

**APPLICATION FOR
 HOUSEHOLD HAZARDOUS WASTE IDENTIFICATION NUMBER**

A household hazardous waste I.D. number shall be required to ship collected materials off-site for treatment and/or processing.
 Please check the appropriate box and fill in the blanks.

Temporary Event

Permanent Facility

OPERATOR/CONTRACTOR

Facility/Event Host	Solid Waste & Recycling Division	County	Chatham		
Contact Person	Sandy Skolochenko	Title	Waste Reduction Coordinator		
Mailing Address	PO Box 1550				
City	Pittsboro	State	NC	Zip	27312
Phone	919-542-5516	Fax	919-542-0058	E-mail	recycle@chathamnc.org
On-Site Contractor	Ecoflo, Inc.				
Contact Person	Kenn Webb	Title	Vice President, Field Services		
Mailing Address	2750 Patterson St.				
City	Greensboro	State	NC	Zip	27407
Phone	336-617-2733	Fax	866-929-0371	E-mail	kwebb@ecoflo.com

TRANSPORTER

Company Name	Ecoflo, Inc.	ID No.	NCD980842132		
Contact Person	Kenn Webb	Title	Vice President, Field Services		
Mailing Address	2750 Patterson St.				
City	Greensboro	State	NC	Zip	27407
Phone	336-617-2733	Fax	866-929-0371	E-mail	kwebb@ecoflo.com

DISPOSER/RECYCLER

Company Name	Ecoflo, Inc.	ID No.	NCD980842132		
Contact Person	Kenn Webb	Title	Vice President, Field Services		
Mailing Address	2750 Patterson St.				
City	Greensboro	State	NC	Zip	27407
Phone	336-617-2733	Fax	866-929-0371	E-mail	kwebb@ecoflo.com

COLLECTION DETAILS

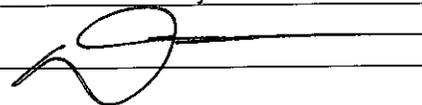
Physical Location of Event/Facility	39 County Services Road, Pittsboro, NC				
Date of Temporary Event (if applicable)					
Materials To Be Collected	Household hazardous wastes				
Materials To Be Recycled	Waste oil, paint, gas cylinders, fluorescent light bulbs, batteries, etc.				
Additional Comments					

CERTIFICATION OF OPERATOR/CONTRACTOR:

I certify that the information supplied is accurate and correct to the best of my knowledge and belief, and that this facility will only accept household hazardous waste. I am authorized to make this request on behalf of the operator at the location given.

Name Dan LaMontagne Title Public Works Director

Company Chatham County

Signature  Date 4/15/15

Purpose: Application for household hazardous waste identification number. This number shall be used to ship collected materials off-site for treatment and/or processing.

Distribution: Mail completed original to the following address:

Division of Waste Management
Solid Waste Section
1646 Mail Service Center
Raleigh, North Carolina 27699-1646

Contact: Bill Patrakis (919) 707-8290

Disposition: This form shall be maintained in accordance with the standards of the Solid Waste Section's Records Disposition Schedule published by the North Carolina Division of Archives and History.

The Solid Waste Section shall assign an identification number upon receipt of application.

***Temporary Day -** Upon completion of a Temporary Collection day, a report on HHW collected, disposed, and recycled shall be returned to the Solid Waste Section.

***Permanent Site -** An annual report on HHW collected, disposed, and recycled shall be returned to the Solid Waste Section.

SOLID WASTE SECTION USE ONLY

Date Received: _____

Date Approved: _____

HHW ID Number: NC ___ H _____

Operational Plan for Chatham County Permanent Household Hazardous Waste Collection Facility

This plan describes the normal operating procedures for the Chatham County Permanent Household Hazardous Waste (HHW) Collection Facility. Additional procedures for emergency situations are contained in a separate Contingency Plan.

The HHW facility is located at 39 County Services Road – at the Solid Waste & Recycling Division’s Main Facility. The HHW facility was constructed within an area that has been set aside for various recycling operations, including yard waste, tires, motor oil, batteries, electronics, and white goods.

User Eligibility

The HHW facility is primarily intended to serve the residents who live within Chatham County. The HHW facility also accepts HHW from the residents of the other three counties (Wake, Chatham, and Durham) that joined together in a Triangle-wide effort to more effectively manage these wastes. This regional approach provides maximum convenience for residents of the Triangle area and will help prevent improper disposal of HHW. Any wastes brought to the HHW facility from households outside the four-county area will be considered for acceptance on a case-by-case basis. Records will be kept concerning any such wastes, and these records will contain information on the types and quantities of wastes, their origin, and the decision regarding their acceptance or rejection.

Only household wastes are accepted at the HHW facility. Businesses needing to dispose of hazardous wastes are referred to vendors who offer “milk run” programs for picking up at business locations.

Each time the HHW facility is open, contractor personnel directs traffic, checks for proof of residency, and provides educational materials as needed.

Screening and Collection of Wastes

Once eligibility has been established, the users will be directed to proceed to the waste removal area and form a waiting line if needed. Contractor personnel will direct the flow of traffic to ensure safe and efficient operations. The user at the front of the line will be directed to drive onto the concrete receiving apron and under the canopy, where wastes can be safely removed from the vehicle. Contractor personnel will check the wastes and remove them from the vehicle. The occupants of the vehicle will be asked to remain inside the vehicle unless it is necessary to unlock the trunk for removal of wastes.

Contractor personnel will maintain safe operations by immediately dealing with any leaking, damaged, unlabeled, or potentially shock sensitive or explosive materials.

The public education effort will inform potential users that the HHW facility is designed to handle HHW from the following general categories: 1) corrosive 2) reactive 3) toxic 4) ignitable products. Because of difficulties in handling a few specific types of wastes, the education effort will actively discourage users from bringing explosives, radioactive materials, biologically active wastes, and asbestos. However, in the event that a misinformed citizen brings such wastes to the HHW facility, site personnel will consider taking the wastes anyway to avoid improper disposal. The decision regarding these wastes will be based upon established policies as well as the specific details of each case. As necessary, the transportation and disposal contractor will help find specialized vendors to remove any such wastes for treatment or disposal.

Waste Identification and Packaging

As the wastes are received, contractor personnel will perform initial waste identification and segregation.

Onsite chemical analyses will be conducted in an attempt to identify any unknown wastes. If necessary, additional analyses will be conducted at an offsite laboratory. Such offsite analyses will occur as soon as possible. Contractor personnel will prepare the samples using appropriate chain of custody and will send them to a laboratory for analysis. Meanwhile, the unknown waste material will remain onsite, isolated in a container by itself. Once the analytical results are obtained, the material will be scheduled for pick up and appropriately managed.

Contractor personnel will conduct the packaging and documentation of accepted waste. Contractor personnel will provide transportation of the hazardous wastes collected at the HHW facility. The contractor will also arrange the recycling, treatment, or disposal of these wastes. Many of the wastes will probably require lab packing. Lab packing of materials may occur on the same day as collection activities, provided that time and appropriate personnel are available and that adequate quantities of compatible materials are received. Otherwise, materials will be safely stored until the next scheduled workday. Additionally, partially filled (packed) containers may remain onsite until adequate amounts are collected and properly packaged for transport.

If pumping, pouring, or bulking of wastes is required, grounding and explosion-proof equipment will be used as needed. For both lab pack and bulk packaging, all containers will be of the Department of Transportation (DOT) specification, type, and size most appropriate for the specific waste type and planned treatment or disposal method. Wastes will be packed in either fiber, plastic, or steel containers of open or closed-head types, in sizes ranging from 5-gallon pails to 85-gallon overpacks.

For any necessary lab packing, wastes will first be segregated according to DOT hazard class, then by chemical compatibility and by the acceptance criteria of specific waste recycling, treatment, or disposal facilities. An absorbent material such as vermiculite will be used to surround inner containers, prevent breakage, absorb any leaking materials, and prevent release from the outer (shipping) container. Each inner container will be recorded on container content forms, providing a complete record of the contents of any drum.

Whether lab pack or bulk, the filled drums will be closed, labeled, and marked in accordance with DOT and Environmental Protection Agency (EPA) shipping requirements, and the proper information will be recorded on the manifest. The generator's notification and certification will also be prepared, as required under the land-ban regulations if applicable.

Accumulation Time

The storage building at the HHW facility is designed to accommodate temporary accumulation of several classes of hazardous materials. Contractor personnel and local government representatives will be trained as appropriate concerning proper waste segregation and safe storage procedures.

In accordance with state requirements for temporary storage, the date upon which each period of accumulation begins will be clearly marked and visible on each container. Furthermore, while being stored onsite, all containers with accumulating hazardous wastes will be labeled or marked clearly with the words, "Household Hazardous Waste" unless the material is recyclable (e.g., used oil, latex paints, batteries) and is separated from other hazardous waste.

Time in storage may vary according to the volume of waste received. Removal of wastes by the contractor will be scheduled as necessary to minimize expense to the local government while still complying with applicable regulations and safety considerations. Wastes will not be stored longer than 180 days without written permission from the North Carolina DENR Division of Solid Waste Management.

Storage Building Specifications

The HHW facility was designed and constructed to ensure safe and efficient operation. According to state guidance concerning storage of ignitable and reactive wastes, the storage building is located at least 50 feet from the property line. Furthermore, the storage building is separated from operational areas of the solid waste facility in order to minimize damage in case of fire. The location of the HHW facility relative to other operational areas is shown on the enclosed site map.

As required for proper safety and environmental protection, the storage building is: 1) designed to contain leaks and spills; 2) covered to exclude rain water; 3) secured to control access; and 4) constructed in accordance with all applicable National Fire Protection Association codes. The HHW facility consists of a single storage building with an attached concrete receiving apron plus canopy.

Access Control and Security

Access to the HHW facility and chemical-handling areas will be controlled to prevent unnecessary public exposure to potentially harmful substances. Areas where chemicals are handled or stored are clearly marked using caution signs. The signs contain appropriate warnings such as "No Smoking," and "Authorized Personnel Only." In addition, during collection times, contractor personnel will be stationed in strategic locations and will serve as checkpoint personnel to direct the flow of traffic and people.

The HHW storage building is secured against unauthorized access by locked doors and by a perimeter fence with a locked gate. Furthermore, its location adjacent to other county buildings will provide an extra measure of safety due to the presence of personnel at nearby areas during normal operating hours.

Hours of Operation

The HHW facility will be open for receipt of wastes nine months of the year on the third Saturday of the month from 9:00 am to 3:00 pm. Currently the HHW facility is open March through November and closed from December through February. If there is a need to add more days per month or extend these hours to meet user demand, the NC DENR Division of Solid Waste Management will be notified in writing.

Personnel and Duties

The HHW facility will be staffed by well-trained, qualified personnel under the leadership of the contractor's Project Supervisor.

The Project Supervisor will direct onsite operational efforts and is responsible for implementing the safety plan during site operations. He or she has the authority to stop work for health and safety reasons and has primary responsibility for:

- opening and closing the site according to established checklists and completing pre and post event inspections;
- immediately reporting any unusual or unsafe conditions to contractor personnel and local government representatives;
- assuring that all onsite contractor personnel have met the training requirements appropriate for their duties;
- informing onsite contractor personnel of the proper procedure during an emergency as outlined in the Contingency Plan;
- identifying any onsite contractor personnel having special medical problems;
- assuring that onsite contractor personnel are aware of the potential hazards associated with site operations;

- assuring that appropriate personal protective equipment is available and properly used;
- establishing guidelines for wearing and decontaminating (if necessary) personal protective equipment;
- monitoring the safety performance of onsite contractor personnel;
- correcting any work practices or conditions that may result in injury or exposure to hazardous substances;
- observing onsite contractor personnel and local government representatives for signs of exposure or stress;
- providing first aid if necessary;
- preparing any accident/incident reports; and
- ensuring that any necessary monitoring equipment is properly maintained and in good operating order.

Training Plan and Qualifications of Trainers

The transportation and disposal contractor for this HHW facility will be responsible for training contractor employees. The contractor training program is designed to enable appropriately trained personnel to receive and handle wastes in a safe, environmentally sound manner and to work in compliance with the contractor's methods and with applicable regulations. **Contractor will assign one supervisory personnel to this project with health and safety training in accordance with the Occupational Safety and Health Administration standard in 29 CFR 1910.120(e).** By definition this Supervisor will have a minimum of 40 hours of classroom training and three days of field experience under the direct supervision of a trained, experienced supervisor in the proper management of hazardous waste including the response to cleanup of hazardous waste spills. This supervisor will manage site operations at the HHW facility.

Other contractor supplied personnel will be fully trained in the proper handling of household hazardous waste before being assigned to the HHW facility. As required, complete training records (along with job description, job title, and other pertinent information) will be kept at the HHW facility. Contractor will provide the same personnel where possible to allow for familiarity with specific requirements of the HHW facility and the additional experience gained from working as a team member in partnership with Chatham County Solid Waste & Recycling Division.

Provisions for Ignitable, Reactive, or Incompatible Wastes

Site personnel will use special precautions to protect ignitable or reactive wastes from sources of ignition or reaction. These wastes will be separated from other wastes being stored in the HHW facility. Any ignitable or reactive wastes will be protected from possible sources of ignition or reaction, including but not limited to: open flames, hot surfaces, frictional or radiant heat, and spontaneous ignition (e.g. from heat-producing chemical reactions). Any tools used for equipment maintenance in areas containing ignitable wastes will be of a non-sparking type. Maintenance activities such as welding or cutting, which potentially could generate sparks or open flame, will be allowed only by special permission of the facility manager or designee. This permission will be granted only after the area has been inspected and tested for flammable vapors, and all ignitable or reactive materials have been removed or protected. Policy will prohibit smoking or open flame within or near the storage building. "No Smoking" signs will be placed at the entrance to unloading and storage areas and will be conspicuously placed wherever there is a direct hazard from ignitable or reactive wastes. Areas in which ignitable materials are stored will require the use of explosion-proof equipment and lighting. Proper grounding will be maintained in order to dissipate any accumulation of static charges generated by the movement of hazardous liquids in pouring or bulking operations.

Regarding incompatible wastes, the following special provisions apply:

- (1) Incompatible wastes will not be placed in the same container;
- (2) Hazardous wastes will only be placed in new, unused containers or in containers cleaned and reconditioned by a licensed manufacturer (and labeled as such);
- (3) A storage container holding a hazardous waste that is incompatible with any waste or other materials stored in close proximity will be separated from them by containment structures such as built-up curbs or will have secondary containment such as drip pans constructed of steel or polyethylene.

As a general rule, the handling and storage of all hazardous wastes (especially any that are ignitable, reactive, or incompatible) will be conducted so that it does not:

- generate extreme heat or pressure, fire or explosion, or violent reaction;
- produce uncontrolled toxic mists, fumes, dusts, or gases in sufficient quantities to threaten human health;
- produce uncontrolled flammable fumes or gases in sufficient quantities to pose a risk of fire or explosions;
- damage the structural integrity of the device or facility containing the wastes; or
- threaten human health or the environment.

The procedures to comply with these provisions depend upon: 1) proper identification of waste materials as they are received, 2) segregated storage according to compatible hazard class, and 3) no commingling, bulking, or combining of incompatible hazard classes.

Operational/Emergency Equipment and Personal Protective Equipment

The HHW facility will contain the necessary equipment for protecting contractor personnel. The HHW facility will also contain the equipment needed to implement the contingency plan. The HHW facility will be equipped with an immediately available telephone from which emergency assistance could be summoned. Internal communications will be carried out by voice as the most practical method given the restricted size of the HHW facility. A hand-held, pressurized air horn will also be available to signal an emergency situation.

Other equipment to be kept at the HHW facility will include portable ABC dry chemical and CO fire extinguishers, spill control equipment including clay and/or inert absorbents, pads, booms, shovels, brooms, containers, and various commercial decontamination solutions.

The HHW facility will be inspected weekly from March through November and monthly from December through February and maintained as necessary to ensure its presence and proper operation in case of emergency. Results of inspections will be recorded on a customized checklist that will include dates. Fire protection equipment will be tested according to manufacturer specifications.

Personal Protective Equipment (PPE) will be used to protect contractor personnel and local government representatives from spills, broken containers, and sharp objects. The level of PPE required for particular tasks is described in the following examples:

Persons removing wastes from vehicles -- Level D – modified*

- white tyvek coveralls;
- safety glasses with side shields;
- chemical-resistant nitrile gloves with outer leather gloves (optional);
- safety shoes.

*Depending on the substances being handled, a higher level of PPE (including respirators and goggles, and chemical resistant protective coveralls) might be required. In the event of this situation, the citizen may be staged in an area to allow for suiting up to handle the special circumstances.

Persons Opening Containers and Bulking Waste -- Level C

- chemical-resistant coveralls;
- full-face respirator;
- polyurethane or other chemical-resistant steel-toed safety boots;
- organic vapor cartridges and high-efficiency particulate air filter if necessary (as determined according to the waste being handled);
- chemical-resistant inner glove and outer puncture-resistant glove.

Persons Sampling or Segregating Waste -- Level D - modified

- safety glasses;
- white Tyvek with chemical resistant apron;
- chemical-resistant steel-toed safety shoes/boots;
- full face respirator (as required);
- chemical-resistant inner glove and puncture-resistant outer glove

Persons Lab Packing HHW -- Level D - modified

- safety glasses;
- white Tyvek with chemical resistant apron;
- chemical-resistant steel-toed safety boot;
- full face respirator (as required);
- chemical-resistant inner glove and puncture-resistant outer glove.

[Note: Contractor personnel handling or moving drums require steel-toed safety shoes. Regular safety shoes may be substituted for chemical-resistant safety shoes when no chemical exposure hazard exists.]

Use and Management of Containers

Appropriate containers fitting DOT specifications will always be used for storing wastes at the HHW facility. Contractor personnel will only use containers that are compatible with the wastes to be stored in them, so that containment ability is not impaired.

All containers holding accumulated HHW will be checked at least weekly to ensure that they haven't been stored for longer than 180 days and also to ensure their integrity. These inspections will be used to detect any leaks or deterioration caused by corrosion or other factors. Results of these inspections will be recorded. If a container holding hazardous waste is found to be in poor condition or if it begins to leak, contractor personnel will transfer the wastes from the defective container to one that is in good condition or will over pack the container in a suitable storage drum.

Contractor personnel will also ensure that any containers holding hazardous waste will be kept closed during storage, except when it is necessary to add or remove waste. Caution will be taken in the movement of all

containers to prevent them from being tipped over or punctured. Furthermore, the containers will not be opened, handled, or stored in a manner which may rupture them or cause them to leak.

Unobstructed aisle space will be maintained to allow movement of personnel, containers, and emergency equipment within the storage building and apron at all times.

Recycling of Wastes

HHW collected at this facility will be reused, recycled or treated whenever economically practical, and incineration or landfilling will be used as a last resort.

Transportation and Disposal

When the transportation and disposal contractor arrives at the HHW facility for a scheduled pickup, the contractor will ensure that all containers are properly packaged, labeled, documented, and manifested. Contractor personnel will then load the containers onto a contractor vehicle and will transport them to a licensed facility for final treatment, recycling, or disposal.

Reporting and Documentation

Thorough and accurate records will be maintained to ensure the accurate tracking of hazardous materials from the generator to final disposal sites. Container Contents Sheets will detail each drum's contents and waste quantities. Additional records that will be generated to ensure accurate record keeping include the following:

- Drum Tracking Sheet (contractor's in-house form);
- Uniform Hazardous Waste Manifest;
- Contractor's Material Profile Sheet (for wastes in bulk, 5 gallons or more);
- Waste Certification/Notification (to meet requirements of land-ban requirements if applicable);
- TC Rule Certification/Recertification (to meet the TCLP Rule requirements if applicable);
- Certificates of Disposal.

Maintenance and Operation of the Facility

The HHW facility will be maintained and operated to promote personnel safety and to minimize the possibility of a fire, explosion, or any unplanned sudden or non-sudden release of hazardous waste or hazardous waste constituents to air, soil, or surface water which could threaten human health or the environment. The appropriate provisions and procedures necessary to ensure safe and efficient operations have been stated in this plan.

Contingency Plan for Chatham County Permanent Household Hazardous Waste Collection Facility

Responsible Agency: Chatham County Solid Waste & Recycling Division
28 County Services Road
PO Box 1550
Pittsboro, NC 27312
(919) 542-5516

Facility Address: Chatham County HHW Collection Facility
39 County Services Road
Pittsboro, NC 27312

Emergency Coordinators (listed in the order they should be contacted):

Chatham County

Primary: Dan LaMontagne, Public Works Director
Work: PO Box 1550, Pittsboro, NC 27312 Cell: (919) 548-9043
Home: 204 Charlesfort Lane, Holly Springs, NC 27540 Home: (919) 577-1925

Secondary: Sandy Skolochenko, Waste Reduction Coordinator
Work: PO Box 1550, Pittsboro, NC 27312 Cell: (919) 548-0544
Home: 811 Hale Street, Durham, NC 27705 Home: (828) 413-3358

Sonya Gilliland, Operations Manager
Work: PO Box 1550, Pittsboro, NC 27312 Cell: (919) 930-7327
Home: 3415 Bonlee Carbonton Road, Goldston, NC 27312 Home: (919) 837-8731

Contractor – Ecoflo

Primary: Kenn Webb, VP Field Services Cell: (336) 324-6789

Secondary: Patty Pegg, Logistics Manager Cell: (336) 558-8815
Juan Balbuena, Project Supervisor Cell: (919) 923-8212
After Hours Emergency – Ecoflo Headquarters (336) 855-7925

Contingency Plan Purpose and Implementation

This plan is designed to minimize hazards to human health and the environment from fires, explosions, or any unplanned, sudden or non-sudden release of hazardous constituents to air, soil, or surface water. The provisions of this plan will be carried out immediately whenever there is an emergency at the facility.

Contingency Plan Contents

This plan contains emergency procedures for four types of incidents: spills, fires, explosions, and non-project-related disasters (as defined below).

A **spill** is an unintentional release of materials in a quantity that is sufficient to cause environmental or personal harm.

A **fire** is the ignition or conflagration of either waste materials or paper and wood trash.

An **explosion** is a sudden detonation of waste materials.

Non-project-related disasters include unlikely events such as tornadoes, earthquakes, floods or bomb threats.

Facility Staffing and Emergency Responsibilities

The Chatham County Permanent HHW Collection Facility will be operated as a cooperative effort of local government representatives (from the responsible agency listed above) and personnel from the waste transportation and disposal contractor. In the event of an emergency, all appropriately trained personnel who are available (possibly including both contractor personnel and local government representatives) would participate in the response as directed by the designated emergency coordinator. Accordingly, throughout the remainder of this plan, the term “personnel” will be used to refer to appropriately trained representatives of both groups.

Arrangements with Local Authorities

Facility representatives will make arrangements to familiarize local authorities with all pertinent aspects of the facility and its operations. Local authorities include Chatham County Sheriff’s Department, Pittsboro Fire Department, Chatham County Emergency Operations, Chatham County Fire Marshall, and First Health of Chatham (EMS). As necessary, a primary emergency authority may be designated to one or more of these local agencies, with other agencies in supporting roles. Hospital personnel in Siler City and Chapel Hill have also been contacted and are aware of the properties of the wastes to be handled at the facility and the types of illnesses or injuries that could result from fires, explosions, or accidental releases.

Contingency Plan Revisions

This contingency plan will be kept at the facility and will also be distributed to local authorities (as described above). The contingency plan will immediately be revised whenever:

- (1) The plan fails in an emergency;
- (2) There are significant changes in facility design, construction, operation, or maintenance;
- (3) The list of emergency contacts is changed; or
- (4) The list of emergency equipment is changed.

Emergency Response Materials and Equipment

A variety of emergency response materials and equipment will be kept at the facility. These materials will include some or all of the following, as deemed necessary by the contractor's Project Supervisor for this facility:

- spill control equipment (described in a subsequent section);
- decontamination solutions;
- fire extinguishers;
- personal protective equipment;
- self-contained breathing apparatus;
- emergency eyewash station; and
- first aid kit.

Designation of Emergency Coordinator

At all times, there will be at least one local government representative or the contractor's Project Supervisor either on the facility premises or on call with the responsibility for coordinating all emergency response measures. During collection activities, the contractor's Project Supervisor will assume the role of Emergency Coordinator. This coordinator will be familiar with all aspects of the facility's contingency plan, all operations and activities at the facility, location and characteristics of wastes to be handled, location of all facility records, and facility layout. In addition, this person will have the authority to commit the resources needed to implement the contingency plan. The emergency coordinator will coordinate all emergency response with the contractor's Project Supervisor or designee and will supervise the implementation of emergency procedures described in the following sections of this plan.

Spill Response Equipment and Procedures

Normal spill prevention techniques will be used at the facility, and standard spill control equipment will be available. This equipment will include some or all of the following:

- bulk absorbents;
- overpack drums;
- absorbent boom or pillows;
- polyethylene liners;
- containers for contaminated absorbent;
- non-sparking tools; and
- decontamination products.

In the event that a release occurs, the following procedures will be used:

- (1) The individual who notices the spill will alert other personnel by voice or three blasts of an air horn;
- (2) All personnel will stop work and secure their areas of responsibility;
- (3) The emergency coordinator will direct all public participants to a safe area if necessary;
- (4) The emergency coordinator will identify the character, exact source, amount and real extent of any released materials. The coordinator will assess the possible hazards to human health and the environment, considering both direct and indirect effects (e.g. the effects of any toxic, irritating or asphyxiating gases that are generated, or the effects of any hazardous surface-water runoff from water or any chemical agents used). The emergency coordinator will also determine the proper

protective equipment needed and will monitor for leaks, pressure buildup, gas generation, or ruptures in equipment as appropriate.

- (5) If the release is serious enough to affect human health or the environment outside of the facility, the emergency coordinator will immediately contact local authorities and will also notify the National Response Center or the government official designated as the on-scene coordinator for the area. This report will include: name and telephone number of the reporter, name, address, and telephone number of the responsible agency; name, address, and telephone number of the facility; date and time of the incident; type of incident; name and quantities of materials involved; extent of injuries; and possible hazards to human health and the environment.
- (6) Site personnel will be assigned to control the spill and prevent its spread or other complications. If necessary, personnel can be assigned to isolate storm drains and sewers. Personnel will don their protective equipment and take appropriate steps for cleaning up the spill. Any incompatible materials located near the spill will be removed. A fire watch will be established and the local fire department will be notified. Reasonable measures will be taken to ensure that the problem does not recur or spread to other wastes.
- (7) If the emergency coordinator determines that outside assistance is needed, then appropriate calls will be made using the emergency phone list.
- (8) Once the spill is contained and cleaned up, any response equipment used will be decontaminated, inspected, and put back in service when returned to an acceptable condition;
- (9) Immediately after an emergency, the emergency coordinator will provide for treating, storing, or disposing of recovered waste, contaminated soil or surface water, or any other material that results from a release, fire, or explosion at the facility.
- (10) The responsible agency will make a report of the incident in the operating record and will also notify the NC DENR's Division of Solid Waste Management within 24 hours. A written report will be filed with the Division within 15 days, and it should include all the information in item 5 above, plus the estimated quantity and disposition of recovered material from the incident.
- (11) The affected areas of the facility will not be placed in operation again until the responsible agency has notified the appropriate authorities that the facility is once again functional.

Fire/Explosion Response Procedures

Emergency procedures to be used in the event of a fire or explosion are as follows:

- (1) The individual who notices the fire or explosion will alert other personnel by voice or a long blast (at least 10 seconds) from an air horn;
- (2) All personnel will stop work and secure their areas of responsibility;
- (3) The emergency coordinator will alert the local fire department and will move public participants to a secure location;
- (4) Site personnel will be assigned to contain and halt the fire unless an explosion is possible (in which case the emergency coordinator will call for evacuation). If the fire is chemical in nature or spreads to the chemical waste, personnel will don a positive pressure self-contained breathing apparatus. Personnel will fight the fire using fire extinguishers and/or soil and absorbents. Water will generally not be used if the fire is due to the ignition of a flammable liquid, because the water spray could cause spattering or allow the liquid to spread.

- (5) If the fire goes beyond the incipient stage and cannot be controlled with extinguishers, the emergency coordinator will notify appropriate authorities and prepare to evacuate the work area. Personnel will assist local responders when necessary. Such assistance may include: helping to evacuate local residents; blocking off storm drains and berming water sources; removing all unnecessary personnel and vehicles from the area; and removing waste material if possible.
- (6) If the fire or explosion is serious enough to affect human health or the environment outside of the facility, the emergency coordinator will immediately contact local authorities and will also notify the National Response Center or the government official designated as the on-scene coordinator for the area. This report will include: name and telephone number of the reporter, name, address, and telephone number of the responsible agency; name, address, and telephone number of the facility; date and time of the incident; type of incident; name and quantities of materials involved; extent of injuries; and possible hazards to human health and the environment.
- (7) Once the fire has been extinguished, cleanup of the area will commence. During cleanup activities, the emergency coordinator will monitor for leaks, pressure buildup, gas generation, or ruptures in equipment as appropriate. If the fire was chemical in origin or spread to the waste area, all potentially contaminated cleanup materials will be disposed of as waste.
- (8) Immediately after an emergency, the emergency coordinator will provide for treating, storing, or disposing of recovered waste, contaminated soil or surface water, or any other material that results from a release, fire, or explosion at the facility.
- (9) The responsible agency will make a report of the incident in the operating record and will also notify the NC DENR's Division of Solid Waste Management within 24 hours. A written report will be filed with the Division within 15 days, and it should include all the information in item 6 above, plus the estimated quantity and disposition of recovered material from the incident.
- (10) The affected areas of the facility will not be placed in operation again until the responsible agency has notified the appropriate authorities that the facility is once again functional.

Procedures for Non-Project Related Disasters

In the unlikely event of disasters such as floods, tornadoes, earthquakes, and bomb threats, the following procedures will be used:

- (1) The individual who notices the situation will alert other personnel by voice or a long blast of an air horn;
- (2) All personnel will stop work and secure their areas of responsibility;
- (3) The emergency coordinator will alert the appropriate authorities and move personnel to a secure location. The affected area will be secured to prevent access; and
- (4) If necessary, further procedures will be determined and implemented as appropriate given the specific nature of the emergency.

Evacuation Plans

Whenever there is an emergency incident at the facility, the emergency coordinator will decide if evacuation is necessary. In making this decision, the emergency coordinator will consider various factors, including the following:

- potential for the fire and/or explosion to intensify or spread;
- potential for release of toxic fumes; and
- quantity of released material.

If evacuation of the facility is necessary, personnel will be immediately notified by voice or air horn. The following procedures will then be implemented:

- (1) All personnel will leave the facility as quickly as possible through the nearest exit and proceed directly to a designated assembly area at a safe distance from the facility. All site personnel will be accounted for. If any personnel are missing, attempts to find them will not involve endangering the lives of others. No personnel or vehicles will be allowed to reenter the facility unless specifically authorized by the emergency coordinator. Normally, the only persons allowed to reenter will be emergency response personnel;
- (2) After the emergency is over, reentry will not be allowed until the emergency coordinator has determined that the facility is safe and has given appropriate notification to personnel; and
- (3) Drills will periodically be held to practice these evacuation procedures and will be treated with the same seriousness as an actual emergency.

Closure Plan for Chatham County Permanent Household Hazardous Waste Collection Facility

In the event of closure of the household hazardous waste collection facility located at 39 County Services Road, Pittsboro, NC, the following activities will occur:

- The County will notify NC DENR Solid Waste Section 45 days before they expect to begin closure activities.
- The County will begin closure activities within 30 days of final receipt of waste at the facility.
- Within 90 days of commencement of closure activities, all hazardous wastes received at the facility will be properly disposed of by the County's HHW contractor.
- Within 180 days of commencement of closure activities, all closure activities will be completed. These final activities will include:
 - (1) Confirmation of removal of all wastes from the facility by County and HHW contractor staff.
 - (2) Cleaning of the inside of the HHW building by pressure washer. All wash water will be contained in the facility sumps.
 - (3) Wash water will be removed from sumps and containerized for off-site disposal.
 - (4) Sumps will be pressure washed and the wash water from this cleaning will also be containerized.
 - (5) All contractor-owned supplies and equipment will be removed from the facility and from adjacent County owned property.
- Within 60 days of the completion of closure activities at the facility, the County will submit notification that the facility was closed in accordance with the specifications in the approved Closure Plan. The certification will be signed by the County and the HHW contractor. Included with the certification will be a map of the location of the closed HHW facility.

Because all wastes will be removed from the facility upon closure, a Post-Closure Plan is not necessary.