	<b>ENVIRONMENTAL MANAGEMENT SYSTEM</b>  <b>Accident Management Plan</b>	<b>EMS.S6.01</b>
		Version: 1 Effective: December 2020
Author: WRAP Cymru Date: December 2020	Reviewed by: DYP	Approved by:

## 1.0 PRINCIPLE

This section sets out the general procedures for accident management on site. The purpose of this procedure is to ensure that any site operative working on site is aware of the procedures for managing an accident.

## 2.0 SCOPE

This procedure covers the possible accidents on site and their consequences.

## 3.0 RESPONSIBILITY

All site operatives are responsible for carrying out the procedure as detailed. Any changes required are the responsibility of the Site Manager or designated person to update and re-issue the amended procedure.

## 4.0 PROCEDURE

PCC recognises the importance of the prevention of accidents that may have environmental consequences and that it is crucial to limit those consequences. PCC have developed a system to identify, assess and minimise the environmental risks and hazards of accidents and their consequences.


This accident management plan will be implemented and maintained at the site to ensure the site and site operatives are fully prepared for such incidents. This accident management plan will be reviewed at least every four years or as soon as practicable after an incident with changes made accordingly to minimise the risk of occurrence.

This following accident management plan describes the techniques implemented to minimise the risks posed to the environment. Activities affecting the health and safety (H&S) of operatives, contractors and visitors are separately managed in compliance with H&S regulation and company H&S Policy.

### 4.1.1 Hazard Identification

The following hazards have been identified:

- storage of waste;
- unauthorised waste receipt and processing;
- fire;
- loss of containment – spillage and leakage;
- security and vandalism; and

	<b>ENVIRONMENTAL MANAGEMENT SYSTEM</b>  <b>Accident Management Plan</b>	<b>EMS.S6.01</b>
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- flooding.

## Risk Estimation


This Accident Management Plan (see table below) has adopted a risk assessment approach to each potential hazard by combining the probability and magnitude of the potential risk to give an estimation of the risk prior to any mitigation measures. The risk management measures, which are designed to reduce the likelihood of occurrence, are then detailed followed by an estimation of the actual risk post-mitigation (Residual Risk Rating).

### 4.1.2 Control Techniques

PCC will ensure that;


- all incidents, near misses, abnormal events, changes to procedures and significant findings of maintenance inspections will be logged and recorded in the site diary; and
- site operatives training requirements will be identified and the relevant training provided.

This accident management plan will be reviewed at least every four years or as soon as practicable after an incident with changes made accordingly to minimise the risk of occurrence.


	<b>ENVIRONMENTAL MANAGEMENT SYSTEM</b>  <b>Accident Management Plan</b>	<b>EMS.S6.01</b>
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### Accident Management Plan


Accident scenario and consequence	Probability of accident occurring	Magnitude of potential Impact	Risk rating before mitigation	Risk Management	Residual risk rating (following mitigation)
<b>Unauthorised Waste Receipt and Processing</b>  Acceptance of unauthorised materials could result in unacceptable wastes being stored and treated at the site; odour or dust emissions; contaminated runoff from these wastes.	Low	Moderate	Medium	<p>All wastes will be subject to strict waste acceptance procedures. All non-municipal wastes will be subject to inspection and checking against the declaration on the waste transfer note.</p> <p>In the event that unauthorised waste is delivered to the site, the waste will be segregated and stored in a designated quarantine area within the permit boundary prior to export from site to a suitably permitted facility for recovery or disposal.</p>	<b>Low</b>
<b>Fire</b>  Risk of fire and electrical fires from incoming wastes and plant. <ul style="list-style-type: none"> <li>Fire in the bays</li> <li>Vehicle fires</li> <li>Fire in stock piles</li> <li>Fires in buildings</li> </ul> <p>Air transport of smoke and fumes, spillages and contaminated firewater by direct</p>	Low	Severe	Medium	<p>A Fire Prevention &amp; Mitigation Plan (FP&amp;MP) has been prepared and forms part of the site permit. The FP&amp;MP provides details of the measures that are taken on site to prevent and mitigate against site fires and the actions that will be taken should a fire occur.</p> <p>To prevent and minimise the potential impact of fire the following action will be taken:</p> <ul style="list-style-type: none"> <li>All vehicles delivering waste will be checked for any evidence of waste that is on fire or that is smouldering on arrival at the site;</li> <li>The plant inspection schedule will include</li> </ul>	<b>Low</b>

	<b>ENVIRONMENTAL MANAGEMENT SYSTEM</b>  <b>Accident Management Plan</b>	<b>EMS.S6.01</b>
		Version: 1 Effective: December 2020
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run off from site and via surface water drains.				<p>checks of electrical equipment within the site to ensure that any faults are identified and repaired;</p> <ul style="list-style-type: none"> <li>• Fire extinguishers will be provided at designated locations;</li> <li>• Incompatible materials will be stored apart;</li> <li>• The size of stockpiles of combustible materials will be limited;</li> <li>• Smoking will not be permitted on the site;</li> <li>• PCC working practices will ensure assessment of fire hazards and training of employees in fire prevention, e.g. the use of fire extinguishers and emergency procedures;</li> <li>• NRW will be advised of all incidents of fire as soon as practicable;</li> <li>• No wastes shall be burned on the site and any fire at the site will be treated as an emergency.</li> <li>• Foam, carbon dioxide and powder extinguishers are provided across the site. The extinguishers are inspected annually;</li> <li>• All stored items e.g. boxes, bins, textiles etc. to be kept in their designated areas;</li> <li>• All material will be stored in designated bays or</li> </ul>	

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				<p>containers, bins and skips as appropriate and no material to be left uncontained overnight;</p> <ul style="list-style-type: none"> <li>• Good housekeeping will be in place;</li> <li>• Access to vehicles for fire-fighting not to be obstructed</li> </ul> <p>In the event of fire, the following action will be taken:</p> <ul style="list-style-type: none"> <li>• The fire brigade will be notified immediately and NRW as soon as practicable;</li> <li>• Drains will be isolated from contaminated water. Runoff will be prevented from entering any un-surfaced ground</li> <li>• The burning area will be isolated and attempts will be made to extinguish the fire utilising the onsite fire extinguishers if safe to do so;</li> <li>• The site will be evacuated if the fire is not containable.</li> </ul>	
<b>Spills and Leaks / Loss of containment</b>  Loss of containment could lead to spillage and leakage of potentially	Low	Mild to Moderate	Medium	<p>To prevent loss of containment and minimise the risk and impact of releases the following measures will be implemented:</p> <ul style="list-style-type: none"> <li>• Containment system: Vehicle refuelling will occur on site. Storage will be in mobile purpose built double skinned tanks that</li> </ul>	<b>Low</b>

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<p>contaminating liquids impacting on local land quality, surface water and groundwater</p> <p>This may be a consequence of overfilling of bunds or drainage sumps, failure to contain firewater, wrong connections made in drains or other systems or operator error.</p>				<p>comply fully with the requirements of the Oil Storage Regulations and which will be constructed and maintained so that they do not leak any liquids contained in them.</p> <ul style="list-style-type: none"> <li>The refuelling area has impermeable surfacing and sealed drainage;</li> <li>Storage vessels: storage tanks will be constructed to the appropriate British Standard;</li> <li>Inspection: tanks will be inspected visually on a daily basis by the site staff to ensure the continued integrity of the tanks, and identify the requirement for any remedial action;</li> <li>Inspection: staff will ensure that the bund capacity is maintained (i.e. by removing any rainwater captured in the bund)</li> <li>Spill kits: materials suitable for absorbing and containing minor spillages will be maintained on site;</li> <li>Monitoring techniques: the site staff will undertake daily monitoring for evidence of spillage and leakage. Alongside regular visual inspections, the tanks will be fitted with level indicators to prevent overfilling; and</li> </ul> <p>In the event of any potentially</p>	


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				<p>polluting leak or spillage occurring on site, the following action will be taken:</p> <ul style="list-style-type: none"> <li>Minor spillages will be cleaned up immediately, using sand or proprietary absorbent. The resultant materials will be placed into containers and will then be removed from site and disposed of at a suitably permitted facility. The incident will be logged in the site diary.</li> <li>Any dry wastes spilled will be collected and transported to the appropriate area of the site; and</li> <li>In the event of a major spillage, which is causing or is likely to cause polluting emissions to the environment, immediate action will be taken to contain the spillage and prevent liquid from entering surface water drains. The spillage shall be cleared immediately and placed in containers for offsite disposal, and NRW will be informed.</li> </ul>	
<b>Security and Vandalism</b>  Unauthorised access resulting in loss of containment or fire.	Low	Moderate to Mild	Medium/Low	<p>The site will have the following security measures in place;</p> <ul style="list-style-type: none"> <li>Lighting: the site will have security lighting as required;</li> <li>Fencing: fencing/walls will extend around the perimeter of the waste</li> </ul>	<b>Low</b>


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				<p>operational areas;</p> <ul style="list-style-type: none"> <li>Security gates: the gates to the site will be closed out of operational hours;</li> <li>Inspection: gates and fencing extending around the operational areas of the site will be inspected daily by the operations staff to identify deterioration and damage, and the need for any repairs. All inspections will be recorded in the site diary;</li> <li>The site will have a CCTV system that provides full coverage of the external yard areas and the inside of the bulking shed;</li> <li>Maintenance and repair: fencing and gates will be maintained and repaired to ensure their continued integrity. In the event that damage is sustained repairs will be made by the end of the working day. If this is not possible, suitable measures will be taken to prevent any unauthorised access to the site and permanent repairs will be affected as soon as practicable;</li> <li>Authorised access system: all formal visitors to the site, will be required to register in a visitor's book (held in reception office) and sign out again (in the</li> </ul>	



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				<p>same book) on exit to minimise the risk of unauthorised visitors being present on site; and</p> <ul style="list-style-type: none"> <li>Monitoring techniques: operational procedures, including regular inspections will ensure continual monitoring of security provision at the site.</li> </ul> <p>In the event of a breach of security at the site, the cause will be investigated and appropriate mitigation measures implemented. This will be recorded in the site diary. Records maintained will include inspections and maintenance of security fencing and gates, breaches of security, investigations and actions taken.</p>	
<b>Flooding</b>  Could lead to potentially contaminating liquids impacting on local land quality, surface water and groundwater.	Low	Moderate / Severe	Medium	<p>The site is located within an area susceptible to flooding from rivers, seas and reservoirs.</p> <p>Containment measures and appropriate drainage measures will be in place at the site. The site will benefit from two flood alleviation storage areas located in the south western and north eastern sections of the site.</p> <p>The site drainage will be inspected, cleared and maintained regularly in line with the EMS.</p>	<b>Low</b>

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## 5.0 HEALTH AND SAFETY

All site operatives will work with due regard to all relevant Health and Safety Regulations currently in existence relevant to operations on site. All site operatives have a duty of care to report anyone who does not comply with the relevant Health and Safety Regulations to the Site Manager.

**END OF DOCUMENT**