O.C.O Technology Ltd – Leeds Aggregate Manufacturing Facility

Appendix H: Dust Management Plan for EP Variation Application (OCO_2026.02/04)

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Contents

1. Introduction

1.1 General

O.C.O Technology Limited (the applicant) has engaged Reva Environmental Ltd (the agent) to prepare an Environmental Permit (EP) variation application, for its existing aggregate manufacturing facility waste transfer and recovery facility at Hub45, Knowsthorpe Gate, Leeds, LS9 0NP.

The site is centred at NGR SE 32873 31999, within an industrial area approximately 3.6 km from Leeds city centre. Halton Moor local nature reserve (LNR) is approximately 0.9 km away from the site, and Temple Newsam Estate Wood local wildlife site (LWS) is approximately 1.5 km away from the site.

It is currently permitted by the Environment Agency (EA) under EPR/TP3737YG which allows the treatment of up to 520 tonnes of waste per day to produce carbon neutral aggregate pellets for the construction industry. It limits the annual throughput to 120,000 tonnes and storage of waste at any one time to less than 2,375 tonnes (in 10 silos – A3 to A10 and A13, A14 as shown on Site Layout Plan dated 2020 for V005).

The facility treats air pollution control (APC) residues to create an aggregate that can be used in block manufacture. This is carried out in three production lines which can operate in parallel. Wastes are delivered in powder tankers and transferred into silos (which benefit from a top filter, providing dust collection/emission abatement), then into a reactor where they are treated with carbon dioxide to lower the pH and reduce the leachability of some heavy metals. The material is then mixed with cement, sand, and water to turn it into pellets. The pellets are stored in curing bays then are moved to storage bays outside the permitted area where they remain pending collections by customers. Processing is all carried out in a building.

The current version of the EP is V006 dated 12 December 2023. The EP boundary is shown in Schedule 7 of the V006 EP, a copy of which is provided in Appendix B of this application.

1.2 Application Objective

The objective of this application is to obtain a varied EP which allows the applicant to increase the permitted limit for throughput of waste from 120,000 tpa to 150,000 tpa.

This is achievable by way of:

- Efficiencies that have resulted from operational experience over the past 8 years and fine tuning of the treatment process during that period;
- Reduction in down-time of the treatment lines and optimisation of maintenance programmes; and
- 24-7 operations.

The inherent nature of operations remains unchanged and there is no requirement to increase the current EP boundary to accommodate the proposals. The proposed changes do not add any new listed activities or waste operations to the existing EP.

Leeds City Council is the relevant planning authority. The site is not located within an Air Quality Management Area (source: uk-air.defra.gov.uk). There are no known planning constraints for the site which relate to the control of dust emissions.

As detailed in the Environmental Risk Assessment (ERA) submitted with the EP application,

the proposed operations are not considered likely to generate any significant dust emissions, even without any abatement or standard pollution control measures.

APCr, cement and CO_2 is delivered to the site using bulk tankers which fill dedicated silos pneumatically, preventing windborne dust. Sand is delivered by sheeted bulk tippers and tipped in the sand storage bays. The process is described in 5 stages.

Stage 1: APCr is delivered in sealed bulk powder tankers and pneumatically conveyed through pipes into enclosed storage silos. The APCr is then pneumatically conveyed into sealed mixers, where it is treated with carbon dioxide to chemically and physically change the residues using the patented process known as Accelerated Carbonation Technology (ACT). This initial process causes the calcium in the materials to be converted to calcium carbonate, which both chemically and physically stabilises the materials, lowering the pH and reducing the potential leaching of any contaminants. Material movements are fully automated, with no manual handling of the ingredients.

Stage 2: The carbonated output from Stage 1 is blended with binders and fillers (typically sand and cement) within a sealed mixer to produce a material with the correct properties for pelletisation. As with stage 1, material movements are fully automated with no manual handling of the ingredients.

Stage 3: Pelletising is undertaken within a horizontal rotating drum pelletiser. The duration of the material within the pelletiser is controlled to ensure the aggregate achieves the required strength and pellet size for use.

Stage 4: The aggregate is then transported along a covered belt conveyor system to the proposed aggregate curing bays. The conveyor is covered to avoid dust arising from the aggregate, albeit at this stage the product is sticky due to the water content. The aggregate is allowed to cure in the bays before it is taken to the aggregate storage bays using a loading shovel.

Stage 5: If necessary, the aggregate may go through a further stage of processing such as screening before being stored, depending on the specification required by the customer.

The doors to all the manufacturing areas (the main process building) are roller shutter doors. These are kept closed other than when access and egress is required.

This dust management plan (DMP) has been requested by the EA because the proposed operation does have potential for dust, mainly from the aggregate movement. It is aligned with the ERA for the site (which follows the source, pathway, receptor model), and forms part of the Environmental Management System (EMS) and, in the same way as other procedures are, it will be reviewed on a regular basis in accordance with the EP and updated as required following any substantiated complaints, emission events, changes to process, or to reflect changes in legislation or best practice. It seeks to outline the procedures that are in place to ensure that dust is managed at the site and that dust nuisance does not arise because of the operations.

All employees have a stake in dust control at the site, and training is therefore provided to all staff. A copy of the DMP is made available at the site in both hard copy (within the process building) and electronically.

1.3 Sensitive Receptors

Key sensitive receptors are those identified below as human health receptors.

The perceived impact at receptors located down-wind are likely to be more than at those

located cross or up-wind. Some receptors are more sensitive than others, for example a residential property is likely to be more sensitive than an industrial estate.

Table DMP1: Sensitive Receptors

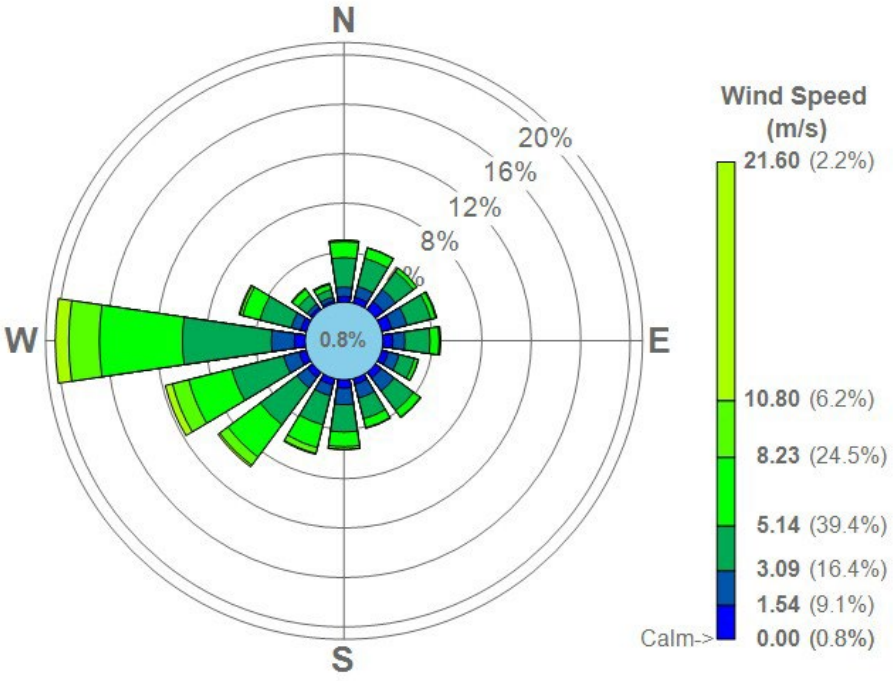
Receptor Ref.	Boundary	Closest Receptor Location	Distance at Closest Point
R1	Northeast	Residential receptors (off Neville Approach)	850
R2	Southeast	Commercial receptor (closest)	95 m
R3	North	Commercial receptor (closest)	<50 m
R4	West	Commercial receptor (closest)	<50 m
R5	South	River Aire	500 m

These features are shown on Figure DMP1. This figure is not to scale.

Figure DMP1: Receptor Locations

Figure DMP2 presents the wind rose for the area. This has been sourced from a station located at Leeds Bradford Airport which is the closest to the application site and lies approximately 14.2 km to the northwest. The latest data set is for 2019 – 2023.

Figure DMP2: Wind Rose – Leeds Bradford Airport



The site is located within a large industrial area that comprises heavy and light commercial businesses, many of which operate 24/7. The other sources of dust that should be considered relevant when considering the potential impact from the facility are as follows:

- Immediately beyond Knowsthorpe Gate, to the northwest, there are multiple factories specialising in panel, timber product manufacture and supply, and roofing merchants;
- To the southwest is a Tarmac dry mortar plant, at approximately 300 m; and
- To the north, at approximately 300 m, are several construction material manufacturers/suppliers.

2. Site Operations

2.1 Waste Deliveries

Waste is delivered in specialist powder tankers. The vehicles delivering waste are operated by Grundon Waste Management Limited who is a 100 % shareholder of O.C.O Technology.

The waste comprises a fine-grained powder similar in consistency to cement powder. Standard duty of care paperwork accompanies all deliveries to site; this is retained as per permitting and other legal requirements regarding waste records, in addition to invoices and daily records pertaining to waste receipt, unloading, handling and storage. Each load is tested before delivery into the silos to ensure compliance with the contract specifications and, by default, licencing.

To unload there is a specific process and protocol which all drivers are trained in before they can deliver to the site. Site discharge procedures are in place (ref. OP_GEN_0003) which require site operatives to supervise the connection and disconnection of tankers to the silo. On arrival at the site, the driver is allocated a silo. The appropriate site operative attends the silo and unlocks it before supervising the initial connection. They return near to the end of

discharging to check the disconnection and re-lock the silo. Supervision ensures adherence to the unloading method statements and risk assessments. O.C.O Technology operate a 'three strikes and out' policy on all contractors, including drivers, who do not follow the correct procedures.

In mitigating further the impacts on the environment from extraction of virgin materials, the second stage of the process, where fillers are added (such as sand), may also use other recycled materials. These, as with sand, are delivered in sheeted bulkers and stored under cover. To minimise vehicle movements, those bulkers delivering materials are encouraged to also be used for export of aggregate.

Table DMP2 describes the wastes that will be received and how they will be handled/processed.

Table DMP2: Typical Wastes Processed

EWC	Description	Process
01 04	Wastes from physical and chemical processing of non-metalliferous minerals	Added at stage 2 of the process
01 04 09	Waste sand and clays	Added at stage 2 of the process
10 01	Wastes from power stations and other combustion plants (except 19)	Stabilised within stage 1 of the process
10 01 02	Coal fly ash	Stabilised within stage 1 of the process
10 01 14*	Bottom ash, slag and boiler dust from co-incineration containing dangerous substances	Stabilised within stage 1 of the process
10 01 16*	Fly ash from co-incineration containing dangerous substances	Stabilised within stage 1 of the process
10 01 18*	Wastes from gas cleaning containing dangerous substances	Stabilised within stage 1 of the process
10 13	Wastes from manufacture of cement, lime and plaster and articles and products made from them	Stabilised within stage 1 of the process
10 13 04	Wastes from calcination and hydration of lime	Stabilised within stage 1 of the process
10 13 06	Particulates and dust (except 10 13 12 and 10 13 13)	Stabilised within stage 1 of the process
17 05	Soil (including excavated soil from contaminated sites), stones and dredging spoil	Added at stage 2 of the process
17 05 04	Soil and stones other than those mentioned in 17 05 03	Added at stage 2 of the process
17 05 06	Dredging spoil other than those mentioned in 17 05 05	Added at stage 2 of the process
19 01	Wastes from incineration or pyrolysis of waste	Stabilised within stage 1 of the process
19 01 07*	Solid waste from gas treatment	Stabilised within stage 1 of the process

19 01 11*	bottom ash and slag containing hazardous substances	Stabilised within stage 1 of the process
19 01 03*	Fly ash containing dangerous substances	Stabilised within stage 1 of the process
19 01 14	Fly ash other than those mentioned in 19 01 13 (if mixed with APC residues)	Stabilised within stage 1 of the process
19 01 15*	boiler dust containing hazardous substances	Stabilised within stage 1 of the process
19 01 17*	Pyrolysis wates containing hazardous substances	Stabilised within stage 1 of the process
19 04	Vitrified waste and wastes from vitrification	Added at stage 2 of the process
19 04 02*	fly ash and other flue-gas treatment wastes	Stabilised within stage 1 of the process
19 11	Wastes from oil regeneration	Stabilised within stage 1 of the process
19 11 08*	wastes from flue-gas cleaning	Stabilised within stage 1 of the process

2.2 Other Deliveries

For the manufacturing process, other raw materials are also brought on to site other than the waste types identified above. These consist of cement, CO_2, and sand. Cement is imported in a similar way to the powder wastes, within pressurised specialist powder tankers and, like the powder waste, is pneumatically pumped in to dedicated silos. From these silos the cement is pneumatically pumped into Stage 2 of the process.

Sand is delivered by sheeted bulker and tipped into a dedicated and covered storage bay to the east of the process building. This is delivered into the process via front end loader that delivers the sand into feed hoppers. A covered conveyor takes the sand to a feed hopper above the Stage 2 mixer and from there the sand is added. Materials other than sand may be used in this process, but the same delivery and dust management will apply.

CO_2 is delivered in liquid form and pumped into dedicated and specialist tanks. No dust issues arise from this process.

2.3 Overview of Waste Processing and Dust Emission Controls

The site layout is shown on standalone Site Layout Plan (2020) (based on Clarke & Associates Drawing 373 6-SK-20 0401).

All waste processing/treatment takes place takes place within the building. The building is full enclosed, although access for forklifts is located on the western facade. The doors are roller shutter doors and are kept closed at all times other than for access into the building.

To manufacture aggregate from the carbonated material, sand and cement plus water is added in a stage two mixer. Sand is introduced via a covered conveyor feed to a hopper above the mixer. Sand is delivered into a dedicated bay for storage when delivered. This sand is fed into a feed hopper by a front-end loader and fed via a covered into the process.

Manufactured aggregate in its uncured form is conveyed out of the process building on a slow-moving covered conveyor (slow speed is required to ensure some curing is achieved). The aggregate is at a temperature of around 40 degrees and damp at this stage. From the conveyor it drops into a curing bay where it is allowed to further cure for 24 hours.

Once the 24-hour cure is complete, the aggregate is hard enough to be moved to the storage bays . The site operates one Front End Loader (FEL)to move the cured aggregate, load the sand hopper and to load HGV's collecting aggregate.

The aggregate will be stored for a further few days prior to be exported off site via bulker in its manufactured form. The facility will also operate a screening plant which will have its own building on the southern boundary. This is to provide customers with the ability to have a specific sized aggregate. Space is also available for screening within the storage buildings.

The vents at the site are shown on the Site Layout Plan and are as follows:

- A3 to A14 – vents from the waste storage silos; and
- A15 & A16 – vents from the binder silos.

A1 and A2 marked on the site plan are high level fans on the first stage mixer housing however these do not emit to atmosphere; instead, they circulate air within the building.

The vents from the waste storage silos (A3 – A14) and the binder silos (A15 & A16) are filtered for particulates.

Annual silo servicing is undertaken, and the silo pressure is constantly monitored by the silo protection system. A blocked filter would cause a high fill pressure and would shut down the fill system.

Specific systems for each of the areas are as follows:

- APCr Receiving Hoppers – Donaldson DLM – V12 with Tetratex Pleated Filter Media. Maintenance frequency will be adopted from the existing Leeds facility procedures. In addition, the system air pulses every 30 seconds. This should be just air, so if any particulates are blown through this immediately identifies an issue and it can be investigated and resolved.
- Binder Receiving Hopper - Dustcheck SFJ28-1.6-10 Filter Unit.
- Binder Weigh Hoppers – Dustcheck VESVENT 120.

3. Dust & Particulate Management

3.1 DMP Responsibilities

The site is operated in accordance with the IMS, the implementation of which is the responsibility of, and led by, the management team. It is their responsibility to ensure that the system is understood and complied with at all levels of the organisation. The Site Manager and Team Leaders / Supervisors all have responsibility for emissions management at the site; this includes consideration of, compliance with, and implementation of this DMP. All employees have a stake in emissions control at the site and training is therefore provided to all staff on how to use the dust suppression systems and how to identify an issue with dust emissions. This training is provided via safe systems of work / toolbox talks. This is deemed sufficient training, however, if there is a further need to remind individuals (for example in the event of a failure to follow procedure, or the introduction of new measures, or changes made to the DEMP) this will be delivered through a further toolbox talk as

required.

The DMP, as for all IMS documents, is considered a 'live' document and is reviewed on a regular basis. Circumstances that would initiate an extraordinary review of the DMP would include a significant change to operations, the introduction of any new control measures, the introduction of a new dust source, a change to the site layout or changes to the sensitive receptors.

3.2 Sources and Control of Fugitive Dust / Particulate Emissions

The potential dust sources (materials and processes) are set out in Table DMP3.

Table DMP3: Source-Pathway-Receptor Routes

Source	Pathway	Receptor	Type of Impact	Source-Pathway-Receptor Link Breakage
Mud	Tracking Mud across the site	R2 – R4	Visual soiling, resuspension of aggregate as airborne particles	Waste received will not generate mud; the yard area is unlikely to get muddy. All waste is processed within the building. The area between the curing bay and storage may suffer from spillages of aggregate that may create a "sludge" when wet, but this will be monitored and cleaned on a regular basis. No road going vehicle should come into contact with such spillages.
Waste Storage	Atmospheric dispersion of dusts from waste materials	R1 – R5	Airborne particulates	The incoming waste is delivered via an airtight and closed-circuit system. If any spillages occur, the unloading team will be trained to clean up immediately.
Aggregate Export	Dispersion of dust from loading and transport	R1 – R5	Airborne particulates	Activity will be within or adjacent to buildings. The latter will allow the building to act as a wind break. Front-end loaders, when operating outside of the building, will reduce the height of fall of aggregate to reduce dust potential. If spillages occur external to these buildings, this will be cleaned up on a regular basis to avoid any build up that may be dispersed. This will be enhanced during windy periods.
Conveyed Waste	Escape from conveyors and subsequent atmospheric dispersion	R1 – R5	Airborne particulates	All external conveyors will also be covered to protect the material from the elements. The newly formed aggregate will also be moist, reducing dust potential.
Screening	Escape from buildings and subsequent atmospheric dispersion	R1 – R5	Airborne particulates	The screening process will be undertaken within the storge building or undercover.
Aggregate Manufacturing process	Escape from buildings and subsequent atmospheric	R1 – R5	Airborne particulates	The aggregate production will be fully enclosed within a building. The process involves water and as such all materials when on conveyors (internal) will be damp. Dust will occur but is controlled and cleaned

	dispersion			daily through good site management. Doors are limited and these will be closed during operations.
Front End Loader and forklift Exhaust	Atmospheric dispersion	R1 – R5	Airborne particulates	Regulatory controls for vehicles are employed. Movements are minimal; there is no double handling in the yard area. All mobile plant is maintained and serviced in accordance with supplier guidelines.
Surfaces (internal)	Escape from buildings and subsequent atmospheric dispersion; tracking of wet dusts by vehicles	R1 – R5	Visual soiling, resuspension of mud as airborne particles; Airborne particulates	Waste is not exposed and is kept under a closed-circuit pneumatic system. All processing is within the building as is aggregate storage and screening. Basic housekeeping measures employed to keep site clear of any accumulation of residues within the building.

Table DMP4 describes the control measures in further detail.

Table DMP4: Dust Control Measures

Abatement Measure	Description / Effect	Overall Consideration and Implementation	**Trigger for Implementation**
A) Preventative Measures			
Enclosure of treatment process within Building	This creates a physical barrier between any potential dust source and the potential receptors.	The building is enclosed on all sides with access doorways on the western façade. This door is open only for vehicle access. The building is subject to regular inspection and repairs carried out to ensure retention of integrity.	The building is already in place.
Process Design	The process is fully enclosed. The external conveyor systems are fully enclosed. The aggregate screening and storage are fully enclosed.	All buildings and plant are subject to regular inspection and maintenance. Each shift has at least one dedicated engineer to correct any faults as they occur.	Maintenance is part of the daily routine.

Abatement Measure	Description / Effect	Overall Consideration and Implementation	**Trigger for Implementation**
Site	Dust created on areas where front end loaders operate (sand and aggregates).	A road sweeper will be employed to clean when necessary. Sprinkler system is installed, which is utilised when required.	This is visually monitored, and a sprinkler will only be employed if thought necessary. The use of water in this way is not considered efficient.
Site layout	The site is designed to ensure that dust generation is minimised. The building is enclosed on 4 sides. Storage bays are orientated with walls on the western edge (the predominant wind direction).	Opportunities for sensitive layout of process and storage have been optimised with the layout design.	Applicable during all operations.
Site vehicles rules	The site has a speed limit, strictly enforced, of 10 mph. No delivery or collection vehicles are permitted to idle whilst loading/unloading. All incoming and outgoing aggregate vehicles will be required to be sheeted.	Site rules, including those for visitors to site/contractors, are included in the working procedures which form part of the IMS.	Applicable during all operations.
Good housekeeping	Regular inspections of the site form part of the IMS; these ensure areas are kept clean and accumulation of any dusts is avoided.	Formal inspections are carried out daily and findings documented on an inspection check sheet. Any findings requiring action to remediate are followed up within 24 hours. The inspection covers the yard area, site boundary, and Buildings (internal and external).	This is a standard operating procedure and will apply during all operations.
Concrete hardstanding	This is across the yard area and within all buildings. It enables a good clean to be achieved and therefore to reduce the likelihood of accumulation of dust at ground level.	Already in place	Already in place

Abatement Measure	Description / Effect	Overall Consideration and Implementation	**Trigger for Implementation**
B) Remedial Measures			
Cessation of operations	Ceasing operations during periods of high winds when the prevailing wind direction is towards sensitive receptors	Not a long-term solution but will provide control if ever required. If necessary, a procedure will be produced to define 'high winds' i.e., the trigger point for cessation of operations.	Complaints of dust emissions – substantiated; in-house inspections identifying fugitive dust emissions; request from regulator for abatement.

3.3 Other Considerations

If any of the standard control measures in place to prevent fugitive emissions from the site fail; the EA will be informed within 24 hours.

The dust control measures in place; as defined in the table above, do not rely heavily on water so enable continuity of operation even in abnormal circumstances. Natural events such as drought, which could impact the availability of water, are considered in the Climate Change Risk Assessment for the site (included in the IMS).

3.4 Enclosure of Waste Processing & Storage Areas

All waste processing takes place within a building. The building is enclosed on all sides.

All processing is within buildings that are roofed and enclosed on 3 sides with the opening leeside of the prevailing wind. The yard area is not covered but final product is stored in bays.

3.5 Maintenance

Both the infrastructure from which dust emissions could be emitted and the dust control measures in place, are subject to regular maintenance. Scheduling of maintenance is either prescribed by:

- The supplier/manufacturer of the equipment
- Relevant legislation (e.g., inspection of fire-fighting equipment)
- Other relevant guidance (e.g., sector guidelines/best practice).

This confirms that regular checks are undertaken to ensure that maintenance and inspection is being carried out, and to ensure that the integrity of equipment is maintained. This falls under Section 3.0 of the certified IMS, specifically Section 3.3.4 “Equipment Control & Management (Vehicle, Plant)” which confirms that a process is in place to ensure equipment is inspected, tested, serviced, and that a preventative maintenance procedure/plan is maintained.

3.6 Visual Dust Monitoring

Daily in-house visual inspections are carried out, not just limited to dust but the inspection does include identifying any fugitive dust emissions. This includes all points where dust has a potential to escape buildings or where debris may accumulate that could then create dust. This is around the sand storage and delivery hoppers, the curing bays, and the doors of the aggregate storage areas.

Inspections take place during operational hours only and are captured on the shift handover form.

Inspections are recorded and the record kept on site for review and trending as required. Visual dust monitoring will also be carried out in response to any complaint received that relates to dust emissions. This will aim to substantiate or otherwise the complaint. If the complaint is upheld, the subsequent investigation will consider operations at the time of complaint in order to identify the possible cause. Remedial action will be taken, and consideration will be given as to whether quantitative dust monitoring is required to be carried out.

Any issues, improvements, or non-compliances which are seen during safety observations, hazards spots or general site walks are recorded on the H&S database, via the raising of a hazard, incident, non-compliance, or opportunity for improvement. Actions are assigned when required and reviewed monthly at Senior Leadership meetings and H&S meetings.

4. Particulate Matter Monitoring

As detailed in the ERA submitted with the EP application, and Tables DMP4 and DMP5 above, the proposed operations are not considered likely to generate excessive dust emissions, even without any abatement or standard pollution control measures. The reason for this is the nature of the waste received and the controlled way it is delivered and used in the process.

The risk area is once the manufactured aggregate has cured, and then the risk and management tools are the same as with any bulk mineral site associated with storage and movement of aggregate. The benefit of the site is that this is, in the main, all undertaken within buildings.

5. Reporting and Complaints Response

The site will be operated in accordance with an IMS. Included in the IMS is a process for managing non-conformances and incidents; this also includes management of complaints. Complaints will include those made my members of the public who may perceive there to be an emission from the site; a regulatory body either as the complainant or following receipt of a complaint from a third party that could relate to the site; or contractors/visitors to site who may perceive there to be an emission from the site.

There are a number of ways in which complaints may be received and recorded. The following procedures and forms cover this:

- Interested Parties Procedure (MP_GEN_022). The purpose of this procedure is to document the process for engaging with and handling interested party feedback whether positive or negative.
- Procedure for Handling Customer Complaints OP_GEN_413. This document outlines the procedure to be followed upon receipt of customer feedback whether it be positive or negative.
- Non-Compliance Procedure (MP-GEN-020). The purpose of this procedure is to document the process for identifying and investigating non-conformities and opportunities for improvement, as well as defining the process for determining and implementing corrective actions as required and reviewing the effectiveness of these actions.

Complaints may be received in person, by telephone, email, or letter. Upon receipt of a complaint of dust emissions, an incident report will be completed. This will record details of the complaint, time and date of perceived emission, and contact details for the complainant (including address, and location of the complaint if that is different). Whilst all complaints received will be recorded, not all will be substantiated as relating to activities at the site.

In order to identify if a complaint is substantiated, an investigation will be carried out. This will include, but not be limited to, the following:

- The activities that were being undertaken at the time of the complaint/perceived emission (e.g., any machinery in use, vehicle movements);
- The weather conditions at the time of the complaint/perceived emission (e.g., wind direction, speed, temperature, humidity);
- The location of the complainant/perceived emission; and
- Whether other complaints of a similar nature have been received or whether it is an isolated incident.

The completed incident reporting form will be kept alongside any other supporting information

relating to the complaint for example photographs, copies of emails/letters, print outs of weather conditions at the time of the suggested emission etc. This will facilitate the investigation stage of the complaints process.

Findings of the investigation will be provided to the complainant within 2 working days. Where required by the EP (i.e., if the complaint is substantiated), the EA will also be notified. Records of complaints are retained for a period of at least 6 years.

5.1 Community Engagement

Communication lines are maintained between O.C.O Technology and its neighbouring businesses; this ensures that pertinent information is shared. This includes notifying those premises of any potential or actual issues (e.g., dust emission) that could have an environmental impact on them and may require them to take action to prevent or minimise impact.

5.2 Reporting of Complaints

Findings of investigation will be provided to the complainant within 2 working days. Where required by the EP (i.e., if the complaint is substantiated), the EA will also be notified in writing, using the form provided in the EP.

Complaint records sit within the EMS and are therefore subject to regular review by Top Management as part of the annual management review process and performance assessment.

5.3 Management Responsibilities

The site is operated in accordance with the EMS, the implementation of which is the responsibility of, and led by, the management team. It is their responsibility to ensure that the system is understood and complied with at all levels of the organisation. All employees have a stake in emissions control at the site and training in the DMP is therefore provided to all staff. Any member of staff may receive a complaint and is trained to record the correct details on the incident reporting form; this is then given to the Site Manager for follow up and investigation.

5.4 Summary

This DMP identifies potential dust and particulate sources at the site, seeks to break the source-pathway-receptor model, and define control measures that must be implemented, and remain operational, in order to appropriately control emissions of dust.

It has been written in support of the EP application for the site; at the request of the EA. This DMP, as for all EMS documents, is considered a ‘live’ document and is reviewed on a regular basis. Circumstances that would initiate an extraordinary review of the DMP would include a significant change to operations, the introduction of any new control measures, the introduction of a new dust source, a change to the site layout or changes to the sensitive receptors.


Reva Environmental Ltd