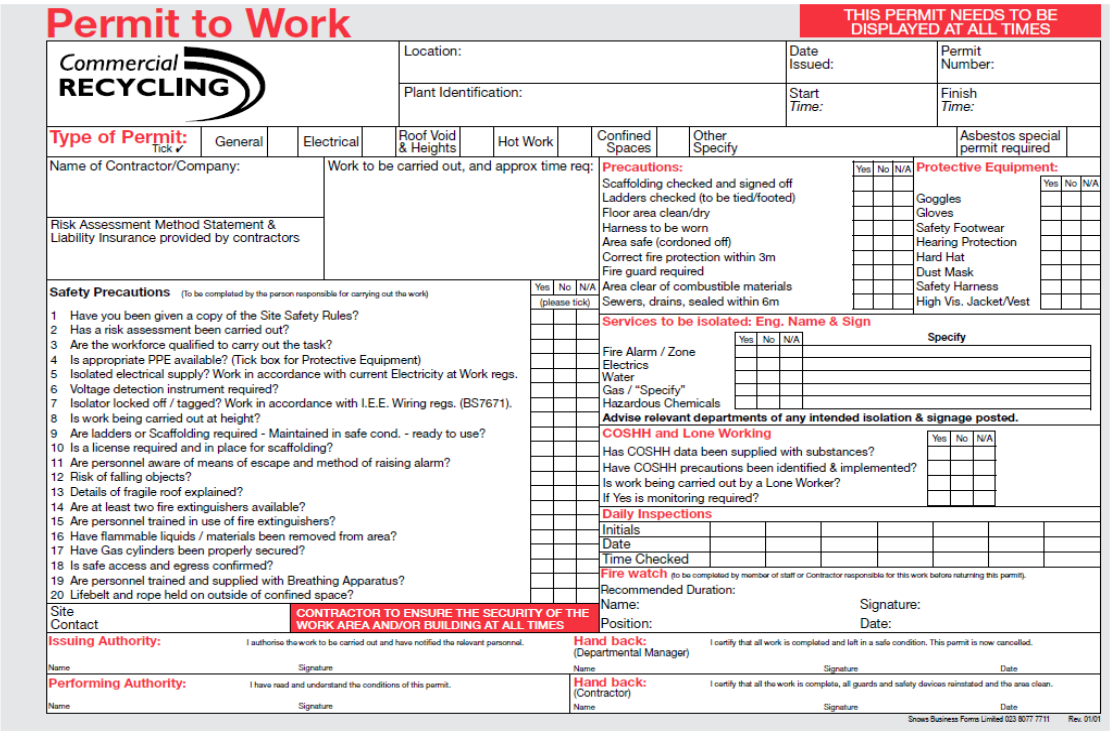
1.6.3 Plant and Equipment – All plant is inspected and maintained as per manufacturers specification. All plant have a daily check sheet filled out to ensure it is fit for purpose. If any repairs are required then this is carried out using genuine approved parts and a fully qualified fitter.

1.6.4 Electrical faults including damaged or exposed electrical cables – All electrics on site are installed and maintained by a qualified electrician. All portable electronic equipment is PAT tested annually.

1.6.5 Discarded smoking materials – We operate a strict no smoking policy on the site but there are designated smoking areas a safe distance away from any combustible waste. The smoking area is equipped with a cigarette disposal point for the safe disposal of any cigarettes.

1.6.6 Hot works - All staff and contractors follow safe working practices, such as a permit to work system, when carrying out hot works such as welding and cutting. No hot works are to take place past 3pm as a fire watch is required to take place after the hot works have been completed. This is documented on the permit to work forms as seen in figure 1 below:

Figure 1.6.1 Permit to Work Form



Permit to Work

THIS PERMIT NEEDS TO BE DISPLAYED AT ALL TIMES

Commercial RECYCLING

Location: | Date Issued: | Permit Number:

Plant Identification: | Start Time: | Finish Time:

Type of Permit: Tick ✓ — General | Electrical | Roof Void & Heights | Hot Work | Confined Spaces | Other Specify | Asbestos special permit required

Name of Contractor/Company:

Risk Assessment Method Statement & Liability Insurance provided by contractors

Work to be carried out, and approx time req:

Precautions:

	Yes	No	N/A
Scaffolding checked and signed off			
Ladders checked (to be tied/footed)			
Floor area clean/dry			
Harness to be worn			
Area safe (cordoned off)			
Correct fire protection within 3m			
Fire guard required			
Area clear of combustible materials			
Sewers, drains, sealed within 6m			

Protective Equipment:

	Yes	No	N/A
Goggles			
Gloves			
Safety Footwear			
Hearing Protection			
Hard Hat			
Dust Mask			
Safety Harness			
High Vis. Jacket/Vest			

Safety Precautions (To be completed by the person responsible for carrying out the work)

		Yes	No	N/A (please tick)
1	Have you been given a copy of the Site Safety Rules?			
2	Has a risk assessment been carried out?			
3	Are the workforce qualified to carry out the task?			
4	Is appropriate PPE available? (Tick box for Protective Equipment)			
5	Isolated electrical supply? Work in accordance with current Electricity at Work regs.			
6	Voltage detection instrument required?			
7	Isolator locked off / tagged? Work in accordance with I.E.E. Wiring regs. (BS7671).			
8	Is work being carried out at height?			
9	Are ladders or Scaffolding required - Maintained in safe cond. - ready to use?			
10	Is a license required and in place for scaffolding?			
11	Are personnel aware of means of escape and method of raising alarm?			
12	Risk of falling objects?			
13	Details of fragile roof explained?			
14	Are at least two fire extinguishers available?			
15	Are personnel trained in use of fire extinguishers?			
16	Have flammable liquids / materials been removed from area?			
17	Have Gas cylinders been properly secured?			
18	Is safe access and egress confirmed?			
19	Are personnel trained and supplied with Breathing Apparatus?			
20	Lifebelt and rope held on outside of confined space?			

Services to be isolated: Eng. Name & Sign

	Yes	No	N/A	Specify
Fire Alarm / Zone				
Electrics				
Water				
Gas / "Specify"				
Hazardous Chemicals				

Advise relevant departments of any intended isolation & signage posted.

COSHH and Lone Working

	Yes	No	N/A
Has COSHH data been supplied with substances?			
Have COSHH precautions been identified & implemented?			
Is work being carried out by a Lone Worker?			
If Yes is monitoring required?			

Daily Inspections

Initials							
Date							
Time Checked							

Site Contact

CONTRACTOR TO ENSURE THE SECURITY OF THE WORK AREA AND/OR BUILDING AT ALL TIMES

Fire watch (To be completed by member of staff or Contractor responsible for this work before returning this permit).
Recommended Duration:
Name: Signature:
Position: Date:

Issuing Authority: I authorise the work to be carried out and have notified the relevant personnel.
Name Signature

Hand back: (Departmental Manager) I certify that all work is completed and left in a safe condition. This permit is now cancelled.
Name Signature Date

Performing Authority: I have read and understand the conditions of this permit.
Name Signature

Hand back: (Contractor) I certify that all the work is complete, all guards and safety devices reinstated and the area clean.
Name Signature Date

Snows Business Forms Limited 023 8077 7711 Rev. 01/01

1.6.7 Industrial heaters – There are no industrial heaters on site.

1.6.8 Hot Exhausts – All fixed and mobile plant is regularly serviced and cleaned to reduce the risk of dust igniting on any hot exhaust. All mobile plant is parked at least 10 metres away from any building, combustible material and other items of mobile plant overnight to reduce the risk of a fire spreading if a fire breaks out on a piece of plant.

1.6.9 Ignition sources – All naked flames and ignition sources must be kept 6 metres away from any combustible or flammable wastes.

1.6.10 Leaks and spillages of oils and fuels – All plant on site is maintained and inspected as per manufactures specification to minimise risk of leaks and spillages from plant on site. Spill

procedures are on site and numerous spill kits are also located around the site in case of a spillage of any material.

1.6.11 Build-up of loose combustible waste, dust and fluff – The site is regularly cleaned to prevent the build-up of dust and fluff. Plant and machinery is regularly washed down too. All mobile plant is cleaned when required and every 3 months by an external contractor, the site is also road swept as required.

1.6.12 Reactions between wastes – There should not be any reactions between the non-hazardous wastes. All the hazardous wastes are stored in segregated containers and there is strictly no decanting of liquid wastes on site keeping the risk of reactions low. Customers are asked when tipping to declare any non-conforming wastes such as hazardous items including lithium batteries to prevent them being mixed within the waste and possibly causing a reaction. If any incompatible wastes are discovered during tipping or sorting then this waste is removed by one of the site operatives and placed within the hazardous waste area or quarantine area if the waste is not included in the permit. If the customer is still on site then if required the waste will be reloaded on to their vehicle for them to dispose of at an appropriate facility.

1.6.13 Deposited hot loads – Hot loads are not permitted at Southwood, if a load comes in to the site hot or on fire then as part of our waste acceptance this load is rejected from the site and turned away. If the hot load is discovered after the waste has been tipped then the waste will be quickly segregated from the rest of the waste stream and placed in a quarantine area to be dealt with safely.

1.7 Prevent Self-Combustion

1.7.1 Many wastes can self-combust under certain conditions. Self-combustion happens when a material which can self-heat generates heat at a faster rate than it can be lost to the environment. The temperature continues to rise in the material speeding up the rate of reaction and releasing even more heat. Eventually the material reaches auto-ignition and the material then self-combusts.

1.7.2 Self-combustion can be prevented by carefully managing storage times, pile volumes and height, and the temperature of the wastes. At Southwood Recycling Centre wastes are managed so that the possibility of self-combustion is kept to a minimum through the following controls:

1.7.3 Manage storage time – There is a strict first in / first out policy on site so that waste does not stay on site any more time that it needs to. The aim is to store combustible materials on site for no more than 3 months and other wastes a maximum of 6 months. This is achieved by removing regular artic loads of mixed waste out of the site per day to keep waste levels down. Stockpiles are regularly visually checked to ensure they are the appropriate size and they do not pose a fire risk, if a stockpile is too large then the TCM will be alerted to take remedial action and reduce the waste stockpile.

1.7.4 Monitor and control temperature – Waste piles are regularly turned and we have a first in / first out policy to help prevent wastes heating up too much. If a pile of waste appears to be overheating then remedial methods would be used to ensure the waste pile does not ignite. Operatives are trained to recognise any signs of excess temperature in the waste piles (such as excess steam etc) and will alert the TCM if required to assess the waste pile. We have access to temperature probes on site and if a certain waste pile causes concern then there is the potential to measure the temperature inside the stockpile if required, the waste piles are probed regularly at the end of the day to check their temperatures. The waste within the building is well shaded from direct sunlight during hot summer months, during these periods of increased

temperatures it is key that waste stock piles are kept to a minimum and that there is a high turnover of waste through the site.

1.7.5 Waste bale storage –Baled material stored on site will also come under the first in / first out policy so that baled material has a low chance of heating up to excess. The bales would be stored away from any other combustible wastes and checked regularly for any signs of deterioration or heat.

1.7.6 Seasonal demand – There is currently no dramatic seasonal demand for our wastes so the waste stockpiles must remain within the agreed stock pile sizes throughout the year.

1.8 Manage Waste Piles

1.8.1 At Southwood waste piles are managed carefully so that the risk of self-combustion is reduced and the scale of a fire is limited if one breaks out. To do this we have minimised pile sizes and stored waste materials in their largest form.

1.8.2 The EA have published the following maximum waste pile sizes in the table below depending on the waste type and the average size of the waste within the pile.

Table 1.8.1 Waste Pile Sizes

Waste type	Loose and more than 150mm	30 to 150mm or baled	Less than 30mm
Tyres and rubber	450 cubic metres	300 cubic metres	300 cubic metres
Wood	750 cubic metres	450 cubic metres	300 cubic metres
Compost and green waste	750 cubic metres	450 cubic metres	450 cubic metres
Plastics	750 cubic metres	450 cubic metres	300 cubic metres
Paper and cardboard	750 cubic metres	750 cubic metres	450 cubic metres
Textiles	750 cubic metres	750 cubic metres	400 cubic metres
WEEE containing plastics, including fridges, computers and televisions	450 cubic metres	450 cubic metres	450 cubic metres
Metals other than WEEE	750 cubic metres	450 cubic metres	450 cubic metres

1.8.3 At Southwood Recycling Centre these stockpile sizes will be adhered to and for all waste piles, the maximum height allowed is 4 metres.

1.8.4 Please note the table above shows the maximum permitted waste stockpiles, the expected waste stockpiles on site will be much smaller.

1.8.5 Waste stored in containers – any waste stored in containers is accessible so that any fire can be put out, these containers can also be moved to prevent the fire from spreading if required.

1.9 Prevent Fire Spreading

1.9.1 There are two main ways to prevent fire from spreading around the site, 1) separation distances and 2) fire walls and bays. At Southwood Recycling Centre we use the following techniques to help prevent any spread if a fire were to break out on site:

- All mixed waste is stored inside the recycling shed segregated from any other waste streams and at least 6 metres away from other combustible wastes unless there is a concrete wall between the two stock piles which has a fire resistance period of 120 minutes.

- Segregated materials are stored in bays, such as plasterboard, glass, plastics and wood. These bays are separated by concrete walls and the material in the bays alternate between combustible and non-combustible wastes to prevent any potential fires spreading.

1.10 Quarantine Area

1.10.1 A quarantine area is somewhere you can place burning wastes to extinguish them. You can also move unburnt wastes into the quarantine area to isolate and prevent them catching fire.

1.10.2 At Southwood there a number of possible quarantine areas of which one is always kept clear depending on the operations on site at any one time. The areas are large enough to hold 50% of the largest waste stockpile and have a 6 metre fire break around the quarantined waste.

1.10.3 To see the locations of the potential quarantine areas please see the site plan in appendix 1.

1.11 Detecting Fires

1.11.1 There are a number of fire detection methods at Southwood; the primary detection method is visual. If any members of staff or customers notice any signs of a potential fire on site this is to be reported to the TCM immediately without delay.

1.11.2 Waste stockpiles are monitored regularly and always checked for signs of fire at the end of the day, if there appears to be any smoke or excessive heat coming from a certain pile then this is taken as an early detection system and potential fires within the waste pile can be alleviated before they escalate. There is access to temperature probes on site which are regularly used to check the temperatures of the waste piles to ensure stockpiles are not getting too hot.

1.11.3 Flame detection cameras will be strategically placed around the site focusing on where combustible waste is stored. The inbuilt fire detection technology alerts a first responder (during times of closure this is the security team for the site) who can then begin the fire suppression systems if required.

1.11.4 During times of closure there is a security team who visit the site 3 times per night and during these visits the site is checked for any signs of fire. If a fire was detected during one of the routine inspections, then the security guard would follow the site's emergency procedures. The security guard would the fire brigade and the company management, when the company management are on site then they can start the fire suppression system.

1.12 Suppressing Fires

1.12.1 At Southwood Recycling Centre there are a number of ways to suppress a fire in the unlikely event that one starts,

Office

1.12.2 In the site offices there are fire extinguishers placed strategically around the office so to protect the means of escape.

Site

1.12.3 Around the site there are many fire extinguishers strategically placed, some of these being in the shed to protect anyone's means of escape in the event of a fire, these are regularly checked and serviced by a qualified contractor annually.

1.12.4 The other main fire suppression equipment on site is fire hoses. There are two fire hoses on site, one on each waste recycling building. The fire hoses have been installed by qualified engineers and meet the required British Standards for firefighting equipment.

1.12.5 These are used as the manual fire suppression system on site. In the event of a fire these fire hoses will be utilised to prevent the spread and suppress the fire until the fire brigade are present on site. The fighting of the fire will then be handed over to the fire department until the site is handed back.

1.12.6 During times of site opening hours the site staff will operate the manual suppression system and fire hoses. During times of site closure the first responder (who will either be the security guards or the site manager, whoever reaches the site first) will attend site and call the fire brigade. When the site manager arrives on site they can then start the manual suppression system.

1.12.7 The manual suppression system is an appropriate system for the site and is proportional to the size of the site and the amount of waste the site holds.

1.13 Firefighting Techniques

1.13.1 The site is designed to allow for active firefighting to help allow any a fire to be extinguished within 4 hours. No one should put themselves at risk by trying to fight a fire, active firefighting means having the resources available at all times to fight a fire, including in the event of a fire. The resources at Southwood include:

- Plant – if required there is heavy plant on site available to move waste around to prevent fire spread.
- Staff – techniques may be used by staff on site if they're suitably trained and are supervised by the fire and rescue service. However, protecting the health and safety of people on site is top priority. A number of employees on site have undergone Fire Warden training, this is renewed every 3 years.
- Available water supply – at Southwood there a couple of different water supplies on site, there is a fire hose connected to the mains water supply and 2 x 10,000l water tanks (primarily for use in dust suppression), the locations of these are marked in the site plan in appendix 1. There is a fire hydrant out on the main road (the A371) approximately 700m away.
- Finances – There is always finances available in case of emergencies.

1.14 Water Supplies

1.14.1 The primary water supply on site is from the mains, this feeds the fire hoses and tops up the dust suppression tanks (2 x 10,000l tanks). The locations of these can be seen on the site plan in appendix 1. The water tanks on site drain at a rate of 100l per minute and take 200 minutes to empty. Which is ample time to suppress a fire until the fire service arrives on site.

1.14.2 The fire service can also access a hydrant located on A371 if required. All these water sources together provide enough water to tackle a worst case scenario of the largest waste pile catching fire.

1.15 Managing Fire Water

1.15.1 At Southwood the fire water is managed in a couple of ways; primarily if the fire breaks out in the waste sheds this area is a bunded impermeable area, the fire water can collate in here up to its capacity. The capacity of the two recycling sheds are as follows; shed 1 has a capacity of 85m3 (85,000l) and shed 2 has a capacity of 93.3m3 (93,300l). If this capacity is breached then the fire water will naturally flow out of the sheds and follow the drainage system down through the site. The final chamber before the surface water can leave the site can be sealed off by using a designated bung located next to the inspection chamber. This will prevent any further water from leaving the site and the chamber can hold up to 12.88m3 (12,880l) of water. In this case we will also prevent the surface water from the adjacent landfill site entering this system by turning off the hydrobrake situated prior to this final chamber. In the extreme circumstance of this fire water containment system being overwhelmed the site could utilise the landfill attenuation pond (which has a capacity of over 100,000l) to store fire water, this would be done by using a pump.

1.15.2 If a fire occurs on one of the external stockpiles which are located on a hard standing then most of the fire water will percolate through the ground. Any water that could be diverted to the sealed drainage area will be. The groundwater around the site is classified as a 'Secondary A Aquifer' but outside the GPZ (groundwater protection zone) and there are no water wells within 3km of the site.

1.16 During and After an Incident

1.16.1 In the event of a fire emergency on site the following procedure is implemented to safely control the fire with the aim to have it extinguished within 4 hours, there are two slightly different procedures depending on if the fire is detected during working hours or closure:

During Operating Hours

- Fire visually detected by site operative or customer
- Shed evacuated
- Site Manager or TCM alerted if not already present at the incident
- Site Manager or TCM start the manual suppression system in the areas required
- Fire services called
- Once the fire service are on site then the fire chief will take the lead on fire fighting
- TCM calls the Environment Agency's incident line to record the incident and contact the EO for the site.

- The fire incident will be formally over when the fire chief officially hands the site back to the operator

During Closure

- Fire detected by fire detection system on site or during the security guards checks.
- If detected by the fire detection system this alerts the site manager and designated first responder (usually the security team) who can then make their way to the site.
- The manual fire suppression system will be started by either the site manager or security team (depending on who reaches the site first) and the fire brigade will be notified.
- If the security guards discover the fire, then they will call the fire brigade and site manager.
- When the site manager arrives on site they can start the fire suppression system.
- Once the fire service is on site then the fire chief will take the lead on fire fighting.
- Site Management calls the Environment Agency's incident line to record the incident when they are on site.
- The fire incident will be formally over when the fire chief officially hands the site back to the operator.

1.16.2 There is a contingency plan at Southwood and in the event of a major incident the site will be closed for all waste imports and exports. Commercial Recycling can offer our other waste sites in Dorset as an alternate tipping destination for our customers until the site is safe to be re-opened again. If possible the site will be reopened in phases until any remedial works have been carried out if there are any damaged areas of the site.

1.16.3 The fire brigade must be called first and after the emergency services have been called then the Environment Agency must also be contacted to report the incident on site. At the site entrance there is an emergency information box containing site plans and all necessary information for the fire fighters.

1.16.4 In the event of a fire all neighbours who share direct boundaries with the site will be notified, this includes residents and businesses.

1.16.5 During the incident the fire chief will take lead with help from any of our operatives if needed using their skills and training.

1.16.6 The fire incident will be formally over when the fire chief officially hands the site back to the operator. From this point a number of steps will need to be followed so that the site can become operational again:

- Site needs to be cleared and decontaminated. This includes removing the burnt waste to an appropriately licenced facility, clearing the fire water and any other associated wastes.
- Site needs to then be inspected to ensure it is safe to be re-operated.

- Once the site is operational again then all appropriate paperwork must be completed on the fire from detection to re-operation.

- Replenish any firefighting stocks such as fire extinguishers/fire blankets etc.

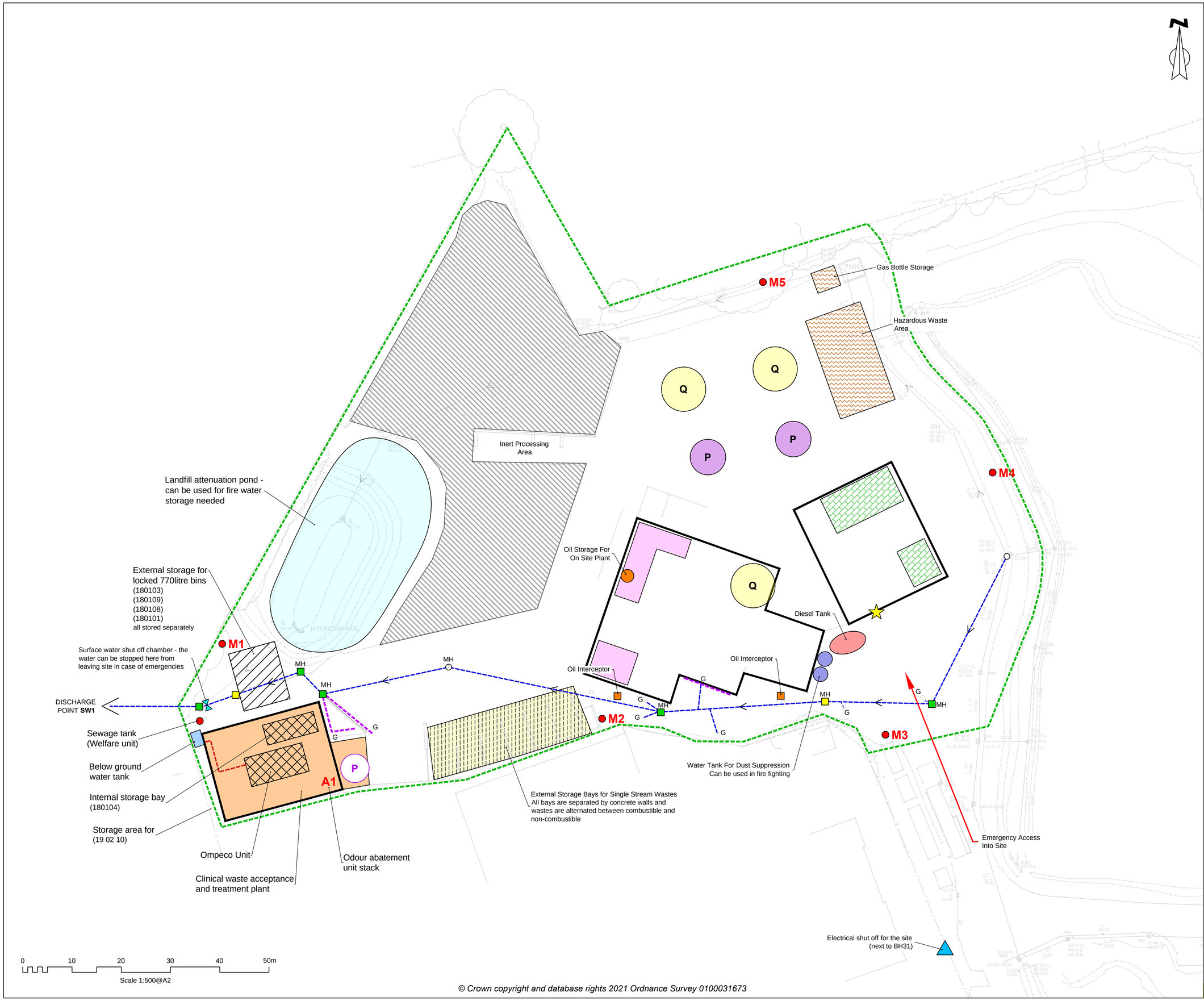
1.16.7 All paperwork and reports following the fire must then be kept on file for the duration of the permit and detailed in the site condition report if the site ever needs to apply for surrender.

1.17 Implementation of Fire Prevention Plan

1.17.1 Once this fire prevention plan has been formally approved by the Environment Agency the company aims to implement this plan within 6 months.

1.17.2 Once this plan has been approved all operatives and security guards will be formally trained on the fire prevention plan.

Appendix 1 – Site Plan



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CLIENT:
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SCALE: 1:500@A2

PROJECT REF: CRM.0139.002

DRAWN: MG

CHECKED: RC

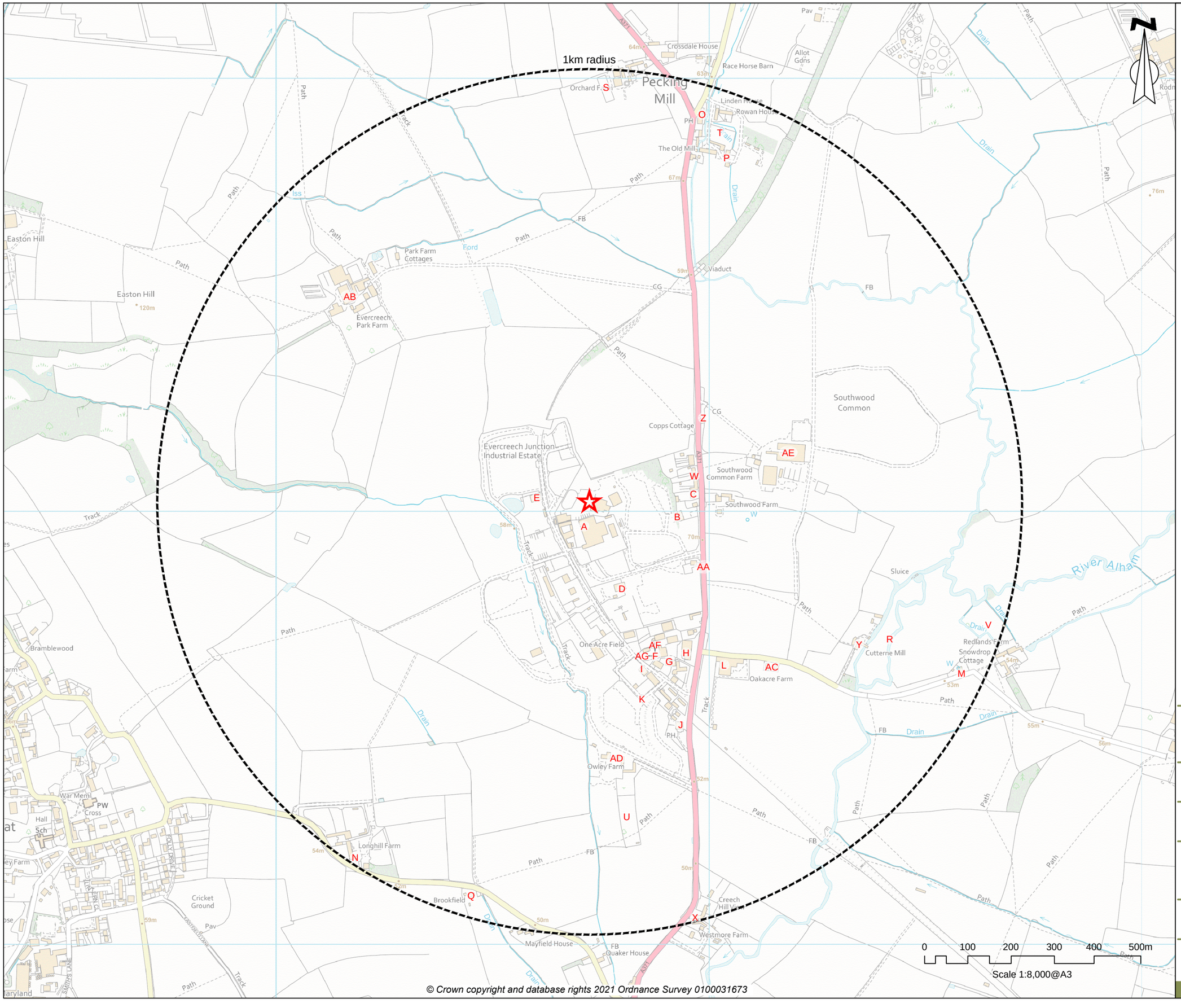
DATE: April 2021

PROJECT:
Southwood Waste Transfer Station Permit Variation

TITLE:
Site Layout Plan

DRAWING NO:
CRM.0139.002.PE.D.002

Appendix 2 – Sensitive Receptors Map



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Key

Site Location

1000m Buffer Zone

A	Bradfords Building Supplies
B	Somerset Waste Recyling Centre
C	Dunford Builders
D	Andrew Hopkins Concrete
E	Gregory Distribution Ltd Milk Site
F	Kier Evercreech Depot
G	Aquamain UK
H	Pheonix Engine Management
I	C&L Transport
J	The Natterjack Inn
K	Civil Store Management
L	Noble Machinery
M	Funky Cat Mobile Disco
N	Longhill Farm
O	The Pecking Mill Inn
P	Oak Tree Cottage
Q	(Residential) 2 Longhill Lodge
R	River Alham
S	Orchard Farm
T	Priority Habitat Inventory - Traditional Orchards (England)
U	Priority Habitat Inventory - Traditional Orchards (England)
V	Priority Habitat Inventory - Traditional Orchards (England)
U	Residential
X	Residential
Y	Residential
Z	Residential
AA	A371
AB	Farm house
AC	Farmhouse
AD	Farmhouse
AE	Adams & Dunford LLP
AF	Evercreech Junction
AG	Bridgmans Farm Direct Evercreech

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SCALE: 1:8,000@A3

PROJECT REF: CRM.0139.002

DRAWN: MG

CHECKED: HR

DATE: March 2021

PROJECT:
Southwood Waste Transfer Station Permit Variation

TITLE:
Sensitive Receptor Plan

DRAWING NO:
CRM.0139.002.PE.D.003

Enzygo specialise in a wide range of technical services:

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Landscape Architecture
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