



Structure and Function of EMS Exeter Fixed Soil Treatment Facility

May 2025



DOCUMENT CONTROL SHEET

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1. INTRODUCTION

In order to minimise the environmental impact of the company's activities UK Remediation Ltd (UKRL) operates an Environmental Management System (EMS), which is compliant with the standard BS8555: 2016. The EMS forms part of the UKRL ISO compliance accreditations (9001, 14001 and 45001). UK Remediation has been ISO compliant since 2016 and continue compliance.

The Fixed Soil Facility at Exeter will adhere to the protocols of this system of work.

This document summarises the different sections of the EMS. The full EMS file, including procedures and controlled documents, are available upon request.

2. SECTION 4: CONTEXT OF THE ORGANISATION

The UKRL environmental policy provides the framework in which UKRL states its commitment to compliance with relevant environmental legislation, the setting and review of environmental targets, continual improvement and the prevention of pollution.

The policy is endorsed by the Managing Director and is reviewed on an annual basis. A copy of the policy is displayed in each UKRL office, including site offices, and is available for review by the public on the company website.

3. SECTION 5: LEADERSHIP AND WORKER PARTICIPATION

UKRL's leadership is committed to the effective implementation of the EMS, ensuring compliance with environmental, quality standards, and health and safety. Leadership sets the strategic direction through the Environmental Policy (**CR-5-001**), Health, Safety and Environmental Statement (**CR-5-002**), and Quality Management Statement (**CR-5-008**) while integrating EMS requirements into business operations.

The company Organogram (**CR-7-010**) defines the leadership structure within UKRL, outlining roles, responsibilities, and lines of authority across the company.

4. SECTION 6: PLANNING

The EMS is based on a continual review of all the aspects of UKRL's activities that have the potential to have an impact on the environment and/or have the potential to breach legislation or best practices to which UKRL subscribes.

Activities in which the environmental impact can be improved are identified and objectives and targets established and maintained to bring about operational changes in line with the environmental policy. These objectives are met by implementing management programmes, setting out the means and a time frame in which positive change are to be achieved

The significance of each environmental impact is reviewed and activities with significant aspects are highlighted for consideration in setting environmental objectives. Based on the environmental aspects identified, UKRL sets objectives and targets for improvement within each function and level of the company.

5. SECTION 7: SUPPORT

UKRL is committed to maintaining a safe and healthy work environment for all employees, contractors, and visitors. The company prioritizes risk management, compliance with health and safety regulations, and continuous improvement in safety practices.

Policies and procedures are in place and reinforced through clear documentation of responsibilities and compliance measures, with regular reviews to enhance workplace safety and operational integrity. A structured training matrix ensures staff competency.

6. SECTION 8: OPERATION

The UKRL Managing Director has assigned management authority and responsibilities, as well as appropriate resources, within the company to ensure that the EMS is implemented and maintained effectively.

All personnel whose actions may have a significant environmental aspect, are made aware of the potential impact of their activities and the methods and procedures required to carry out their works with minimum environmental impact. All personnel whose activities may

have significant environmental impact are deemed competent by training specific to their role.

All significant environmental operations that do have, or have the potential to have, an environmental impact, are covered by documented procedures. These procedures are to be followed by all personnel who carry out these operations and are available both on a remediation site and in head office.

Documented Emergency Procedures have been established and are maintained to cover identified potential emergency situations that may result from UKRL's activities. The emergency procedures provide a clear set of instructions to prevent or mitigate the environmental impact of an emergency situation. These emergency procedures are regularly reviewed and updated, including after the occurrence of an emergency situation. The emergency procedures are available and are communicated to all personnel who may be carrying out the activities from which the emergency situation may arise.

7. SECTION 9: PERFORMANCE EVALUATION

The UKRL ISO Internal Audit Committee regularly reviews the EMS to ensure its conformity, efficacy and continual improvement. Management reviews are carried out independently of those responsible for the operation of the EMS. ISO Internal Audit Committee informs the Managing Director of the suitability and effectiveness of the EMS.

The management review is used to identify the need for change, either to targets and objectives, environmental policy or other aspects of the EMS. The management review and any actions arising from such are recorded.

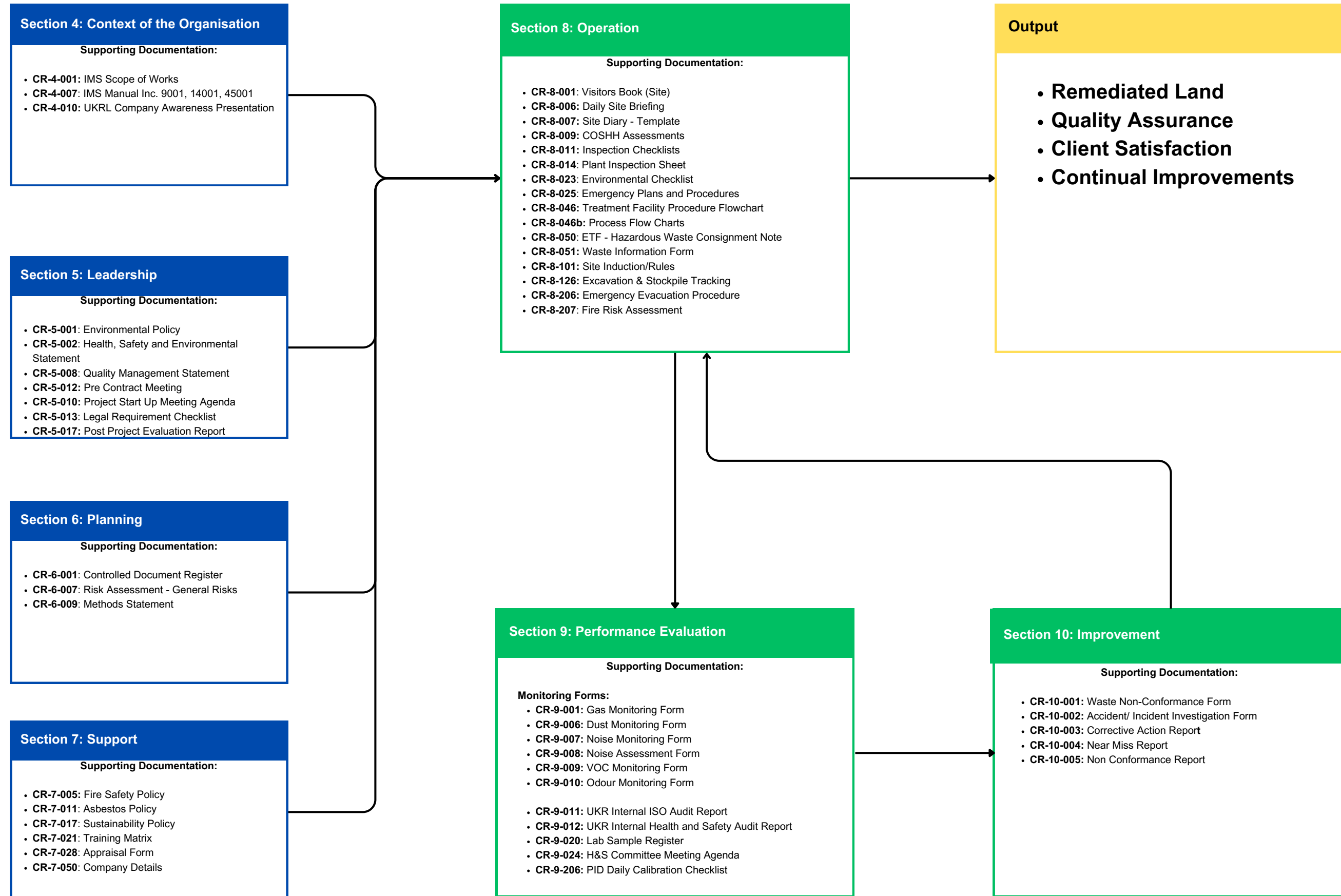
UKRL monitors and records the key parameters of the identified environmental aspects of its activities and collates the information for regular review. This information is compared to the objectives and targets and the environmental management programmes to track performance and to identify a change in significance environmental aspect. Compliance with environmental legislation and methods of best practice are regularly reviewed and updated.

8. SECTION 10: IMPROVEMENT

UKRL is committed to the continual improvement of its Environmental Management System (EMS) to enhance environmental performance. Improvement actions are identified through audits, inspections, incident reports, and staff feedback. The ISO Internal Audit Committee ensures that appropriate corrective and preventive actions are implemented to address non-conformities and opportunities for improvement.

All identified non-conformities and incidents are investigated to determine root causes and necessary corrective actions. Where applicable, preventive actions are taken to mitigate future risks. The effectiveness of these actions is to ensure continual improvement.

Environment Management System Document Map - 2025





Waste Pre-Acceptance Procedure

Exeter Fixed Soil Treatment Facility

October 2025



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1. OVERVIEW

The control of wastes and the prevention of unsuitable wastes being bought and accepted on site is a key management requirement to ensure quality control of the processes Exeter Fixed Soil Treatment Facility (FSTF). The uncontrolled acceptance of unsuitable or contaminated wastes can lead to adverse reactions or, uncontrolled emissions resulting from their storage and processing.

This procedure defines the upstream screening of all incoming waste prior to its arrival on site and involves the provision of relevant information and representative samples of the waste, where appropriate. This is to ensure that UK Remediation determine the suitability of the waste for the sites processes, before arrangements are in place to accept the waste.

This document covers the procedures currently in place at the existing site operating under permit EPR/LP3939TS, and also the pre-acceptance procedures to be undertaken relating to the planned extension of the site as shown on drawing E7555UK.D01.

2. INTRODUCTION

2.1 Initial Order/Enquiry

Prior to the delivery of any loads, UK Remediation obtain and agree a written supply agreement for the input materials with each input material supplier. The written agreement provides the following;

- The waste type and specific source location(s) of the material;
- A brief description of the source type, physical form and the specific process producing the waste (usually defined by SIC Code);
- Chemical analysis of the waste (individual constituents and as a minimum their percentage compositions);
- Details of the suppliers quality management system and a statement from the supplier confirming their duty of care and commitment to quality control (consistency of waste type, source, handling requirements, presence of hazards within the materials etc);
- European Waste Catalogue (EWC) code.

Such information shall be obtained by issuing a Waste Information Form CR-8-051 (provided at the back of this procedure). This process should occur for all new waste streams introduced to site.

Under the conditions of the site Environmental Permit (LP3939TS) the site is only allowed to receive specific wastes. The environmental permit of the site details all permitted EWC codes, however it should be noted that the planned extension of the existing facility proposes to accept new EWC codes as a variation of the existing permit.

The initial enquiry will be assessed by a suitably trained and qualified member of the UKRL waste management team, including a technical assessment from a chemist. Upon receiving the enquiry, the technically competent person will assess the suitability for treatment streams and have a clear method or defined treatment or disposal route determined in advance and costed before the waste is accepted onto the installation, in accordance with the criteria stipulated in the environmental permit (LP3939TS) see

section 1.5. The information to be reviewed will consist of chemical analysis and the material description to assess suitability for treatment.

The information relating to each waste stream shall be filed under its individual reference number on the Waste information form, detailing the information above and stored in the site office.

2.2 Long Term Supply Agreements

In the case of long-term supply arrangements with clients / suppliers, the above details are only required to be obtained once for each particular waste stream received, although this will be kept under constant review to ensure the material type is consistent throughout the long-term arrangement. Quantity of waste must be recorded in the Site Diary per individual load and the relevant Duty of Care documentation (Waste Transfer Notes).

However, different waste streams from the same supplier must be accompanied with an additional Waste Information Form, should they have a different composition or be derived from a different process to previous wastes received.

The Waste Information Form is signed by the producer of the waste prior to receipt,

Typically, additional representative sampling data is not required but will be taken by UK Remediation on a quarterly basis. However, where there is any concern or uncertainty over the content or suitability of the waste, UK Remediation will issue a non-conformance and request additional sampling data in order to accept the waste.

3. PRE-ACCEPTANCE CHECKS

3.1 Sampling

Unless sampling and analysis of the waste streams has already been completed by a third party and UK Remediation have sufficient information regarding the waste, UK Remediation will obtain representative samples of the waste used on site of origin and compare it against the written description to ensure that it is consistent. The testing will be carried at a minimum of one composite sample per 250m³. All chemical analysis will be evaluated by qualified personnel prior to material acceptance. This includes confirming if the material has been classified correctly by the producer.

With regards to incoming asbestos contaminated soils to be imported into the planned extension area of site, chemical analysis must be received from the producer during the pre-acceptance phase, including asbestos identification and quantification. If the sampling is deemed to be insufficient, UKRL will request further sampling or attend the producer site to sample and assess the material.

UK Remediation will ensure that the sample is representative of the waste and that it has been obtained by a person who is technically competent to undertake the sampling process. The analysis will be carried out by a UKAS accredited laboratory with robust quality assurance, quality control methods and record keeping. Samples must be labelled and any hazard identified. Results of the analysis of the waste will be kept within the waste tracking system. The results will include the following;

- All hazardous characteristics of the waste, including chemical analysis;
- The physical appearance of the waste;
- The pH of the waste;
- If any odour is present;
- Whether the constituents declared by the waste producer match the sampling results to ensure permit compliance.

3.2 Volume

The expected volume is required to ensure there is sufficient capacity for the material at the treatment facility. If there is insufficient capacity the material is refused until such a time that it can be accommodated.

The volume of each load and number of loads per day is carefully managed to ensure the site does not become congested and volumes do not exceed the maximum storage/treatment volumes as stipulated in the environmental permit.

With regards to imported asbestos material, the site manager will confirm that there is suitable capacity within the quarantined areas prior to import of the material.

3.3 Structural Composition

The enquiry will include a description of the structural composition of the material, this could be sand, loose sand, clay, topsoil etc. Further description will include moisture content, cohesiveness, consolidation and inclusions. These will govern the quarantine requirements for, and if required, the type of pre-treatment.

3.4 Inadequate Information

In the event of the receipt of a Waste Information Form with insufficient information (e.g. compositional details etc), all associated waste materials will not be accepted by UK Remediation under the site waste rejection procedure 'EMS Appendix F'.

If deemed necessary, a site visit will be undertaken by a UKRL engineer to visually assess the material and determine odour levels prior to import into the hazardous waste facility. Confirmatory or supplementary chemical sampling may also be undertaken at this time. In the case of asbestos contaminated material, the asbestos type must be confirmed through chemical analysis and photographic evidence prior to import. If the information provided is insufficient a site visit will be undertaken by a UKRL engineer to visually assess the type of asbestos within the soil's matrix.

3.5 Suitability for Treatment

The above factors, most notably the chemical analysis and state of the material (solid, liquid or sludge), will determine its suitability for remediation and which treatment shall

be assigned. Chemical thresholds for suitability are described in further detail in the following documents:

- E7555UK.AHP.01 – Asbestos Handpicking Procedure

In addition, an assessment will be made by the UKRL Technical Team of the robustly achievable endpoints of remediation and whether pre-processing or pre-treatment would improve these. Achievable end points, including persistence of untreated compounds and inorganic elements, will be reviewed against the acceptability for the treated material to the proposed point of reuse or end-point disposal, as appropriate. The above process is to be undertaken for each new waste enquiry.

The above factors will also be used for comparison against the criteria stipulated in the environmental permit for the site to ensure compliance.

4. PREPARATION FOR ACCEPTANCE

Once UKR have received a completed and signed Waste Information Form a tipping reference number will be issued. This must be recorded on all Duty of Care paperwork. No tipping will be allowed without the issue of a tipping reference number and prior booking in of the load.

This booking in procedure will allow for the technically competent person(s) to adequately prepare for acceptance / rejection of the waste (see Acceptance Procedure E7555UK.MAP.02) as each reference number refers to a specific waste whose characteristics (composition, individual concentrations etc) must remain the same.

5. DOCUMENTATION AND RECORDS

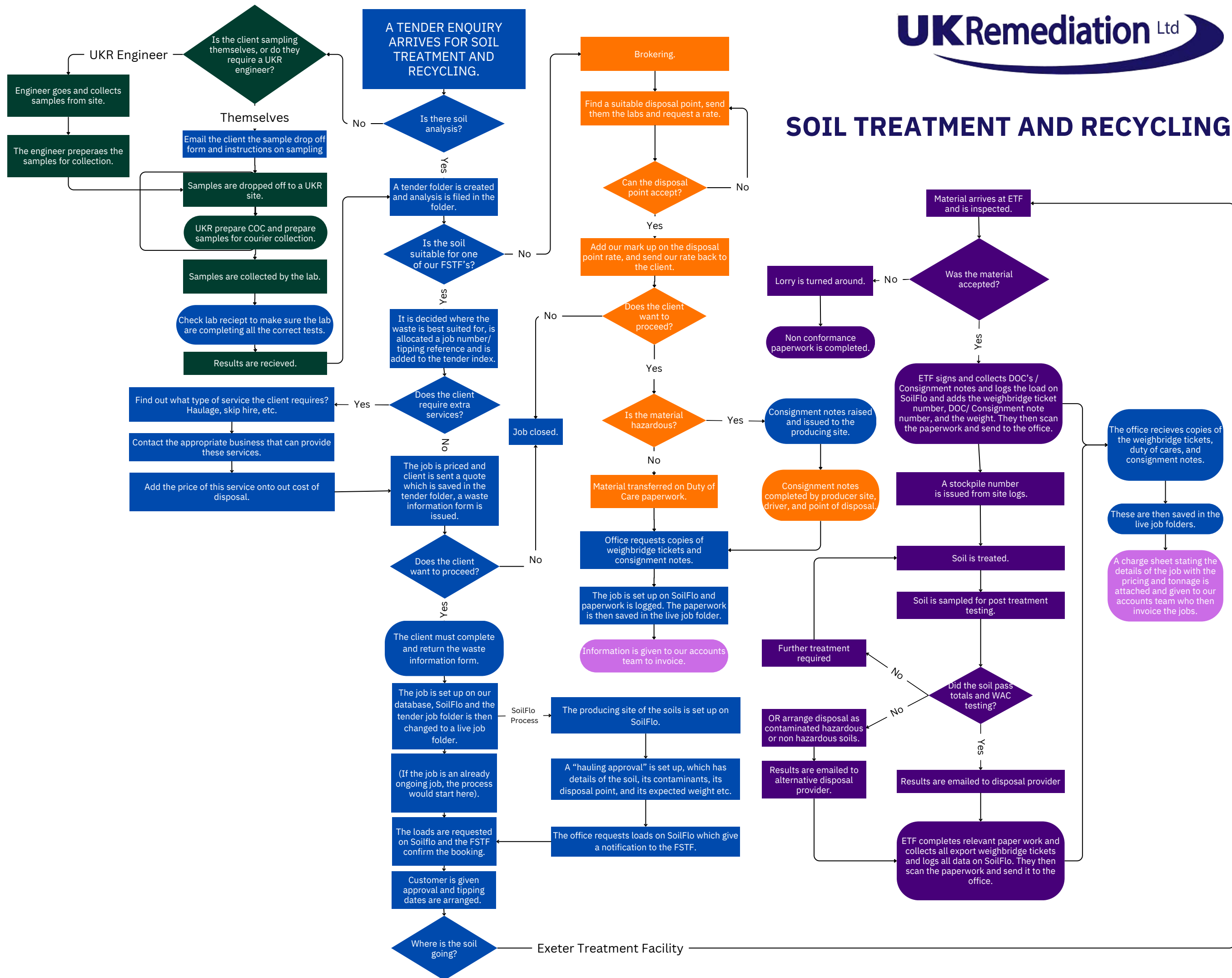
All records relating to the pre-acceptance for each approved waste stream should be retained by the company secretary for a minimum of two years, or indefinitely for ongoing supply arrangements.

Hardcopies of the transferred waste will be kept in the site office as well as electronic files on the company computer system and will be available for inspection on request.


Each approved waste stream shall be documented under its individual reference number with the information detailed in Section 1.

6. WASTE PROCEDURE FLOW CHART

SOIL TREATMENT AND RECYCLING



8. WASTE INFORMATION FORM

CR-8-051	WASTE INFORMATION FORM			
ALL SECTIONS MUST BE COMPLETED FULLY PRIOR TO DISPOSAL				
Customer name:		Producer site name:		
Telephone:		Producer site contact name:		
E-mail:		Producer site contact telephone number:		
Registered company address:		Producer site address:		
Account contact name:		Address if different to company:		
Account e-mail:				
WASTE DESCRIPTION & CLASSIFICATION				
Full Waste Description: (Please provide as much information as possible)				
Waste Production Process: (How was the waste produced? e.g. excavation)		Has analysis been given? (Please tick YES or NO)	<input type="checkbox"/> YES <input type="checkbox"/> NO	
Waste Appearance: (What does the waste look like & smell like? Any general waste or sharps etc.?)		Describe the method of waste reduction that the material has been subject to:	<input type="checkbox"/> Segregated at source <input type="checkbox"/> Controlled dig <input type="checkbox"/> Other	
Volume/Frequency of waste:		List of Wastes (EWC) code:		
How will the waste be transported? (tipper lorry, skips..)		Start Day of Transfer:		
Waste Carrier Registration No. and Haulier/ Skip Co. name:		SIC Code (of waste production process):		
WASTE TYPE:	<input type="checkbox"/> Hazardous <input type="checkbox"/> Non-hazardous <input type="checkbox"/> Inert	Any other characteristics? Site specific/material information		
If HAZARDOUS, please provide the following:				
Hazard Code:				
ALL WASTE PRODUCERS MUST READ & SIGN BELOW:				
<p>I confirm on behalf of the waste producer that the above and the attached information is correct and accurate and should the waste change in any way I will contact UK Remediation Limited immediately prior to removal of the waste from the producer's site. I also confirm that the waste has been characterized and classified in accordance with a detailed sampling plan and I have followed current legislation and/or guidance in classifying the waste. I understand that it is the producer's responsibility to correctly classify their waste as stated under current and relevant environmental, carriage and health and safety legislation. Should my waste not be correctly classified, UK Remediation Limited reserves the right to charge accordingly.</p>				
SIGNATURES				
Signature:				
Name and Title:				
Date:				
Please return this form by email to Wastesolutions@ukremediation.co.uk				
CR-8-051 – V0.01 – Date: 11.09.2024			<u>Once printed or altered is no longer a controlled document.</u>	



Waste Acceptance Procedure

Exeter Fixed Soil Treatment Facility

October 2025



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1. OVERVIEW

There is limited scope for the risk of unauthorised wastes to be received at UKRL Exeter Fixed Soil Treatment Facility (FSTF), particularly wastes likely to present a serious threat of pollution or harm, due to the duty of care in place. Nevertheless, stringent acceptance procedures are in place to assess and record loads. The control and acceptance of wastes when they arrive at site is a key process in avoiding introduction of unsuitable waste streams.

This procedure outlines the onsite controls and considerations that need to be applied when waste materials arrive on site for processing.

2. WASTE ACCEPTANCE

The waste type and source would have been Pre-Accepted in accordance with Pre-Acceptance procedure (EMS Appendix E) and a tipping reference number issued to the client. This is to be with the haulier's Duty of Care paperwork.

Where a waste has not been Pre-Accepted, and a tipping reference number issued, the material will be rejected the decision of whether the waste can be accepted lies with the Site Manager with contribution from our Waste Assessor.

The following details will be recorded for each individual load accepted on site:

- Date and time of delivery
- Details and description of the vehicle delivering the waste, the driver's name, and the operator of the vehicle
- A description of the waste including type and quantity.

Wastes will only be accepted that conform to the European waste catalogue (EWC) Waste Codes detailed in permit reference LP3939TS and if sufficient storage capacity exists. It should be noted that the planned extension of the facility proposes to accept new EWC codes, as a variation of the existing permit.

All deliveries to site will follow the Exeter FSTF Waste Delivery rules (see Appendix A at end of this document).

There is an internal tracking system in place for all wastes which is cross-referenced to the unique tipping reference number given to the waste at the pre-acceptance stage. The tracking system consists of all information generated during pre-acceptance, acceptance, storage and treatment and will be kept up to date on an ongoing basis.

Hazardous waste will only be accepted under the supervision of a suitably qualified person and under the criteria stipulated in permit reference LP3939TS. The consignment note will also include the tipping reference number.

Any wastes that do not meet with the description provided during pre-acceptance and requirements of the permit are refused entry to the site in accordance with the Waste Rejection Procedure 'E7555UK.MAP.03'.

3. WASTE RECEPTION

The Weighbridge personnel informs the site manager and respective staff of the vehicle arrival. All new drivers undertake the site waste delivery induction. All waste accepted on site is stockpiled in a designated quarantine area, situated on the impermeable concrete slab with suitable surface and drainage controls in place for treatment prior to discharge.

The waste is checked to ensure compliance with the permitted wastes in accordance with the EPR Permit and as defined above.

Once the delivery is complete vehicles will then be directed to leave the site via the weighbridge, having had their tare weight recorded which is then compared against their incoming gross weight to confirm the weight of the delivered load.

Any non-conforming material will be segregated and disposed of in accordance with the Waste Rejection Procedure 'E7555UK.MAP.03'. Non-conforming material will be removed immediately to the quarantine area.

3.1 Load Inspection

All waste unloaded in the Quarantine area is subjected to a visual inspection immediately upon offloading at site. All wastes will be visually inspected to ensure the following:

- Waste meets the EWC Code definition.
- Waste does not contain excessive extraneous materials (metals, glass, plastics etc).
- Wastes do not exhibit malodorous properties.
- In the case of asbestos contaminated material being imported into the covered asbestos picking area referenced in drawing E7555UK.DO2, the asbestos type will be confirmed during the inspection to ensure is it consistent with the information received at the pre-acceptance phase.

The Site Manager will ensure that the waste delivered to the installation is accompanied by a written description of the waste, the Waste Information Form, the details of which are described in the Pre-Acceptance procedure (EMS Appendix E).

Each load arriving onsite will have a Duty of care note for non-hazardous soil OR a duty of care note AND a hazardous waste consignment note for hazardous waste. These details will match the previously sent Waste Information Form (WIF).

4. STORAGE AND TESTING OF WASTE

Prior to arrival the pre acceptance testing will have classified and characterised the waste. Waste is to be retained on the impervious surface within the surface water management system. Loads from different sources are not to be combined prior to a compatibility assessment carried out by the waste assessor, confirming suitability for combining. The combined load is to be assessed digitally by the waste assessor, using certified laboratory results to ensure that the combined amounts would not result in changes to the nature, treatability or waste classification of the combined material.

In the case of asbestos contaminated material imported into the extension area of site, the material will be stored in designated quarantine area as detailed in document E7555UK.D02.

4.1 Baseline Chemical Sampling

On-site verification and compliance testing will take place in order to confirm:

- The identity of the waste.
- The description of the waste.
- Consistency with the pre-acceptance information and sampling; and
- Compliance with the permit.

On site verification testing and intermittent sampling will be carried out by trained personnel. This will include hydrocarbons, heavy metals and VOCs. Laboratory tests will be utilised intermittently to validate results. Sample suites and sampling frequency will be designed for each material source in accordance with WM3 guidance. A minimum of one sample per 250m³ or one composite sample per source where there is a single small source load accepted (e.g. a single waste skip).

Sampling records are to be maintained and linked to the stockpile unique tracking reference. The stockpile reference will be used for all future sampling and validation sampling, again minimum one per 250m³.

In the case of asbestos contaminated material, sampling will be undertaken at a frequency of one sample per 250m³ or a minimum one sample per source for asbestos identification and quantification, to confirm suitability for treatment. Material will not be treated until the confirmatory testing is received. Processes relating to asbestos contaminated material are described in further detail in the Asbestos Handpicking Process document 'E7555UK.AHP.01.R01' .

4.2 Treatability Checks

A competent waste assessor will review the chemical results and physical characteristics against the proposed method of treatment, assigned during the pre-acceptance stage. These will be compared against the initial pre-acceptance documentation. In particular:

- Substances not included in the site license, or at concentrations above the maximum permissible levels, including general waste items.
- Concentrations of contaminants that make the load unsuitable for the proposed treatment.
- Co-contaminants - other contents that will affect the proposed remediation methods (e.g. excessively high biologically available contents that will impede biological treatment).

At this point the material may be rejected as per the Waste Rejection Procedure (E7555UK.MAP.03).

Where contaminants listed in the license are present in concentrations or combinations with other chemicals that have not been previously well characterized during the permitting process, or if new treatment techniques are implemented, a bench-scale trial will be conducted. This trial, which will take place in advance of a scale up, ensuring the treatment is effective and to define the necessary additions and process conditions to optimize the treatment's performance.

5. DOCUMENTATION AND RECORDS

The waste tracking system will hold all information generated during pre-acceptance, acceptance, storage, treatment and/or removal off-site. Records will be made and kept up to date on an ongoing basis to reflect deliveries, on-site treatment and despatches.

Once offloaded the load is to immediately be assigned into a unique stockpile reference by the Site Manager and that stockpile number entered into the site records and tracked when moved to new locations on the site.

Hazardous and non-hazardous material is always stored separately.

All records relating to pre-acceptance and acceptance will be maintained and kept readily available for cross-reference and verification at the waste acceptance stage. Records will be held for a minimum of two years after the waste has been treated or removed off-site.

Records relating to rejected loads will be maintained and kept readily available for cross-reference and verification for a minimum of three years after the waste has been rejected.

6. APPENDICIES

6.1 Appendix A

Exeter FSTF Site Rules for Drivers

- All Lorries and vehicles **ARE NOT** permitted to enter site until first being issued a tipping reference and be booked in with UK Remediation.
- The traffic management plan will be issued to the haulage company. Use designated routes attached when driving to and from the site.
- Vehicles to be kept in good mechanical order and be tested and taxed in accordance with the road traffic regulations.
- Vehicles should be fitted with non-intrusive broadband reversing alarms and cameras.
- Report to the weighbridge operator to weigh in and receive directions to the ETF quarantine area
- Keep to established roadways only with safety bunding in place.
- Observe ALL safety signs including site speed limit.
- DO NOT exceed 10 MPH on the Tailings Dam and 20 MPH on Site Roadways

- Drivers **MUST** wear our minimum PPE:



- All Drivers/visitors **MUST** stop in the designated UK Remediation quarantine area and report to the site office.
- Drivers **ARE NOT** permitted to park in/on the FSTF working area at any time other than when they have been instructed to load/tip in a location. Only 1x vehicle is to be on site at any time to tip/load. unless otherwise directed by an employee of UK Remediation.
- Drivers **MUST NOT** exit their vehicles on site until they are:

1. Ready to tip in the correct location as indicted by the site office or yard operative

2. Have been fully loaded and given the clear/safe signal from the machine operators

- Drivers **MUST** remain within a **3M** boundary of their vehicle should they need to undo/clear tail boards/ remove covers or operate skip loaders or grab/HIABS.
- Drivers **MUST** clean off tail boards on site before leaving.
- Drivers **MUST NOT** walk within **10M** of any working/moving machinery in the yard and ensure the operator has seen you prior to approaching any plant or machinery.
- Tip ONLY under the supervision of UK Remediation personnel
- All material leaving the facility must be sheeted.
- When cleaning vehicles DO NOT STAND UNDER UNPROPPED LORRY BODIES.
- Use the wheel wash provided before leaving site – driving through slowly and with care.
- Report any safety issues to UK Remediation or the Weighbridge Operator.
- Take care when exiting site and all HGV must turn left at the entrance as per signage provided.

Failure to conform to these rules and regulations and or breaches in health and safety policy may result in you being temporarily or permanently banned from entering the site.

Emissions Inventory



Treatment Process	Emission Source	Fugitive Emission Type	Mitigation Techniques	Monitoring Equipment Required
StockPile Aeration	Stockpile contaminants	Gas	Monitor the site with action limits	P.I.D
	Dried soils / clays	Dust	Damping Down	Dust Mate
	Plant exhaust emissions	Odours	Misting system	Weather Station
Screening	Dried soils / clays	Dust	Damping Down	Dust Mate
	Stockpile contaminants	Odours	Misting system	P.I.D
	Plant exhaust emissions	Gas	Use modern plant with low emission ratings	P.I.D
	Surface Run-Off	Waste Water	- Water collection system - Water treatment tank	Chemical analysis from discharge point (monthly)
Bio-Remediation	Plant exhaust emissions	Gas / odour	Use modern plant with low emission ratings	P.I.D
	treatment substance	Waste Water / odour	Water collection system / waste water treatment tank	Chemical analysis from discharge point (monthly)
	Surface Run-Off	Waste Water	Water collection system / waste water treatment tank	Chemical analysis from discharge point (monthly)
Physical-Chemical Treatment	treatment substance	Gas / Dust	Track dosing / recipe volumes	DustMate / P.I.D
	Dried soils / clays	Gas / Dust	Damping down	Dust Mate / P.I.D
	Material Contaminants	Gas/ Dust	Damping Down	Dust Mate / P.I.D
				Weather station



Waste Rejection Procedure

Exeter Fixed Soil Treatment Facility

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1. OVERVIEW

The control of wastes and the prevention of unsuitable wastes being brought and accepted on site is a key management requirement to ensure quality control of the processes at the UK Remediation site. The uncontrolled acceptance of unsuitable or contaminated wastes can lead to adverse reactions or, uncontrolled emissions resulting from their storage and processing.

The ETF Waste Pre-acceptance Procedure 'E7555UK.MAP.01 and the ETF Waste Acceptance Procedure 'E7555UK.MAP.02' detail the control of material being accepted at the site. This procedure describes the rejection of waste when required to ensure that UK Remediation accept material that is compliant with the conditions of the environmental permit.

This document also applies to the procedures to be implemented relating to the planned extension of site (E7555UK.D02), which will form part of a variation to the existing permit (EPR/LP3939TS).

2. REJECTION PROCEDURE

Waste may be subject to rejection for various reasons as summarised below and further detailed in the below Rejection Process flowchart (**Figure 1**). These include:

- Rejection due to non-permitted waste (e.g. misclassification or unexpected contaminants that do not conform with the description/chemical analysis received during the pre-acceptance phase).
- The presence of excessive general waste (skip liner or containment material accepted)
- Rejection due to incorrect, incomplete or missing paperwork.

Rejection due to site maintenance, breakdown, storage or access issues in all events where material does not pass initial inspection, FSTF operatives will contact the UKRL main office issuing both a verbal and written explanation for rejection. Hazardous loads will be issued a rejection consignment note in the form REJECT/XXXXXX using “XXXXXX” as the 5 letters or numbers used to give the load a unique code. A copy of this will be given to the carrier on-site and sent to the client. UKR will also keep a copy. The Environment Agency will be informed of all rejected waste.

UKRL also have an internal Corrective Action Report (CAR) (**See section 5**) which will be created and circulated within the company for completion. Main office will then issue the consignment note and CAR to the client/producer for further discussion of the options for the rejected waste, dependent on reason for rejection. Potential outcomes for rejected waste include:

- Re-delivery of rejected waste
- Quarantine of waste
- Removal of waste to producing site or to an alternative permitted facility with correct license in place

All outcomes will be recorded on the CAR.

UKRL Rejection Procedure



Figure 1: Material Rejection Procedure flowchart

3. DOCUMENTATION AND RECORDS

All records relating to rejected material should be retained by UKRL for a minimum of three years.


Hardcopies of the transferred waste will be kept in the site office, as well as electronic files on the company computer system and will be available for inspection on request.

Each rejected waste stream shall be documented under its individual reference number with the information detailed in ETF Waste Pre-Acceptance Procedure 'E7555UK.MAP.01.

Table 1 : Internal Record Retention

Record	Retained by	Location	Hardcopy (✓/✗)	Electronic (✓/✗)	Retention Period
Waste information Form	Site Manager	Site Office	✓	✓	3 years
Correspondence with EA/Consignors	Site Manager	Site Office	✓	✓	3 years
Rejection consignment note	Site Manager	Site Office	✓	✓	3 years

5. CORRECTIVE ACTION REPORT TEMPLATE

CR-10-003	CORRECTIVE ACTION REPORT	
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C.A.R Number: <input style="width: 80%;" type="text"/>		Date: <input style="width: 80%;" type="text"/>	
Resulting From: <input style="width: 60%;" type="text"/>	Procedure: <input style="width: 95%;" type="text"/>		
Issued By: <input style="width: 25%;" type="text"/>	Investigated By: <input style="width: 35%;" type="text"/>	Action By: <input style="width: 35%;" type="text"/>	

SECTION 1: DESCRIPTION OF CORRECTIVE ACTION:
SECTION 2: INVESTIGATION RESULTS:
SECTION 3: IMMEDIATE CORRECTION REQUIRED:
SECTION 4: AGREED CORRECTIVE / PLANNED PREVENTIVE ACTIONS:

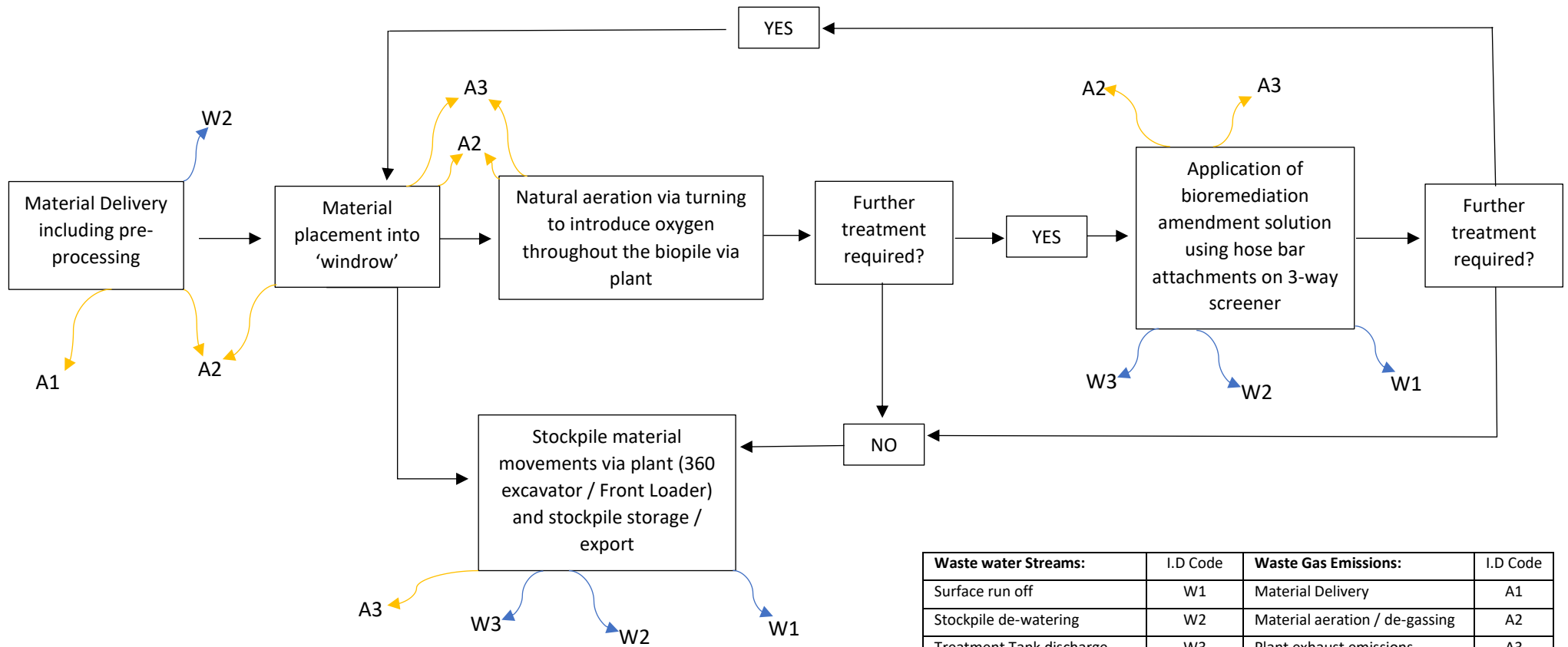
REVIEWED STATUS: <input type="checkbox"/> PENDING <input type="checkbox"/> INVESTIGATION ON-GOING <input type="checkbox"/> CLOSED

NAME: <input style="width: 25%;" type="text"/>	POSITION: <input style="width: 35%;" type="text"/>	DATE: <input style="width: 35%;" type="text"/>
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Bioremediation Emissions Release

Microbial Degradation of Hydrocarbons

Environmental Method Statement

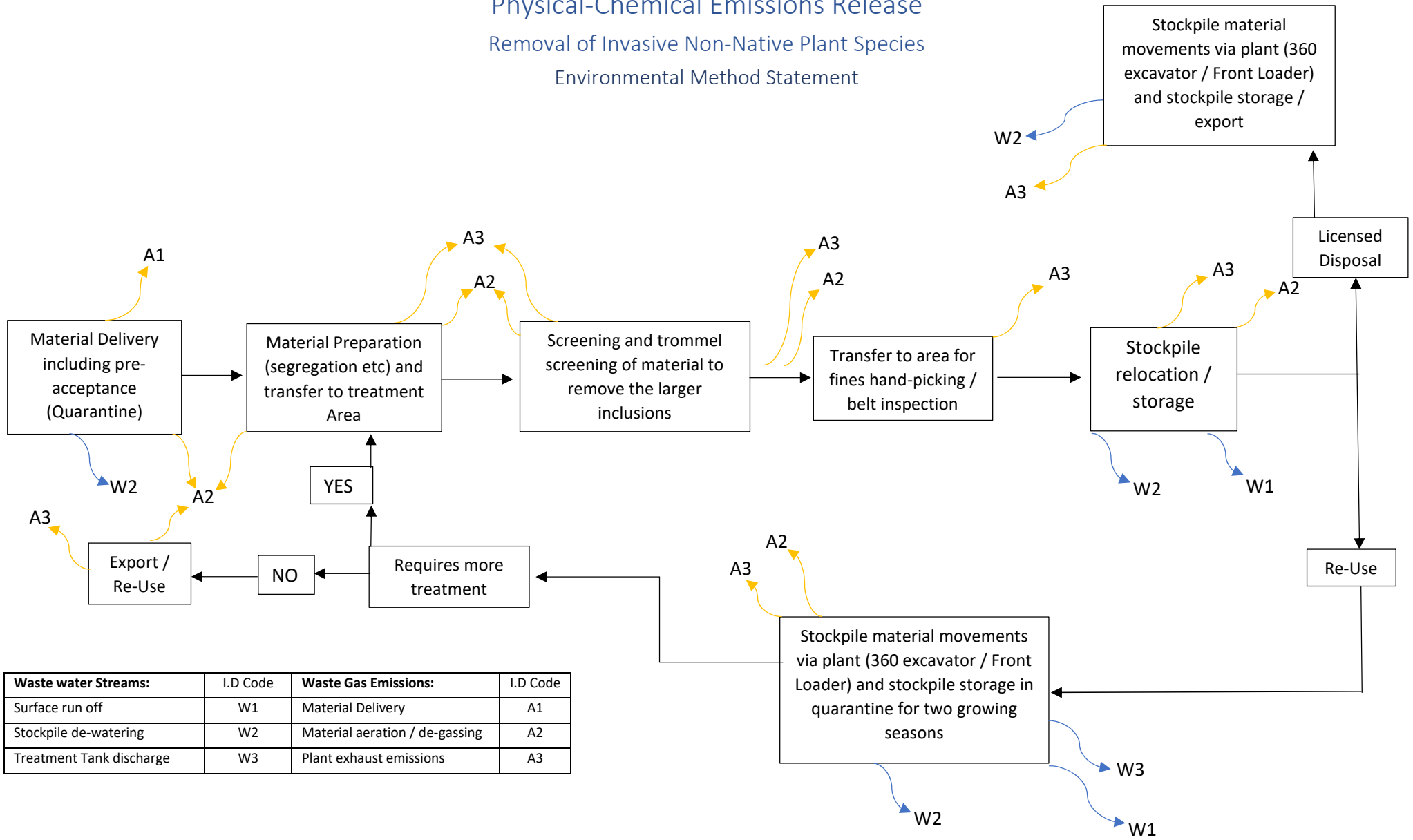


Waste water Streams:	I.D Code	Waste Gas Emissions:	I.D Code
Surface run off	W1	Material Delivery	A1
Stockpile de-watering	W2	Material aeration / de-gassing	A2
Treatment Tank discharge	W3	Plant exhaust emissions	A3

Physical-Chemical Emissions Release

Removal of Invasive Non-Native Plant Species

Environmental Method Statement

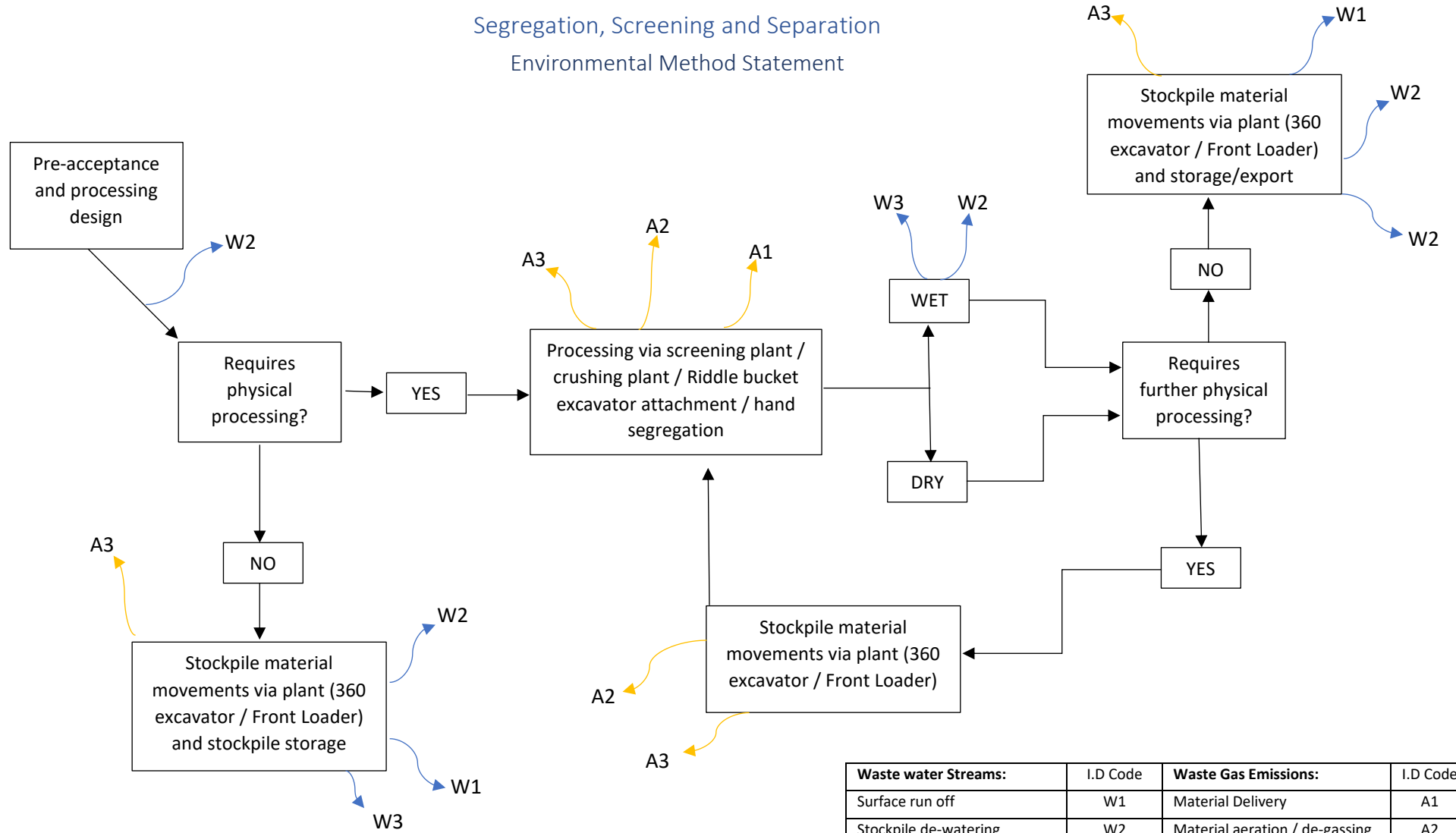


Waste water Streams:	I.D Code	Waste Gas Emissions:	I.D Code
Surface run off	W1	Material Delivery	A1
Stockpile de-watering	W2	Material aeration / de-gassing	A2
Treatment Tank discharge	W3	Plant exhaust emissions	A3

Physical Processing Emissions Release

Segregation, Screening and Separation

Environmental Method Statement



Waste water Streams:	I.D Code	Waste Gas Emissions:	I.D Code
Surface run off	W1	Material Delivery	A1
Stockpile de-watering	W2	Material aeration / de-gassing	A2
Treatment Tank discharge	W3	Plant exhaust emissions	A3

Client:	
Site:	
Engineer:	
Borehole:	
Date & Time:	
Atmospheric Temp:	
Weather:	
Comments:	

FLOW READINGS

1. Connect the male fitting to the Flow In connection (Top left corner, next to 2-pin battery connection).
2. Press the right soft key to begin sampling.
3. Zero the readings by pressing the Middle Sort Key (Zero)
4. Press the right soft key to stop sampling
5. Connect the open end of the gas flow tube to the gas tap
6. Open the gas tap and press the Right Soft Key to begin sampling
7. Record flow readings every 60 sec up to 5 mins
8. The Right soft Key will toggle the sampling process on and off
9. When the sample is stopped the values are frozen at the last measured values
10. When finished turn off the gas tap and remove the gas pipe

Time (mins)	0	1	2	3	4	5
Gas flow (litres/hour)						

Record Barometric pressure: mb

GAS READINGS

1. Connect the pipe to the main connection
2. Start the pump and record readings below

Time (mins)	Methane CH4 (%)	Carbon Dioxide CO2 (%)	Oxygen O2 (%)	Carbon Monoxide CO (ppm)	Hydrogen Sulphide H2S (ppm)
1					
2					
3					
4					
5					

6					
7					
8					
9					
10					

Peak CH4:		Min. O2:		H2S:	
Peak CO2:		Peak CO2:			

Dust Monitoring Form

Site Address:	Action Limit Values
	General Dust Exposure PM10: 250 µg/m3 averaged over 15 min Visual Assessment

MTL No:	Weather:	
Date:	Wind Speed:	Wind Direction:
Instrument used:	Filters used:	Factions Monitored:

Date	Time	Monitoring Location	Sample No.	T (mins)	Visual Assessment (level 1-3)	Comments/Action Taken
Form Completed by:				Signed:		

Notes for Completion

- WEATHER indicate the general weather conditions, dry/wet, temperature
- LOCATION identify the station number (e.g. MP1) or describe position for which monitoring was taken (e.g. East Site Boundary)
- COMMENTS indicate if location is upwind/downwind. Indicate any other relevant factors
- WIND SPEED

Force	Description	Equivalent Speed	Force	Description	Equivalent Speed
0	Calm	0-1	7	Near Gale	32-38
1	Light Air	1-3	8	Gale	39-46
2	Light Breeze	4-7	9	Severe Gale	47-54
3	Gentle Breeze	8-12	10	Storm	55-63
4	Moderate Breeze	13-18	11	Violent Storm	64-72
5	Fresh Breeze	19-24	12	Hurricane	73-83
6	Strong Breeze	25-31			

VISUAL ASSESSMENT

Level	Description
1	No evidence of dust
2	Some occasional light dust movement around dry areas
3	Dust visible around site

Noise Monitoring Form



Monitoring noise with respect to the Control of Noise at Work Regulations 2005 should be done as often as required to ensure that dangerous noise levels are not breached. Monitoring should certainly be undertaken regularly during the commissioning of the project, and then when operations/situations change.

A new form should be used for each monitoring period so that weather and equipment details can be documented

Site Address:	Action Limit Values:
	Lower Action Values (PPE) 80 dB (A) and 135 (C)
	Upper Action Values (Action Plan) 85 dB (A) and 137 (C)
MTL No:	Exposure Limit (Plant Shutdown) 87 dB (A) and 140 (C)

Weather details	Equipment details
Weather:	Instrument Used:
Wind Speed:	Calibration Details:
Wind Direction:	Boundary Noise Action Levels:

Monitoring results

Date	Time	Monitoring Location	T (mins)	Average Level (dBa)	Peak (dBa)	Action taken/Comments

Actions Taken

Completed By:	Signed:
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NOTES: Where an initial noise assessment reveals a significant noise problem the visiting Safety Adviser must be notified so that a full assessment can be arranged to evaluate the noise controls being applied.

RULE OF THUMB: if someone has to shout in order to be heard over a distance of two meters, a noise assessment will be required.

This monitoring should be undertaken as agreed in the method statements / Mobile Treatment Licence. Typically, this monitoring will be undertaken during commissioning phase of the project to establish the noise impact. Once this is established there should be no other requirement to monitor unless conditions change. This may be due to different operating conditions (change in procedures), complaints from nearby residents etc.

Site Address:	Action Limit Values
MTL No: EAWML26141	Specific Noise Level (L _{Ar,T}) 5 dB (A) above background
Weather details	Equipment details
Weather:	Instrument Used:
Wind Speed:	Calibration Details:
Wind Direction:	

Receptor details

Receptor type
Distance from Noise Source
Direction from Noise Source N, S, E or W

Noise source under investigation:

Source Description/ Location
Characteristics (e.g. Intermittent / Continuous, Tonal / Impulsive, duration of noise)

Monitoring results

Background Monitoring

Date	Time	Monitoring Location	T (mins)	Background Level (L _{A90,T})	Subjective Opinions
	day				
	night				

Process Contribution Monitoring

Date	Time (am/pm)	Monitoring Location	T (mins)	Residual Level (L _{Aeq,T})	Subjective Opinions
	day				
	night				

Calculations / Actions

Noise Level Difference (L _{Aeq,T} - L _{A90,T})	Correction Differential	Specific Noise Level (L _{Ar, T})	Trigger Level
			dB

Actions Taken

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Completed By:	Signed:
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Site Address: MTL No:	Trigger Level Values (Total VOCs) Action Level ppm (Total VOCs) Action Limit ppm
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Weather details Weather: Wind Speed/ Wind Direction: Current Activities: Boundary Action Levels:	Equipment details Instrument Used: Calibration Details: Energy rating of lamp: Boundary Limit Levels:
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Monitoring Results

Date	Time	Monitoring Location	Average VOC (ppm)	Peak VOC (ppm)	Action taken/Comments
Action Taken					

Completed By:	Signed:
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Trigger Values

NB: The level values will be agreed within the MTLs and from Occupational Exposure Limit guide (EH40) Ring Environment Manager for more details if req.

- ACTION LEVEL** The level at which VOC/Odour Management Plan needs to be implemented. This may involve distribution of PPE, changing any air scrubbers (e.g. GAC, deodorising spray), Increase abatement etc. VOC/Odour Management plan should be discussed with the UK REMEDIATION Project Manager.
- ACTION LIMIT** If VOCs reach this action level all operations must shut down and area evacuated until levels reduce to below this level. The cause of the increased level should be investigated, and a solution devised with the PM. EA should also be advised of the incident.
- PPM** Parts Per Million
- TWA** Time Weighted Average - The duration of monitoring period by which levels are averaged. NB: This will be variable for different projects and should be agreed within the MTL.

