

## 1.0 SCOPE

Surface water discharged from the Sands Farm MRF compound via the drainage system into the Abberd Brook should not contain any polluting substances.

To achieve this, the drainage infrastructure will be inspected, maintained and cleaned to an agreed programme. Samples of the discharge will be taken and analysed at regular periods for key pollution indicators. The results will be compared against relevant control and action levels.

This procedure also outlines what action should be taken if inspection and testing highlight a possible pollution issue.

## 2.0 RESPONSIBILITIES

- Area Managers – carry out monthly inspections of the drainage infrastructure; check the sealed tank level indicating system, and record findings. Assess & report sample breaches. Instigate corrective and preventive action arising from any non-conformance. Distribute sample results.
- Site Foreman & operatives - carry out daily inspections. Arrange disposal of leachate and silt at appropriate intervals; complete and retain waste transfer notes. Sample discharge and deliver to site laboratory or arrange collection by contract laboratory.
- Technical Officer – distribute contract laboratory results to Area Managers
- Site Technician – analyse field samples and report results to Area Managers

## 3.0 RELATED DOCUMENTS

- Sands Farm Facility MRF sampling scheme
- Sands Farm Facility environmental permit
- Drainage inspection and maintenance programme
- Site diary
- Duty of Care Regulations
- Transfer and consignment notes
- EMOP 16 Site event recording, inspection and monitoring procedure at MRFs
- Sampling and analytical procedures
- Contractor approval

Reference	Version	Owner	Approved and checked HWS	Date of issue
See title bar	001	HN	DMT	04.04.2014

#### 4.0 PROCEDURE

##### 4.1 Inspection

The site drains shall be visually inspected by the MRF Supervisor or Site Operatives daily. The result of this inspection will be recorded in the site diary. This inspection will focus on the drain catch pits to ensure no build-up of silt and a visual check that drains are running and there is no standing water. A check will be made on the level of the sealed drainage tank which is fitted with float switch and indicator light.

A monthly inspection shall be undertaken by the Area Manager or Site Foreman. This inspection will focus on drain catch pits to ensure no build-up of silt and lifting manhole covers to check free flow of water and no silt build up. The interceptor will also be inspected.

##### 4.2 Drain cleaning and interceptor maintenance

A collection from the sealed drainage tank will be arranged when the float switch triggers the indicator light. This collection will be made by an approved third party haulier and taken to an authorised treatment facility. All loads will generate a collection ticket that will be filed on site.

The drainage system, including interceptor will be jetted through and all silt /oil removed by an approved third party company. This will be completed at a minimum frequency of every 6 months. The silt and oil will be removed from site and disposed of at an authorised treatment facility; this will be covered by appropriate duty of care tickets

##### 4.3 Analysis

Samples shall be taken and tested from the sealed drainage tank by the site foreman according to the sampling scheme and results reported to the treatment facilities who accept this liquid as requested.

Samples shall be taken and tested from the MRF drainage outfall into the holding pond by the site foreman, according to the sampling scheme and results reported to the Area Manager.

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#### 4.4 Action in response to non-conformance

Should the surface water being discharged from the MRF drainage system into the holding pond be in breach of the Sands Farm Facility consent to discharge into the Abberd Brook, the discharge pipe shall be blocked to prevent any further water leaving site. This can be blocked using pipe bungs available on site.

In the case of the outfall being blocked, all water will divert to the sealed drainage tank, and additional collections will be arranged to remove this liquid to an authorised treatment facility.

Investigations into the cause of the breach shall be undertaken by the MRF site foreman or Area Manager. Any action taken to address the cause of the breach will be documented in the site diary.

#### 5.0 DEFINITIONS

##### 5.1

#### **Materials Recycling Facility (MRF)**

#### 6.0 CHANGES

<b>Version</b>	<b>Date of issue</b>	<b>Changes</b>
V1	04.04.2014	Original issue
V2		
V3		

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See title bar	001	HN	DMT	04.04.2014