

Document Reference	CUP-OP05 Monitoring Procedure
Version:	1.1
Adopted by:	European Metal Recycling Limited
Procedure Supersedes:	N/A
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Version History			
Version	Type of Change	Date	Description of Change
0.1	N/A	N/A	Initial Draft
0.2	N/A	N/A	WRM review
1.0	N/A	18/01/2024	Update following infrastructure and procedural changes
1.1		03/05/2024	Update with EMR business name after acquisition

1.0 PROCEDURE OVERVIEW

This procedure document details the routine and periodic monitoring requirements required by European Metal Recycling Limited (hereon referred to as EMR) in line with their Environmental Permit. The procedure has been split into component parts for ease of reference.

2.0 SCOPE OF SITE MONITORING

EMR proactively maintain the work environment and site infrastructure in accordance with the site's Environmental Permit conditions. Table 1 illustrates the scope of the site's monitoring commitments.

Table 1. Monitoring Requirements

Monitoring Aspect	Monitoring to be Undertaken	Frequency	Responsibility	Subsequent Action
Environmental				
Dust	visual inspection as part of daily check and ongoing throughout shifts	Daily	Site Supervisors and Operators	Housekeeping and extraction systems used.
Site drainage	visual inspection as part of daily check and ongoing throughout shifts	Daily	Site Supervisors and Operators	Site management informed, remedial work, report to EA if needed, record kept
Odour	inspection as part of daily check and ongoing throughout shifts	Daily	Site Supervisors and Operators	Report to management for further investigation
Concrete pad for damage	Visual inspection as part of weekly checks	Weekly	Site Supervisors and Operators	Site management informed, remedial work, report to EA if needed, record kept
Pest control	Visual inspection as part of weekly checks	Weekly	Site Supervisors and Operators	Pest control contractor informed and list actions
Noise	Site walk around	Daily	Site manager or Supervisors	Any issue (doubtful due to feedstock type) will be investigated, recorded and actioned
Litter	Site walk around	Daily	Site Supervisors and Operators	Any litter will be collected and if possible separated by type for potential recycling
Loose / puddled water	Site walk around	Daily	Site Supervisors and operators	EMR have a puddle pump for collecting puddled rainwater and 50litre containers for and possible contaminated puddled water which will then be disposed of by a recognised industry disposal company
Mud on access roads or internal yard area	Site walk around	Daily	Site Supervisors and operators	If needed a road sweeper will be brought to site

Monitoring Aspect	Monitoring to be Undertaken	Frequency	Responsibility	Subsequent Action
Process Monitoring				
Waste Transfer and Treatment	To be undertaken in line with <i>Waste Acceptance Procedure</i> and <i>Waste Treatment Procedure</i> .	As indicated in in line with <i>OP02 – Waste Acceptance Procedure</i> and <i>OP03 – Waste Treatment Procedure</i>	Management Team Site Operatives	Corrective Action as indicated in <i>OP02 – Waste Acceptance Procedure</i> <i>OP03 – Waste Treatment Procedure</i> .
Infrastructure				
Lighting, fencing concrete etc	Visual inspection as part of the daily check.	Daily	Site Supervisors and Operatives	EMR will repair where possible or appoint a 3 rd party to repair.
Storage Bays	Visual inspection throughout the working day	Daily	Site Supervisors and Operatives	EMR will repair where possible or appoint a 3 rd party to repair.

3.0 ROLES AND RESPONSIBILITIES

Facilities and Compliance Manager:

Monitor, maintain and review all site infrastructure monitoring activities.

Site Supervisors and Operatives:

All site monitoring procedures will be part of staff site inductions and training, these will be recorded on site training matrix.

Site Manager:

Ensure the correct infrastructure, staff training including correct monitoring and reporting procedures are in place .

