Nantycaws Fire Strategy Plan

Heather Patterson

CWM Environmental

August 2015

Contents

1. Introduction

This document has been developed to incorporate the Waste Industry Safety and Health (WISH) document Waste 28 Reducing fire risk at waste management sites (October 2014) as well as including any specifications from the company's insurance document.

The aim of this fire safety strategy plan is to reduce the likelihood and frequency of fires occurring on site and where fire does occur, to reduce the potential health and environmental impact. There is the risk of death and/or serious injuries and health damage from high thermal energy and smoke inhalation. Combustion products, even those from non-toxic materials, release airborne pollutants which can cause short and long term effects on human health and the environment. Firewater run-off can transport pollutants into drainage systems, rivers and lakes, groundwater and soil, threatening water supplies, public health, wildlife and recreational use. There are also risks associated with explosions, sparks and projectiles which can cause harm to people and spread fire and there are also the issue of substantial property damage and subsequent financial loss associated with a fire in the workplace.

This document covers all of CWM Environmental operations at Nantycaws to include the Landfill site, Compost facility, Black Material Recycling Facility (MRF), Blue Material Recycling Facility (MRF), offices and welfare facilities.

2. Fire Risk Assessment

Each site has had a Fire Risk Assessment completed by a competent person under the Regulatory Reform (Fire Safety) Order 2005. The risk assessments were carried out to identify possible breaches under the Fire Safety act along with an action plan that sets out the risks that must be eliminated or minimised to an acceptable level. The fire risk assessments are reviewed by a responsible person regularly to ensure they are up to date. The risk assessments must also be reviewed if there have been any significant changes to work practices, procedures or site layout.

3. Whole site considerations

Nantycaws site has five main areas of operation:

- Landfill site
- In Vessel Composting (IVC) and open windrow pad
- Black MRF
- Blue MRF
- Household Waste Recycling Centre (HWRC)

Typically, these sites (except for the HWRC and Landfill) have three main areas of operation:

- Reception area/s where incoming waste are discharged
- Treatment/ processing area/s where wastes may be sorted, shredded, dried, sized etc.
- Storage area/s where both incoming wastes and outgoing wastes may be stored

3.1 Protection of human life

Fire management processes must start with the protection of human life. This includes having adequate fire escapes provision which are clearly marked, lit where required, not blocked and which are kept unlocked during the operations hours with effective evacuation procedure in place where all staff are trained. Site managers are responsible for ensuring sufficient checks are completed to ensure means of escape are sufficient and adequate at all times.

3.2 Location

CWM Environmental Ltd. site at Nantycaws is set in a rural area just off the A48 approximately 6 miles outside the town of Carmarthen. There are two local farms, Nantycaws filling station and the A48 dual carriageway that could be effected if there is a fire on site.

The nearest Fire and Rescue Services (FRS) is located in Carmarthen in the event of an emergency.

3.3 General ignition sources and precautions

The site operates a no smoking policy for employees, visitors and contractors unless they are in a designated smoking area. The CA site is also a no smoking area for members of the public and appropriate signage is in place.

The designated smoking area for the MRF buildings is located in the walkway between the two buildings next to the welfare facilities. There is a suitable metal receptacle to dispose of waste smoking material.

There is also a designated smoking areas in the car park for other members of staff to use.

To minimise the risk of fire from sources of ignition such as hot vehicle exhausts, electricity supply and distribution cabinets, pressurised cans or lighters exploding in baler etc. stacks of combustible and flammable materials such as waste stacks and fuel storage areas are kept at least 6 meters away from these sources.

The premises are protected by CCTV, security lighting, security fencing and an intruder alarm which is linked to a monitoring centre. In addition no waste is stored near any external perimeter fencing to minimise the risk of arson or vandalism on site.

Another source of ignition could be an electrical fault. Portable appliance testing is carried out on a regular basis to ensure electrical equipment is in a safe condition to include the safe use of extension leads and adaptors. The electrical installation is also checked on a regular basis (normally every 5 years) by a competent contractor to ensure the electrical supply to the buildings are safe.

It has been identified that there is a risk of fire within the electrical control panels/ switch gear in the Black and Blue MRF. In order to minimise this risk, an automatic fire suppression system has been installed which will automatically distinguish a fire once it is detected.

In the Black MRF there is a risk of fires smouldering and going undetected after the end of a shift and therefore a site close down inspection is carried out to reduce the risk of a smoulder being undetected and turning into a fire.

3.4 Housekeeping and dust

In general the smaller particle size of combustible material the easier it may be to set alight and the more fiercely it will burn. In particular dusts may pose a distinct fire risk if they come into contact with hot surfaces and other ignition sources. All sites have a cleaning programme in place which is carried out at the end of every shift and as and when required throughout the shift. In addition to this a weekly deep cleaning schedule is in place where all machinery and equipment are cleaned. Site managers are responsible for ensuring that general housekeeping is to an acceptable standard at all times. This should aim to keep levels of dust, loose fibre, paper and other combustibles material in buildings and around the site to a minimum.

Also as part of housekeeping it is important to ensure that flammable materials, such as oils, grease, fuels, paint and chemicals are always stored correctly and put back into designated place after use. Management are responsible for ensuring good housekeeping standards and regular site inspections would also highlight issues in relation to housekeeping.

3.5 Heavy mobile plant

Mobile plant can pose ignition risks to the waste they come into contact with. For example hot exhausts which can ignite waste trapped near them. Plant operators are made aware of this risk and trained to clear the waste from around the exhaust at the end of every shift.

Some mobile plant have manufacturer installed fire extinguishers which are maintained along with the rest of the site fire extinguishers. The machine used on the landfill site which has been identified as a high risk machine is fitted with an automatic fire extinguishing system.

All mobile plant are subject to daily checks by the operator and any defects are reported immediately to the site manager who evaluate the defect and address accordingly. Any minor maintenance are carried out by site personnel however any major maintenance, planned maintenance and regular servicing is carried out by a competent person every 500 hours.

In addition to the fire safety risk heavy mobile plant poses, plant may also be used in tackling fire. Plant operatives are trained and competent in tackling fires and are aware that any action must only be carried out without the risk to their own health and safety and that of others. The reason behind this procedure is to prevent minor fires becoming major ones. The actions they can take to tackle a fire include:

- Spreading the waste out so that the fire can be more easily tackled
- By removing waste which are not on fire away from the location to prevent fire spread
- By removing waste which is on fire to a different location where firefighting may be easier, however consideration must be given to weather conditions if it is relocated outside
- By pushing soils or other inert material i.e. fines over the fire to starve it of oxygen

3.6 Hot works

Hot works such as welding, grinding and cutting can take place on site during maintenance and repair work which generate a fire risk. Therefore all hot works that are carried out on site whether by CWM staff or contractors must be issued with a permit to work. The permit ensures that contractors follow a safe working practice when carrying out any hot works to include knowing the location of the nearest fire extinguisher. Issuing the permit will ensure

that an extra person is present to be on fire watch, that the area is clear of waste and other combustible material and flammable liquids where possible, doused with water or covered with a sheet made of non-combustible material. It is also a part of the permit to ensure that the work area is doused well with water immediately and checked an hour after completion as sparks form hot work can smoulder for a significant time period after work is completed.

3.7 Shut down process

A significant number of waste site fires occur after working hours and therefore the high risk area of the Black MRF carries out a formal close-down check which is completed and documented daily. This close down includes;

- Over-run of shredders, conveyers, screens etc. to ensure they are as clear of waste as practical
- Shut off and lock off of electrical power to the plant
- Shut off other electrical items such as heaters
- Clearing of waste which has accumulated under equipment
- Ensuring that any flammable materials such as fuels have been returned to secure location
- A fire watch carried out an hour after end of operations
- Spread out any waste loads waiting to be processed/ in reception area to ensure there are no undetected hot items or other materials that could start a fire
- Check that mobile plant have been moved to a safe location away from waste
- Check that fire detection system has been activated (Installing a timer system to automatically turn on fire detection at 7pm)
- Check that the security systems have been activated and that the gates etc. are secure

There is no shut down procedure for the other areas of operation as there is not such a high risk of fire.

3.8 Water supplies

There is a sufficient number of fire extinguishers located around the site however these are only useful for tackling small fires if safe to do so or if a person's exit from the building is obstructed. The majority of larger waste fires are most likely to be fought with water and therefore there must be sufficient water availability on site for this purpose.

As specified in the Waste 28 document:

"Fire fighting a 300m^3 *stack of combustible material will normally require a water supply of at least 2000 litres a minute for a minimum of three hours. This is a total of 360000 litres of water – 360m^3/ tonnes of water.*

To put this into context it would take a pool of water 15 meters long, 15 meters wide and 5 meters deep to tackle the fire."

3.8.1 Water Hydrant

A water hydrant is located outside the weighbridge office. A pressure test was carried out on the 14th July 2015 by Welsh Water where the pressure reading measured 4.4bar. Another pressure test was carried out on the 4th of August 2015 which measured 4.8bar which

demonstrates a variance in pressure but it is expected to reach between 4.0 and 5.0 bar at any given time as it can vary throughout the day.

A flow test was also carried out on the 4th of August 2015 where a reading of 170 litres per minute was calculated which equals to 10.2m^3 per hour. This flow would not be suitable to tackle a fire in a 300m^3 stack of combustible material as this would require at least 2000 litres per minutes which equals 120m^3 per hour for approximately 3 hours.

3.8.2 Lagoon water

The compost lagoon is situated at the end of the compost windrows and is 50 meters long, 25 meters wide and approximately 0.4 meters deep which equals 500m^3 (500000 litres). A hard standing area is required for the Fire Rescue Services to gain access to the lagoon in the event of an emergency. This will be confirmed during a site inspection carried out by the fire service.

The compost lagoon is approximately 100meters from the storage shed, 86 meters from the rear entrance of the Black MRF and 128 meters away from the rear entrance to the Blue MRF.

There is also additional lagoons available at the rear of the site behind phase one of the landfill site that could also be used in the event of an emergency if needed. This will also be confirmed during a site inspection carried out by the fire service.

3.9 Firewater

The water used to fight a fire is very likely to be contaminated and may cause pollution and therefore controls must be put in place to minimise the likelihood of environmental impact following a fire.

Any water run-off from the Black MRF would enter the surface water drains and run along the ditch parallel to the weighbridge office which lead to the surface water lagoons located behind phase one of the landfill.

Water run-off from the Blue MRF would have to be diverted by using socks or sand bags to ensure it runs off to the same ditch.

Any water run-off from a fire on site would have to be intercepted by using a tanker to remove the dirty water as to minimise the environmental impact. This could be done by blocking the gulley that runs parallel to the weighbridge office. On the other hand this water could be re-used for fire-fighting a large fire.

Water run-off from the compost pad would lead to the compost lagoon and could be re-used if needed to fight a fire in this area. Surface water from the IVC yard area is transferred to a holding tank which contains a separator however in the event of a fire in this area this tank would need to be bunded to prevent any contaminated water entering the river system. All water from inside the IVC building is transferred to a secure holding tank located behind the IVC building and would need to be emptied accordingly however the fire risk is low inside the ICV building due to high levels of moisture and temperature controlled vessels.

3.10 Fire detection

The fire detection and alarm system at all sites were installed and are maintained to the relevant standard by a competent person to UKAS- accreditation approved standard.

Where call points and emergency lighting are installed they are tested by site personnel on a weekly basis and these checks are documented in the site's fire log book.

3.10.1 MRF buildings

Both MRF buildings have smoke beam detectors installed as well as break call points. However the smoke beams on the main operation floor in both the Black and Blue MRF are deactivated during trading hours to reduce the frequency of false alarms due to high levels of dust in the environment. During operational hours these areas are occupied by plant operators who are trained to look for fires and how to raise the alarm if they discover a fire. The system is programmed with a timer arrangement to be active only during non-operational hours i.e. after 19.00 hours. All other areas of the MRF buildings with detection systems are always active. The alarms are also audible in the welfare facilities located between both MRF buildings.

Due to the noise levels in the Blue MRF ear defenders in the form of disposable ear plugs are worn by staff, contractors and visitors in the vicinity. Basic noise assessments have been completed which highlighted that the noisiest area is around the ballistic separator with a reading of 98.0db LEQ (A- weighted). Due to the level of noise and the type of environment flashing beacons have been installed to also raise the alarm in the event of a fire. The control panel for the equipment in both MRF buildings are connected to the fire alarm system which will automatically shut down when the fire alarm is activated. The fire alarm system is interlinked between both buildings hence both buildings will have to be evacuated in the event of an emergency.

The fire alarm system is connected to an external contractor where during the hours of 07.00 and 18.30 it is the responsibility of someone on site to call 999 to request the Fire and Rescue Services, however outside normal operating hours the external contractor will contact the emergency services who will automatically send out the emergency services.

3.10.2 CA site, Compost and Landfill

These areas on site are not fitted with fire detection systems and therefore site personnel are trained to raise the alarm by shouting fire across the site. They must also use the site radios to communicate with the weighbridge office who can effectively communicate this information to other areas of operation.

3.11 Fire Services access

Access for the Fire and Rescue Services (FRS) to Nantycaws site is via the A48 dual carriageway which can be accessed by eastbound and westbound traffic. The site is accessed via a tarmacked track. The track does include approximately 150meters of single track where there are three passing bays however in the event of an emergency this track would need to be kept clear until the emergency services arrive on site to minimise the likelihood of any delay. Therefore all incoming traffic will have to be diverted at site entrance by site personnel.

If for any reason the main site entrance cannot be used for access then entry could be obtained from the farm entrance for Ty Hen which is also accessible from the A48 dual carriageway both eastbound and westbound. However there are boulders that would have to be moved as these are in place to prevent access for unauthorised vehicles and therefore the landfill operator would have to be designated to carry out this task.

In accordance with the requirements of the Waste 28 document the road and gateway are wide enough to allow safe access for FRS vehicles and there are no height or weight restrictions on site and therefore both the water tender and high reach vehicle could attend if needed.

3.12 Site traffic

Traffic already on site would have to be kept in location until the emergency services arrive and therefore CA site personnel will have to advise members of the public to stay on site until further notice. Once the emergency services have arrived on site and if safe to do so then members of the public can be directed off site.

Vehicles waiting for the weighbridge will also have to be diverted to ensure clear pathway, however safe location to park vehicles would be determined by the location of the fire. If safe to do so then vehicles could park on Phase one of the landfill site and remain in their vehicle.

3.13 Communication, training and drills

Many fires are averted by the swift action of aware, well trained and well drilled staff. Therefore we ensure all our staff and contractors are aware of what to do if there is a fire on site.

The outcome of the fire risk assessment will be summarised and key features will be communicated to the staff via a toolbox talk. The fire risk assessment is reviewed annually and therefore any changes will have to be effectively communicated to the staff via an updated toolbox talk.

All staff receive site specific inductions on their first day working for the company which includes information in regards to Fire which covers what to do when a fire is discovered, what to do upon hearing the fire alarm, location of fires exits, fires extinguishers and the fire assembly point. In addition to the site induction the staff receive a toolbox talk on Emergency evacuation procedures which reiterates the correct action to take in the event of an emergency. This toolbox talk is refreshed annually unless there have been significant changes which have generated a review of the toolbox talk which would be communicated accordingly. There is a training matrix in place for all CWM Environmental employees and Smart Solution contractors who work on site which specifies training dates for all toolbox talks which would highlight any outstanding and/ or overdue training.

Contractors also receive a site induction and are also informed of the above information. Regular contractors to include Morse, Carmarthenshire Tyre Service, Radford Electrical and Security 4 Wales refresh their induction every 6 months.

All supervisors and key personnel have received specific fire awareness training (including basic fire extinguisher training) as well as fire warden training that provides information on what roles must be carried out during an emergency evacuation to include checking all areas are clear of staff, visitors and contractors.

Evacuation drills are carried out where possible every 6 months however for sites that cannot effectively carry out a drill then they receive an annual toolbox talk on what to do in the event of an emergency.

4.0 Waste Reception

This section is aimed at the reception of temporary storage of wastes in reception for short periods of time, typically not exceeding 72 hours or shorter prior to treatment and/or transfer to another site.

4.1 Black and Blue MRF

One of the main cause of fires in reception areas is the receipt of hot loads, or loads with hazardous materials in them such as gas cylinders or containers of flammable liquids, which can subsequently cause a fire. CWM Environmental only accept wastes according to the European Waste Code (EWC) and from contractors who can supply a duty of care document. This in theory will prevent unauthorised waste being accepted however personnel working in the reception areas and other areas of the site are trained to be vigilant and look for unauthorised wastes i.e. gas cylinders as well as fires, hot loads, smoke and signs of smoulders, and what action to take if they see any of these issues.

The weighbridge office closes at 16.30 and therefore no waste is accepted after this time however both the blue and black MRF continue to operate until 19.00. The Black MRF will process material until approximately 17.30-18.00 and after this time cleaning is carried out until 19.00. Within this time all staff are vigilant to keep an eye out for signs of fire and the supervisor completes an end of day check at the end of the shift.

On the other hand in the Blue MRF the plant runs until approximately 18.40-18.45 where the lines are run clear as there is less of a fire risk due to the type of product being processed.

Quarantine area for suspect hot loads is outside the building away from combustible material i.e. front yard.

The reception area for both MRFs are not enclosed and there is adequate fire escape provisions with manual break-glass points at each pedestrian exit to raise the alarm.

4.2 Compost

Food and green waste is received in the IVC reception building and can be stored up to 72 hours before the products are shredded and stockpiled for up to one week before putting into the vessel. The product is food based and therefore has a high moisture content and therefore does not create a fire risk.

4.3 Landfill and CA site

Neither these areas have a waste reception area where waste is stored on a temporary basis.

5.0 Waste Treatment and processing

5.1 Black and Blue MRF

5.1.1 General ignition risk

There are specific risks associates with different equipment and machinery within the MRF buildings however there are also additional risks to these to include electrical faults. The risk

of an electrical fire has been reduced with the introduction of a fire detection system which has been installed into all the electrical panels on site which has an automatic distinguishing system once a fire has been detected.

There is a weekly maintenance and cleaning schedule in place where once a week all machinery and equipment are cleaned and checked for any defects i.e. slipping conveyers, damage or worn bearings and damage or worn drive motors. A thermal imaging camera is used to identify over heating of bearings or motors on the equipment.

Where possible drive motors have been fitted with a cover panel so that combustible material does not collate on top and generate a fire risk.

5.1.2 Bag splitter

The bag splitters in both MRFs are set at a speed of approximately 12 reps per minute and therefore has a very low risk of ignition through friction, sparks and blunt blades. As this is low risk it has been decided not to install a water deluge or sprinkler system.

5.1.3 Trommel screens

Trommel screens do not pose a high ignition risk however they can aerate waste resulting in smoulder turning into a full fire. Staff are trained to pull the emergency stop button if a fire is detected in this area to prevent it spreading further and makes talking the fire easier.

5.1.4 Conveyer system

Conveyors and similar mechanical handling systems may carry a fire rapidly through the plant, and they may also be an ignition source themselves as a result of friction.

The fire alarm and detection systems are connected to the plant control system so that if a fire is detected the plant stops, preventing burning waste to be transported through the building.

Weekly cleaning and maintenance is carried out to ensure conveyers are in correct position to minimise the risk of friction which could pose an ignition risk. Cleaning/ maintenance checklist are in place to demonstrate that checks have been carried out.

5.1.5 Dust

There is no ventilation system to remove dust in either MRF building however a weekly cleaning schedule removes excess dust using an industrial hoover. This is also documented on the weekly cleaning/ maintenance schedule.

There is a cyclone system in place above the pre-sort section for both MRF buildings and on the main picking line in the blue MRF which removes a certain type of waste and transports it to the designated area. The cyclone system is also connected to the control panel which is isolated upon the activation of the fire alarm and prevent fire spread through the building.

5.1.6 Mains/ electrical plant room and control panel

Mains/ electrical plant rooms and control panels pose specific issues, largely associated with the electrical ignition risk they pose. The electrical plant room located between the two MRF buildings is enclosed and constructed to appropriate fire resistance standards. Points where cables leave and enter the mains rooms via ducts, tunnels etc. are appropriately sealed to

prevent fire spread. The plant rooms are supplied with suitable extinguishers i.e. CO_2 and access is restricted. The electrical room is also fitted with automatic fire detection and manual call points.

5.1.7 General considerations

General considerations for the fire management in waste processing areas include ensuring housekeeping is kept to a good standard. Managers and supervisors are responsible for monitoring the housekeeping standards and all staff must clean at any given opportunity i.e. when the plant stops. Dust is removed on a weekly basis with the use of an industrial hoover to minimise the risk of fire from small particles.

5.1.8 Fire suppression

It has been determined that the high risk area for fire in waste sites are electrical control panels and therefore in order to control this risk automatic fire detection system has been installed.

5.1.9 Fire detection/ alarm in processing area

All exits from the building have been fitted with manual break glass points.

Fire/smoke detection is fitted in mains/ electrical plant rooms.

Fire detection and alarm systems have been connected to plant control system and therefore if the fire alarm is activated then the plant would automatically switch off to prevent rapid fire spread.

5.1.10 Separation/ segregation

The reception area in both MRFs where waste is received inside the building is surrounded by steel and concrete support walls which would prevent spread of fire to the processing line and vice versa.

5.2 Ignition risks in Compost

General ignition risks on the compost site include plant and machinery. All machines on site have daily checks completed by the operator and all machines are internally maintained and cleaned on a weekly basis. The machines are also serviced on a regular basis by a competent person as per manufacturer guidance.

Another potential ignition risk is an electrical fault however all portable electrical equipment are PAT tested on a regular basis and the fixed electrical installation is checked every 5 years by a competent contractor.

It is a known risk in the composting industry that the materials can self-combust under certain conditions. The risk is increased when the materials are stored for more than three months. Therefore if items are to be stored for longer than three months then the following principles will be followed where possible:

- Minimise pile sizes (small piles with appropriate separation are safer than one big one)
- Control moisture levels
- Demonstrate good stock rotation for all stored materials and show how this is monitored and implemented daily

- Store material in its largest form prior to processing
- Monitor and control sub surface temperature and moisture content with thermal imaging camera
- Routinely turn piles
- Detect and control hotspots within piles

5.3 Ignition risk in CA Site

Due to the way CA sites are run and managed all wastes are kept in large skips/ containers and therefore even if a fire was to start it would be contained within the skip/ container. Site operatives regularly clean the site and remove any debris that could potentially spread a fire.

5.4 Ignition risk in Landfill site

The highest risk of fire starting on the landfill site is the heavy plant used on the site and hence the machine is fitted with an automatic suppression system.

6.0 Waste storage – general considerations

6.1 Black and Blue MRF

In accordance with the environmental permit the quantity of waste to be accepted in both MRFs are as follows:

- Black MRF- 125000 tonnes per year
- Blue MRF- 75000 tonnes per year

6.2 Compost and CA site

In accordance with the environmental permit both the Compost facility and the CA site have a combined quantity of 100,000 tonnes per year.

6.3 Landfill

The landfill capacity is unlimited.

7.0 Emergency evacuation plan

Our staff are trained in accordance with their site specific Fire and Evacuation procedures to do the following:

If a fire is discovered;

- Sound the fire alarm via nearest break glass point and/ or shout 'FIRE', and communicate to weighbridge office via radio.
- If the fire is; Small, Manageable and has the potential to escalate then trained and competent staff are to attempt to extinguish the fire in order to prevent a minor fire becoming a major one. This is only to be done without compromising the safety to any person.
- Fire extinguisher are also to be used to aid the escape of any person.

Upon hearing the Fire alarm/ 'FIRE';

- All personnel must immediately evacuate the building/ area via the nearest exit
- Offer assistance to the vulnerable including visitors, children or those less able
- Immediately report to the fire assembly point situated in the main car park and await further instructions

The following site personnel have specific responsibilities upon the discovery of a fire or hearing the fire alarm/ 'FIRE' at Nantycaws;

7.1 Weighbridge operator

- Communicate via the radio to all site personnel who must then either meet at the assembly point or carry out their designated tasks.
- Call 999
- Stop all vehicles from entering any site and re-direct to safe zone to wait for further instruction (Safe Zone 1 – phase 1 of landfill site with the help from the landfill personnel)
- Take visitor book to the assembly point

7.2 MRF Supervisors

- Instruct all personnel to leave the building in a safe manner and ensure the plant has shut down to prevent spread of fire.
- If the fire is in one of the MRF buildings and if safe to do so then the supervisor of the building where the fire has been detected must identify the location of the fire and inform the Fire Rescue Services upon arrival
- The supervisor of the other MRF must get the signing in book, visitor book and fire folder and report to the assembly point
- Carry out role call at the assembly point and identify and missing persons
- Assist emergency services upon arrival with location of fire, location of possible missing persons, hazardous substances, combustible items (from fire folder) etc.

7.3 Black MRF Telehandler driver

- If the fire is on the main Black MRF floor and if safe to do so then the telehandler driver must prevent a minor fire becoming a major fire by;
    - Spreading waste out so that a fire can be easily tackled
    - Moving waste which is not on fire away from the location of the fire to prevent spread
    - Moving the waste which is on fire to a designated are (i.e. outside to the back yard) dependant on weather etc.
    - Pushing fines over the fire to starve it of oxygen
- However if the fire is not located in the Black MRF and if safe to do so, drive the telehandler out of the building and park on the access road to prevent vehicles entering the area (remember not to restrict access for the FRS) and then meet at the assembly point.
- If the fire is not in either MRF building then proceed directly to the assembly point

7.4 Black MRF Fuchs driver

- If safe to do so, drive the machine out of the building and leave in a safe location

- Check the staff welfare facilities including the changing room, kitchen and toilets and lead site personnel to the assembly point
- If the fire is not in either MRF building then proceed directly to the assembly point

7.5 Blue MRF Telehandler driver

- If the fire is located in the Blue MRF then the telehandler in the vicinity must prevent a minor fire becoming a major fire by;
    - Spreading waste out so that a fire can be easily tackled
    - Moving waste which is not on fire away from the location of the fire to prevent spread
    - Moving the waste which is on fire to a designated are (i.e. outside to the back yard) dependant on weather etc.
    - Pushing fines over the fire to starve it of oxygen (fines must be brought over by the other telehandler)
- If the fire is located in the Black MRF and if safe to do so then the telehandler located in the Blue baler area must go and block the road with the telehandler to prevent access to the area.
- If the fire is not located in the Blue MRF and if safe to do so then both telehandler drivers must drive vehicles out of the building and leave them in a safe location then meet at the assembly point
- If the fire is not in either MRF building then proceed directly to the assembly point

7.6 CA site personnel

- If the fire is elsewhere on site then two CA site personnel needed to stop members of the public from leaving the site as not to affect the Fire Rescue Services. Ideally one person to be located at the CA entrance road and another located on the exit of the CA site where it joins traffic from the weighbridge. Any other staff to report to the assembly point i.e. agency staff.
- If the fire is on the CA site then all site personnel must direct members of the public away from the site.

7.7 Compost personnel

- If the fire is elsewhere on site then two compost personnel must be located at the entrance of the site to divert traffic and not allow any access apart from the Fire Rescue Services.
- Remember to close one of the gates to aid traffic diversion from site
- If the fire is located in the compost facility then any machine operator in the vicinity must prevent a minor fire becoming a major fire by;
    - Spreading compost/ green waste out so that a fire can be easily tackled
    - Moving waste which is not on fire away from the location of the fire to prevent spread
    - Moving the compost/ green waste which is on fire to a designated are (i.e. front yard of IVC building or clear area on the compost pad) dependant on weather etc.
    - Pushing sand/soil/fines over the fire to starve it of oxygen

7.8 Landfill personnel

- If necessary the landfill personnel must move the stones at the entrance of Ty Hen if an alternative access is needed for the Fire Rescue Services.
- Report to assembly point
- If needed, direct the traffic queueing for the weighbridge to a safe location i.e. phase one of the landfill