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APPROVED
DIVISION OF WASTE MANAGEMENT
SOLID WASTE SECTION
Date 08/26/2015 **By** Patricia A. Backus
DIN 24120
Attachment 1 **Part** II **Document** 6
Permit 3215-HHW-2010 **Permit DIN** 24234

3RC Permit Renewal for 2015

Permit Number: 3415-HHW-2010

Submitted October 5, 2014

By

Michele Sakwa - President

3RC Permit Renewal for 2015

Permit Number: 3415-HHW-2010

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Operating Plan

Permit Number: 3415-HHW-2010

Permit Renewal

For

April 5, 2015

OPERATIONAL PLAN
FOR THE 3RC
PERMANENT COLLECTION FACILITY
OF HHW / CESQG WASTE

Operated By: Resource Recovery and Reduction Company, LLC (3RC)

Program Objectives: To collect, process and manage Federally exempt waste generated by Households and CESQG's (Conditionally Exempt Small Quantity Generators) for the purpose of protecting human health and the environment.

Revised September 2014

Plan Description:

This plan describes normal operating procedures for the collection and management of Household Hazardous Waste (HHW) and Conditionally Exempt Small Quantity Generator (CESQG) waste at a Permanent Facility located at 1401 S. MLK, Jr. Drive in Winston-Salem, NC. Standard Operating Procedures will be implemented for more specific operational tasks and may change upon review or process.

The permanent facility will effectively serve residents small business by providing a proper method for disposal of their hazardous waste, thereby keeping it out of landfills and the environment.

Operational Hours:

The drive-through for Household/CESQG collection will be open Tuesday through Friday, 9:00am to 2:00pm and Saturdays, 9:00am to 12 noon, except for holidays and holiday weekends, year-round.

Screening and Collecting Waste:

Residents and CESQG waste is received at the Winston facility. Residents and businesses will be asked to stay in their vehicle during unloading. The material will be off-loaded in a secondary containment area by trained hazardous material handlers. These trained personnel will inspect the waste for acceptability, including but not limited by, waste type, leaking or damaged containers, non-labeled waste, or potentially shock sensitive or explosive materials.

Wastes accepted include paint and paint-related materials, solvents, cleaners, pesticides, oils and coolants, automotive products, batteries and other miscellaneous HHW and CESQG waste. Materials not accepted include explosives, radioactive materials, PCBs and bio-infectious waste. Reactive materials, such as Maneb, will be accepted on a case-by-case basis. Third party contractors will be brought on-site for a reactive material that poses an immediate danger.

Through an education effort, residents and businesses will be made aware of the waste types collected and container requirements under the program. They will also be advised how to recycle and minimize each type of waste.

The resident or CESQG will complete paperwork which identifies the resident or generator status of the business. Initial waste identification and segregation will be performed by trained personnel as soon as the material is received. Material will be segregated by hazard class, weighed, logged and recorded. Segregated materials will be placed in corresponding staging areas and then, either (1) placed in containers for shipment to an approved recycling / disposal facility or, (2) bulked and then placed in containers for shipment to an approved recycling / disposal facility.

Unknown materials will be screened according to hazard class and placed in the appropriate area for waste disposal. An attempt will be made, on site, to identify the unknown material using generator knowledge, field tests, or Chemical Classifier Strips. If necessary, additional testing will

be conducted by an off-site independent laboratory. The unknown material will then be isolated and stored by until results are received and indicate method of disposal.

Storage of HHW and CESQG Waste:

A floor plan of the area proposed for storage of HHW/CESQG waste can be seen in Diagram I. All waste will be stored in such a manner that chemical compatibility is assured.

Acids are stored in an isolated bermed area, separate from basic corrosives, flammables, and oxidizers. Basic caustics, paint and paint related material that are not flammable, batteries (except for lead-acid batteries), oil and antifreeze will be stored in one isolated area. Oxidizers are stored in an area that is segregated from all other materials. Flammable materials are stored in a room isolated from all other materials. Pesticides are stored in a separate room. They will be packaged, transported and disposed of by the North Carolina Agricultural Division.

Personnel Training Program:

Personnel working in the operations of the HHW / CESQG will be OSHA trained, with an 8-hour refresher annually. Personnel will also be trained in the Standard Operating Procedures pertinent to the job they are performing. The Site Safety Plan will be discussed in detail, with weekly tailgate safety meetings.

Staffing the Permanent Facility:

Adequate staffing will be provided to insure safe, compliant and efficient operations. Two dedicated professionals will be required to support the “buddy system” at all times. One will act as Project Manager and the second will act as Safety Manager, although this could be the same person. Both professionals will be available to unload vehicles, segregate and weigh waste, and place waste in proper staging areas.

Bulking and processing of suitable material will be done using the “Buddy system” as well. Two people will be working together at all times. Most processing activity will be done during hours after official collection times.

Access Control:

Access to the facility will be controlled to prevent unnecessary public exposure to operations. Signs will be posted with “Authorized Personnel Only” and “Danger”. Areas where chemicals are staged, stored or processed will be clearly marked. During collection times, at least one site employee will monitor flow of vehicles entering the property.

Personnel and Duties:

Facility operations will be under the control of the Facility manager. He/she will be responsible for the following:

- Assure all personnel have met the training requirements for the facility.
- Assure all personnel have read the Site Safety Plan and attend safety tail-gate meetings.
- Assure personal protective equipment is available to all personnel.
- Implement corrective action for any work place activity that jeopardizes the safety of the operation.
- Prepare accident /incident reports, when necessary.

Site safety is developed and implemented by the owner of the company, the Site Safety Officer, and the duties include:

- Develop the Site Safety Plan.
- Verify personnel are working in a safe manner, according to SOP's and the Site Safety Plan.
- Verify decontamination procedures are used.
- Observe personnel for heat or production stress, or assign a designee.
- Immediately report any un-safe work conditions or activities to the Facility Manager.
- Provide first aid, if necessary.

Procedure for Dealing with Unacceptable Waste:

3RC is committed to protecting its employees and customers at the facility. Unacceptable waste brought to the facility will be managed in such a way as to mitigate any hazards associated with the material. This may require 3RC to accept the material so that the hazard does not leave the facility.

Radioactive: Smoke detectors are the most common source of this waste type. Residents will be advised to mail the detectors back to the manufacturer or, if they are no longer in business, call the local municipal landfill.

Explosive: Ammunition will not be accepted at the facility. The resident will be instructed to call the local sheriff or fire department for proper disposal.

Infectious: Sharps are not accepted at the facility. The resident will be instructed to call their local hospital or primary care facility.

PCBs: Polychlorinated Biphenyls are not accepted under any program. The customer will be instructed to call a PCB regulated facility or an applicable manufacturer.

Waste Dropped at Facility After Hours:

Waste material that is dropped at the facility after hours will be managed the same as waste unloaded at the facility. However, special care will be taken to identify the contents at the point of

drop-off to insure there are no shock-sensitive, reactive or unusually dangerous materials. Once the containers have been identified, material will be moved into the operational area and processed through the facility. Containers that are not identified will be considered “Unknowns” and procedures will be followed accordingly. The material will be logged as an “Unknown Resident”. All testing and analytical data will be attached to the log sheet for recordkeeping.

Closure of the Facility:

Most HHW/CESQG waste material will be shipped off-site on a regular basis, so the amount left at any closure time will be minimal.

3RC will notify NC DENR Division of Waste Management Regional Office within twenty-four (24) hours of closing and/or re-opening the facility in the event of an unexpected or emergency situation. The landline number is (336) 771-4600.

All waste material will be properly containerized and transported to a recycling or treatment facility for disposal. All floors and containment areas will be mopped clean and free of any residues. A local county/city contact will inspect the facility and grounds for closure completion.

Safety Plan

Permit Number: 3415-HHW-2010

Permit Renewal

For

April 5, 2015

SAFETY PLAN

HOUSEHOLD HAZARDOUS/CESQG

WASTE COLLECTION PROGRAM

Prepared By:

3RC
1401 S. MLK, Jr. Drive
Winston-Salem, NC 27107

September 2014

Project Site: 3RC

Location: 1401 S. MLK, Jr. Drive, Winston-Salem, NC 27107

Facility Phone #: (336) 784-4300 Mobile # (336) 615-1670

Facility Manager: Keisha Roper

Project Objectives: Receive, characterize, segregate, package and ship wastes generated by residents/CESQGs during collection activities.

Proposed Date of Work: April 5, 2014 through April 4, 2019

H&S Plan Prepared By: Michele Sakwa

Title: President

Review and Approval:

President: _____ **Date:** 09/29/14
(Signature)

Safety Officer: _____ **Date:** 09/29/14
(Signature)

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A. EMERGENCY PROCEDURES

Emergency Response Contacts:

AGENCY / FACILITY NAME	PHONE NUMBER	RESPONSE TIME
Ambulance	911	10 MINUTES
Fire Department	911	10 MINUTES
Police Department	911	10 MINUTES
Sheriff's Department	911	10 MINUTES
Hospital	718-5000	15 MINUTES
National Response Center	800-424-8802	
Chemtrec	800-424-9300	
Poison Control Center	217-333-3611	
Forsyth County Haz Mat Info	767-6161	

OPERATION PERSONNEL:	OFFICE	HOME
Michele Sakwa	784-4300	(704) 948-4356
Keisha Roper	784-4300	(336) 615-1670
Carlos Gonzales	784-4300	(336) 493-6433

HEALTH AND SAFETY PERSONNEL:

Same as above.

Emergency Route:

Hospital: Right on MLK; north on 52; west on 40 Business; exit Silas Creek Parkway; hospital ahead.

Clinic or Doctor: PrimeCare: 336-760-5410
Blue Bird Cab Service: 336-722-7121

Emergency Equipment Available:

First Aid Kit
Full Face Air Purifying Respirator with OV/AG Cartridge
Poly-Coated Tyvek Coveralls or Apron (Heat Dependent)/ Non-poly coated Tyvek coveralls or Apron
Latex Gloves
Cotton Gloves
Spill Pads / Oil Dry / Shovel & Broom
Eyewash Station
Neutralizer (For Corrosive Burns)
Safety Shower

References:

Merk Index
Hazardous Materials Compliance Guide
Code of Federal Regulations Titles 29, 40 and 49
Material Safety Data Sheets

Communication Equipment:

Mobile and Office Phones

Personnel On-Site:

See daily time cards.

EMERGENCY PROCEDURES:

These procedures will be used by on-site personnel: The Facility Manager will be notified of any on-site emergencies and will be responsible for insuring that appropriate procedures are followed. Prior to entry of the potential situation, personnel will don all appropriate personal protective equipment.

Personal Injury: Upon notification to the Facility Manager, all site personnel will assist to remove the injured from the work area, if required. The Facility Manager will determine the extent of the injury and the type of first aid required, if necessary. Contact will be made to call an ambulance, if a medical facility is required. If the injured has been exposed to hazardous material, decontamination will be implemented using all available equipment. Normal operations will presume if the incident does not affect the performance of other site personnel. If there is risk to others, personnel will be moved to a location that removes the risk. Activities will cease until all is corrected.

PPE Failure: If any personnel experience a failure of their personal protective equipment, that person shall immediately report to the Facility Manager for PPE repair or replacement.

Fire: Personnel will attempt to extinguish any small or incipient fire following the steps below:

1. Pull the fire extinguisher from the safety area.
2. Hold canister up-right and pull ring.
3. Stand back 10 feet and aim the extinguisher at the base of the fire.
4. Squeeze lever and sweep side to side until the fire is extinguished.

Personnel will evacuate the area if the fire cannot be extinguished.

Spills or Leaks: Personnel will locate the source of the leak or spill and notify the Facility Manager. The spilled material will be identified and, using the appropriate containment procedures, the spill will be cleaned up.

Evacuation Routes: Evacuation routes have been established for the site. Personnel will be trained in these routes. Evacuation will be conducted immediately, using air-horn or voice communication. Personnel will not re-enter the area until:

1. The emergency conditions have been arrested.
2. The hazards have been re-assessed.
3. The Site Safety Plan has been reviewed and modified, if necessary.
4. Site personnel have been informed of any changes in the plan.

General First Aid:

1. Inhalation: Move victim to fresh air and administer CPR if the victim is not breathing. Call 911, if necessary.

2. Eye Contact: Flush eye immediately with copious amount of water for at least 15 minutes, while holding eyelids open. Get medical attention promptly.

3. Skin Contact: Flush affected area with copious amount of water while removing contaminated clothing. Flush for 15 minutes if contact material is a concentrated chemical. If irritation persists, get medical attention.

4. Ingestion: The appropriate MSDS or the Poison Control Center will be consulted before deciding to induce vomiting. If vomiting occurs uncontrollably, keep head below hips to prevent vomit from entering the lungs.

5. Never induce vomiting if the victim is unconscious.

6. Get medical attention as soon as possible.

B. HAZARD ASSESSMENT:

The following hazards may be present during the HHW collection process:

Rusted, unopened or unsecured containers.
Traffic from cars entering the unloading line.
Unlabeled or unclassified containers.
Pressurized containers.
Explosive or shock sensitive materials.
Weather extremes.
Radiatioactive or bio-infectious material.

Expected Hazards and Means of Protection:

Skin / eye contact	Level D Protection
Inhalation	Full-face respirator
Back Injury	Use of drum cart Proper lifting techniques
Injection/cuts	Level D Protection
Slips, trips and falls	Good housekeeping
Weather exposure	Appropriate clothing, PPE and water breaks
Fingerprint Testing of Unknowns	Level C Protection
Shock Exposure	Do not pick up or unload any containers with visible “spider web” crystals in the liquid or container. Only handle materials that can be stabilized by the Facility Manager.

C. PERSONAL PROTECTIVE EQUIPMENT:

The following PPE will be required of all personnel working in hazardous operations:

Safety Glasses
Steel-toe Shoes
Latex gloves
Tyvek suit or apron

PPE may be up-graded should any potential hazards arise.

D. DECONTAMINATION PROCEDURES:

All gloves will be removed when any employee leaves the immediate work area.
Tyvek will be removed, as well.
Personnel will wash hands thoroughly before using the restroom, eating or entering the front office area.

All contaminated PPE and equipment will be dither disposed of in the PPE waste can or washed appropriately for re-use.

E. SITE ASSESSMENT AND CONTROL:

Before beginning operations, the Facility Manger will confirm the location of eye wash and safety shower, as well as fire extinguishers and air-horn.

Only those personnel listed on the site safety plan will be permitted to work in the operational area. Project boundaries will be established.

F. ORGANIZATION AND COORDINATION:

The Facility Manager will be responsible for procedure and safety implementation, segregation, classification, testing, packaging and disposal of all materials. He/She is also the Site Safety Manager.

POTENTIAL HAZARDOUS SUBSTANCES ON SITE

Chemical Classification		Hazard Code			
		Toxicity	Reactivity	Flammable	Corrosive
1.	Strong Inorganic Acids: Acid solutions Anhydrides and Acid Chlorides	3	1	1	4
2.	Strong Inorganic Bases; Basic Solutions	3	2	1	4
3.	Flammable liquids, Organic Acids, liquid	3	1	3	1
4.	Flammable liquids, Organic Bases, liquid	3	1	3	1
5.	Combustible liquids combustible solids	2	1	1	1
6.	Flammable solids, organic flammable solids, metallic	2	3	4	1
7.	Inorganic Oxidizers Nonflammable metals and metal compounds	3	4	3	1
8.	Inorganic Oxidizer, liquid inorganic oxidizer, corrosive	3	3	2	1
9.	Poison B, solid toxic organic solids	4	2	1	1
10.	Poison B, liquid toxic organic liquids	4	2	1	1
11.	Pesticides poisons, toxins (liquid)	3	1	1	1

Chemical Classification		Hazard Code			
		Toxicity	Reactivity	Flammable	Corrosive
12.	Pesticides poisons, toxins (solid)	3	1	1	1
13.	Inorganic Salts (chlorides, fluorides, sulfates, bisulfate)	3	1	1	1
14.	Fibrous materials Asbestos, burlap, cotton, excelsior, hay, lead dross, paper scrapes, sawdust	3	1	1	1
15.	Hazardous Waste, liquid or solid	3	1	1	1
16.	Compressed Gas - toxic	4	2	2	2
17.	Compressed Gas - flammable	1	2	4	1
18.	Radioactive - low level	2	1	1	1
19.	Shock Sensitive/Explosive Compounds	3	4	1	1

Contingency Plan

Permit Number: 3415-HHW-2010

Permit Renewal

For

April 5, 2015

CONTINGENCY PLAN
FOR
3RC - 1401 S. MLK, JR. DRIVE, WINSTON-SALEM, NC

Name of Facility: Resource Recovery and Reduction Company, L.L.C. (3RC)
Location: 1401 South M.L.K. Jr. Drive Winston-Salem, North Carolina 27107
Address: 1401 South M.L.K. Jr. Drive Winston-Salem, North Carolina 27107
Telephone Number: (336) 784-4300

Facility Contacts: Michele Sakwa, President

Emergency Contacts: **Primary:** Michele Sakwa, President
(Office): (336) 784-4300;
Phone (Cell): (704) 577-4337
(Home) (704) 948-4356
Secondary: Keisha Roper, Facility Manager
(Office): (336) 784-4300
Cell: (336) 615-1670

Facility Description: The facility is located on approximately 3.323 acres (Deed Book 1479, Page 1670). The building consists of 3,000 square feet of office space, 250 square feet of laboratory, and 10,000 square feet of storage/processing area. Secondary containment exists in most of this area. The entire property is secured with a six-foot chain link, barbed-wire fence and has a secure gate with padlock. Night lighting is provided in the front of the building and around the property. Prior use for the facility was as a wastewater treatment processing facility, and prior to that it was an armory facility.

Household and CESQG (Conditionally Exempt Small Quantity Generator) waste collected at the facility includes: motor oils, antifreeze, paint and paint related materials (some are combustible), flammable materials (gasoline, kerosene, and charcoal lighter fluid), acid cleaners, caustic cleaners, various types of batteries, pesticides, some fertilizers and small amounts of oxidizers (sodium and calcium hypochlorite), fluorescent tubes, electronics and various other materials.

The facility property has one entrance, which is through the security gate at the front of the street. The building has a front office entrance and the processing/storage area has one side entrance, two back-door entrances and two garage-door entrances in the back. All doors are kept locked when the facility is closed.

There is one road into the facility, which splits; one drive is the concrete unloading pad. The other drive is gravel and curves to the back of the facility. Both roads are blocked with traffic cones when not in use.

Evacuation Plan: The alarm, which signals an evacuation, is either an air horn, which is kept in the processing area during processing, or voice signal. The evacuation route is through the plant to the office area, out the front door, through the gate and onto the curb. In the event the wind is blowing toward that area, a voice signal will be used to evacuate out the back of the building to the far corner of the property.

Emergency Procedures: In the event of an emergency due to a discharge, including larger spills, fire, explosion or other emergency, the facility's emergency coordinator will:

1. Activate the air horn or use voice signal to communicate to facility personnel and contractors.
2. Immediately notify the following authorities:

   Shamrock Environmental Services, Inc.
   Phone: 800-881-1098
   24 Hr.: Same

   State of North Carolina, Emergency Response
   Phone: (910) 771-4600
   24 Hr.: Same

   National Response Center
   Phone: (800) 424-8802
   24 Hr.: Same

   Forsyth County Emergency Management Services
   Phone: **(**336) 727-8000

3. The character, source, amount and extent of any discharge will be communicated, as well as any possible hazards, which may be associated with a potential release.
4. Fire extinguishers are posted in every processing area of the facility at each door, as well as the front office. Trained Personnel may try to extinguish local, incipient fires.
5. Containers that are open and which may present additional danger will be closed, if at all possible.
6. Any discharge will be containerized and sent for off-site disposal.
7. The president will notify authorities when any cleanup process is complete and all emergency equipment is cleaned fit for its intended use.

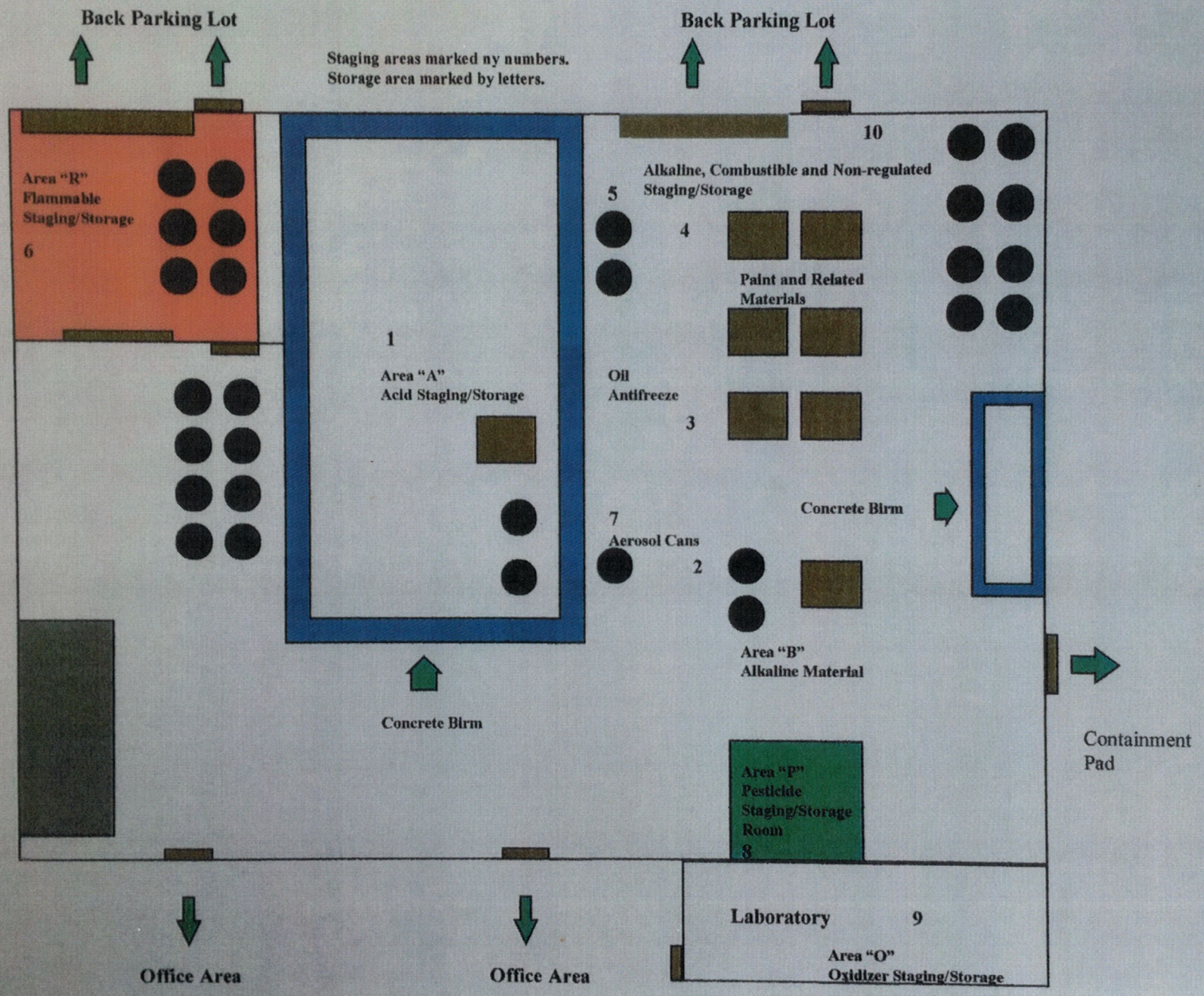
8. All details of any incident that requires implementing the contingency plan will be recorded by the owner or management, including the time and date. A report will be submitted by the owner/operator to the Division regarding the incident.
9. Training of personnel operating at the facility will include procedures for inspecting, repairing, replacing and using all emergency equipment and monitoring devices.
10. Personnel will be thoroughly trained in the Site Safety Plan, which includes alarm systems, potential hazards, and evacuation procedures.

Shut-down/Re-opening of Facility: 3RC will notify NC DENR Division of Waste Management Regional Office within twenty-four (24) hours of closing and/or re-opening the facility in the event of an unexpected or emergency situation. The landline number is (336) 776-9800.

Inspections: Management will conduct a weekly inspection of the facility, including storage, staging and processing areas, on the Weekly Inspection Checklist.

Recordkeeping: A waste storage report will be maintained at the facility, which includes the following information about the waste: common name, physical form, hazard class (if any) and quantity. This report will provide the necessary requirements for the Annual Solid Waste Report. All waste analysis reports will be maintained in a separate file. Summary reports of all incidents requiring implementation of the contingency plan will be maintained in a separate file. Inspection reports pertaining to the facility will be maintained in a file and kept on site at all times. 3RC will submit an annual report on all waste collected, recycled or managed at the facility.

STAGING/STORAGE DIAGRAM



SPCC Plan

Permit Number: 3415-HHW-2010

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For

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1.0 Corporate Certification

I hereby certify that I have carefully reviewed this Spill Prevention Control and Countermeasure Plan for Resource Recovery and Reduction Company (3RC), Winston-Salem North Carolina Facility. I understand the Plan and I will use my position as President to carry out, to the best of my ability, the operation of the plan.

_____

Michele Sakwa, President

_____

Date

2.0 Facility Information

Name of Facility: Resource Recovery and Reduction Company, L.L.C. (3RC)
Location: 1401 South M.L.K. Jr. Drive Winston-Salem, North Carolina 27107
Address: 1401 South M.L.K. Jr. Drive Winston-Salem, North Carolina 27107
Telephone Number: (336) 784-4300

Facility Contact: Michele Sakwa, President - Phone: (336) 784-4300
Cell: (704) 577-4337

Emergency Contacts: Primary: Michele Sakwa, President
(Office): (336) 784-4300
(Cell): (704) 502-5965
(Home): (704) 948-4356
Secondary: Keisha Roper, Facility Manager
(Office): (336) 784-4300;
(Cell): (336) 615-1670

Type of Facility: Solid Waste Processing Facility – Collection and Management off HHW/CESQG Waste and Recycling Activities

Maximum Storage Capacity: **(**146) 55-gallon drums or 8,030 total gallons of hazardous material.

3.0 Spill Prevention Control and Countermeasure Plan

3.1. History

This site is owned by Sedgefield Properties and is leased-to-own by 3RC. Resource Recovery and Reduction Company, LLC reconfigured the facility to it's current use as a solid waste processing facility.

3.2. Spill Potential - Solid Waste Processing Facility (Attachment 4, Plant Arrangement)

Due to the design of the facility, the secondary containment system, and the spill response equipment, the potential for spills and/or the migration of a spill off-site is slight. The facility receives non-regulated materials. Unknown materials are analyzed for identification and compatibility purposes. Generator knowledge is obtained, when possible. Using a Chemical Classifier Strip, and/or pH strips, The unknown can be characterized as an acid/base, oxidizer, fluoride risk, organic solvent, or halogen. Acceptable material is considered and stored. The material is then sent to appropriate recycling or disposal facilities. Adequate spill response equipment exists to prevent the runn-off from any spill event. Additionally, the facility is designed as a “closed loop” system to allow fkor the return of any spilled material to the containment areas.

3.2.1. Outside Loading/Unloading Area

The loading/unloading area is located outside the building. The outside loading/unloading area is a sloped concrete pad surrounded on two sides by a concrete dike. The loading/unloading pad is sloped so as to contain any spilled materials. The capacity of this containment area is approximately 7,000 gallons.

The potential for a spill from this area is limited. The migration of spilled material from this area is unlikely.

3.2.2 Inside Storage Area

After receipt of the non-regulated material into the appropriate storage areas, the material is then properly staged, containerized, labeled and dated with the accumulation start date.

Material not placed in secondary containers is elevated on wooden pallets and separated by a berm. The potential for a spill within this area is limited and the potential for the migration of a spill off-site is unlikely.

3.3. Non-Regulated Accumulation, Storage, Recovery or Disposal

Non-Regulated materials are accumulated in appropriate containers and then stored in compatible storage areas. Non-regulated materials are either brokered, for recovery or disposal, to appropriate TSD sites.

The potential for a spill from these activities is limited and the potential for the migration of a spill off-site is unlikely.

4.0 <u>Containment Structures</u>

The containment structures are coated with water seal to prevent leakage.

4.1. Additional containment

A supply of booms and absorbents are kept on site for the purpose of blocking any unprotected doorways and containing any minor leaks or spills.

The potential for a spill from this facility is unlikely; however immediate action by trained facility personnel would be required to prevent migration.

Resource Recovery and Reduction Company, L.L.C., Winston- Salem has made arrangements with a local emergency response contractor who has equipment available and is able to quickly respond to major spill events should the need arise. (See Attachment 2. Notification List).

5.0 Inspections

All containment structures are inspected on a regular basis and reported on the Weekly Inspection Form.

6.0 Security

All hazardous materials are stored inside the building or under cover. All doors and entrances to the building are closed and locked during periods of shutdown preventing access to the non-regulated materials. The entire facility is surrounded by fencing and the front gate is locked at closing. All security personnel are trained in the operation of equipment shutdown procedures, as well as appropriate response procedures until trained facility response personnel can arrive.

7.0 Training

The President and Facility Manager are responsible for the training of employees. Employees of the facility will be trained in the contents of this plan, spill response, inspection procedures, loading/unloading procedures, and notification procedures regarding this plan.

8.0 Attachments

Attachment 1.

Notification List (Call in order)

Michele Sakwa, President

Phone: (336) 784-4300
Digital: (704) 577-4337

Keisha Roper, Facility Manager

Phone: (336) 784-4300
Digital: (336) 615-1670

Emergency Response Contacts **For uncontrollable spills or if facility personnel not available**

Four Seasons Industrial Svcs. **Phone:** (910)273-2718
24 Hr.: Same

State of North Carolina, Emergency Response **Phone:** (910) 771-4600
24 Hr.: Same

National Response Center **Phone:** (800) 424-8802
24 Hr.: Same

Attachment 2.

Inspection and Unloading Forms

Month: _____

3RC Weekly Inspections

Inspection Area	Week 1	Week 2	Week 3	Week 4	Week 5
Fenceline Around Facility:					
Entrances/Exits to Building:					
Fire extinguishers:					
Safety Shower:					
Eye Wash:					
Safety Horns:					
Exit signs:					
Staging Area Leaks:					
Storage Area Leaks:					
Drums Labeled:					
Scale Calibrated:					
Date Inspected:					
Inspector:					
Inspector Initials:					
Check Exit Lights Hold 30 seconds					

Indicate with "X" satisfactory; with "*" unsatisfactory and comments.
All "*" must be rectified with date noted.

Resource Recovery And Reduction Company, LLC
Waste Management Services for Business and Government

The Enviro-Station
Household Hazardous Waste Identification Form

Forsyth County Resident? (circle) Yes No County:_____
Date: _____
Name: _____
Address: _____
City: _____ State _____ Zip Code _____
Driver's License Number: _____

****Please take a moment to rate the Household Hazardous Waste Collection Service: (circle one)**

Poor **Satisfactory** **Very Good** **Excellent**

I certify that I am a resident of Forsyth County and that this waste was generated from my residence. I understand that it is illegal for me to bring waste from my business under this program. All container labels specify the true contents, to the best of my knowledge, of each labeled container. I do not have explosives, ammunition, PCBs, Radioactive (smoke detectors), gas cylinders, or bio-infectious material with my waste.

Name (Signature): _____

For Office Use Only - Do not write below this line.

Oil Based Paint and Related Materials					
Flam/Comb Solids & Sludges					
Latex Paint and Related Materials					
High Btu Liquids: Gas, oil					
Low Btu Liquids: Antifreeze					
Oxidizers					
Pesticides					
Aerosols					
Fertilizers					
Reactives					
Alkaline Material					
Acid Material					
Batteries: Lead Acid					
Batteries: Nickel/Cadmium					
Batteries: Lithium					
Batteries: Mercury					
Bulbs: 4'					
Bulbs: 8'					

Electronics	**Weight**	**Cost**	**Check**	**Cash**	**Receipt Number**

Item Description	
TV's	

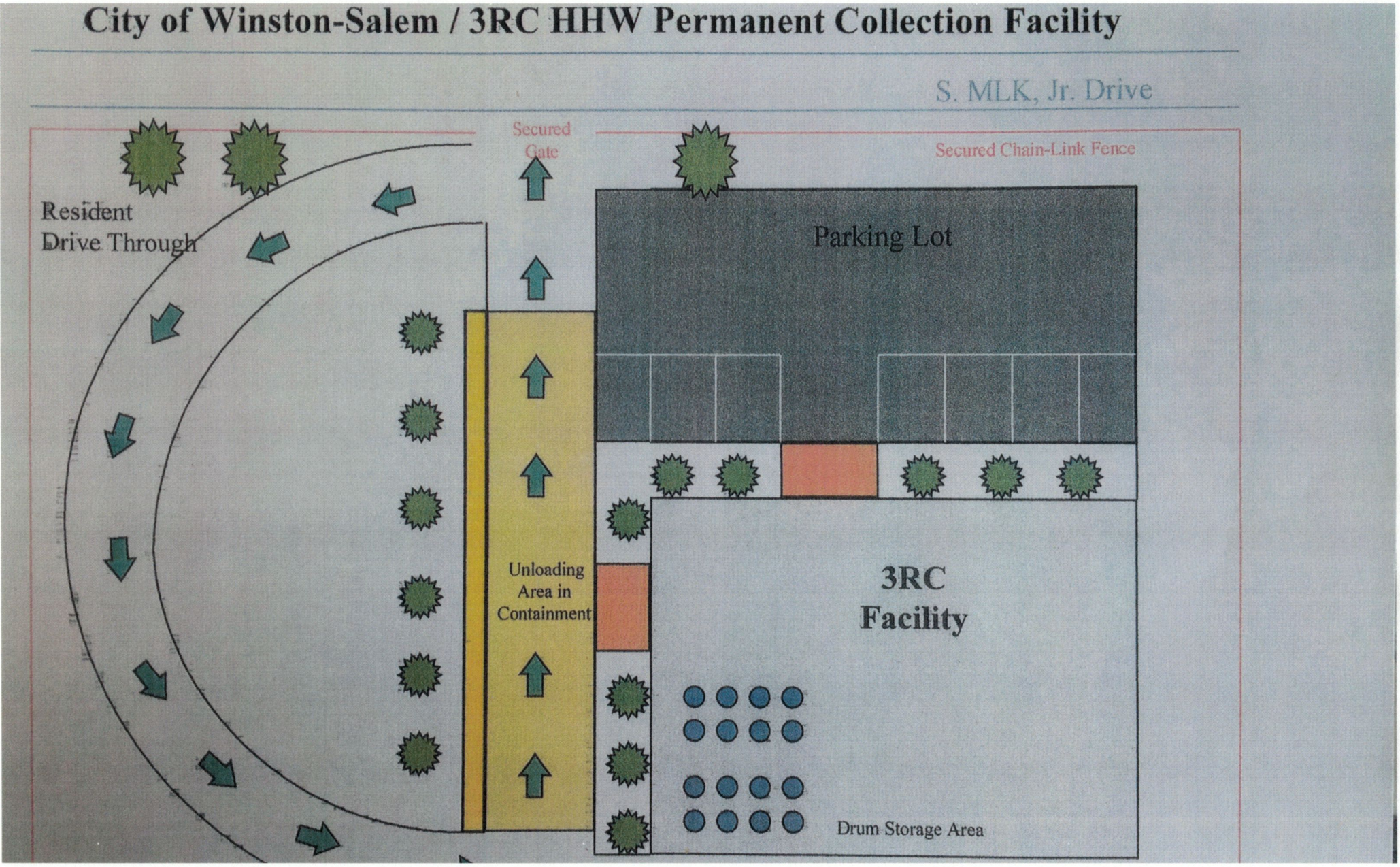
Attachment 3.

Corporate Responsibilities

Michele Sakwa, President: Implementation of the plan and training .

Keisha Roper, Facility Manager: Implementation of the plan and training in Michele Sakwa's absence.

Attachment 4.

Maps

City of Winston-Salem / 3RC HHW Permanent Collection Facility