



END OF LIFE VEHICLE AUTHORISED TREATMENT FACILITY



Updated Environmental Management System

Report Number 2372r1v1d0723

Site Location:
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The Old Wagon Works
Shands Road
Ammanford
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1 INTRODUCTION TO EMS

1.1 Aim

Ammanford Recycling Ltd (ARL) operates an authorised End of Life Vehicle (ELV) storage, depollution & dismantling facility at a site on the outskirts of Ammanford, West Wales.

This Environmental Management System (EMS) considers the potential risks to the environment and sets out procedures to be followed during operations. Natural Resources Wales (NRW) will expect ARL to implement these procedures and this EMS and to ensure that all documents are routinely updated to ensure they are aligned with operational activity.

Extensive infrastructure improvements have been undertaken in recent years with some works still ongoing. Recently, management changes have been implemented that reduce the numbers of ELVs being processed and the T9 exemption formerly active at the site has now been deregistered. The EMS will develop further as more improvement measures are implemented and in the event that other activities commence at the site.

1.2 Implementation

To minimise environmental pollution, the site will be controlled by a documented system of procedures. Records of key information will also be maintained. ARL takes personnel safety very seriously and site activities will be undertaken in accordance with a H & S Policy underpinned by Safe Systems of Work including a Permit to Work scheme and training schedule. Extracts from the Permit to Work system are included in Appendix 1. As environmental incidents can sometimes be directly linked to accidents, near misses and human error, this approach will directly reduce the opportunity for harm to the environment.

2 COMMITMENT TO EMS

2.1 Policy Statement

The company is committed to fully:

- Developing and Maintaining an Environmental Management System.
- Meet and, where appropriate, exceed the requirements of relevant legislation, regulations and other requirements.
- Implement procedures to detect and, where possible, prevent pollution.
- Working with the regulators, clients, sub-contractors, customers and third parties to minimise environmental impact.
- Providing appropriate environmental training to its employees and communicating environmental issues to all employees.

The responsibility for determining the Company's policy on the Environment, including revision of this Policy, lies with the Managing Director of ARL.

This Policy will be annually reviewed.

Signed For and on behalf of the Board of Directors

Adrian Stewart
Director

Richard Safadi
Director

Date 9th July 2023

Review Date 9th July 2024

2.2 Legislation

ARL will ensure that the operation meets the requirement of current legislation. Each year, a check will be made with NRW for any new relevant legislation.

2.3 Guidance

To help ensure that the operation meets current legislation and good practice, the operation will take into account guidance. This will include those identified in the reference list.

2.4 Operator Competence

ARL recognises that an EMS should not be viewed in isolation as many aspects of the business can impact on the successful implementation of the EMS. ARL also recognises that the role of the Compliance Manager is not to undertake all of the work required to implement the EMS. For this reason, ARL will document the roles and responsibilities for all personnel. Key authorities and responsibilities will be defined, documented and communicated to all employees.

All employees will be made aware of their responsibility in achieving conformance with the environmental policy, the requirements of the EMS and the requirements of the Permit. Table 2-1 summarises the basic requirements for different levels of employees.

Table 2-1 Minimum expectations for ARL Personnel

Title	Responsibility
Directors	Define and approve issue of the environmental policy Nominate a Compliance Manager with authority to ensure compliance Review the EMS at set intervals
Management	Provide sufficient resources essential to the implementation and control of the EMS
Compliance Manager	Ensure implementation of EMS and reporting on performance to the top management
Site personnel	Responsibilities are dependent upon their role Key part of day-to-day implementation of EMS

ARL recognises that to operate under a Permit, trained and competent staff are required. On this basis, ARL employs Mr Andy Evans as the TCM. The TCM will coordinate compliance with the Permit, implementation of the EMS and coordinate new procedures as and when required.

The TCM is not the sole individual responsible for ensuring compliance with the Permit or implementing the EMS as this requires input from the whole company and all relevant personnel involved with the permitted activities.

The WAMITAB certification for the TCM is included in Appendix 4, along with that of one of the two Directors.

2.5 Relevant Training

All relevant staff working on the permitted activities will be trained on the requirement of the Permit and the EMS. To assist with management of training records and needs, ARL will regularly undertake analysis to identify skill gaps and record all training.

ARL will ensure that all relevant staff are:

- trained in aspects that can lead to pollution and the measures to be taken to prevent that pollution.
- trained to deal with accidents.
- aware of responsibilities under the Permit.
- aware of the importance of equipment and plant maintenance.
- competent to operate machinery and provided with safe operating instructions for that equipment or activity.
- appropriately inducted, including contractors.

Records of training will be maintained by ARL.

The management of ARL is fully committed to protecting the environment and demonstrating continual environmental improvement. Through effective training, communication and delegation, ARL will encourage all employees to be committed to the full implementation of this EMS.

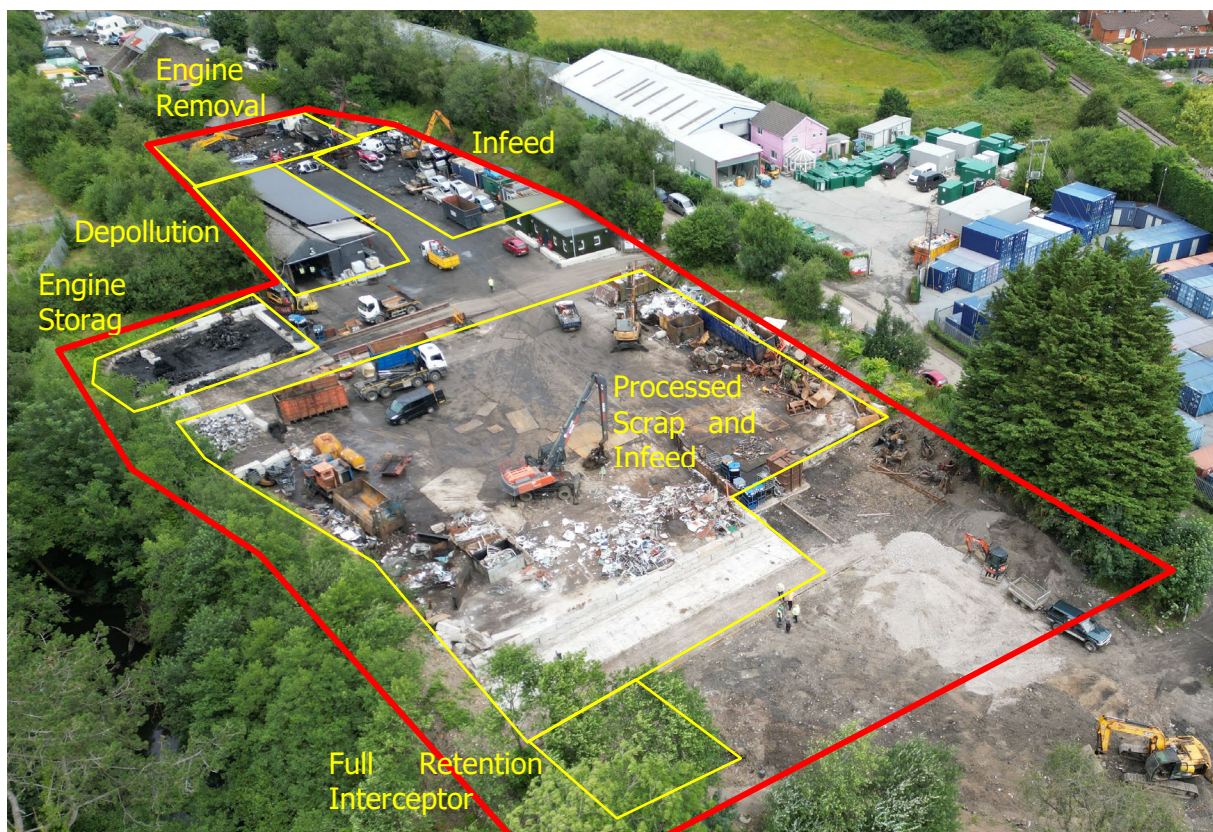
3 SITE DESCRIPTION

3.1 Site Location

The site is located at National Grid Reference E262330 N212970 on the eastern outskirts of Ammanford, South Wales.

The site comprises approximately level ground and is roughly rectangular with the long-axis orientated northwest. Access to the site is off Shands Road mid-way along the eastern boundary, with Shands Road continuing to form the whole eastern boundary. Running around the entire site boundary is a fence and dense vegetation/trees, parts of which comprise Japanese Knotweed and Himalayan Balsam (both invasive weeds). Part of the northern boundary is also occupied by a tall (~15m high) brick / stone wall that forms part of a party wall with the site to the north. The site, therefore, is not easily visible from any off-site locations. Equally, users of the site cannot easily see into neighbouring land.

Key features of the area are shown on the aerial image in Figure 1 below taken in June 2023.



3.2 Current Surrounding Land Use

The site is surrounded as follows:

- North – site of unknown use and gas distribution compound

- East - GRP manufacture and secure storage in steel containers. Beyond this is live railway line and residential properties
- South – vehicle repair shops
- West – Densely wooded banks of River Loughor that runs from north to south 7m from perimeter of site. On opposite side of river, beyond further dense woodland are residential properties. The closest properties are ~50m from western site perimeter.

Beyond these immediate features is farmland and former opencast to the north, further residential properties to the east and west and industrial units to the south.

3.3 Geology and Hydrology

3.3.1 Superficial Deposits and Geology

The site is underlain by Lower and Middle Coal Measures. The Amman Marine Band subcrops beneath the site and the conjectural subcrop position of the Gwendraeth Coal Seam is some 10-15m north of the site. As this seam is dipping southwards it may, therefore, underlie the site at shallow depth. An adit into this coal seam is shown 300m northwest of the site at Tirydail Colliery and a shaft is present some 360m also to the northwest.

3.3.2 Soil Properties

The soils beneath the site are of Intermediate Leaching Potential. These soils can possibly transmit a wide range of pollutants.

3.3.3 Natural Ground Stability and Mining

The site could be at risk from historical mining activities. This is because the site is in an area overlying the Gwendraeth Coal Seam. This seam is known to be worked in the area and it underlies the site at shallow depth.

3.3.4 Surface Water

The nearest surface water feature is the River Loughor, located within 10m of parts of the western boundary.

3.3.5 Flood Potential

According to NRW flood risk mapping the site is at risk of flooding in extreme events. The plan does not, however, take into account the elevation of the concrete and the perimeter bunding.

3.3.6 Hydrogeology

The site is not located in any source protection zones. The groundwater below the site has, however, been designated a Secondary Aquifer-A. This means that groundwater is a minor aquifer and is likely to form a component of base flow to the adjacent River Loughor.

3.4 Historical Land Use

The land quality and possibly also shallow groundwater are likely to have been degraded during the historical use of the site and surrounding land. Made ground is present beneath the site. The land had a previous industrial use and had been used for car breaking for many years before ARL took over the site.

3.5 Ecologically Sensitive Land Uses

There are several ancient woodland within 2km of the site, as shown in Plate 3-1. The nearest is directly to the west of the site (classified as restored or of unknown category) and ancient semi natural woodland some 300m southwest of the site.

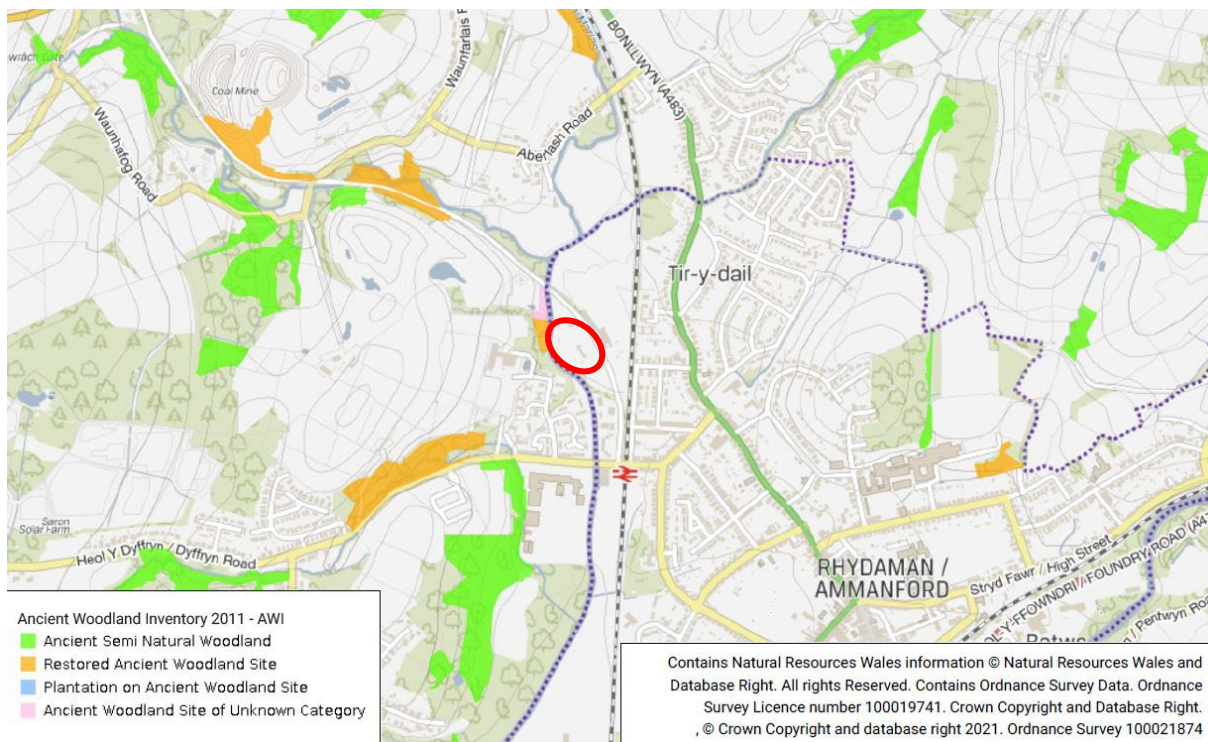


Plate 3-1 Ancient Woodland within vicinity of site

4 WASTE MANAGEMENT

4.1 Waste Activities

The permitted activities are summarised in Table 4-1.

Table 4-1 Permitted Activities

Description of activities	Permitted Waste Types and EWC Codes	Limits of activities
R13: Storage of wastes pending any of the operations numbered R1 to R12 (excluding temporary storage, pending collection, on the site where it is produced) D15: Storage of wastes pending any of the operations numbered D1 to D14 (excluding temporary storage, pending collection, on the site where it is produced)	(i) 16 01 04 End of Life Vehicles	Maximum storage capacity 100 vehicles stored on impermeable pavement with a sealed drainage system at any one time. Vehicles shall only be stored on the area marked on the site plan
	(ii) 16 01 06 End of Life Vehicles (containing neither liquids or hazardous substances)	Maximum storage capacity of 1000 vehicles at any one time
	(iii) Residual Wastes (as defined in Section 8 of the site Environmental Permit) produced as a result of depollution or further treatment	Maximum storage capacity 50 tonnes not exceeding 10 tonnes of hazardous waste at any one time Residual Waste arising from depollution of vehicles shall only be stored on the area marked on the site plan Maximum storage time of 1 year prior to disposal or 3 years prior to recovery The overall maximum storage capacity shall not exceed 1000 vehicles and 50 tonnes of residual waste, not exceeding 10 tonnes of hazardous waste removed from depolluted vehicles No more than 5 tonnes of intact waste vehicle tyres (waste code 16 01 03) shall be stored at the site. No more than 75,000 tonnes annual waste throughput
R3: Recycling/reclamation of metals and metal compounds	(i) 16 01 04 End of Life Vehicles	40 Vehicles per Week Treatment of vehicles shall only be carried out on the area marked on the site plan
R4: Recycling/reclamation of other inorganic materials		

	(ii) 16 01 06 End of life vehicles containing neither liquids or other hazardous components	40 Vehicles per Week Treatment of vehicles shall only be carried out on the area marked on the site plan The overall annual throughput of the site shall not exceed 2500 tonnes
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The list of permitted wastes is summarised in Table 4-2, including residual wastes that will be generated during depollution.

Table 4-2 List of Wastes

Code	Description
16 01 03	end-of-life tyres
16 01 04*	end-of-life vehicles
16 01 06	end-of-life vehicles, containing neither liquids nor other hazardous components
16 01 07*	oil filters
16 01 08*	components containing mercury
16 01 09*	components containing PCBs
16 01 10*	explosive components (for example air bags)
16 01 11*	brake pads containing asbestos
16 01 12	brake pads other than those mentioned in 16 01 11
16 01 13*	brake fluids
16 01 14*	antifreeze fluids containing dangerous substances
16 01 15	antifreeze fluids other than those mentioned in 16 01 14
16 01 16	tanks for liquefied gas
16 01 17	ferrous metal
16 01 18	non-ferrous metal
16 01 19	plastic
16 01 20	glass
16 01 21*	hazardous components other than those mentioned in 16 01 07 to 16 01 11 and 16 01 13 and 16 01 14
16 01 22	components not otherwise specified
16 06 01*	lead batteries
16 06 06*	other batteries and accumulators
13 01 09*	mineral-based chlorinated hydraulic oils
13 01 10*	mineral based non-chlorinated hydraulic oils
13 01 11*	synthetic hydraulic oils
13 01 12*	readily biodegradable hydraulic oils
13 01 13*	other hydraulic oils
13 02 04*	mineral-based chlorinated engine, gear and lubricating oils
13 02 05*	mineral-based non-chlorinated hydraulic oils
13 02 06*	synthetic engine, gear and lubricating oils
13 02 07*	readily biodegradable engine, gear and lubricating oils
13 02 08*	other engine, gear and lubricating oils
13 07 01*	fuel oil and diesel
13 07 02*	petrol
13 07 03*	other fuels (including mixtures)
14 06 01*	chlorofluorocarbons, HCFC, HFC
14 06 02*	other halogenated solvents and solvent mixtures
14 06 03*	other solvents and solvent mixtures

4.2 Site Layout

The site layout is shown on the Site Plan (Figure 2). As can be seen the operation is carried out in designated areas with one building for non-ferrous storage, covered depollution bays an impermeable yard for un-depolluted ELV handling and storage, an impermeable yard for storing depolluted vehicles, a segregated area on impermeable paving for oily component storage a further area for removal of engines and gearboxes. All areas are covered in impermeable surfacing and drain to a blind sump which is currently being reconfigured to a class 1 full retention interceptor plus a consented discharge to foul sewer. In combination, these measures minimise pollution and protect the environment.

4.3 Waste Acceptance

Waste acceptance is documented in Procedure PR1 (see Appendix 2).

4.3.1 Waste Inspection

All vehicles received at the site will be visually inspected. Following acceptance, the gross weight of the delivery vehicle and the waste will be weighed at the calibrated site weighbridge. The waste will then be unloaded onto the designated infeed waste storage areas. The gross weight of the delivery vehicle will then be weighed and used to determine the weight of waste accepted.

4.3.2 Waste Segregation

Following acceptance and weighing, the vehicles for depollution will be picked up by the forklift and taken to the vehicle storage area pending depollution. After depollution the vehicle will be taken to a designated area for storage pending crushing/baling. After crushing/baling the waste shall be stored on a designated area pending removal from site.

4.4 Weighbridge

A record will be made of the quantity of waste delivered to the site based upon the weight of incoming vehicles over the calibrated weighbridge.

5 PROCESS OVERVIEW

5.1 ELV Depollution

In order to depollute an ELV, a number of operations have to be conducted. Table 5-1 and Chart 5-1 summarises the key stages of the process. The key depollution processes are undertaken using air drills to avoid sparking and sources of ignition with the fluids recovered using a proprietary purpose built system called an Autodrain.

Table 5-1 Typical depollution steps at AM

DEPOLLUTION STEPS
Step 1. Outside on impermeable surface with sealed drainage:
Remove battery
Remove fuel filler cap and oil filler cap
Set heater to maximum
Remove wheels and tyres and separate balance weights
Remove any parts identified as containing mercury
Step 2. Put vehicle into depollution bay and place on stand using forklift:
Drain engine oil via gravity and remove oil filter for crushing or disposal
Drain transmission oil, including rear differential if applicable
De-gas air conditioning unit (if fitted)
Drain coolant
Drain brake fluid
Remove catalyst (if fitted)
Drain washer bottle
Drain brake/clutch reservoir(s)
Drain power steering reservoir (if fitted)
Drain fuel tanks using suction
Drain shock absorbers or remove suspension fluid
Replace drain plugs/fit plastic stoppers
Step 3. Remove vehicle from depollution bay and take outside onto impermeable surface with sealed drainage:
Deploy airbags and other pyrotechnics in-situ (if fitted and able to conduct this operation)

As shown in Plate 5-1 the Autodrain kit is mobile and enables all fluids to be efficiently and carefully removed. The kit includes:

- Oil Gravity Drainer with adjustable bowl – 120ltr capacity
- Coolant suction including coolant Spike and probe kit
- Oil suction including probe kit – 120ltr capacity
- Brake Fluid suction including probe kit and brake nipple connectivity – 90ltr capacity
- Petrol Scavenger (Stainless Steel)– capacity 500ltr
- Diesel Scavenger (Stainless Steel)– capacity 500ltr
- Low Level Oil tray on wheels
- Air Con Recovery kit

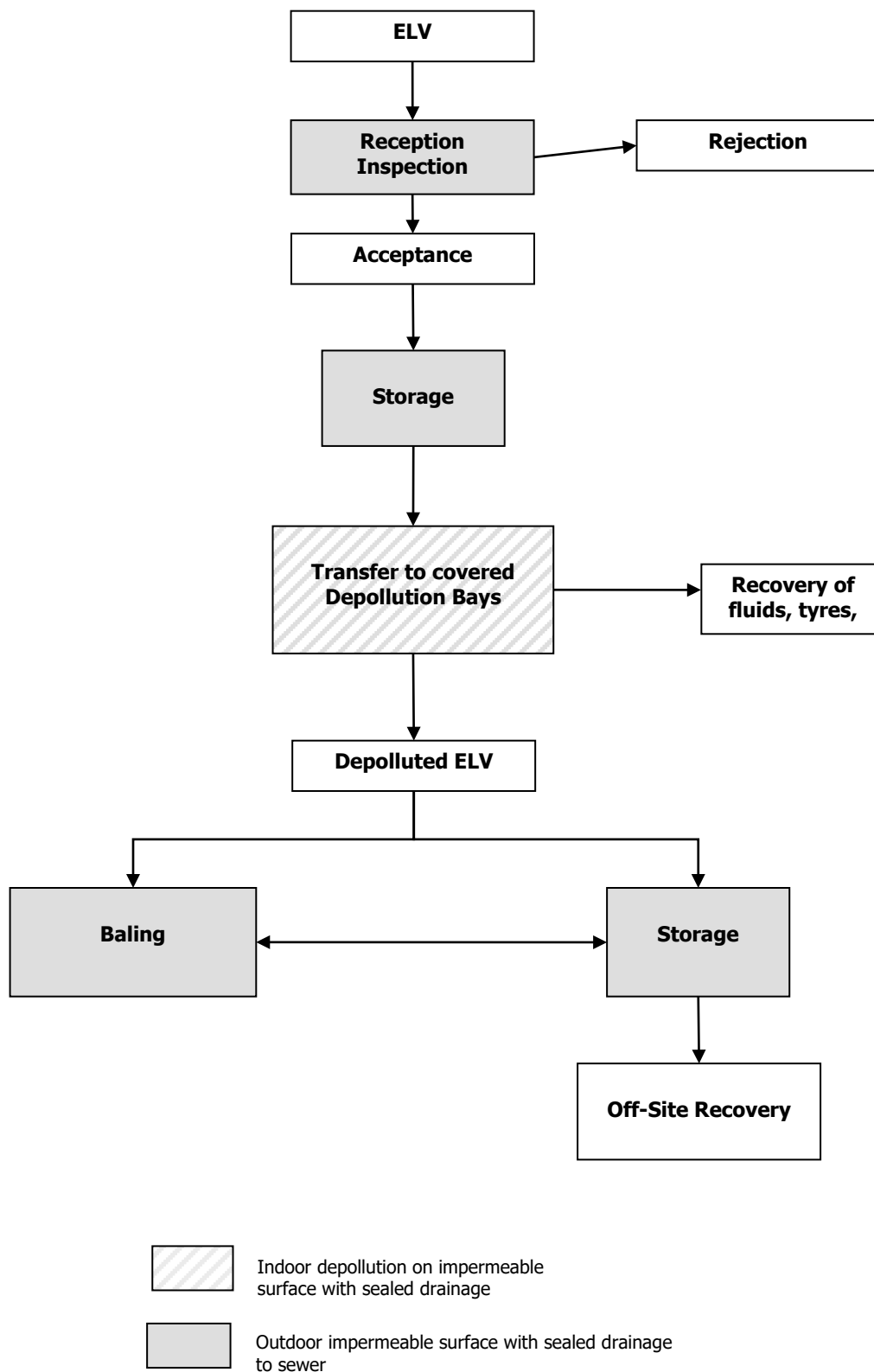


Chart 5-1 Process Flowchart



Plate 5-1 Manufacturers image of Autodrain depollution kit

5.2 Waste Handling

All wastes will be handled in a way that minimises environmental emissions such as dust and noise. Each waste is stored in dedicated site areas as shown on the site plan.

To minimise the risk of fire:

- each vehicle will be accessible from at least one side
- rows of cars will be limited to 2 vehicles side by side in each row
- vehicle stacking (either on top of each other or on racks) will be limited to 3 vehicles high

5.3 Baling

A baler will be used to bale depolluted ELVs prior to off-site transport and recovery. This operation is aimed at increasing the number of ELVs which can be transported and therefore reducing the number of journeys.

Baling will typically take place over two to three days each week with bales sometimes placed back into the same storage area where the un-baled depolluted ELVs were stored. This will maximise storage capacity and minimise handling.

The baler will be subject to planned preventative maintenance along with all other site plant and infrastructure.

6 ENVIRONMENTAL PROTECTION MEASURES

6.1 Site Surfacing

All ELVs will be stored and processed on impermeable concrete subject to preventative inspections and maintenance. ELV depollution will occur within bays covered to prevent direct rain ingress.

All roof drainage from the non-ferrous shed will pass to soakaway.

The whole yard occupies 6800m² including the site offices, weighbridge and the non-ferrous shed. The shed occupies ~350 m².

The concrete provides primary containment of all external areas with sealed drainage within the depollution bay providing primary containment for this operation.

The whole perimeter of the impermeable concrete is bunded, providing additional secondary containment, should it ever be required.

6.2 Drainage

All ELV depollution activities are undertaken within a dedicated covered bay with sealed drainage. Any spillages will be contained and managed within the bay and prevented from escaping to the external impermeable storage area.

All areas of the external impermeable surface direct rainfall run-off towards a Class 1 full retention interceptor prior to passing to sewer. The rate of run-off is attenuated through a 30,000 litre sub-surface tank.

Clean roof-run-off will pass to soakaway.

7 LIQUID MANAGEMENT

To minimise the opportunity for spills, accidents and run-off to become contaminated with potentially polluting fluids, a series of control measures will be implemented. All liquids recovered from ELVs are stored under cover in secure containers within bunded areas underlain by impermeable surface with sealed drainage.

7.1 Fuel Storage

The small quantities of fuel that are typically recovered during depollution are normally used in the on-site vehicles. As a consequence, there is normally very little requiring storage and during normal operations the fuel is held within the dedicated storage tanks provided as part of the depollution kit.

In the unlikely event of any surplus fuel or oil on site requiring storage this will be contained in a covered bund capable of containing a minimum of 110% of the volume of fuel stored in the tank or consist of double skinned tanks. All pipework and associated infrastructure will be enclosed within the bund. A lock will be fitted to the tank valve to prevent unauthorised operation. All valves and gauges on the bund will be constructed to prevent damage caused by frost. The tank will be clearly marked showing the product within and also its capacity. Doubled bunded storage tanks will be installed on site for both red diesel and white diesel for use in plant operating on site. Checks are made of all bunds / fuel stores as part of the Weekly Checklist.

Further, all fuels and oil will be stored on the impermeable concrete with sealed drainage to provide an extra layer of environmental protection.

Delivery of fuels and oils will be supervised by a responsible member of staff.

7.2 Oil Storage

The small quantities of oils drained from the ELV are directed to dedicated storage drums prior to off-site recovery / disposal. All of these storage containers are under cover and positioned above drip trays and bunds capable of containing a minimum of 110% of the volume of stored oil. Further, they will be stored on the impermeable concrete with sealed drainage to provide an extra layer of environmental protection.

7.3 Gas Cylinders

Gas cylinders (whether full or empty) will be stored in a secure, well ventilated caged area, sited away from drains and sumps which can hold and accumulate heavier-than-air gases. This location is shown on Figure 2.

- Follow Procedure PR2 for storing and handling cylinders

7.4 Battery Storage

Batteries will be stored upright in clearly labelled, acid-resistant, leak-proof containers within the non-ferrous storage shed.

Different types of battery, such as lead acid and lithium-ion batteries will be stored separately.

8 MAINTENANCE AND SECURITY

8.1 Preventative Maintenance

A Planned Preventative Maintenance programme is to be followed. This comprises checks of all site infrastructure, maintenance contracts with relevant suppliers and self-maintenance.

The forms to be used to document the programme are included in Appendix 3.

8.2 Site Security

The site is manned 24/7 and has CCTV.

8.3 Provision of Site Identification Board

A large visible sign identifying the site shall be placed at the site entrance and will display the following information:

- the site name and address
- the operator's name if different (company name at least)
- an emergency contact name and the permit-holder and/or operator's telephone number
- a statement that the site is permitted by NRW
- the permit number
- NRW emergency contact numbers, currently 0300 065 3000
- the days and hours when the site is open to receive waste

9 EMERGENCY PLAN

The company has an Accident/Pollution Incident Management Plan which forms part of its Environmental Management System.

Emergency contact details are summarised in Table 9-1.

Table 9-1 Emergency Contact Details

SITE DETAILS			
Location: Ammanford Recycling Ltd, The Old Wagon Works, Shands Road, Ammanford.			
Postcode: SA18 3SU			
Site Access Grid Reference: SN 62316 12961			
SITE CONTACTS	Name	Office Hours (specify)	Out of hours
Owner:	Richard Safadi		
Site Supervisor:	Steve Melbourne		
Landowner/Agent:			
EMERGENCY SERVICES		Office Hours	Out of hours
Emergency		999	999
Medical:		999	999
Police:		101	101
Fire:		0370 60 60 699	999
REGULATORS		Office Hours	Out of hours
Health and Safety Executive (HSE)		0345 300 9923	0151 922 9235
Local Authority:		01267 234567	
NRW (24 hour emergency hotline)		0300 065 3000	0300 065 3000
UTILITY/KEY SERVICES	Name	Office Hours	Out of hours
Water undertaker:	Welsh Water	0800 052 0145	
Sewerage undertaker:	Welsh Water	0800 052 0145	
Electricity supplier:	SWALEC	0843 770 5091	
Fuel supplier:	DJ Davies Fuels	01269 850224	
Oil spill contractor:	Siddell	01554 778486	
NEIGHBOURS	Name	Office Hours	Out of hours
Enclosuretec		01269 267100	
Self-Storage	Sue or Steve	01269 597630	07928310041

9.1 Accidents and Incidents

The Emergency Procedures Plan (PR3) detail the approaches that should be followed in the event of an accident or pollution incident. PR4 details the specific actions to be taken in the event of a spillage. Any incident should be recorded on an Environmental Accident (and Incident) Record and reported in accordance with Procedure PR5.

9.2 Management of Environmental Risks

Emissions of substances not controlled by emission limits (excluding odour) shall not cause pollution.

A Noise Management Plan has been developed to ensure the site is not a source of nuisance to neighbours.

If notified by Natural Resources Wales that the activities are giving rise to pollution, the Operator will submit to Natural Resources Wales for approval within the period specified, an Emissions Management Plan. This plan will be implemented from the date of approval, unless otherwise agreed in writing by Natural Resources Wales.

9.3 Leaks and Spills

EMS Procedure PR3 details the spillage procedure and should be followed in the event of a spill.

Spill equipment will be available and site staff are responsible for and trained in its use.

To minimise the risk of leaks and spills, the following operational procedures shall be implemented:

- All fuels and oils will be stored in bunded tanks.
- Delivery of fuels and oils will be supervised by a responsible member of staff.
- The quantity of fuel in storage will be checked, either using a sight glass or by dipping, prior to the fuel delivery being made. The maximum residual capacity of the tank will be determined prior to the commencement of re-filling, to prevent overfill.
- All hydraulic, lubricating and waste oils will be stored on/above a suitable spillage containment tray, which will collect any leaks from the drums.
- All drums and similar containers stored within the facility will have their contents and capacity clearly marked.
- To prevent spillages, drum openings will be carried out on a spillage tray.
- Sand and absorbent granules are to be kept on site always for immediate use to soak up minor spillages.
- In the event of a major spill, immediate action will be taken to contain the spillage and prevent contamination of surface water run-off.
- A supply of lime will be maintained to neutralise any spillage of battery acid.
- Records shall be recorded in the site diary to show how the spillage occurred (if known), what the spillage was and the remedial actions taken.
- Operational staff will receive pollution prevention and spill response training.
- Any spillages will result in a CAR being raised to establish the root cause of the problem and, if deemed necessary, reviewed at quarterly business management meetings, or sooner, if there is a significant risk to the environment or operations of the business.

9.4 Fire Prevention and Control

In the event of a fire occurring on site, the procedures described within the Fire Prevention and Mitigation Plan will be followed.

9.5 Surface Water and Groundwater Pollution

All site containment and drainage systems will be inspected at least weekly, throughout the operational life of the site for cracks, defects and cleanliness, by appropriate site staff. The results of each site inspection shall be recorded on the site checklists. All maintenance and repair works will be carried out at the earliest opportunity and with due consideration given to the nature and scale of the issue.

The outside storage area will be checked daily as part of the daily site inspection. The following control measures will be implemented to minimise potential impacts on surface and groundwater:

- Company spillage procedure will be followed in the event of a spill.
- Regular maintenance of operational areas such as drainage channels will be carried out.
- Containers and bunds will be inspected and maintained.
- Written management systems will be in place for the identification and minimisation risks of pollution, including those arising from operations, maintenance, accidents, incidents and non-conformances.

9.6 Drainage Infrastructure

All parts of the drainage infrastructure will be inspected at least weekly. This will include inspection of the Class 1 full retention interceptor and the associated penstock valves.

9.7 Noise and Vibration

Site noise will occur because of the normal movement and manoeuvring of plant and vehicles, scrap metal handling and baling.

The measures set out in Procedure PR08 and the Noise Management Plan will be taken to minimise the risk of noise and vibration nuisance.

9.8 Dusts, Fibres and Particulates

Due to the nature of the waste and inspection procedures in place, there is little likelihood of excessive dust generating waste being received at the facility.

Operations potentially giving rise to dust generation include:

- Waste receipt and stockpiling.
- The on-site transfer of materials between the treatment and the stockpiling/storage areas.
- The loading of processed materials onto transport vehicles.

9.9 Litter

Due to the nature of the waste and inspection procedures in place, the likelihood of windblown litter from site is minimal.

9.10 Pests

Due to the nature of the waste and inspection procedures in place, there is little likelihood of animal by-products and food waste that attract pests being received at the facility.

The following measures will be taken to minimise the risk of pests:

- Waste inspected before tipping to identify potential contaminants.
- Quarantine non-conforming putrescible wastes and removal off-site within 72 hours.
- Visual monitoring for pests/vermin performed daily including inspections for evidence of droppings, damage to property/plant or ground disturbance e.g. burrow, nests and excessive infestation present.
- Good housekeeping and regular inspection of mess facilities.

In the event of a pest infestation being detected the following measures will be implemented:

- Suitable treatment will be implemented either by employees or by suitable contractors, this may involve the application of insecticides or the setting of traps and poisons, or other measures as appropriate.
- Any waste identified as attracting scavengers shall be isolated and removed from site.

Details of any pest control activities will be recorded during the site inspection and if necessary, raised as a CAR.

9.11 Odours

Due to the nature of the waste and inspection procedures in place, there is little likelihood of odorous waste being received at the facility.

The following measures will be taken to minimise the risk of odour release:

- Rigorous site management practices.
- Waste inspected at the weighbridge and during tipping to identify odour and/or potential odour generating contaminants.
- The rejection (and recording) of odorous wastes.
- The prevention of odorous waste being accepted in future loads by recording and noting the waste producer/carrier as per the 'duty of care' records.
- Where identified onsite, odorous waste shall be isolated, stored in covered containers to prevent the release of odour and removed as soon as possible from site.
- An odour inspection at the site boundary will be carried out by the site manager at least twice per day.

Should odour be identified at the site boundary, this will be recorded in the site inspection report.

Measures to address the odour issues shall be taken immediately. These may include the removal offsite of offending materials, activities being reduced or stopped until operations are able to commence without elevated odour levels or industrial deodoriser being applied.

If notified by Natural Resources Wales that the activities are giving rise to pollution outside the site due to odour, the Operator will submit to Natural Resources Wales for approval within the period specified, an Odour Management Plan. The plan will be implemented from the date of approval, unless otherwise agreed in writing by Natural Resources Wales.

9.12 Other Fugitive Emissions

Due to the nature of operations, other fugitive emissions have been risk assessed which determined that emissions are below threshold levels. The contribution to local Air Quality levels via onsite exhaust emissions is negligible when compared to emissions from nearby highways. The facility will, however, ensure that it is not a generator of significant additional emissions.

The following measures will be taken to control other fugitive emissions:

- All plant machinery will be subject to regular inspection and maintenance.
- Good fuel tank and transfer pipework design.
- Vehicles shall be compliant with relevant exhaust emissions standards.

9.13 Complaints

The company's complaints procedure (Procedure PR6) applies to all complaints, feedback and requests made by third parties regarding operational activities.

Complaints are to be investigated immediately by the Site Manager. The nature and details of the complaint will be logged on a complaints record form, along with the findings of the investigations and any action required. The Site Manager is responsible for determining the appropriate action to be taken and will communicate the nature of the actions to be taken and timescales to the Complainant.

All complaints from third parties including external customers, potential customers, statutory authorities, statutory consultees, members of the public and internal clients will be forwarded to the Site Manager to action as below.

The Site Manager will ensure that:

- All complaints are logged.
- The complaint is investigated to identify the cause. If a complaint is relayed to the company by a 3rd party (e.g. Natural Resources Wales), this may require direct communication with the complainant in order for the complaint to be effectively investigated.
- Necessary preventative action is taken to both address the cause of the complaint and that measures are implemented to prevent a reoccurrence of the same problem. These actions must be documented and a CAR raised as required.
- The Complainant will be contacted and given information on the investigations conducted and actions taken as appropriate.
- Where a complaint or query is likely to involve a statutory authority, the emergency services, an insurance company, or the media, the Managing Director will be informed.
- Complaints linked to contracts with specific complaints procedures will be reported in line with contractual requirements and timescales. Local procedures may need to be in place to ensure these are adhered to.
- All complaints are discussed at site meetings and reviewed at monthly management meetings.

- If the investigation indicates that the complaint has not been justified this will be clearly recorded on the Incident Report.

In the event of a complaint being verified as resulting from the operation of the facility the Site Manager is responsible for identifying short and long-term mitigation measures to minimise the risk of future incidents. The efficacy of any mitigation measures will be confirmed through further monitoring at the receptor (subject to the Complainant's agreement) or at a representative position along the site boundary.

Complaints logs, in combination with meteorological data and site monitoring information, will be used to assess any trends.

10 REPORTING AND DOCUMENTARY CONTROL

10.1 Documents

As a minimum, all records required by the Standard rules shall:

- (a) be legible.
- (b) be made as soon as reasonably practicable.
- (c) if amended, be amended in such a way that the original and any subsequent amendments remain legible or are capable of retrieval.
- (d) be retained, unless otherwise agreed with NRW, for at least 6 years from the date when the records were made, or in the case of the following records, until licence surrender.

10.2 Security and Availability of Records

All site records, including the site diary, will be kept at the site office. The records will be sequentially filed and kept secure to prevent loss, damage or deterioration.

10.3 Notifications

NRW shall be notified without delay following the detection of:

- (a) any malfunction, breakdown or failure of equipment or techniques, accident or fugitive emission which has caused, is causing or may cause significant pollution.
- (b) the breach of a limit specified in the set of Standard Rules.
- (c) any significant adverse environmental effects.

Written confirmation of actual or potential pollution incidents and breaches of emission limits shall be submitted to NRW within 24 hours.

NRW shall be notified within 14 days of the occurrence of the following matters:

- the death of any of the named operators (where the operator consists of more than one named individual).
- any steps taken with a view to the operator, or any one of them, going into bankruptcy, entering into a composition or arrangement with creditors, or, in the case of them being in a partnership, dissolving the partnership.

11 COMMUNICATION AND COMPLAINTS

11.1 Internal Communication

ARL is committed to ensuring that the requirements of the Permit and the EMS will be fully implemented. One of the key ways of achieving this is through clear communication with all employees to ensure that the requirements are understood, available and fully integrated to routine site work. This will be achieved by various means including signage, meetings, environmental awareness training sessions, tool-box talks, inductions and posters. Particular attention will be paid to ensure that sub-contractors are aware of the relevant requirements.

11.2 External communications

Dialogue with external parties may include submittal of information to external parties, receipt of requests for information, receipt of complaints and dialogue with NRW. In the majority of cases, the Technically Competent Person (TCP) or Site Manager will be the initial point of contact. All communication will be documented.

Specific measures for dealing with complaints will be based on those detailed in Procedure PR6 in Appendix 2.

- Use Procedure PR6 for dealing with complaints

ARL takes complaints seriously and will take the necessary actions to investigate the complaint. If a complaint is valid ARL will:

- identify the cause.
- minimise the impact of the activity causing the problem.
- investigate the root cause of the problem.
- take steps to ensure the problem is not repeated.
- record the complaint and what actions were taken to investigate and resolve it.
- amend the EMS if necessary.

All complaints will be recorded

12 MONITORING AND MEASUREMENT

12.1 Proof of Control

ARL recognises that a key aspect of any EMS is to document the operation of the EMS so that its effectiveness can be scrutinised and any shortcomings identified. This will be achieved through thorough relevant training and routine assessment of working instructions and records for both employees, contractors and suppliers. Such records will be recorded using the forms in Appendix 3.

12.2 Monitor and Measure

ARL will document implementation of the proposed waste operation and pollution control measures using the forms in Appendix 3. Records shall include waste acceptance, waste delivery and preventative maintenance programmes.

13 EMS AUDIT

13.1 Internal EMS Audits

The environmental management representative will establish a rolling audit programme that ensures each aspect of the EMS is audited at least annually. More frequent audits will be undertaken on the more sensitive procedures and aspects. The principle aim of the audit will be to determine whether or not the EMS conforms to planned expectations and is being effectively implemented and maintained. The environmental management representative will provide feedback regarding the audit process to management. The audit findings will be recorded.

14 NON-CONFORMANCE, CORRECTIVE & PREVENTIVE ACTION

14.1 Continual Improvement

Through monitoring of performance, ARL will seek to identify non-conformance issues requiring action to ensure continued environmental performance and full implementation of the EMS. ARL will seek to identify non-conformance issues through a variety of means including outcomes of audits, incident reports, reviews of legislation requirements and complaints.

14.2 Investigation of Failings

Following identification of non-conformance issues, the environmental management representative will lead an investigation into the root causes and identify ways in which the issues can be avoided in the future. The review will also aim to identify any ways in which the EMS may be improved. This may require specialist input from internal and external parties. This process will lead to corrective and preventative action plans being developed and tracked.

15 PERMIT SURRENDER

Should ARL wish to surrender the Permit at some point, NRW will need to be convinced that necessary measures to avoid any pollution risk resulting from the waste activities have been taken.

The legal test for surrender is – “that the necessary measures have been taken:–

- (a) to avoid a pollution risk resulting from the operation of the regulated facility; and
- (b) to return the site of the regulated facility to a satisfactory state, having regard to the state of the site before the facility was put into operation.”

Provided the site is operated in accordance with the Permit and records are maintained that show waste acceptance and pollution control measures have been implemented, the land quality should not be altered. During operations, ARL will ensure that the relevant records are maintained. This will ensure that several lines of evidence demonstrating the legal test has been satisfied are gathered during operations.

References

How to Comply. Natural Resources Wales.

<https://cdn.cyfoethnaturiol.cymru/media/2110/how-to-comply-with-your-environmental-permit.pdf?mode=pad&rnd=131467604540000000>

Removal of LPG Tanks – Guidance -

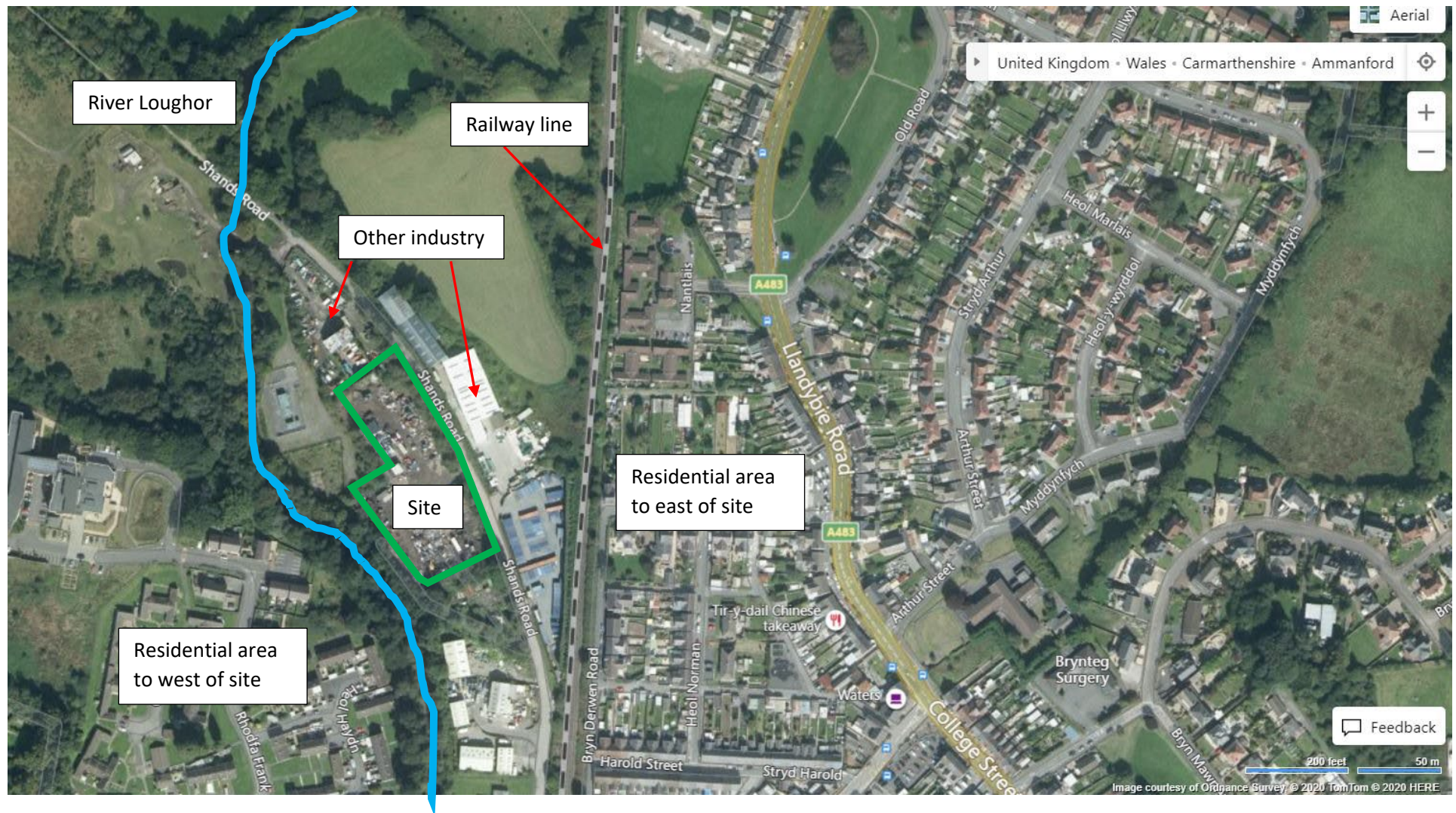
<https://www.gov.uk/government/publications/removal-of-lpg-tanks-guidance>

End of life vehicles (ELVs): guidance for waste sites - <https://www.gov.uk/guidance/end-of-life-vehicles-elvs-guidance-for-waste-sites>

Depolluting end-of-life vehicles: guidance for treatment facilities -

<https://www.gov.uk/government/publications/depolluting-end-of-life-vehicles-guidance-for-treatment-facilities>

Figure 1 Aerial Image of Key Features



Legend

- Impermeable concrete surface with sealed drainage system
- Covered Area (Indoor)
- Permit Boundary (8539 m²)
- Traffic Management

Notes

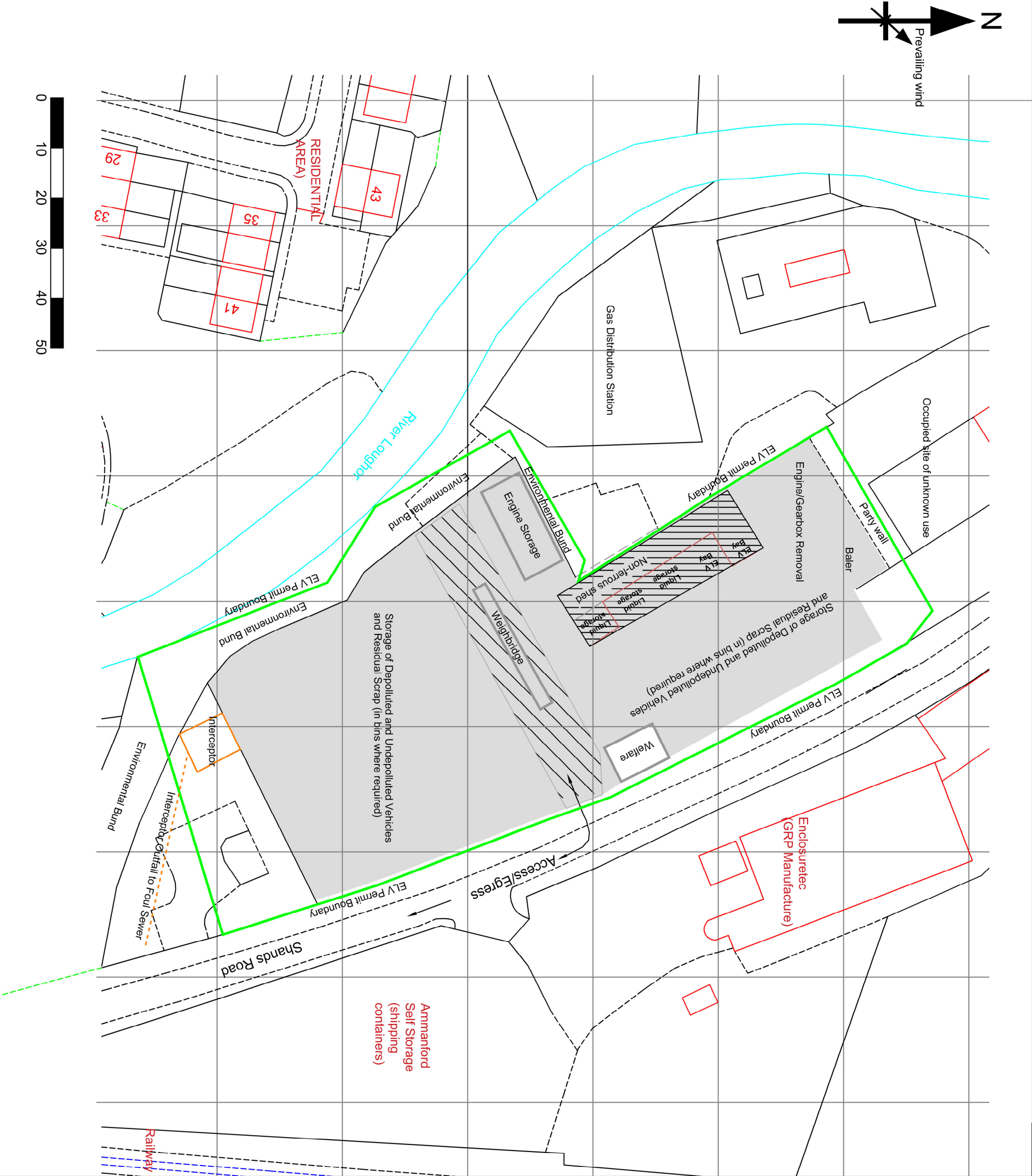
Rev	Date	Status/Amendments
CLIENT		

AMMANFORD RECYCLING LIMITED

END OF LIFE VEHICLE AUTHORISED
TREATMENT FACILITY AND
SCRAP METAL RECYCLING FACILITY

SITE LAYOUT AND ACCESS

DRAWING NUMBER			REVISION
2060 Figure 2			1
DATE	DRAWN	CHECKED	SCALE AT A3
07.23	ET		1:1000





**END OF LIFE VEHICLE
AUTHORISED
TREATMENT FACILITY
AND SCRAP METAL
RECYCLING FACILITY**

**Updated Environmental
Management System**

Report Number 2060r4v1d1120

**Appendix 1
Permit to Work Scheme**

PERMIT TO WORK



Section a) Responsible People.

Ammanford Recycling Ltd. Representative:

Name of Company:

No of employees carrying out work:

Company Representative:

Section b) The Task

Brief Description of work to be carried out:

Location of work to be carried out:

Manager/Responsible Person for area above:

Section c) The Hazards

Does the work require any of the following: (tick all that are applicable)

	YES	NO		YES	NO
Hot Work:	☐	☐	Work in Confined Spaces:	☐	☐
	YES	NO		YES	NO
Work on Live Electrical Systems:	☐	☐	Work at Height:	☐	☐
	YES	NO		YES	NO
Work on Pressurised Systems:	☐	☐	Complex Lifting Operations:	☐	☐
	YES	NO		YES	NO

IF THE ANSWER TO ANY OF THE ABOVE IS YES A METHOD STATEMENT AND RISK ASSESSMENT IS REQUIRED FROM THOSE CARRYING OUT THE WORK AND A SPECIFIC PERMIT MUST BE ISSUED.

Turn Over and Complete Page 2.

Section d) Control Measures

Tick all appropriate control measures to be carried out whilst the work is in progress: (tick all that are applicable)

Hearing Protection:

☐

Hand Protection:

☐

Safety Footwear:

☐

Eye Protection:

☐

Respiratory Protection:

☐

Head Protection:

☐

Fire Watch:

☐

Equipment Isolation:

☐

Other (please state what):

ALL PPE AND ALL OTHER CONTROL MEASURES MUST BE APPROPRIATE FOR THE HAZARDS PRESENT.

Section e) Permit Approval

	YES	NO
Have all required Method Statements and Risk Assessments been received and reviewed?	☐	☐
Is the Company Representative aware that they are responsible for communicating the contents, requirements and restrictions of this Permit to Work to each member of their workforce?	☐	☐
(Your Company Name Here) Representative Signature: _____ Date: _____		
Company Representative Signature: _____ Date: _____		
Permit Valid From: Date: _____ Time (24hr Clock) : _____		
Permit Valid Until: Date: _____ Time (24hr Clock) : _____		

Section f) Permit Closure

Work Complete to a Satisfactory Standard?	YES ☐	NO ☐
Work Area Left Clean and Tidy?	YES ☐	NO ☐
Work Area and and Equipment Left Safe?	YES ☐	NO ☐
Any Accidents or Near Misses During the Work?	YES ☐	NO ☐
If yes confirm the appropriate reports have been made.		
(Your Company Name Here) Representative Signature: _____		
Company Representative Signature: _____		

ONCE SECTION F IS COMPLETE ENSURE THIS DOCUMENT IS LEFT WITH THE COMPANY REPRESENTATIVE.

PERMIT TO WORK

HOT WORK

Section a) Hot Work Control Measures

Tick all appropriate control measures to be carried out whilst the work is in progress:

Area to be clear of Combustibles	YES ☐	NO ☐
Extinguisher(s) Required	YES ☐	NO ☐
If an Extinguisher is Required what Type(s)	Water ☐	☐
	CO2 ☐	☐
	Foam ☐	☐
	Powder ☐	☐
Fire Blanket Required	YES ☐	NO ☐
Fire Watch Required	YES ☐	NO ☐
Fire Detection to be Isolated	YES ☐	NO ☐
Access to the Work Area to be Restricted	YES ☐	NO ☐

Other Measures (please state what):

Section b) Permit Approval

Is the Company Representative aware that they are responsible for communicating the contents, requirements and restrictions of this Permit to Work to each member of their workforce?	YES ☐	NO ☐
(Your Company Name Here) Representative Signature:	Date:	
Company Representative Signature:	Date:	
Permit Valid From: Date:	Time (24hr Clock) :	
Permit Valid Until: Date:	Time (24hr Clock) :	

Section c) Permit Closure

Work Complete to a Satisfactory Standard?	YES ☐	NO ☐
Work Area Left Clean and Tidy?	YES ☐	NO ☐
Work Area and Equipment Left Safe?	YES ☐	NO ☐
Any Accidents or Near Misses During the Work?	☐	☐
If yes confirm the appropriate reports have been made.		
(Your Company Name Here) Representative Signature:		
Company Representative Signature:		

PERMIT TO WORK

WORK IN CONFINED SPACES

Section a) Work in Confined Spaces Control Measures

Tick all appropriate control measures to be carried out whilst the work is in progress:

	YES	NO
Are the Operartors Competent to Work in Confined Spaces	☐	☐
Is the atmosphere in the Confined Space Hazardous	☐	☐
Is a Rescue Plan Required	☐	☐
Is there a risk of Water, Fluid or Gas Ingress	☐	☐
Is any Lone Working to be Carried out	☐	☐
Atmospheric Monitoring	☐	☐
Respiratory Protective Equipment	☐	☐

Other Measures (please state what):

Section b) Permit Approval

	YES	NO
Is the Company Representative aware that they are responsible for communicating the contents, requirements and restrictions of this Permit to Work to each member of their workforce?	☐	☐

(Your Company Name Here) Representative Signature:

Date:

Company Representative Signature:

Date:

Permit Valid From: Date: Time (24hr Clock) :

Permit Valid Until: Date: Time (24hr Clock) :

Section c) Permit Closure

	YES	NO	
Work Complete to a Satisfactory Standard?	☐	☐	
Work Area Left Clean and Tidy?	☐	☐	
Work Area and and Equipment Left Safe?	☐	☐	
Any Accidents or Near Misses During the Work?	☐	☐	If yes confirm the appropriate reports have been made.

(Your Company Name Here) Representative Signature:

Company Representative Signature:

PERMIT TO WORK

WORK ON LIVE ELECTRICAL SYSTEMS

Section a) Work in Confined Spaces Control Measures

Tick all appropriate control measures to be carried out whilst the work is in progress:

	YES	NO
Are the Operartors Competent to Work on Live Electrical Systems	☐	☐
Is any Lone Working to be Carried out	☐	☐
Has a Point of Isolation been Identified and Communicated	☐	☐
Are Non Conductive Tools being used where appropriate	☐	☐
Is Temporary Insulation of Equipment or Live Parts Needed	☐	☐
Is Adequate First Aid Available	☐	☐

Other Measures (please state what):

Section b) Permit Approval

	YES	NO
Is the Company Representative aware that they are responsible for communicating the contents, requirements and restrictions of this Permit to Work to each member of their workforce?	☐	☐
(Your Company Name Here) Representative Signature:	Date:	
Company Representative Signature:	Date:	
Permit Valid From: Date:	Time (24hr Clock) :	
Permit Valid Until: Date:	Time (24hr Clock) :	

Section c) Permit Closure

	YES	NO	
Work Complete to a Satisfactory Standard?	☐	☐	
Work Area Left Clean and Tidy?	☐	☐	
Work Area and and Equipment Left Safe?	☐	☐	
Any Accidents or Near Misses During the Work?	☐	☐	If yes confirm the appropriate reports have been made.
(Your Company Name Here) Representative Signature:			
Company Representative Signature:			

PERMIT TO WORK

WORK AT HEIGHT

Section a) Work at Height Control Measures

Tick all appropriate control measures to be carried out whilst the work is in progress:

	YES	NO
Are the Operartors Competent to Work at Height	☐	☐
Has any Equipment (MEWP's, Ladders ect) been Inspected	☐	☐
Is a Rescue Plan Required	☐	☐
Are any of the Following to be used:	YES	NO
Edge Protection	☐	☐
Operator Restraint	☐	☐
Operator Fall Arrest	☐	☐
Operator Safety Net/Air Bag	☐	☐
Is Adequate First Aid Available	☐	☐

Other Measures (please state what):

Section b) Permit Approval

	YES	NO
Is the Company Representative aware that they are responsible for communicating the contents, requirements and restrictions of this Permit to Work to each member of their workforce?	☐	☐

(Your Company Name Here) Representative Signature:

Date:

Company Representative Signature:

Date:

Permit Valid From: Date: _____ Time (24hr Clock) : _____

Permit Valid Until: Date: _____ Time (24hr Clock) : _____

Section c) Permit Closure

	YES	NO
Work Complete to a Satisfactory Standard?	☐	☐
Work Area Left Clean and Tidy?	☐	☐
Work Area and and Equipment Left Safe?	☐	☐
Any Accidents or Near Misses During the Work?	☐	☐

If yes confirm the appropriate reports have been made.

(Your Company Name Here) Representative Signature:

Company Representative Signature:

PERMIT TO WORK

WORK ON PRESSURISED SYSTEMS

Section a) Work in Confined Spaces Control Measures

Tick all appropriate control measures to be carried out whilst the work is in progress:

	YES	NO
Are the Operators Competent to Work on Pressurised Systems	☐	☐
Is any Lone Working to be Carried out	☐	☐
Can the System be Isolated and the Pressure Released	☐	☐
Is Appropriate PPE Available and to be Used	☐	☐
Does Access Need to be Restricted to the Work Area	☐	☐
Is Adequate First Aid Available	☐	☐

Other Measures (please state what):

Section b) Permit Approval

	YES	NO
Is the Company Representative aware that they are responsible for communicating the contents, requirements and restrictions of this Permit to Work to each member of their workforce?	☐	☐
(Your Company Name Here) Representative Signature:	Date:	
Company Representative Signature:	Date:	
Permit Valid From: Date:	Time (24hr Clock) :	
Permit Valid Until: Date:	Time (24hr Clock) :	

Section c) Permit Closure

	YES	NO	
Work Complete to a Satisfactory Standard?	☐	☐	
Work Area Left Clean and Tidy?	☐	☐	
Work Area and Equipment Left Safe?	☐	☐	
Any Accidents or Near Misses During the Work?	☐	☐	If yes confirm the appropriate reports have been made.
(Your Company Name Here) Representative Signature:			
Company Representative Signature:			

PERMIT TO WORK

COMPLEX LIFTING OPERATIONS

Section a) Work at Height Control Measures

Tick all appropriate control measures to be carried out whilst the work is in progress:

	YES	NO
Are the Operators Competent to Carry out Lifting Operations	☐	☐
Has any Equipment been Recently Inspected	☐	☐
Are Banksmen Required	☐	☐
Does Access to the Work Area need to be Restricted	☐	☐
Has the Lift Been Planned Adequately	☐	☐
Have Environmental Hazards been Considered (eg wind speed)	☐	☐
Is any PPE Required for the Operation	☐	☐

Other Measures (please state what):

Section b) Permit Approval

Is the Company Representative aware that they are responsible for communicating the contents, requirements and restrictions of this Permit to Work to each member of their workforce?

YES NO

☐	☐
--------------------------	--------------------------

(Your Company Name Here) Representative Signature:

Date:

Company Representative Signature:

Date:

Permit Valid From: Date: Time (24hr Clock) :

Permit Valid Until: Date: Time (24hr Clock) :

Section c) Permit Closure

	YES	NO
Work Complete to a Satisfactory Standard?	☐	☐
Work Area Left Clean and Tidy?	☐	☐
Work Area and Equipment Left Safe?	☐	☐
Any Accidents or Near Misses During the Work?	☐	☐

If yes confirm the appropriate reports have been made.

(Your Company Name Here) Representative Signature:

Company Representative Signature:



**END OF LIFE VEHICLE
AUTHORISED
TREATMENT FACILITY
AND SCRAP METAL
RECYCLING FACILITY**

**Updated Environmental
Management System**

Report Number 2060r2v1d0321

**Appendix 2
Procedures**



Waste Acceptance Procedure

Site operators must ensure compliance with the Environmental Permit.

The acceptance criteria for incoming waste is that it must be within the list of permitted materials listed in the Permit and provided in the EMS

All waste carrying vehicles entering the facility via the site main entrance are directed to the Reception/Unloading area. The driver is required to attend at the site office where all waste transfer notes are inspected by the Site Supervisor or Manager and the information is recorded.

The Site Manager (or Senior Manager on-site) then carries out visual checks on the waste to confirm that it is described adequately, conforms to any pre-acceptance checks and that the waste is permitted for acceptance at the site.

A schedule of permitted wastes is clearly displayed at the office for ease of reference by the designated member of staff who is trained and proficient in the role undertaken. In addition, further support, if needed, is provided by the Technically Competent Person.

Each load is inspected to ensure it complies with waste acceptance criteria.

All responsible staff will undertake waste awareness training to ensure they are proficient in identifying waste types and in recording the necessary information under the duty of care provisions and other requirements as described in the Environmental Permit.

In the event of any delay in the examination of the waste consignment documentation or doubt in respect of the consignment, the vehicle is directed to a holding area until the proficient person is satisfied that the documents are in order and the waste conforms with the terms of site permit.

Vehicles are unloaded and loads inspected again before being placed in the storage area. Following inspection, either:

- Wastes are acceptable, the company takes responsibility for the duty of care of the waste, and the driver is issued with a conveyance note confirming receipt of the waste; or
- If the site manager finds any irregularities with the waste after deposit then the waste will be either re-loaded back into the vehicle and rejected from the site, or will be quarantined within a secure quarantine area pending further enquiries and agreement with or instructions received from Natural Resources Wales (as required). The Best Practicable Environmental Option for recovery/disposal of the non-conforming material will be used. Arrangements for the offsite transfer/disposal of non-conforming wastes will be made as soon as arrangements can be finalised taking due account of their potential to cause environmental impact/nuisance e.g. odour etc.

Remedial measures will be taken in order to reduce the potential for recurrence via site records/documentation being passed to the waste producer/carrier/disposer as determined after investigation by site management.

Any minor leaks or spills during unloading are handled in accordance with the site Spill Procedure.

All waste movements will conform with the requirements of the Environmental Permitting Regulations.



PR2 Managing Gas Cylinders

Gas cylinders (whether full or empty) must be stored in a secure, well ventilated caged area, sited away from drains and sumps which can hold and accumulate heavier-than-air gases. Any cylinders found in such areas must be removed immediately and stored in line with this document.

- The storage area must be clearly signed and kept locked when not in use. Empty bottles kept separate from full ones).
- Ensure that no ignition sources are permitted in or around storage areas and that 'NO SMOKING' and 'No NAKED FLAMES' signs are prominently displayed.
- Ensure that there are no combustible or hazardous materials near to the storage area, such as batteries, waste oils and waste paints.
- **ONLY** trained authorised personnel should handle cylinders & enter a storage area.
- Ensure that clear instructions for safe storage and collection are posted on the storage area and that all site staff are aware of and understand them.
- Ensure that an appropriate fire extinguisher is stored nearby, but not kept inside the storage area.

Cylinder Storage

The Storage of Gas Cylinders should comply with Section 5.1 of the British Compressed Gas Association advisory document 'BCGA GN2':

1. *Oxidant cylinders **MUST** be stored 3m away from flammable gases or separated by a fire resistant partition (minimum 30 minutes).*
2. *LPG (50-1000kg) to be stored 3m from any other gas cylinder types.*
3. *Toxic cylinders to be stored 3m from LPG & 1m from other flammables.*
4. *Pyrophorics to be stored 2m from most gas types & 3m from LPG.*

All cylinders must be stored in an upright position. Taller cylinders (i.e. those with a high centre of gravity) must be individually secured at all times.

Ensure that the contents of the cylinders are identified and logged so far as possible. Where it is not possible to identify the contents, the cylinder must be labelled as 'Contents Unknown'.

Cylinder Handling

Only trained authorised personnel should handle cylinders. Employees must be trained in the appropriate Manual Handling techniques for handling cylinders. Ensure that all persons wear the correct PPE (comprising eye protection & safety footwear) whenever handling or using gas cylinders.

Employees must be instructed and monitored to ensure that they:

- **NEVER** try to open a gas cylinder to discharge the contents.
- **ALWAYS** ensure that the valve is closed before attempting to handle a gas cylinder.
- **NEVER** roll cylinders along the ground. This can damage the cylinder or the valve
- **NEVER** throw or drop the cylinders

The quantities of gas cylinders stored on site should be kept as low as possible within the limits of the safe storage facilities provided.

Any cylinders found in the waste stream must be removed immediately and stored in an appropriate facility for the type of gas in the cylinder, well away from fire exits and operational areas.

Never smoke or use naked flames in or near to cylinders. Obey all safety signs and instructions.



Always follow the correct Manual Handling technique when handling cylinders. If you are unsure, ask your manager.

Disposal

The cylinders should be removed for disposal on a regular basis by an approved contractor / supplier.

Emergency Procedures

Ensure that emergency procedures are in place, and activated in the event of an emergency situation occurring, such as a fire or a substantial gas leak.

Employees must inform the supervisor or manager immediately in the event of an emergency situation, so that they may contact the emergency services.

Inform all other site users, and those people in surrounding buildings to evacuate immediately in the event of an emergency. (and go to the assembly point)

All empty or redundant Fire Extinguishers should be identified and replaced as soon as possible.



PR3. Emergency Procedures

1. INTRODUCTION

This procedure describes the action to be taken if an emergency situation arises.

2. PROCEDURE

2.1 Fire/ Explosion within Site Buildings

In the event of a fire in the site buildings or plant the following action should be taken:-

1. The person discovering the fire will raise the alarm and evacuate and isolate the area.
2. Use the appropriate fire extinguisher or other fire fighting equipment i.e. fire suppression on plant, if the fire can be controlled without endangering themselves or other personnel.
3. Contact the Site Manager/ Supervisor immediately; if the fire cannot be safely tackled the emergency services should be notified (dial 999).
4. All electrical supplies should be isolated and made safe in the area of the fire.
5. Supervisor/ Manager must inform weighbridge to prevent further entry of vehicles onto site if necessary and to direct all persons to the assembly point, which is between the main gate and the transfer building.
6. Manager/ Supervisor must appoint a member or members of staff to assist any known disabled persons during the evacuation to the fire assembly point wherever this is necessary, providing the risk to those involved is low.
7. The Site Manager/ Supervisor or next senior person will make a check of all visitors, contractors and staff to make sure everybody is accounted for.
8. The Site Manager/ Supervisor will if necessary, send a member of staff to the site entrance to direct the emergency services onto site.
9. The Site Manager/ Supervisor or next senior person will liaise with and direct the emergency services to any casualties.
10. The Site Manager/ Supervisor will send a report of the incident to the Area Manager and if necessary to the Environment Agency.
11. All used fire extinguishers should be returned to a supplier for refilling/ replacement.

UNDER NO CIRCUMSTANCES SHOULD THEY BE RETURNED TO THE FIRE POINT

- 12 All site employees to follow instruction, supervision, training and information provided by Supervisor/ Manager / other competent person.

Full records of all actions taken and equipment used should be kept and if possible photographs taken.

2.2 Fire/ Explosion in the Operational Area

A fire in the operational area is a possibility and should be dealt with in a similar fashion to a fire in a building. The Site Manager should be informed immediately and take steps to inform the local fire brigade who will take the decision on whether to attend or not.



All tipping operations must be suspended and any vehicles or plant in the vicinity of the fire evacuated, if it is safe to do so.

Immediate action will include:-

1. The Site Manager/ Supervisor must be informed immediately.
2. Suspend all tipping operations and evacuate all personnel.
3. Manager/ Supervisor must appoint a member or members of staff to assist any known disabled persons during the evacuation to the fire assembly point wherever this is necessary, providing the risk to those involved is low.
4. Remove any vehicles in the vicinity of the fire if it is safe to do so.
5. Using available mobile plant (bucket or blade) the fire should be smothered with inert material, if available, working from the outside edge of the fire towards the centre.
6. Another machine should be standing by with a second operator in case the first gets into difficulty.
7. In no circumstances should a machine be driven into the centre of the fire, as this will endanger both driver and machine.
8. If the fire is not completely extinguished and continues to burn below the surface, then digging out and spreading on top of inert material should isolate the burning material, after which it should again be smothered. (If safe to do so)
9. In certain circumstances it may be necessary to call the emergency services if there is a risk of the fire spreading.
10. The Site Manager/ Supervisor or next senior person will make a check of all visitors, contractors and staff to make sure everybody is accounted for.
11. The Site Manager/ Supervisor or next senior person will direct the emergency services to any casualties/ incident areas.
12. The Site Manager/ Supervisor will send a report of the incident to the Area Manager and if necessary the Environment Agency.
13. A careful watch should be kept to ensure all burning material has been fully and permanently extinguished.

2.3 Spillage or Leakage

This can occur during refuelling of vehicles, fuel deliveries, vehicle servicing, vehicle breakdowns, processing of vehicles for recycling, accidents and/ or damage to tanks and bunds. Care should be taken when dealing with any spillage. The COSHH Register (kept in the weighbridge or site office) should be consulted and any specific instruction from that information complied with.

Immediate action will include:-

1. If any spillage occurs it should be immediately contained if possible and reported to the Site Manager/ Supervisor or Senior person on site. They will then assess the situation and decide on an appropriate course of action.
2. If possible stop the leak or if it is safe to do so isolate the cause of the spill or leak and/ or move to bunded area i.e. pick up the container turn off the valve or block the flow.
3. If the spillage is small then use spill granules immediately to prevent the spill spreading, clean up and send contaminated material to appropriate licensed site for disposal as hazardous waste.



4. If the spill is larger use inert materials e.g. clay or sand to make a containment bund and seek specialist help to clean up.
5. If some of the spillage has entered a flowing watercourse immediately contact the EA and use an appropriate approach for the material spilled i.e.
 - Oil – floating absorbent boom,
 - Denser than water (i.e. sinks) a weir can be used.
6. If the spillage is major and cannot be contained using appropriate materials, then the EA and Senior Management should be contacted immediately and specialist help obtained.
7. If a vehicle does start leaking and it can be safely approached and started then it should immediately be moved to a position where any spillage can be more suitably contained i.e. quarantine area, sweeper tipping bay or other concrete area that can be isolated.
8. Operator to follow any instruction, supervision, training, information provided by Supervisor/ Manager/ other competent person

Examples of emergency containment measures include:-

- Sacrificial areas
- Bunding of vehicle parking and other hard standings
- Pits and trenches
- Portable tanks, overdrums and tankers
- Vacuum or similar mobile tankers may also be used for collecting and containing small spills.

A wide variety of products are available to deal with spillages or to contain spills in emergency containment areas, some of which are listed below. Any materials or equipment used must be well maintained and strategically placed at accessible locations, which are clearly marked with durable notices explaining their use.

Examples are:-

- Sand and earth.
- Proprietary absorbent (granules)
- Sealing devices and substances for damaged containers
- Drain seals
- Oil Booms / absorbent pads

2.4 Vehicle Accident

In the event of an accident involving any item of plant or vehicle, the person first becoming aware of the incident must immediately check for casualties.

Any spillage will be dealt with as in 2.3. Immediate action will include -



Vehicle Damage

1. Check for casualties.
2. If there are any casualties the First Aider must be summoned and the emergency services called.
3. Check for immediate danger and give first aid (if safe to do so)
4. The plant item or vehicle must not be moved, unless to remove casualties, until the Site Manager has assessed the situation and obtained any evidence as to the cause.

The accident details should be noted in the site log. The Site Manager will carry out an investigation filling in the appropriate forms and initiate any corrective action. A report will be made to the Manager.

All accidents and near misses must be reported no matter how trivial as per the Accident/ Incident and Emergency Procedure

2.5 Notifiable Personnel Injury

If any person at the site suffers a serious personal injury the First Aider or Senior person on site will telephone the emergency services if necessary and arrange for the casualties to be dealt with as appropriate. The Accident book will be filled in and kept up to date with any subsequent information about the casualty.

Accident/ Injury

1. Remove casualties from immediate danger
2. If injuries are serious Dial 999 and ask for an ambulance - follow the instructions given
3. Summon the first aider
4. Do not move any plant or equipment involved other than to rescue casualties
5. Inform your supervisor/ line Manager immediately
6. Contact the Manager
7. Record details in accident book

Electrical Incidents

1. Isolate supply and/ or casualty,
2. **Do not touch anything until supply is isolated.**
3. Summon Help / Call emergency services (dial 999)
4. Give first aid if it is safe to do so.
5. Inform your supervisor/ line Manager immediately

The Site Manager will inform senior Management of any such accident, and produce a brief report as per Accident/ Incident and Emergency Procedure. The Manager will advise on appropriate action.

2.6 Flooding

In the event of flooding to any site, building and/ or equipment then the following action may be taken:-

1. If the site is in imminent danger of flooding or a flood alert has been issued isolate all electrical supplies in the affected area.
2. If possible remove all stocks of chemicals and fuel from the at risk area.



3. Isolate and seal off leachate collection systems at risk.
4. Remove any plant from the at risk area
5. If spillage has occurred immediately contact the EA and use an appropriate approach for the material spilled e.g.
 - Oil – floating absorbent boom,
 - Denser than water (i.e. sinks) a weir can be used.During a flood situation this may not be possible to do.
6. If the spillage is major and cannot be contained using approved materials, then the EA and Senior Management should be contacted immediately and specialist help obtained.
7. Do not attempt to enter a flooded area for any reason until a full risk assessment has been carried out or the flood has subsided
8. Operator to follow any instruction, supervision, training, information provided by Supervisor / Manager / other competent person.

The Site Manager will be immediately informed and will arrange for samples to be taken. If the floodwater is not contaminated it can be pumped to surface water drainage. If contamination is shown to be present then the Environment Agency will be consulted before removal. After the flood and removal of any contaminated water the Site Manager will arrange for any affected electrical supplies to be checked by an approved contractor.

2.7 Explosives, Bombs or Ammunition

In the event that explosive material is discovered in the waste or in a skip

Explosives/Bombs

1. Evacuate and keep area clear. The person initiating evacuation must provide assistance for the evacuation of any disabled persons, wherever necessary, providing there is a low risk involved.
2. Dial 999 and state nature of emergency
3. Follow all instructions given
4. Contact supervisor/ line Manager immediately

2.8 Non-conforming Waste

The procedure for non-conforming waste will be described in the working plan or as an appendix to the working plan. Generally all non-conforming waste must be reported to your line manager as well as the Environment Agency. If the material is suspected of being hazardous, evacuate the area and seek assistance from the EA.

Exposure to Chemicals/ unknown substances

- Avoid contact and if necessary evacuate all personnel from immediate area. Assistance to be provided for evacuation of any disabled persons, providing the risk involved in doing so is low.
 - Stop the vehicle leaving site if possible.
 - Contact the site manager or next available line manager immediately.
 - Quarantine area and seek assistance from EA
- In the event that personnel are exposed to hazardous materials then: -
- If anyone is overcome or otherwise injured remove casualty from danger if it is safe to do so
 - Do not put yourself at risk.



- Remove contaminated clothing using appropriate PPE
- Contact First Aider
- Consult the COSHH file and/or consignment note for hazards if available.
- Send casualty to hospital along with details of the material (MSDS) and sample if possible
- Contact QHSE Manager for further advice

Gas Bottles/ other pressurised cylinders

- If bottle or cylinder is leaking avoid contact. Evacuate all personnel from immediate area, ventilate and seek assistance from emergency services. Assistance is to be provided to disabled persons if required, providing the risk is low to those involved.
- Stop the vehicle leaving the site if appropriate.
- Contact the site manager or next available line manager immediately.
- Remove bottle to appropriate cage or quarantine area and arrange for removal from site.

2.9 Robbery

In the event of an attempted robbery at any site or building:-

- If anyone demands monies or items from you do not resist or put up a struggle, you are not to endanger yourself in any way.
- Try to remain calm and follow the instructions given by the person
- Do not place your self in danger by attempting to save any item.
- Once the individual has left, raise the alarm immediately by informing your manager who will in turn inform the Police and others as necessary.
- As soon as you can, write down any details of the event.
- The Site manager will complete a full incident report

3 RECORDS

All incidents, near misses, accidents and emergencies will be recorded in the site diary.



EMERGENCY PROCEDURES ISSUE RECEIPT

The Ammanford Recycling Ltd Emergency Procedures have been explained to me and I have received a copy of them. I understand the Emergency Procedures and will follow them as necessary.

Name (Print) _____

Name (Signed) _____

Date _____

This page to be signed and returned to Manager immediately



PR4. Emergency Incident Procedure – Spillage

The safety policy will be adhered to at all times and the following procedure will be conducted to ensure that all employees are competent with the practised.

Possible pollution may result from accidental leaks or spillages from plant and vehicles or from liquid wastes discovered in loads and destined for quarantine as an unacceptable waste.

Accidental Spillage – Steps to be taken

The following procedure is adopted for all accidental spillages of liquids whether inside buildings or in yard areas. Responsibility for any spillage lies with the first person noticing or finding the spill and they must take steps to contain it by taking action as follows:

Area surrounding spillage to be isolated by application of absorbent granules (stored in Non-ferrous Processing Building) to prevent vehicles or personnel from passing over the area and thus spreading the spilled liquid. Cone off the area to prevent access.

Site manager notified as soon as reasonably practical.

Spill mats and spill kits, including absorbent granules are to be spread on the spilled liquid until all is absorbed.

When all the liquid is absorbed, the contaminated absorbent granules and spill kits are loaded into a suitable drum and stored in bunded area for removal by a suitably licensed carrier to a licensed disposal or recovery facility.

Details of the liquid spilled is noted for assistance with disposal/recovery for an action plan to prevent a similar occurrence being repeated.

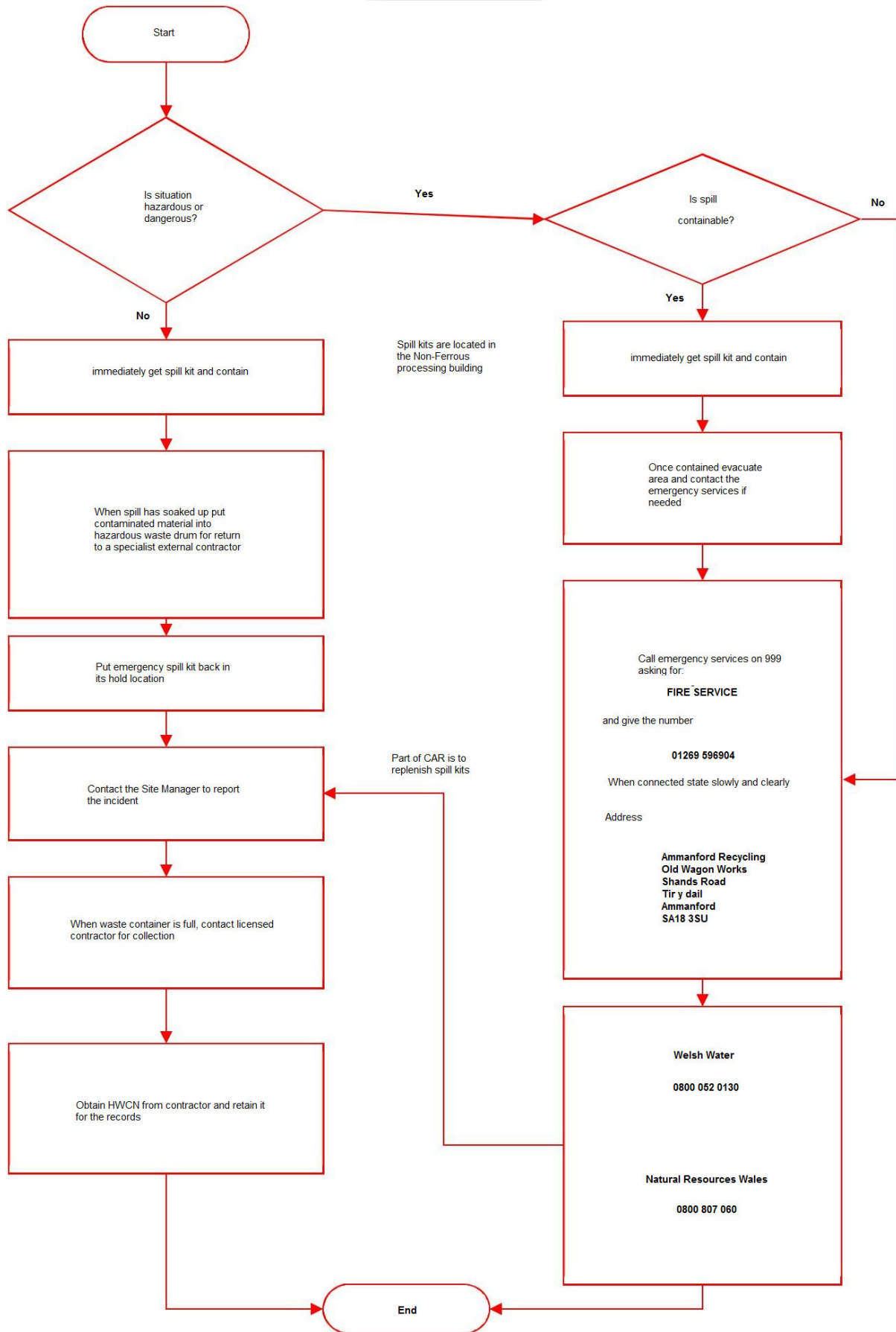
Every instance of spill MUST be recorded and investigated as an accident or incident.

A detailed report is prepared for Natural Resources Wales officer who is informed of the incident as soon as possible.

All personnel involved with spillage incidents will be suitable trained.

Care must be taken when driving vehicles or moving objects close to storage drums/tanks to avoid damage and breaking of tanks.







I have received, read and understood the Ammanford Recycling Ltd.

Emergency Incident Procedure - Spillage

Date Received	Name	Signature

Procedure given by: (Print and Sign Name):



PR5. Accident & Incident Investigation Policy

This policy outlines the procedures that are to be adopted when any employee, visitor or contractor experiences an accident, near-miss or dangerous occurrence on Ammanford Recycling Ltd premises.

It is the policy of the company to identify and investigate unplanned losses (accidents), their source and hence their underlying causes.

To enable this objective to be achieved it is imperative that all accidents, irrespective of the resulting injury or damage, be reported according to the laid down procedures.

In order to avoid misunderstanding, the company deem an accident and near-miss to be defined thus:-

Accident: - "any unplanned event that results in personnel injury or damage to property, plant or equipment.

Near-miss: - "an unplanned event which does not cause injury or damage, but could have done so." Examples include: items falling near to personnel, incidents involving vehicles and electrical short-circuits.

Accident Books

All accidents must be recorded in Ammanford Recycling Ltd accident forms.

These accident forms will be reviewed regularly by senior management to ascertain the nature of incidents which have occurred in the workplace. This review will be in addition to an individual investigation of the circumstances surrounding each incident.

All near-misses must be reported to the Safety Manager, as soon as possible so that action can be taken to investigate the causes and to prevent recurrence.

Reporting Procedure: - Employees

1. All accidents must be entered in the appropriate Accident form either by the injured person or, if this is not practical, someone else present at the time.
2. An accident Report form (Part 1 only) is also to be completed by the same person who should then give the form to the Immediate Supervisor of the injured person.
3. The Immediate Superior must then:-

Note that the accident has occurred.

Ensure that the Accident Book has been correctly and fully completed.

Immediately pass the Accident Report form to the Safety Manager.

Enter on to the Wages Department, the words "Injured at Work".



4. The Safety Manager will then:-
 - Ensure that, where applicable, the requirements of the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013 are met.
 - Complete Part II of the Company Accident Report form, recording the findings of the subsequent investigation.
 - Discuss the accident and the contributory factors with the Departmental head
 - Report findings to the Director responsible for Health & Safety and, if necessary, instigate any disciplinary proceedings.
 - Ensure the Accounts Department have been informed that the accident occurred to enable their procedures to be implemented.
5. The Director responsible for Health & Safety will then:-
 - Ensure, so far as reasonably practical, that proper action is taken to help prevent the accident being repeated.

N.B.

1. Investigation of an alleged accident does not necessarily imply that sick pay will be paid. This will depend on the result of the investigation.
2. The above is simply the administrative procedure. Clearly it is essential for all concerned to give priority to the safety and welfare of any injured person and anyone else involved.

Reporting Procedure - Visitors / Contractors

Any non-employee who experiences an accident or near-miss incident whilst on the premises must report the incident immediately to the person responsible for his or her premises on site. If the person responsible is not available, the visitor / contractor must obtain the assistance of a responsible person to ensure that the company procedure is adhered to.

All injuries must be reported in the accident book, however minor. Visitors and contractors who are unable to enter their account into the book must arrange for another person to make an entry on their behalf. Visitors and contractors should also notify their own employer where applicable.

The Company takes the responsibility for notifying reportable accidents under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013; therefore EPSMR Ltd Safety Manager must be informed immediately.

Reporting Procedure - Damage / Theft

All accidents / incidents which result in the loss or damage of plant, equipment or vehicles but not necessarily personal injury must be recorded on the "Damage or Loss Report Form" and passed to the Safety Manager without delay.

Where this incident results in any injury to a third party the Safety Manager must be informed immediately as it may be necessary to report the incident by telephone to the Health and Safety Executive. Should the Safety Manager not be available, due to annual leave, etc this responsibility will pass to the Director.



Safe System of Work

All incidents and near-miss incidents must be reported, however minor. To achieve this the following procedure should be adopted.

1. Ensure the appropriate report form is completed and forwarded to the Safety Manager.
2. Obtain treatment for any injury from a first-aider or the local hospital.
3. Ensure that the area is made safe and poses no risk to other personnel **(except where the accident results in a major injury, in which case the scene should be fenced off and left undisturbed until advised otherwise by the enforcing authority).**

4. Enter details in the accident book.

5. Inform the injured person's manager (or a responsible person) of the incident.
6. Keep the company informed of any after-effects, including periods of incapacity for work.

SUMMARY

All personnel on site must report accidents and near-miss incidents whilst working on behalf of the company.

The four most important steps are:-

- * ensure that all relevant details are reported as soon as possible, in accordance with established procedures.
- * remove residual hazards that may pose a risk to others.
- * Fence off the undisturbed scene of a serious incident pending investigation.
- * notify management of incapacity for work that results from an injury sustained during a work activity.



PR6. Managing and Responding to Complaints

On receipt of a complaint, the recipient shall enter the relevant details onto Complaint Record Form

The Site Manager should be informed immediately and should be responsible for working out the next steps depending upon the nature of the complaint. The proposed next steps should be communicated to the person who has made the complaint.

The Site Manager will identify if other personnel need to be involved with investigating the source of the complaint or fixing the identified problem.

An immediate visual site inspection and/or sniff test will be conducted where relevant. The aim will be to identify any issues of concern.

Emergency procedures within the Environmental Management System Plan or relevant procedure shall be initiated immediately if a verified event is in progress and that it is determined to be arising as a result of the company's operations.

For all complaints, reference will be made to the site activities at the time of the complaint and further onsite investigations conducted to determine whether any abnormal operations are/were occurring.

Actions required to prevent the problem re-occurring will be worked out. These will be recorded.

The person who made the complaint should be provided with an update on the steps to be taken.

Within 28 days of the complaint a short factual report should be submitted to Natural Resources Wales by the Site Manager. The report should explain the situation and the actions taken to solve the problem.

All complaints should be logged on the Customer Complaint Log form.



PR7. ELV Depollution

All of the following activities must be carried out on the impermeable yard.

The ELV depollution process is conducted in the following sequence:

1. The vehicle is weighed on the weighbridge
2. Certificate of Destruction is issued
3. The vehicle is then stationed in a designated area on the impermeable yard for the removal of non-ferrous.
 - Here the battery is removed by a staff member using appropriate PPE that includes rubber gloves and safety goggles. The catalytic converter is then removed, and finally the aluminium wheels using a jack to access each wheel. The nonferrous material extracted from the ELV is then properly stored within the nonferrous shed.
4. A forklift operator then moves the ELV to the ELV storage area ensuring cars are never stacked more than 2 high
 - Each ELV stored on the ELV stores is left for at least 24hours post battery removal before continuing with the depollution process, this is to ensure there is no electrical charge in the vehicle.
5. Vehicles selected for depollution are picked from the car storage area by a fork truck and then placed in the designated air bag deployment area. Here the air bag will be deployed by specifically trained personnel ONLY. The person deploying the air bag must be wearing appropriate PPE.
 - Once the air bag has been deployed, the ELV is left for 10-15 minutes for the air bag to fully cool. After this period, the ELV may be moved into the depollution bay.
6. In the bay, the depollution of all hazardous fluids is conducted using the auto drain depollution systems following the governmental guidelines published by DEFRA. (The depollution of the vehicle is to be conducted by trained personnel ONLY.)

Once the ELV has been fully depolluted of all hazardous waste and fuels, the remaining car shells are stockpiled on the impermeable yard prior to off-site recovery or further dismantling.



**END OF LIFE VEHICLE
AUTHORISED
TREATMENT FACILITY
AND SCRAP METAL
RECYCLING FACILITY**

**Updated Environmental
Management System**

Report Number 2060r2v1d0321

**Appendix 3
Forms**



Accident / Near Miss Report Form

This side of the form is to be completed by the injured party's supervisor.
Please complete in BLOCK CAPITALS Contact the H&S Advisor by phone immediately in the event of major accident

ABOUT THE INJURED PERSON									
Forenames			Surname			Age		Gender Male Female	
Home Address						STATUS OF INJURED PARTY			
						ARL Employee Temp / Agency Work Experience Contractor Visitor Member Of Public Self-Employed			
Post Code			Tel No.						
EPSMR EMPLOYEES ONLY									
Department			Occupation						
Employee No.			Start Date		Supervisor Name			When Did The Event Occur Time: 24hour Clock Date: dd/mm/yyyy	
TYPE OF INJURY				PART OF BODY INJURED (left or right)				CAUSE OF INJURY (Tick one(s) identified)	
				L R		L R			
Cut	Bruise	Eye			Toe			Animal	Asphyxiation
Burn	Fracture	Arm			Foot			Contact With	Cut
Strain	Dislocation	Hand/Finger			Shoulder			Drowning	Explosion
Bite	Unconscious	Head/Ear			Back			Fall From Height	Fire
Other (Identify)		Neck			Other (Identify)			Hazardous Substance	Hit By Falling Object
								Hit By Moving Vehicle	Hit Stationary Object
MEDICAL TREATMENT RECEIVED/ACTION TAKEN									
None		First Aid Only				Manual Handling		Sharps /Needle-Stick	
Sent/Taken Home		Sent/Taken To GP				Slip Or Trip		Tool/Machine/Equipment	
Returned To Work		Hospital				Contact With Moving Machinery			
								Hit By Moving / Flying Object	
INJURED PARTY'S/PERSON'S DESCRIPTION OF THE ACCIDENT/ NEAR MISS (Delete as necessary/Use a separate sheet if necessary.) a) Events leading up to the accident. b) What job/activity was being undertaken c) Why it happened d) Environmental conditions e) What Personal protective equipment was used f) If a fall, state the distance fallen in metres g) Was IP trained to do the job being done at time of event h) Name of any substance, type of machinery/equipment involved, tools being used									
Who Was The Accident / Near Miss Reported To (If not supervisor) <i>Ensure the Health and Safety Department has been notified</i>								What Date Was The Accident/Near Miss Reported dd/mm/yyyy	

Record details of any/ all Witness(es) to the event. Obtain statements without delay, using the form OHS 14(WS) .

Name.....Employee No..... Contact details

Name.....Employee No..... Contact details.....

I, (Insert IP's name).....submit these details as being a true account of the accident/near miss.

Signed

Date

THIS SIDE IS TO BE COMPLETED BY THE INJURED PERSON'S SUPERVISOR/MANAGER/OR THEIR DEPUTY AND PASSED TO A PARTNER WITHIN 24 HOURS OF THE STATEMENT.

WERE ANY OF THE FOLLOWING CONTRIBUTING FACTORS? (Tick more than one box if necessary.)					
Risk Assessment insufficient / none exists		Unsafe methods (system of work)		Lack of employee training	
Lack of suitable supervision		Lack of employee information		Not wearing full protective equipment	
Defective tools/equipment		Defective plant/machinery/building		Poor Housekeeping	
Horseplay by injured party		Horseplay by other person		Environmental conditions	
Other (Identify this)					
Attach a copy of injured person's most recent training record:			Attached?	Yes	No
Take photos, sketches, drawings, diagrams to assist the investigation.			Attached?	Yes	No
If defective equipment/plant/machinery is contributable obtain recent PPM Record/defect report			Attached?	Yes	No
WHAT ARE THE FINDINGS OF YOUR INVESTIGATION?					
Please describe contributing factors in detail and any disagreement you may have with anything stated by the injured party. (Use a separate sheet if necessary)					
STATE THE ACTION TAKEN (OR PLANNED) TO PREVENT A RECURRENCE, AND BY WHOM?					
(NOTE! Risk Assessment and Safe System of Work must be Reviewed/Revised and updated Versions Trained to ALL Relevant Persons)					
HAS A SIMILAR INCIDENT (same task or location but not necessarily the same person) OCCURRED BEFORE?				Yes	No
IF YES GIVE FULL DETAILS.					
YOUR FULL NAME	SIGNATURE	DEPARTMENT	TODAY'S DATE	JOB TITLE	CONTACT No.
ONLY COMPLETE THIS SECTION IF THE ACCIDENT IS 'REPORTABLE' TO THE ENFORCING AUTHORITIES					
Note: The Enforcing Authority is not the H&S Department. For details on RIDDOR please contact the H&S Department.					
a) Have you notified the Incident Contact Centre? If so by which method (Phone, Fax, E-mail)					
b) What time and date did you do this?			24hr clock	dd/mm/yyyy	
c) Who at the Incident Contact Centre did you notify?			Name:		
d) Record the Incident Number given to you by The Incident Contact Centre			Number:		
DIRECTORS COMMENTS ON THE INVESTIGATION. (Pass to H&S Dept within 48 hours of the event)					
Director (or Deputy) Signature			Date:		
HEALTH AND SAFETY ADVISOR'S COMMENTS ON THE INVESTIGATION					
Health and Safety Advisor (or Deputy) Signature:			Date:		

For completion by the H&S Department only.
 Date ceased work.....
 Date returned to work.....
 Working Days Lost.....



SITE MANAGERS MONTHLY SITE CHECKLIST

Location: Ammanford Recycling		Date:		
	INSPECTED ITEM	N/A	YES	NO
	Management			
1	Have drivers' daily checklists for vehicles, mobile plant or machinery been completed?			
2	Have all actions from 1 been implemented by the deadlines?			
3	Are all the relevant weekly checks completed & recorded?			
4	Have all actions from 3 been implemented by the deadlines?			
5	Have all corrective actions from the last H & S audit been implemented?			
6	Have all actions from 5 been implemented by the deadlines?			
	Accidents			
7	Have all accidents been investigated & reports compiled?			
8	Have all accidents been forwarded to the Manager?			
9	Have all corrective actions been implemented?			
	Consultations			
10	Are the minutes of the last monthly H&S meeting on the notice board?			
11	Have all actions from 10 been implemented by the deadlines?			
	Risk Assessments			
12	Are there any RAs due for review this month?			
13	Are there any new operations/ activities that require RAs?			
	Training			
14	Have there been any new employees (permanent, temporary, casual or agency) or change of jobs this month? If Yes, answer Q15 – Q20			
15	<i>Did they all receive the site induction?</i>			
16	<i>Have they signed to acknowledge receipt of their responsibilities for H & S?</i>			
17	<i>Did they all receive additional training for the job?</i>			
18	<i>Are training records complete?</i>			
19	<i>Have they all been issued with 'Working with Waste' cards?</i>			
20	<i>If training is required, have arrangements been made?</i>			
21	Have toolbox talks been completed this month (check attendance lists)?			
	Fire Safety			
22	Is the fire log up to date?			
23	Have all scheduled fire drills and checks been completed?			
24	Are smoking restrictions adhered to?			
25	Are all fire extinguishers in service (check dates) & kept in the correct place?			
26	Are all escape routes kept unobstructed?			
27	Are all LPG cylinders and HFLs properly stored & secured?			
	First Aid			
28	Are first aid box(s) stocked? (check at least one box)			
	Manual Handling			
29	Are there any personnel who require training or refresher training in manual handling?			
30	If yes to 29, has this training been arranged?			



SITE MANAGERS MONTHLY SITE CHECKLIST

	INSPECTED ITEM	N/A	YES	NO
	Premises & Buildings			
31	Are the buildings in a good, safe state of repair?			
32	Are lighting levels adequate for the operations?			
33	Are dust levels controlled by adequate ventilation / suppression?			
34	Are tripping hazards eliminated, covered or made highly visible?			
35	Are all spillage's cleaned up?			
36	Are stacked materials (e.g. bales) stable?			
	Welfare			
37	Are the toilets & mess room facilities clean?			
38	Is there hot & cold water and adequate drying facilities for all personnel?			
39	Are all operatives wearing clean PPE relevant to the work they are doing?			
	Work Equipment			
40	Has any new/second-hand/hired work equipment been introduced to the site this month?			
41	<i>If yes to 40, Have RAs been completed?</i>			
42	<i>Have SWPs been issued?</i>			
43	<i>Have personnel been trained in the safe use?</i>			
	Machinery			
44	Test one emergency stop / interlock. Is it working?			
45	Are all guards in position (You should not be able to reach any moving parts that may injure you)?			
46	Are all safety signs legible?			
47	Is there evidence that lock-off procedures are being followed (check for personal padlocks)?			
48	Have all daily/ weekly checks been recorded?			
49	Have actions arising from 48 been implemented?			
	CDM			
50	Have any CDM operations been planned/carried out this month?			
51	<i>If yes to 50, Has a planning supervisor been appointed?</i>			
52	<i>Is/has all work been in accordance with the H & S Plan?</i>			
	Contractors			
53	Have any contractors been appointed or started work this month?			
54	<i>If yes to 53, Has the contractor been vetted?</i>			
55	<i>Is any work being conducted according to SWPs/ method statements, permits to work etc?</i>			
	Working at Height			
56	Where people are required to work at height, are they protected from falling by railings or fall arrest system or other system?			
57	Are any fall arrest systems in safe working order?			
58	Are harnesses readily available?			
	Traffic Management			
59	Are any reversing operations carried out safely according to site rules/SWPs?			
60	Are people kept clear from moving mobile plants and vehicles?			
61	Are members of the public, visitors & contractors complying with site rules?			



SITE MANAGERS MONTHLY SITE CHECKLIST

	INSPECTED ITEM	N/A	YES	NO
	General			
62	Are site employees working safely, as stipulated in SWPs?			
63	Are operations adequately supervised?			

Site Managers comments:

Name:

Signature:

Date:

If you identify a shortcoming then record them on a manual CAR form and copy to the Manager and file the CAR appropriately



Complaints Records

Who made the complaint?	
Address	

Details	
What happened, what was it about?	
Was anyone else aware of this – other neighbours or	
Did the complaint relate to the site? If so, what	
What have you done to make sure that it does not	
Was there any significant pollution or environmental damage to land, water or protected areas – for example: dust, odour or noise pollution outside the site or spillage of polluting liquids onto the ground, or at a site of special scientific interest, or into a drain or a watercourse? (If so, then complete an incident form	
If there was, then you must take steps to prevent further damage and notify Natural Resources Wales on 0300 007060 or by email at naturalresources@nrg.gov.uk	Who did you phone?
You must also write or send an email to confirm this to the local office (see your accident management plan	Yes/No
Please print your name and sign:	





RISK ASSESSMENT REGISTER

Ref No	Operation/Activity	Date of Review	Reviewed by
ARLRA 01	Collecting Materials	20/07/2020	A Stewart/A Evans S Melbourne
ARLRA 02	Gas/Mig welding	20/07/2020	A Stewart/A Evans S Melbourne
ARLRA 03	Tipping materials, Artic	20/07/2020	A Stewart/A Evans S Melbourne
ARLRA 04	Tipping materials RoRo	20/07/2020	A Stewart/A Evans S Melbourne
ARLRA 05	Tipping materials Skip wagon	20/07/2020	A Stewart/A Evans S Melbourne
ARLRA 06	Loading/unloading Artic	20/07/2020	A Stewart/A Evans S Melbourne
ARLRA 07	Loading/unloading RoRo	21/07/2020	A Stewart/A Evans S Melbourne
ARLRA 08	Loading/unloading Skip wagon	21/07/2020	A Stewart/A Evans S Melbourne
ARLRA 09	Refuelling of plant	21/07/2020	A Stewart/A Evans S Melbourne
ARLRA 10	Plant maintenance	21/07/2020	A Stewart/A Evans S Melbourne
ARLRA 11	Internal transport	21/07/2020	A Stewart/A Evans S Melbourne
ARLRA 12	Vermin on site	21/07/2020	A Stewart/A Evans S Melbourne
ARLRA 13	Noise	21/07/2020	A Stewart/A Evans S Melbourne
ARLRA 14	Electricity at work	21/07/2020	A Stewart/A Evans S Melbourne
ARLRA 15	Dust emissions	21/07/2020	A Stewart/A Evans S Melbourne
ARLRA 16	General cleaning	22/07/2020	A Stewart/A Evans S Melbourne
ARLRA 17	Mobile crane 350 grab attachment (Wheeled)	22/07/2020	A Stewart/A Evans S Melbourne
ARLRA 18	Mobile crane 350 grab attachment (Tracks)	22/07/2020	A Stewart/A Evans S Melbourne
ARLRA 19	Lone working	22/07/2020	A Stewart/A Evans S Melbourne
ARLRA 20	Contractors	22/07/2020	A Stewart/A Evans S Melbourne
ARLRA 21	Gas oil delivery	22/07/2020	A Stewart/A Evans S Melbourne
ARLRA 22	Plant access/egress	22/07/2020	A Stewart/A Evans S Melbourne
ARLRA 23	Weighbridge operation	22/07/2020	A Stewart/A Evans S Melbourne
ARLRA 24	Gas cutting of scrap materials	22/07/2020	A Stewart/A Evans S Melbourne
ARLRA 25	Guillotine	22/07/2020	A Stewart/A Evans S Melbourne
ARLRA 26	Baler	22/07/2020	A Stewart/A Evans S Melbourne
ARLRA 27	Traffic Management	22/07/2020	A Stewart/A Evans S Melbourne
ARLRA 28	Fork Truck	22/07/2020	A Stewart/A Evans S Melbourne
ARLRA 29	Disk Cutting	22/07/2020	A Stewart/A Evans S Melbourne
ARLRA 30	Fire	22/07/2020	A Stewart/A Evans S Melbourne
ARLRA 31	HAVS	24/08/2020	A Stewart/A Evans S Melbourne
ARLRA 32			
ARLRA 33			
ARLRA 34			
ARLRA 35			



ELV Depollution Daily Check Sheet

Lines Hoses Tools

Condition of Airlines
Condition of Airtools
Condition of Aircon Hoses/connections

OK

Fault

System

Vacuum Preasure
Leaks

OK

Fault

Air System

Presure
Leaks
Compressor/oil level

OK

Fault

ELV Rig

Supports
Welds
Cracks

OK

Fault

Tyre Remover

Turntable clamps
Bead Breaker
Working Condition

OK

Fault

Air Bag Tool

Battery Voltage
Leads and Conections

OK

Fault

Fuel Tool

Seal
Body

OK

Fault

Levels

Petrol
Diesle
Waste Oil
Antifreeze

1/4

1/2

3/4

Full

Housekeeping

Trip Hazards
Fire Hazard

OK

Fault

Comments

Operator Sign

Manager Sign



Environmental Management System HWCN/Returns

1	Qtr.1 Haz Waste Returns January - March
2	Qtr.2 Haz Waste Returns April - June
3	Qtr.3 Haz Waste Returns July - September
4	Qtr.4 Haz Waste Returns October - December
5	Batteries In/Out HWCN
6	Petrol Out HWCN
7	Diesel Out HWCN
8	Oil Out HWCN
9	Antifreeze/Screenwash Out HWCN
10	Air Con Gas Out HWCN
11	Tyres Out
12	Cats Out
13	Interceptor Fluid Out
14	SDA's
15	General Waste
16	

Machine name Heli H25															
Serial number 59695		FLT Pre Use Check List													
Week Commencing															
Start Hours															
Finish Hours															
Hours Operated															
		Mon		Tues		Wed		Thurs		Fri		Sat		Sun	
Daily checks items		OK	defect	OK	defect	OK	defect	OK	defect	OK	defect	OK	defect	OK	defect
Faults Previous Day															
Obviuos Leaks															
Hydraulic Fluid Level															
Mast and Carrage															
Forks															
Backrest / Extension															
Attachments															
Tyres/Wheels/Nuts															
Seat and Seatbelt															
Steering															
Service brakes															
Parking Brake															
Operating Controls															
Operating System															
Lights/Beacon															
Horn															
Alarms															
Other Warning Devices															
Safety Guards/Covers															
Body Work															
Glass/Canopy															
Petrol/Diesle/LPG															
Fuel Level															
Fuel Connections															
Engine Oil Level															
Coolant Level															
Battery															
Fan/Other Belts															
Electric															
Electrilyte Level															
Cable Connections															
General Cleanliness															
Battery Security															
Greased	✓														
Defects															
Operators Name										Signature					
Supervisor Name										Signature					

[illegible]

[illegible]

[illegible]

[illegible]



**I have received, read and understood the Ammanford Recycling Ltd.
SSOW for:**

Manual Handling

Date Received	Name	Signature

SSoW given by: (Print and Sign Name):



Daily Checklist Taurus Mizar Baler
Walk around the machine before and after the work shift

Mechanical			✓ x
Housekeeping	Scrap/Dirt/Other Cleaning	Clean and/or Remove Scrap, Dirt and/or Other items that hinder function operation and/or cylinder movement Remove debris and scrap from around the crosshead column and bolting flange areas	
Lid	Lid Bolts Liner Damage - Deformation - Wear/gouges - Spilt	If loose, tighten Change excessively damaged or split liners Visual inspection report immediately if loose or damaged	
Electrical			✓ x
Proximity/Limit Switches	Visually Check - Function - Cable glands	If damaged, report immediately if loose or damaged	
Cable work	Visually Check - Cable integrity - Cable damage	If cable damaged report immediately (only competent qualified electricians to replace cables)	
Control Console	Check - Joysticks - Function Lights	If controls do not work, report immediately check for broken lights/LEDs	
Emergency Stops	Check Function	If any of the emergency stops do not function, shut the machine down, isolate and report immediately	
Live Check	Check - All function Operation	If Shear does not operate as expected report immediately	
Hydraulic			✓ x
Oil	Leakage/Spillage	Assess and report where the oil has come from	
Oil Level	Below Minimum	Fill up Tank with oil of the same specification	
Oil Temperature	Excess Temperature	Shut machine down report immediately	
Oil Filter	Check Blockage Gauge		
Pumps	Excess Noise Operating Hot	report immediately	
Coupling	Visually Check Damaged Excess Noise	report immediately	
Flexible Pipework	Connection Nuts Visually inspect flexi hose - Delamination - Cut/frayed/worn - Wetness/bubbles	If loose, tighten If damaged report immediately	
Lubrication			✓ x
Oil			
Grease			



function	Check grease pump	Check that grease pump is delivering grease to machine function locations	
Generator	Oil Level Fuel	Check Level when cold Visual checks for leaks report any found Check Fuel Level Visual checks for leaks report any found	
Issues			
Operator Name			
Sign			
Date			

Ammanford Recycling Ltd ENVIRONMENTAL MANAGEMENT SYSTEM Environmental Risk Register Evaluation of Potential Impacts	
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[illegible]

Ammanford Recycling ENVIRONMENTAL MANAGEMENT SYSTEM

Energy Usage [E]

Process / Activity / Equipment on Site	Potential Impact	Is impact controlled by equipment?	Is equipment included on maintenance checklist?	Is impact controlled by a procedure?	Person using the procedure received training?	Comments
Electricity usage for waste treatment	The impacts associated with electricity production are well documented (e.g. air emissions from fossil fuels).	No	Not Applicable	No	N/A	Energy usage minimised by selecting low energy equipment where possible.
Fuel consumption by vehicles and plant	Use of finite natural resources. Greenhouse gas emissions from consumption of fossil fuels.	Yes	Yes	No	N/A	Engine emissions controlled by manufacturer to EU standards. Vehicles maintained to ensure efficiency. Journey planning for collections/ deliveries.
Energy consumption by general operations e.g. electricity usage in offices, business travel, etc.	The impacts associated with electricity production are well documented (e.g. air emissions from fossil fuels). Use of finite natural resources. Greenhouse gas emissions from consumption of fossil fuels.	Yes – in part	Yes – PR9	No	N/A	Energy usage minimised by selecting low energy equipment where possible. Engine emissions controlled by manufacturer to EU standards. Vehicles maintained to ensure efficiency. Staff trained to consider impact of journeys, reducing mileage by journey planning, car sharing, etc.

**Ammanford Recycling
ENVIRONMENTAL MANAGEMENT SYSTEM**

Emissions to Water [W]						
Process / Activity / Equipment on Site	Potential Impact	Is impact controlled by equipment?	Is equipment included on maintenance checklist?	Is impact controlled by a procedure?	Person using the procedure received training?	Comments
Leaks and spills during processing or storage from: Vehicles ELV Engine blocks	Under normal conditions surface water run-off should be uncontaminated. However, if contamination occurs by accident, non-hazardous and hazardous liquids such as fuel, oils, etc. could spill or leak and enter drains with the potential to cause water pollution via run off to surface water drains.	Yes – Sealed drainage, spill kits	Yes – see maintenance checklist	Yes – PR3/PR1/PR9	Yes – see training list	Storage in specific areas. Hazardous waste containers and tanks are banded to mitigate against leaks and are checked as part of the daily inspection. Storage in accordance with EMS Plan. Spill kits to be used Accidental contamination is considered in Accident / Incident Management Plan.
Surface Water Drainage	Surface water run-off from buildings, car parks and concrete hard standing.	Yes – sealed sumps	Yes – see maintenance checklist	Yes – PR1/PR1/PR9	Yes – see training list	Maintenance checklist to ensure continued effectiveness of drainage systems. Daily inspection of site drainage to confirm free from blockages. Accidental contamination is considered in Accident / Incident Management Plan.

**Ammanford Recycling
ENVIRONMENTAL MANAGEMENT SYSTEM**

Waste Disposal [D]						
Process / Activity / Equipment on Site	Potential Impact	Is impact controlled by equipment?	Is equipment included on maintenance checklist?	Is impact controlled by a procedure?	Person using the procedure received training?	Comments
Disposal of hazardous waste from sorting	Uncontrolled/illegal disposal leading to environmental pollution.	No	No	No	N/A	Hazardous waste controls/storage in accordance with EMS Plan. Chemicals, waste oils, fuels, etc. all handled in accordance with Hazardous Waste Legislation. Need to meet legal Duty of Care requirements. Disposal to licensed waste facilities only. Checks in place before transfer of waste. Waste hierarchy followed. Recovery chosen before landfill wherever possible.
Disposal of general non-recyclable waste from sorting (or general office activities)	Non-recyclable waste disposal has associated impacts e.g. ecotoxicity, global warming and nuisance e.g. odour.	No	Not applicable	No	N/A	Waste controls/storage in accordance with EMS Plan. Need to meet legal Duty of Care requirements. Disposal to licensed waste facilities only. Checks in place before transfer of waste. Waste hierarchy followed. Recovery chosen before landfill wherever possible. Skips and bins are labelled and staff are trained in the importance of separating and recycling as much of the waste on site as possible.

Ammanford Recycling ENVIRONMENTAL MANAGEMENT SYSTEM

Nuisance (e.g. Noise, Odour) [N]						
Process / Activity / Equipment on Site	Potential Impact	Is impact controlled by equipment?	Is equipment included on maintenance checklist?	Is impact controlled by a procedure?	Person using the procedure received training?	Comments
Noise from waste treatment activity	Section III of the Environmental Protection Act 1990, noise can be classified as a statutory nuisance.	No	Not applicable	Yes – PR1	Yes – see training list	Site hours restricted.
Odour from waste storage or site operations e.g. refuelling, etc.	Section III of the Environmental Protection Act 1990, odour can be classified as a statutory nuisance.	No	Not applicable	Yes – PR1	Yes – see training list	Quantities potentially released are small. Adequate ventilation used to disperse odour.
Litter from storage of non-recyclable waste	Air blown litter can cause a nuisance to nearby receptors.	No	Not applicable	Yes – PR1	Yes – see training list	Wastes not generally prone to becoming airborne/litter forming. Light wastes stored in containers. Site inspection and litter picking on a daily basis.
Odour from general site waste	Section III of the Environmental Protection Act 1990, odour can be classified as a statutory nuisance.	No	Not applicable	Yes – PR1	Yes – see training list	Management of waste in accordance with EMS Plan. Odour causing waste limited in quantity and generated from offices/staff welfare. Staff informed of importance of maintaining cleanliness of welfare area during induction training. General measures taken to reduce odour: good housekeeping, regular disposal of waste, etc.

**Ammanford Recycling
ENVIRONMENTAL MANAGEMENT SYSTEM**

Resource Consumption (not energy) [R]						
Process / Activity / Equipment on Site	Potential Impact	Is impact controlled by equipment?	Is equipment included on maintenance	Is impact controlled by a procedure?	Person using the procedure received training?	Comments
Use of fuel (vehicles and plant)	Inefficient use results in fossil fuel depletion and air emissions (see 2A).	No	No	No	N/A	Staff informed of importance of resource efficiency during induction training and toolbox talks. Vehicles maintained to ensure efficiency. Staff trained to consider impact of journeys, reducing mileage by journey planning, etc. Plant/vehicles replaced with more efficient equipment wherever practical.

Land Contamination (e.g. storage of hazardous substances) [L]						
Process / Activity / Equipment on Site	Potential Impact	Is impact controlled by equipment?	Is equipment included on maintenance	Is impact controlled by a procedure?	Person using the procedure received training?	Comments
Storage or spills of hazardous substances e.g. fuel, oil, batteries, etc.	Substances can cause harm to the ecotoxicity of the soil, and could leak into surface water or groundwater.	Yes –containment - drip trays, bunds, etc. Dedicated depollution bay and sealed drainage	Yes – see maintenance checklist	Yes – PR3/PR1/PR9	Yes –see training list	Hazardous material stored in a bunded, impermeable area. Waste stored in appropriate containers and on correct surfaces in accordance with EMS Plan. Drip trays and other containment used. ELV depollution in dedicated bays. Spill kits available. Sealed drainage.



**END OF LIFE VEHICLE
AUTHORISED
TREATMENT FACILITY
AND SCRAP METAL
RECYCLING FACILITY**

**Updated Environmental
Management System**

Report Number 2060r2v1d0321

**Appendix 4
WAMITAB Certificates**



The Chartered Institution of Wastes Management

In partnership with



This certificate is jointly awarded by CIWM and WAMITAB and provides evidence to meet the Operator Competence requirements of the Environmental Permitting (England & Wales) Regulations 2016 in accordance with the CIWM/WAMITAB Operator Competence Scheme.

Certificate Number:

2784

This is to certify that

David Andrew Evans

Attended and satisfactorily completed the following training course

Environmental Permitting Operators Certificate (EPOC)

Held on **7-8 June 2022**

CIWM President

Continuing Competence Certificate

This certificate confirms that

David Evans

Has met the relevant requirements of the Continuing Competence scheme for the following award(s) which will remain current for two years from 22/11/2022

MRS	Metal Recycling Sites
ELV	End-of-Life Vehicles
WEEE	Waste Electrical and Electronic Equipment

Expiry Date:
22/11/2024

Verification date: 18/11/2022

Authorised:



Professional Services Director

Learner ID: 19781

Certificate No.: 5211932

Date of Issue: 22/11/2022



CIWM Chief Executive Officer



The Chartered Institution
of Wastes Management





Continuing Competence Certificate

This certificate confirms that

David Evans

Has met the relevant requirements of the Continuing Competence scheme for the following award(s) which will remain current for two years from 31/07/2020

MRS
WEEE
ELV

Metal Recycling Sites
Waste Electrical and Electronic Equipment
End-of-Life Vehicles

Expiry Date:
31/07/2022

Verification date: 18/07/2020

Authorised:

Learner ID: 19781

Certificate No.: 5167756

Date of Issue: 31/07/2020

WAMITAB Chief Executive Officer

CIWM Chief Executive Officer



The Chartered Institution
of Wastes Management



00147622



CIWM

Continuing Competence Certificate

This certificate confirms that

Adrian Stewart

Has met the relevant requirements of the Continuing Competence scheme for the following award(s) which will remain current for two years from 21/04/2023

TSNH

Transfer - Non Hazardous Waste

Expiry Date:
21/04/2025

Verification date: 19/04/2023

Authorised:

Professional Services Director

Learner ID: 3241

Certificate No.: 5224250

Date of Issue: 21/04/2023

CIWM Chief Executive Officer



The Chartered Institution
of Wastes Management

