



## Environmental Awareness

### Introduction

The purpose of this procedure is to introduce basic environmental awareness whilst in the working environment. You could take some of the following advice to practice in your personal life in order to make the future better.

### Responsibilities

All staff must ensure that the operations are within the Pollution Prevention and Control (PPC) Permit conditions. The Regulatory bodies requires that the Site Management, with the cooperation of all staff, notifies the Regulatory Bodies of any notifiable incidents as stated in the permit conditions without delay and following within 24 hours by a Part A notification.

### Environment

The surroundings in which an organisation operates, including air, water, land, natural resources, flora, fauna, humans and their inter-relation.

Sustainability - development which meets the needs of the present without compromising the ability of future generations to meet their own needs.

### Global Environmental Concerns

#### Climate Change

The rise in mean global temperature caused by the release of heat trapping gases. Scientists predict that this will result in an increase in 'extreme' weather events leading to flooding, droughts and the melting of sea ice

#### Resource Depletion

When natural resources are used at a higher rate than they can be replenished. The Earth has a finite set of resources that support our way of life including: gas, oil coal, trees, water, soil and plants.

#### Pollution

The release of substances that cause harm to humans, property and the environment. Pollution can be to air, land or water.

#### Loss of Biodiversity

A reduction in the number and variety of animal and plant species on Earth. Human life depends on diversity within ecosystems, both within and between species.

#### Statutory Nuisances

Activities that might be prejudicial (damaging) to people's health or interfere with a person's legitimate use or enjoyment of his/her property. These can include: dust, noise, smells, piles of rubbish and emissions of smoke and fumes.

### Environmental Successes

#### Global - The Ozone Layer

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The ozone layer is one layer of the stratosphere, the second layer of the Earth's atmosphere. The stratosphere is the mass of protective gases clinging to our planet.

The stratosphere gets its name because it is stratified, or layered: as elevation increases, the stratosphere gets warmer. The stratosphere increases in warmth with elevation because ozone gases in the upper layers absorb intense ultraviolet radiation from the sun.

Ozone is only a trace gas in the atmosphere—only about 3 molecules for every 10 million molecules of air. But it does a very important job. Like a sponge, the ozone layer absorbs bits of radiation hitting Earth from the sun. Even though we need some of the sun's radiation to live, too much of it can damage living things. The ozone layer acts as a shield for life on Earth.

Ozone is good at trapping a type of radiation called ultraviolet radiation, or UV light, which can penetrate organisms' protective layers, like skin, damaging DNA molecules in plants and animals. There are two major types of UV light: UVB and UVA.

UVB is the cause of skin conditions like sunburns, and cancers like basal cell carcinoma and squamous cell carcinoma.

People used to think that UVA light, the radiation used in tanning beds, is harmless because it doesn't cause burns. However, scientists now know that UVA light is even more harmful than UVB, penetrating more deeply and causing a deadly skin cancer, melanoma, and premature aging. The ozone layer, our Earth's sunscreen, absorbs about 98 percent of this devastating UV light.

The hole in the ozone layer – a decrease of stratospheric ozone – was first reported in 1974 and linked to the increasing presence of a class of man-made compound called chlorofluorocarbons (CFCs).

The Montreal Protocol (1987) was introduced to regulate and phase out the production of CFCs. Since this came into force, the thinned area has stopped getting bigger and may even close over the Antarctic by 2060. The fight to save the ozone layer is an environmental success story and demonstrates that concerted international action can provide the opportunity for the environment to repair itself.

## **National – Acid Rain**

Acid rain - caused by emissions of sulphur dioxide and nitrogen oxides – resulted in extensive damage to trees, buildings and water bodies across Europe in the 1970's. Since then, governments in Europe and the US have made significant efforts to reduce the release of sulphur dioxide into the atmosphere from industry with positive results.

Acid rain has now been all but eliminated in these areas.

## **The Drivers for Environmental Management**

### **Legislation**

What we must conform to by law

### **Social responsibility**

Personal – As individuals, we are all responsible for the environment. It is recognised that even apparently insignificant individual actions can lead to big changes.

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Corporate – Businesses can use their understanding of their impact on the wider world in a positive way by taking a responsible attitude and going beyond the minimum legal requirements. Egan Waste Services has an obligation to set a good example to its employees who will continue the behaviours learnt during their time at work.

## Reputation

Staff and the general public are increasingly looking to Egan Waste Services to demonstrate that it manages its impacts in a sustainable way.

## Financial

Reducing Egan Waste Service’s use of natural resources and avoiding waste will ultimately save Money.

## Environment Policy

Egan Waste Services Environment Policy is reviewed and signed by both Directors annually (unless changes are made beforehand) and sets out the context, strategy, commitment and direction for our Environmental Management.

## How It Affects Us

Everyone has role to play in the Environmental Management at Egan Waste Services. There are a number of simple actions you can take every day which will help Egan Waste Services to reduce its environmental impacts. Below you will find some simple guidance based on key impact areas such as waste and energy. Some of these tips are best practice, but there is also a legal requirement, so please read them carefully and try to implement them back at your area of work, or even at home.

## Energy – Heating & Air Conditioning

Do you really need it that warm, or that cold? Increased heating or cooling has a large effect on energy usage. Think of how you dress, and ensuring you are comfortable, what difference you could make to the energy consumption over a year?

## Energy – Electricity

Do you need all those lights on? Do you ever turn your computer off at the end of the day? Does your drill have to be on constant charge? You can help by:

- Turning off lights, computers and other electrical equipment at the end of the day
- Turning off your computer screen if you are going to be away from your desk for more than 10 minutes

## Waste

The Environmental Protection Act (1990) imposes a duty of care upon organisations which means that we have a requirement to segregate our waste. We are fortunate that we are a waste management company and segregate waste ourselves, just ensure you segregate the waste you generate at work into the correct areas

## Water Usage

A tap that has not been closed properly, and is dripping at a rate of 20 times per minute (1 drip per 3 seconds) will amount to the following losses:

**7.2 Litres Lost per Day**

**219 Litres Lost per Month**

**2,628 Litres Lost per Year**

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You can help by:

- Reporting leaks and drips to the office
- Turning off a tap that has been left running or dripping unnecessarily
- Using a washing-up bowl or plug rather than washing up under a running tap
- Encouraging others to use water wisely

## Transport

Before you get into your vehicle, please consider the following:

- Do you need to keep your vehicle or mobile plant idling for so long?
- Do you really need to go out? – can you phone or even email that could eliminate the need for any travel.
- Could you car share with a colleague, to and from work?
- Could you use public transport to and from work?

## Reporting Incidents

In order to manage environmental incidents and to prevent them from re-occurring, it is important that any accidents, spills or signs of pollution are reported. If you see any of the following at work (or externally), act upon it immediately. If in doubt, ask.

- Spills of potentially hazardous liquids or solid materials
- Evidence of non-natural liquids and solids entering surface water drains
- Discolouration and/or smells in streams and ponds
- Oil leaks from vehicles or machinery
- Fly-tipping

Please note that reports related to equipment, fixtures, fitting including lighting and building related reports should be directed to the office.

## Spill Response

In the event of a spill of oil, petrol or diesel it is important that pollutants are prevented from entering at

the site drainage systems. The following actions must be taken:

1. Contact management immediately (if available)
2. Locate the nearest spill kit
3. Place absorbent mats or socks around the nearest drain
4. Using absorbent granules, soak up the spill
5. Use a shovel to transfer the contents in to the waste sack
6. Place the waste sack in to a designated container
7. Complete an Incident Investigation Form SHEQ-FOR-GEN-006 (see management)

## Waste Management License

These apply to those persons involved in the collection, storage, treatment and disposal of controlled wastes. The regulations dictate the licensing of persons or businesses involved in the management of waste and relate directly to the licensing of a site or activity to carry out the management, processing and disposal of wastes.

A license is required to authorise the:

- Deposit of controlled waste to land
- Disposal of waste by means of plant or equipment, which includes

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- Baling
  - Compacting
  - Incinerating
  - Pulverising
  - Sorting
  - Storing
  - Processing
  - Shredding
  - Composting
- 
- Treatment, keeping or disposal of controlled waste on land
  - Treatment, keeping or disposal of controlled waste by mobile plant
  - Treatment, keeping or disposal of controlled wastes in a manner likely to cause pollution to the environment or harm to human health

## Licensing

In 2008, the Waste Management Licensing Regulations were replaced for England and Wales by the Environmental Permitting Regulations 2007 updated to 2016. There are no longer separate regulation regimes for waste management and PPC (Pollution Prevention Control) activities, with both being regulated by way of Environmental Permits.

In order to obtain a license certain conditions must be met. These fall into 3 categories which are aimed to ensure that waste management is in the hands of "fit and proper persons".

### 1. Technical competence

This generally requires involvement of the Waste management training board WAMITAB.

There is a requirement that managers of the facilities have obtained the relevant Certificate of Technical Competence (CoTC) in which there are a number of levels.

### 2. Relevant offences

That the company, or persons acting for the company, should not have any summary convictions relating to provisions of regulations affecting the industry. A license can be subsequently revoked if a license holder has ceased to be fit and proper by reason of his having been convicted of a relevant offence.

### 3. Financial Provision/Security

The applicant would not be regarded as fit and proper if it appears to the waste regulation authority

(WRA) that:

- He has not made financial provision adequate to discharge the obligations arising from the license
- He either has no intention of making it, or is in no position to make it
- As the provision is based on license conditions, which are variable depending upon the operation, financial provision will be variable. In the case of landfill operations these funds will also be expected to cover the post-closure period where continuing expenditure might be expected for: monitoring replacement of pollution control equipment, and site restoration.

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- Security (usually in the form of insurance) must also be provided to cover eventualities that would be likely to have higher costs than those planned for in the ordinary course of business, e.g. failure of a landfill containment causing pollution of water courses.
- The issues of risk are discussed between all parties involved in the application, i.e. the applicant, WRA and the provider of the cover to decide:
- What event would trigger payment
- What specific works or other measures are to be covered
- The amount of the appropriate cover
- Ultimately the WRA needs to be satisfied that adequate cover for risks has been provided; to reinforce this it may be included as part of the licence condition.

## The Facility

### Location / Siting of Waste Management Facility

The location of the proposed waste management facility must be such that it is not located within 2 kilometres of an SSSI (Site of Special Scientific Interest).

### Facility Provisions

Permitting (Licensing) requires that for certain installations (notably WEEE and Hazardous Waste treatment facilities), they are of such construction as to prevent the contamination of groundwater and the local environment. The facility must be contained within a building, with impermeable floor (concrete) and no activities may be carried out outside of the demise of the treatment facility.

### Planning

Planning applications have to be granted prior to the commencement of a waste management application being submitted. This includes a "change of use" planning application. Planning must be granted for the category "Waste" in order to comply with waste management licensing regulations.

### Baseline Assessment

As part of the license application, a site layout has to be submitted, describing the various activities that are to be undertaken and the location that these activities will be carried out. A baseline assessment of the site is also required, documenting current pollution levels. This assessment defines the condition to which the site is to be returned, at the end of its useful working life.

### Waste Carriers License

Waste can only be collected by a waste carrier that is registered by Natural Resources Wales. Anyone collecting waste from your premises must be in possession of a waste carriers' licence. These are issued by Natural Resources Wales. It is best practice to keep a copy of each waste companies' licence on your files - your waste carrier should be able to provide you with a copy.

A list of registered waste carriers can be found on the <https://environment.data.gov.uk/public-register/view/search-waste-carriers-brokers>

### Waste Consignment Note

Hazardous Waste is considered 'hazardous' because of its potentially harmful effect upon humans and the environment and is controlled In England and Wales.

Examples of wastes which are hazardous include:

- TV's & Computer Monitors

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- Containing CRTs
- Containing Mercury Back Lights
- Refrigeration Units – Ecotoxic and Flammable H14/H3
- Lead acid batteries, mercury batteries, ni-cd batteries

When a company removes hazardous waste from a site it must be moved with a ‘Hazardous Waste Consignment Note’ The hazardous waste consignment note (HWCN) should be completed in full and signed for before the waste is removed and it should accompany the consignment.

If the consignment note is filled out on return to the receiving site, then the customer and Egan Waste Services are failing to comply with the hazard. All sections of the Hazardous Waste Consignment note must be correctly completed.

Failure to do so is an offence for the consignor and the consignee and could lead to Fixed Penalty Notice of £300 or to prosecution by Natural Resources Wales. On conviction, this could result in an unlimited fine and/or imprisonment of up to 2 years.

Please remember, the HWCN is a legal document and therefore all signatories should fully understand the implication of the declaration when signing.

### Registration requirements

If a company produces more than 500kg of a waste that is hazardous in a 12-month period they will need to register with Natural Resources Wales. This is known as ‘Producer Notification’ and the company will receive a ‘Premises Code’. The registration must be renewed annually.

There are a few exemptions from needing a Premises Code, if the company produces less than 500kg per 12-month period or if waste arises from fly-tipping.

### Duty Of Care

In order to comply with the Duty of Care any transfer of waste must be passed on to another holder with a written description, known as a Waste Transfer Note (WTN).

The purpose of the WTN is to enable anyone receiving it to handle and dispose of it correctly in accordance with their own Duty of Care. A transfer of waste takes place to Egan Waste Services when an Egan Waste Services driver collects a load of non-hazardous waste from a producer.

The Environmental Protection Act imposes a Duty of Care on this collection. It is a requirement of this Duty that movement / transport of this collection is accompanied by a written description known as a Waste Transfer Note (WTN).

The requirements for the detail on WTN are specified in the legislation and must be provided. It is an offence not to have a correctly completed WTN for a collection of waste

In order to ensure this Duty is complied with a waste transfer note must be correctly completed. In this case, the Transfer Note must be correctly completed.

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