



Green Otter

Four Dell Farm

Otterbourne

Winchester

Hants

SO21 2LG

Environment Management System v.1

Version 1

Date: 09-September-2010

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Waste Acceptance Procedure

1. On arrival the load should be weighed
2. Unless there is sufficient storage capacity available in the facility the load should not be accepted
3. All documents should be checked and verified
4. Load should be visually checked and compared with the reference sample.
5. Documentation for the load should be checked and verified against pre-acceptance paperwork.
6. If the load is not accepted, the procedures detailed in the Waste Rejection Procedure should be followed.
7. All paperwork should be correctly signed and dated and placed in the appropriate folder.
8. Waste will be discharged only when site staff are present.
 - the specific process from which the waste derives
 - chemical analysis of the waste (individual constituents and as a minimum their percentage compositions)
 - the form the waste takes (solid, liquid, sludge etc)
 - any hazards associated with the waste
9. Obtain sample analysis
10. Obtain sample and preserve for comparison
11. Sample should be clearly labelled and identifiable
12. Document analysis
13. Sample obtained should detail physical appearance, colour, pH and any odour descriptor
14. A technical assessment should be made and detail the materials benefit to agriculture
15. All records should be cross referenced and made available for verification at acceptance stage.
16. Records should be kept for a minimum of three years



Waste pre-acceptance procedure

1. Obtain information relating to:
 - the specific process from which the waste derives
 - chemical analysis of the waste (individual constituents and as a minimum their percentage compositions)
 - the form the waste takes (solid, liquid, sludge etc)
 - any hazards associated with the waste
2. Obtain sample analysis where relevant
3. Obtain sample and preserve for comparison where relevant
4. Sample should be clearly labelled and identifiable
5. Document analysis
6. Sample obtained should detail physical appearance, colour, pH and any odour descriptor
7. A technical assessment should be made and detail the materials benefit to agriculture where relevant
8. All records should be cross referenced and made available for verification at acceptance stage.
9. Records should be kept for a minimum of three years



Working method

1. Material is assessed according to the waste acceptance procedure.
2. Once accepted the waste is tipped on to the ground in the building.
3. Waste is manually sorted to remove any large materials and to sort into relevant stockpiles.
4. Any contamination is removed to the designated quarantine area.
5. Plasterboard is broken in to smaller pieces using relevant machine, e.g. tracked excavator.
6. Pre-crushed plasterboard is loaded in to the crusher.
7. The crusher is operated at a slow speed to keep dust generation to a minimum.
8. The crushed plasterboard is then fed to the screener.
9. The screener separates the paper backing, and any contamination, from the gypsum powder.
10. The gypsum backing paper is despatched either for cattle bedding or for composting under the relevant exemption/permit.
11. Material is passed over a magnet to remove any ferrous metals.
12. Processed material is then stored until recovery destination is confirmed.



Waste pre-acceptance procedure

1. If it is suspected that the material may contain traces of asbestos obtain information relating to:
 - Asbestos management survey results
 - Demolition survey results
 - Written confirmation that the waste produced will not contain asbestos
2. If the waste is likely to contain ACM this stream will not be accepted.
3. If there is any doubt as to the load containing ACM the load will be rejected and the Environment Agency will be informed
4. The load will be assessed prior to tipping, if there is any suspicion of ACM the load will be rejected and the Environment Agency will be informed
5. The load will be assessed after tipping, if there is any suspicion of ACM the load will be rejected and the Environment Agency will be informed.
6. All records should be cross referenced and made available for verification at acceptance stage.
7. Records will be kept for a minimum of three years



Asbestos Containing Materials (ACM)

1. It is important to consider that the facility will not be permitted to accept asbestos as part of the standard rules permit SR#x.
2. The concerns relate to materials that may, as part of their manufacture, contain traces of asbestos.
3. Primarily, as the facility wishes to accept demolition plasterboard, the presence of “Artex”, or other ACMs, added as a component of any covering that has previously been employed to add either fire resistant properties or to add strength to the material, must be determined prior to acceptance of the material at the facility.
4. Reasons to conclude that a material is not an ACM would be;
 - non-asbestos substitute materials were specified in the original architect’s/quantity surveyor’s plans or in subsequent refurbishments;
 - the product was very unlikely to contain asbestos or have asbestos added (e.g. wallpaper, plasterboard etc);
 - post-1985 construction (for amphibole ACMs such as asbestos insulating board, see Appendix 1);
 - post-1990 construction for decorative textured coatings (formulations containing asbestos were prohibited in 1988 and some suppliers voluntarily ceased using asbestos in 1984);
 - post-1999 construction (some chrysotile products were prohibited in 1993 and nearly all were prohibited in 1999)
5. If the waste is likely to contain ACM this stream will not be accepted.
6. All forms of asbestos, regardless of the chemical form (e.g. chrysotile, amosite) or physical form (e.g. cement, fibres, dust) and are listed as Carc Cat 1:R45 and T:R48/23 in the Approved Supply List (ASL). All forms of asbestos waste are regarded as hazardous waste, where the asbestos content is greater than the threshold concentration for Carc Cat 1 of >0.1%w/w.
7. Please note that the 0.1%w/w threshold is the total amount of asbestos contained within a load.
8. If the skip of plasterboard contains some that is Artex covered (7% maximum limit) that has to be considered within the total weight within the skip. So if the skip of asbestos is



to be consigned as hazardous there would need to be 0.1% of the skip weight as asbestos. For example if the skip weight was 5000kg, more than 5kg of asbestos would mean that the load would be classed as hazardous waste. This would mean that the total weight of Artex would be in the region of 140kg (check maths). If 0.5kg of Artex covers a square meter and a sheet of plasterboard weighs 8kg/m² (35g/m² of Artex/plasterboard sheet = 0.4375% maximum asbestos content if all sheets of plasterboard contain old Artex).

9. Any plasterboard waste that potentially contains any ACM will have been assessed for any potential asbestos content. Written documentation to verify this will accompany the load if its origin is in doubt.
10. The local Environmental Health Department in the area from where the waste originates may be able to help identify if properties in the same area have been surveyed.



Dust Management Plan

Problem	Actions to be taken
Plasterboard crushing	<ul style="list-style-type: none"> • Crushing will only occur during site operational hours and only within the confines of the building. • Check wind direction is away from sensitive receptors. • If dust is carried towards dwellings use suppression equipment. • If dust continues to be carried towards dwellings operations will cease.
Gypsum screening	<ul style="list-style-type: none"> • Screening will only occur during site operational hours and only within the confines of the building. • Check wind direction is away from sensitive receptors. • If dust is carried towards dwellings use suppression equipment. • If dust continues to be carried towards dwellings operations will cease.
Plasterboard deliveries	<ul style="list-style-type: none"> • Plasterboard will only be delivered during site operational hours. • Dust whilst tipping will be minimal and will not travel near the sensitive receptors. • Site speed limit applies to all vehicles entering/leaving the site, to prevent dust generation.



	<ul style="list-style-type: none"> • If excess dust is produced from vehicles the water bowser will be used.
Gypsum loading	<ul style="list-style-type: none"> • Trailers will be loaded away from sensitive receptors only within the confines of the building. • If dust is carried towards the receptors, loading will cease.

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Noise Management Plan

Problem	Actions to be taken
Fuel deliveries	Fuel will only be delivered during site operational hours.
Deliveries	Material will only be delivered during site operational hours. Site speed limit applies to all vehicles entering/leaving the site, to prevent rattling of empty skips/trailers.
Material crushing	All machinery will be fitted with effective silencers. All baffles etc will remain in place and will not be removed.
Material screening	All machinery will be fitted with effective silencers. All baffles etc will remain in place and will not be removed.
Vehicles on site	All machinery will be fitted with effective silencers. All baffles etc will remain in place and will not be removed.

