

	INSTRUCTION FOR PERIODIC COMPLIANCE ASSESSMENT WITH MEASURES AGAINST FUGITIVE EMISSIONS.	EA-I 13
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	Position	Name	Signature
Created by:	Consultant MENEX EOOD	Hristo Menzilev	
Validated by:	Director ENVEO ASTON Ltd.	Yoanna Devaney	

1.0 Aim/Scope

This instruction sets out the mechanism and responsibilities for:

- Periodic assessment of the presence of sources of fugitive emissions.
- Establishing the cause of the appearance of fugitive emissions
- Undertaking corrective measures.

2.0 Affected activities

- Collection and temporary storage of hazardous waste – used oils.

3.0 Records form

EA-R 21 - Register of sources of fugitive emissions and odours and verification of measures to limit fugitive emissions from these sources

EA-R 16 - Non-compliance register

EA-R 17 - Corrective actions register

EA-R 22 - Complaints Register

4.0 References

Waste Permit (not yet issued)

5.0 Definitions

The main potential sources of fugitive emissions in ENVEO ASTON:

- Waste oil storage tanks.
- Loading and unloading activities.

6.0 Instruction

6.1 Checking the presence of fugitive emissions - Monthly, during construction works and after an accident, the Site Operational Manager checks the implementation of measures to limit fugitive emissions. For that purpose, he goes through all the existing sources.

6.2 Registration of a source of fugitive emissions - In case fugitive emissions are detected the Site Operational Manager fills out *EA-R 21 - Register of sources of fugitive emissions and odours and verification of measures to limit*



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fugitive emissions from these sources. The Site Operational Manager takes immediate actions to identify the causes of their appearance and measures to prevent/remove the fugitive emissions.

- 6.3 Registration of non-compliance** - When there is a registered non-compliance related to the fugitive emissions, the Site Operational Manager fills in the *EA-R 22 - Complaints Register*
- 6.4 Corrective actions** - When there is a registered discrepancy related to fugitive emissions, the Site Operational Manager is responsible for the implementation of actions to eliminate the non-compliance and makes record in the *EA-R 17 - Corrective actions register*.
- 6.5 Preventive actions** - The Site Operational Manager ensures that all activities on the site are carried out in a way that prevents the fugitive emissions.

7 Records

- 7.1 Type of Records** – All records are kept electronically. They shall be printed out at the end of each year or upon request by the competent authority.
- 7.2 Compliance** – The records must be stored in accordance with Procedure EA-P 04 – Documents management