

## EXERCISE PLAN

### 1.1 General

- 1.1.1 This Exercise Plan has been prepared to support the operation of Residual Waste Materials Recycling Facility (RWMRF) and Clean MRF at Nantycaws Waste Management Site, Llanddarog Road, Nantycaws, Carmarthen, SA32 8BG. The purpose of an exercise plan is to test how well a Fire Prevention and Mitigation Plan works and to ensure all staff are familiar with the procedures to be carried out in the event of a fire. The plan is designed to limit large fires, minimise the threat to employees and reduce the damage resulting from fires.
- 1.1.2 Given that fires could be hugely diverse in nature this plan aims to address the likely range of fires and circumstances. The exercise itself will be carried out bi-annually with each exercise involving a different scenario:
- Scenario 1: External or internal fire (RWMRF or Clean MRF)
  - Scenario 2: Simultaneous internal and external fire
  - Scenario 3: Fighting a fire in situ
- 1.1.3 The different scenarios will also be carried out at various locations within the site.
- 1.1.4 The site operatives will be responsible for the firefighting operations whereas office staff will be required to evacuate and subsequently make any necessary telephone calls i.e. to inform the fire services, any incoming waste deliveries, and neighbouring properties/receptors (as appropriate).
- 1.1.5 There are 50 members of staff employed on site. Site operatives will be clear of which role they are to fulfil in an exercise and/or real fire. Roles include the following:
- *Plant operators* – involved with the transfer of burning waste to the quarantine area, spreading of burning waste etc
  - *Pollution control* – involved with the placement of sand bags/drain mats. Depending on the location of the fire on site, it may also be necessary to move any flammable/hazardous liquids.
- 1.1.6 In addition to this, site operatives will be briefed on which area either internally (RWMRF or Clean MRF) or externally they will be responsible for should several fires break out simultaneously (although this is considered to be highly unlikely). Site operatives will not enter the on-site buildings if they are deemed to be unsafe i.e. heavy smoke and collapsing infrastructure. In this situation, the fire services will be contacted immediately.
- 1.1.7 All site staff will be made aware of the location of the FPMP and Exercise Plan, which will be stored in an easily accessible location. The documents will also be available as an electronic copy.
- 1.1.8 In the event of a major, widespread fire all site operatives shall also be evacuated and the Fire Services will be contacted.

## 1.2 Exercise Plan

1.2.1 The following initial three steps will be followed for each scenario:

- i. The person(s) discovering the fire shall alert all site staff.
- ii. Site operatives will halt all ongoing operations and turn off any equipment/machinery;
- iii. Site visitors and office staff will be evacuated. Office staff will ensure the site entrance is not being obstructed should the fire services be required. Remaining outside the site boundary, office staff, will contact any incoming waste delivery vehicles and request that waste deliveries are temporarily halted (if necessary). In addition to this, office staff will alert any nearby sensitive receptors as appropriate.

### Scenario 1: External or Internal Fire

- i. The burning waste will be transferred by the nominated person(s) via a fork lift or plant operator to the quarantine area.
- ii. A site operative will also be responsible for the placement of drain mats/sand bags to prevent the entry of potentially polluted fire-waters entering the drainage networks on site;
- iii. If appropriate, the mobile plant will be used to spread out the waste and remove any unburnt waste.
- iv. The burning material in the quarantine area will be extinguished via the use of the on-site fire extinguishers. The fire will be tackled by a minimum of two facility operatives.
- v. Waste will be stored in the quarantine area until it is thoroughly cooled and will be closely monitored during this time. The site will not be left unmanned until the waste is deemed to be thoroughly cooled and no longer poses a risk.

### Scenario 2 – Simultaneous internal and external fire

- i. Priority will be given to the internal burning waste, but where possible the two burning wastes will be transferred simultaneously to the quarantine area. Within the quarantine area, the two waste piles will be kept as far apart from each other as possible;
- ii. A site operative will also be responsible for the placement of drain mats/sand bags;
- iii. Any adjacent wastes will be moved (if possible)
- iv. If appropriate the mobile plant will be used to spread out the waste and remove any unburnt waste;
- v. The burning material in the quarantine area will be extinguished via the use of the fire extinguishers on site. The fire will be tackled by a minimum of two facility operatives;
- vi. Waste will be stored in the quarantine area until it is thoroughly cooled.

### Scenario 3 – Fighting a fire in situ

Where possible all burning material will be transferred to the quarantine area where the fire will be dealt with. However, this may be unfeasible at certain times i.e. if the quarantine area is already being used to store burning/ smouldering waste. In this case the fire will have to be tackled in situ and the following procedures will be adhered to:

- i. Site plant will be utilised to move waste that are adjacent/near to the burning pile and create a 6m exclusion zone around the burning waste.
- ii. Site operative will then extinguish the fire in situ by utilising the on-site fire extinguishers.

## **1.3 Evaluation**

- 1.3.1 Any problems encountered during an exercise plan should be recorded and it may then be necessary to revise the plan as needed based on the critiques. **Table 1** below, illustrates the details that will be recorded after each exercise.

**Table 1: Example record entry following completion of incident training exercise**

<b>Date of Exercise</b>	<b>Description of Scenario</b>	<b>Notes/ Problems Encountered</b>	<b>Exercise Duration</b>
02/07/2018	Internal fire in stockpile of black bag waste stored within steel bay within the waste reception hall of the RWMRF.	Waste transferred to quarantine area where it will be tipped and materials dispersed.	1 hrs