

Overview

The inspection of wastes and selecting the appropriate reception area when waste arrives at site is a key process in ensuring there are minimal potential contamination issues.

This procedure outlines the waste reception routes for incoming wastes and the storage requirements on site.

1. Waste Delivery and Inspection

Once waste is accepted on-site, in accordance with DRP-E01, it shall be delivered to the relevant reception area.

Liquid feedstock (e.g animal slurry) will be loaded directly into the liquid buffer tank.

Manure will only be bought to site when it is needed and will stored directly in the enclosed storage shed.

Crops will be delivered to the silage clamps to the east of the site.

Each reception area is clearly signposted and identified.

The Site Manager will be responsible for the inspection of all waste deliveries to ensure compliance with Waste Acceptance criteria (DRP-E01).

All incoming waste will be inspected to ensure that any non-conforming material (i.e. high levels of plastic, glass, metals, hazardous waste etc) can either be removed or will necessitate rejection of the load.

Rejected loads shall be managed in accordance with procedure DRP-E02 Waste Rejection.

Table 1.1 overleaf details typical wastes accepted on-site and their characteristics:

Table 1.1: Typical Wastes accepted on site		
Nature	Description	Typical reception route
Liquid Feedstock	Animal Slurry	Unloaded into 140m ³ liquid buffer tank
		Then directly fed to the Digester.
Manure	Cow and Chicken Litter	Unloaded into enclosed storage shed from neighbouring farming sheds.
		Then directly fed into the solid feed system.
Crops	Wholecrop, hybrid rye, aize, beet etc	Stored in silage clamps to the east of the site.
		Then directly fed into the solid feed system when required.

Author / Function or Department:	Process Owner / Department:
	Site Manager

2. Waste Storage

Segregated storage is necessary to prevent incidents from incompatible substances and to prevent escalation should an incident occur.

In order to ensure that the correct storage areas are used, offloading/discharging of wastes will be supervised by all site staff.

All offloading and quarantine points will be on impervious surface with self-contained drainage, to prevent any spillage entering the storage systems or escaping off-site.

All storage areas will be clearly labelled and will state the quantity and characteristics of the waste stored within.

The storage areas will be regularly inspected in accordance with an Infrastructure Management and Monitoring Programme.

Waste will be treated as soon as possible and will be stored in the relevant reception areas for a maximum of five working days.

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Author / Function or Department:	Process Owner / Department: Site Manager

3. Traceability

Each waste load shall be allocated an individual reference number and recorded in the Site Diary. Reference numbers shall adopt the following nomenclature;

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(Type) (Date received; ddmmyy) (sequential lettering; batches per day)

All material received at the facility will be accompanied by details of the date, time, quantity and waste type. Records of each delivery will be maintained on-site for a minimum of two years after inspection.

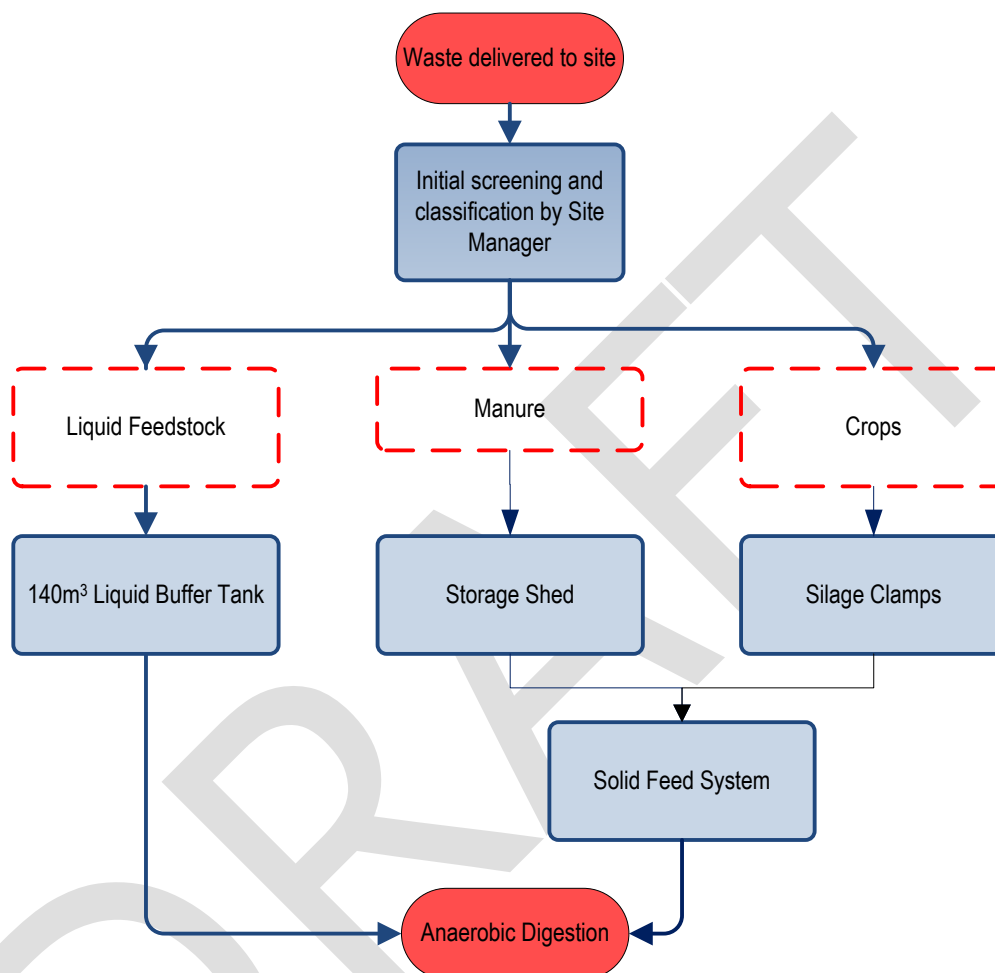
Material arriving at the facility will be processed in accordance with the Anaerobic Digestion Procedure. In accordance with this procedure the date, time, and quantity of waste material processed will be recorded.

Waste that is determined as suitable for processing must be screened by the Site Manager in order to determine which reception route is required (refer to Table 1.1 above).

ANY WASTE THAT IS CONSIDERED TO POSE A RISK TO THE DIGESTION PROCESS CAN NOT BE SUBMITTED FOR ANAEROBIC DIGESTION

Author / Function or Department:	Process Owner / Department: Site Manager

4. Process flow chart: DRP-E03 Waste Reception



Author / Function or Department:

Process Owner / Department:
Site Manager

5. Training Record

The below signatories have received training and understand all aspects of procedure DRP-E03.

Table 5.1: Training

PRINT EMPLOYEE NAME	EMPLOYEE SIGNATURE	DATE	MANAGER INITIALS	UN-CONTROLLED COPY ISSUED (✓)

Author / Function or Department:	Process Owner / Department: Site Manager