



Fenestration Recycling Company Ltd
ENVIRONMENTAL PERMIT VARIATION

Controlled Document No.	
Issue	v1.0
Date:	29/02/16

SD3b – Management Systems

EMS

Environmental Permit

PERMIT NUMBER EPR/HP3938RN/T001

Fenestration Recycling Company Ltd
(t/a The National Window Recycling Company)
Neath Abbey Wharf
Neath Abbey
Neath Port Talbot
SA10 6BL

Document Revision

Version	Date	Author	Checked / App'd	Revision
DRAFT	25/02/16	SW	SH	FOR APPROVAL
1.0	29/02/16	SW	SH	RELEASE VERSION



Fenestration Recycling Company Ltd
ENVIRONMENTAL MANAGEMENT SYSTEM

Controlled Document No.	
Issue	DRAFT
Date:	29/02/16

Environmental Management System
HCI Waste Transfer Station with Treatment

PERMIT NUMBER EPR/HP3938RN/T001

Fenestration Recycling Company Ltd
(t/a The National Window Recycling Company)
Neath Abbey Wharf
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Fenestration Recycling Company Ltd ENVIRONMENTAL MANAGEMENT SYSTEM

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Fenestration Recycling Company Ltd ENVIRONMENTAL MANAGEMENT SYSTEM

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Manuals, Policies and Plans	Last Review Date	Next Review (Latest)
MPP1 Environmental Policy	29th February 2016	28th February 2017
MPP2 Environmental Impacts and Controls	29th February 2016	28th February 2017
MPP3 Environmental Management System Plan	29th February 2016	28th February 2017
MPP4 Accident/Pollution Incident Plan A – Site Plan B – Key Site and Emergency Contacts C – List of Substances and Storage Facilities D – Preventing Accidents and what to do if they happen	29th February 2016	28th February 2017
MPP5 Fire Prevention and Mitigation Plan	29th February 2016	28th February 2017
MPP6 Noise Management Plan	29th February 2016	28th February 2017
MPP7 Site Drawings and Plans Drawing 10937 – 000 - A Permitted Area Plan Drawing 10937 – 000 - B Site and Surrounding Area Plan Drawing 10937 – 000 - C Site (Block) Plan Drawing 10937 – 000 - D Drainage Plan Drawing 10937 – 000 - E Storage Plan Drawing 10937 – 000 - F Receptor Plan Drawing 10937 – 000 - G Process Flowchart	29th February 2016	28th February 2017

Procedures	Last Review Date	Next Review (Latest)
PR1 - Accident/Pollution Incident Procedure	29th February 2016	28th February 2017
PR2 - Emergency Incidence Procedure – Fire & Explosion	29th February 2016	28th February 2017
PR3 - Emergency Incidence Procedure – Spillage	29th February 2016	28th February 2017
PR4 - Emergency Incidence Procedure – Flood	29th February 2016	28th February 2017
PR5 - Emergency Incidence Procedure – Air Emissions	29th February 2016	28th February 2017
PR6 - Emergency Incidence Procedure – Discovery of Suspicious Items	29th February 2016	28th February 2017
PR7 – Waste Acceptance Procedure	29th February 2016	28th February 2017
PR8 - Procedure for Assessment and Implementation of Training Needs, Competence and Awareness	29th February 2016	28th February 2017
PR9 – Maintenance Procedure	29th February 2016	28th February 2017
PR10 – Procedure for Recording of Staff Responsibilities	29th February 2016	28th February 2017
PR11 – Procedure for Recording and Reporting of Environmental Incidents	29th February 2016	28th February 2017
PR12 – Complaints Procedure	29th February 2016	28th February 2017



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Forms and Records	Last Review Date	Next Review (Latest)
FR1 Site Inspection Record	29th February 2016	28th February 2017
FR2 Complaint Record	29th February 2016	28th February 2017
FR3 Plant and Equipment Inventory	29th February 2016	28th February 2017
FR4 Maintenance, Service, Calibration Schedule	29th February 2016	28th February 2017
FR5 Maintenance Record	29th February 2016	28th February 2017
FR6 Training Checklist (Employee Competency Matrix)	29th February 2016	28th February 2017
FR7 Training Record	29th February 2016	28th February 2017
FR8 Roles and Responsibilities	29th February 2016	28th February 2017
FR9 Environmental Accident (and Incident) Record	29th February 2016	28th February 2017
FR10 Corrective Action Request	29th February 2016	28th February 2017
FR11 Register of Waste Facilities	29th February 2016	28th February 2017
FR12 Register of Legal and Other Requirements	29th February 2016	28th February 2017

Rules and Other Information	Last Review Date	Next Review (Latest)
ROI1 Site Rules	29th February 2016	28th February 2017
ROI2 Further Help	29th February 2016	28th February 2017
ROI3 Protecting the Environment	29th February 2016	28th February 2017

Risk Assessments	Last Review Date	Next Review (Latest)
RA1 Register of Risk Assessments	29th February 2016	28th February 2017
RA2 Environmental Risk Assessments	29th February 2016	28th February 2017