



## Procedure No. XX Waste Storage & Handling

**Purpose: To ensure that hazardous waste is stored and handled securely and prevented from escape.**

	RESPONSIBLE PERSON	RECORD
1. This procedure will apply to the storage and handling of both hazardous and non-hazardous waste on the Site.		
<b><u>Storage of Waste</u></b>		
2. The Environmental Permit limits the operations on site in terms of amount of waste: <ul style="list-style-type: none"> <li>Up to 300,000 tonnes of waste to be accepted on to the site per year for the purpose of recycling.</li> <li>Up to 80,000 tonnes of waste to be stored on site at any one time in relation to the Environmental Permit.</li> </ul>	Site Operative	
3. All waste shall be stored within the permit boundary, as shown on the Permit Boundary Plan Drawing and in the Environmental Permit.	Site Manager	Permit Boundary Plan Drawing No.
4. All waste shall be stored on impermeable surfacing with sealed drainage. Surface water and water used in the wash plant is recirculated on Site.	Site Manager	
5. Waste storage areas are inspected daily as part of the Daily Site Inspection Sheet.	Site Operative	Inspection Checklists
6. Separate waste storage areas are used for different types of wastes and waste from different sources to ensure that no cross contamination occurs.	Site Manager	
7. The Site Manager will consider access and egress of emergency service vehicles and the potential for double handling of waste when planning the position and location of stockpiles / bays.	Site Manager	
8. Care is taken to ensure the stockpiles do not block drainage paths.	Site Manager	
9. Waste that is accepted on the Site will be inspected as it is offloaded to ensure that it contains no contravening waste, including glass, plastic, metal.	Site Operative	
10. Waste that is identified to be not acceptable will be stored for a maximum of five working days in the quarantine area.	Site Manager	
11. Hazardous waste is tracked on the computerised waste tracking system. The computerised waste tracking system will document the location of a batch at any one time. In this way, it will be possible to identify the waste stored within each waste storage area.	Site Manager	
12. In dry weather conditions stockpiles are dampened down as necessary to reduce airborne dust emissions. More information on how and when this should be carried out is provided in the Dust, Fibres & Particulates Procedure.	Site Manager	<u>Procedure No. XX Dust, Fibres and Particulates</u>
<b><u>Management of Waste</u></b>		
13. Waste storage facilities are inspected regularly as part of the Site inspection regime.	All	<u>Procedure No. XX Maintenance</u>



Form No. XX  
Maintenance  
Checklist

14. Any damage or signs of pests, etc. are reported to the Site Manager immediately and action to be taken to rectify the problem as soon as possible.

All

Procedure No.  
XX  
Housekeeping,  
Litter, Pest &  
Vermin Control