Fac/Perm/Co ID #	Date	Doc ID#
3210TP	8/26/09	DIN 8510

DURHAM
1869
CITY OF MEDICINE

CITY OF DURHAM
Department of Solid Waste Management
101 CITY HALL PLAZA 27701
1833 CAMDEN AVENUE | DURHAM, NC 27704
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www.durhamnc.gov

APPROVED DOCUMENT
Division of Waste Management
Solid Waste Section
Date **September 8, 2009** By **AAP**
FAC ID#:32-10-HHW **DIN:8789**

Received
JUL 2009
Waste Management

July 10, 2009

Edward F. Mussler
Solid Waste Permitting Branch Head
NCDENR - Division of Waste Management
1646 Mail Service Center
Raleigh, NC 27699-1646

Subject: City of Durham Household Hazardous Waste Facility
Facility ID # 32 -10 -TP
Permit renewal request

Dear Mr. Mussler:

The City of Durham is requesting a renewal our existing permit to operate a Permanent Household Hazardous Waste Collection Facility.

There have been no structural changes to the facility building since our last permit review in July 2004. An updated operational plan for the facility is attached.

If you need any additional information, please call me at 919-560-4186 ext 32253 or on my cell at 919-452-2804. I can also be reached via email at Josephine.Valencia@DurhamNC.gov.

Sincerely,

Josephine Valencia
Disposal Manager

cc: Donald Long, Solid Waste Management Director
Ken Webb, Ecoflo
Donna Wilson, DENR

Institut

DURHAM

1869

CITY OF MEDICINE

Household Hazardous Waste Operations Manual

City of Durham, North Carolina

July 10, 2009

Mailing Address:
1833 Camden Ave., Durham, NC 27704

Physical Address:
1900 E. Club Blvd., Durham, NC 27704

Phone:
(919) 560-4186

HHW Website:
http://www.durhamnc.gov/departments/solid/hazardous_waste.cfm

Facility ID# 32-10-TP

Operated by:
City of Durham Solid Waste Management Department

Waste Generated by:
Residents of the City of Durham and Durham County

Other Eligible Users Include:
Household Residents from Wake, Chatham, and Orange Counties

Table of Contents

1. Introduction 1

Section 1.01 Purpose 1

Section 1.02 Facility Objective 1

2. Site 1

Section 2.01 Site Location 1

Section 2.02 Storage Building Specification 2

Section 2.03 Secondary Containment 2

Section 2.04 Site Access & Security 3

3. Operations Manual 3

Section 3.01 Hours of Operation 3

Section 3.02 Eligible Users 3

Section 3.03 Acceptable Wastes 4

Section 3.04 Waste Management Procedures 4

(a) Unknown Wastes 5

(b) Unacceptable Wastes 5

(c) Flammable Waste 6

(d) Segregation/Packing 7

(e) Use and Management of Bulk Containers 7

(f) Abandoned Containers 8

(g) Storage 8

(h) Transportation 8

4. Closure of Collection Facility 9

5. Past and Projected Volumes 9

Section 5.01 Projected Volumes 9

Section 5.02 Table 1: HHW Collections In Pounds By Month 9

Section 5.03 Table 2: Fiscal Year 07-08, Material By Type 10

Appendix I Facility Staffing and Training 12

Staffing 12
Training Plan and Qualifications of Trainers 13
Appendix II Contingency Plan 15
Emergency Contacts 15
Evacuation 16
Equipment 16
__Appendix III Maps & Drawings 18
__*Property Boundary Map*
__*Area Map, Including Hospitals*
__*Site Layout*
__*Storage Building Layout*
__*Emergency Exits*

1. Introduction

Section 1.01 Purpose

The purpose of this document is to apply for renewal of the operating permit for facility # 32-10-TP and to outline operating and emergency procedures for staff. The City of Durham (the City) owns a permanent household hazardous waste (HHW) facility which is managed by the Solid Waste Management Department and a licensed HHW management contractor who oversees the daily operations. Currently, ECOFLO, Inc. is contracted to manage the facility through January 13, 2011.

There have been no changes to the location or building since our last permit renewal. This document will replace our previous operations manual. It provides additional detail on our operating procedures, but does not substantially change any previous operating practices.

Section 1.02 Facility Objective

This facility is provided to ensure safe disposal of waste products that are generated in a household that are corrosive, reactive, toxic, or ignitable. Household hazardous and electronic wastes (e-waste) are accepted at no charge to residential users.

The HHW Facility's objective is to provide safe disposal of HHW in a way that protects the employees from waste disposal systems, prevent contaminated groundwater from entering sanitary landfills, prevent damage in sewer systems, water/wastewater treatment plants, and prevent pollution of storm water.

Wastes excluded from this program include: any waste from businesses, explosives, infectious waste, radioactive materials, and polychlorinated biphenyls (PCBs) waste as defined in 40 CFR 761. The City is not currently accepting wastes from Conditionally Exempt Small Quantity Generators (CESQG) but may do so in the future.

2. Site

Section 2.01 Site Location

The HHW facility is located at 1900 East Club Boulevard, on the south side of the North Durham Water Reclamation facility. It is approximately 1,500 feet from the City of Durham Waste Disposal and Recycling Center (Transfer Station) which is located at 2115 E Club Blvd. Please refer to Appendix III for an area map.

The parcel of land on which the facility is located is approximately 68.9 acres. It is zoned for public service / water & sewer. The majority of that land is occupied by the Water Reclamation facility. The portion of the property that that is occupied by the HHW facility, including the storage building, paved driveway, and receiving area is approximately 8,750 square feet or 0.2 acre.

The facility also meets the following site location stipulations as laid out in the p*roposed Section .1800 rules:*

- Is not located in a 100-year floodplain;
- Is not in located in a wetland as defined in the Clean Water Act section 404(b);
- Is not located in a habitat determined to be critical to the continued existence of any endangered species as identified in 50 CFR Part 17; and
- It is more than 50 feet from the facility property lines;

The facility is surrounded by a chain link fence, which is open only during normal operating hours. Residents enter the facility area from Club Blvd. There is a separate entrance and exit as shown in the photograph in Appendix III. Upon entering the paved driveway, residents will make a right and proceed to the HHW building directly in front. Staff will meet residents at their car and assist them in unloading; the receiving area is immediately in front of the building. Residents will exit the area, by using the driveway closest to the building.

Section 2.02 Storage Building Specification

The HHW Facility consists of a single metal building with a paved driveway and receiving area. It has office and general storage space separate from the HHW storage. The building was previously used to store flammable materials. The structure is separated from other operations areas in order to minimize damage in case of fire. As required for proper safety and environmental protection, the structure is:

- Designed to contain leaks and spills
- Covered to exclude rain water
- Constructed in accordance with all applicable National Fire Protection Association codes
- Secured to control access

The City of Durham provides the storage building/waste acceptance area for the contractor's use in accordance with these stipulations:

- The building is provided for use by the contractor in performing its obligations to the City. Using it for any other purpose or to store materials from any other customer is strictly forbidden.
- There will be a working telephone land line and phone in the facility.
- The City will provide signage indicating open/closed and operating hours.

Section 2.03 Secondary Containment

The storage area for containers is a concrete floor, impervious to the materials being stored. In addition, concrete berms provide a secondary containment system that will contain any HHW discharges, leaks, or spills, until they are detected and can be removed. Spilled, leaked or discharged waste and accumulated precipitation shall be removed from the collection area in an expedient manner and quickly enough to prevent an overflow of the containment system. The interior containment systems prevent surface water to run-on the containment system.

There are four separate containment areas. Incompatible items are not stored in the same containment area. In addition, certain types of wastes are stored on top of pallets within the containment area. This provides additional protection in cases of leaks.

Section 2.04 Site Access & Security

Access to the facility and chemical handling areas are controlled to prevent unnecessary public exposure to potentially harmful substances. The exterior of the building is marked with signs that say "No Smoking," and "Authorized Personnel Only."

The HHW storage building is secured against unauthorized access by locked doors and a fence that surrounds the North Durham Water Reclamation facility. Furthermore, its location at a city owned facility provides an extra measure of security, due to plant personnel being on site 24 hours each day.

Immediately adjacent to the HHW storage building and accessible from inside of the HHW storage building is another storage building that is used by the Water Resources Department. This other storage area has nothing to do with HHW. It is only being mentioned, because there is an alternative emergency exit through that building, if the main front entrance of the HHW building would become inaccessible. Appendix III contains an emergency exit layout.

3. Operations Manual

Section 3.01 Hours of Operation

The City of Durham opened its permanent HHW collection facility in 1995 as part of a coordinated regional effort to manage HHW more effectively. This comprehensive effort involved, Durham, Wake, Orange, and Chatham county and was initiated by the Triangle J Region Solid Waste Planner's Committee. Originally the HHW Facility was only open a few days per month. The schedule was progressively increased until eventually it was open a few days per week. In February of 2008, the facility began opening five days per week. It is currently open Tuesday through Saturday to receive residential HHW. The facility's days and hours of operation are kept posted at the entrance and on the City's website.

- Tuesday and Wednesday from 12 p.m. – 6 p.m.
- Thursday, Friday, and Saturday from 7:30 a.m. – 3 p.m.
- Closed each Sunday and Monday, and on City recognized holidays.

Section 3.02 Eligible Users

The site is open to all residents of the City of Durham and Durham County who are bringing household waste to the facility. In the early 1990s, there was an interlocal agreement that allowed residents from Durham, Chatham, Orange, and Wake counties to allow residents to bring waste to any of the local government facilities operated in the four counties. When that agreement was first signed, none of the participating four counties had permanent HHW facilities. Since then, each county has opened its own

facility. The partnership was never explicitly severed, but the establishment of permanent facilities made the partnership moot. We don't promote the partnership, but we continue to accept HHW waste from all four counties. Very rarely will the Durham facility receive residential HHW from outside the County, but if received from these select counties, it will be allowed.

Section 3.03 Acceptable Wastes

Only hazardous wastes from residential households will be accepted at this facility. Some examples of acceptable waste are:

- ✓ Acids and bases
- ✓ Antifreeze
- ✓ Batteries
- ✓ Drain openers
- ✓ Electronic Waste (e-waste), such as CPUs, CRTs, printers, etc
- ✓ Fire extinguishers
- ✓ Florescent light bulbs
- ✓ Household cleaners, polishes, and furniture strippers
- ✓ Lighter fluid, fuel oil, kerosene
- ✓ Mercury thermometers
- ✓ Motor Oil
- ✓ Paints, lacquers, solvents, thinners, wood preservatives
- ✓ Pesticides, herbicides, poisons
- ✓ Photographic chemicals
- ✓ Propane tanks
- ✓ Small quantity of asbestos *

  ***NOTE 1**: On rare occasions, residents may bring small amounts of asbestos containing materials such as mastic or duct work from small repair jobs. Large amounts of asbestos containing materials from a demolition or abatement project will not be accepted under any circumstance.*

Section 3.04 Waste Management Procedures

The facility and management practices are designed and maintained to minimize the release of HHW or constituents to the environment, and to prevent fires and explosions. The licensed HHW Contractor will follow their own operating procedures to ensure safety guidelines are followed and limit contamination.

Contractor staff will assist customers with removing waste from vehicles. HHW containers will be visibly inspected for content type prior to removal from the residential vehicle. Contents within unlabelled or unmarked containers will be indentified by questioning the vehicle operator or occupants. Certain materials are not acceptable for disposal at the HHW Facility. HHW that is accepted will be removed from the vehicle and placed on segregation tables by contractor personnel.

The City operates a Swap Shop at the nearby City Transfer Station (2115 East Club Blvd). This encourages waste reduction through the practice of reuse. Residents having items in good working, useable condition can donate them to the Swap Shop directly. Also, staff at the HHW Facility will examine items brought there and transport any reusable items to the Swap Shop. Residents in need of items can visit the Swap Shop to look for items. Whatever items are available can be taken for free. Visitors to the Swap Shop recognize and accept all risk and responsibility for items taken. Guidelines for Using the Swap Shop are:

- ✓ The Swap Shop is open to residents only (no businesses please).
- ✓ All visitors must check in with the scale operator onsite.
- ✓ Items must work.
- ✓ Items should be placed neatly on the shelves.
- ✓ Like items should be placed together.
- ✓ Furniture must not be soiled, torn or broken in any way.
- ✓ The Swap Shop operates on a first-come, first-serve basis.
- ✓ You don't have to bring something to take something.
- ✓ All items are free.

(a) Unknown Wastes

On occasion, an item may be left at the HHW facility after hours of operation, or brought to the HHW facility during operation hours that is not clearly marked. This "unknown waste" if accepted by the HHW Operator, will be fingerprinted for disposal categorization. These materials must be clearly from a residential source. At no time will chemical laboratory (reagent-type) materials be accepted under this category.

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 pickup and appropriately managed.

(b) Unacceptable Wastes

Radioactive waste, ammunitions, explosives, infectious and medical waste, and business waste, are not acceptable. In accordance with internal policy decisions, waste such as lead acid batteries, cooking oil, motor oil, and antifreeze will be managed directly by the City at the Transfer Station. The contractor will direct any residents who bring these materials to the HHW Facility to the Transfer Station; residents who arrive at the HHW Facility when the Transfer Station is closed may still leave their items at the facility. The HHW contractor, when possible, will advise the person with unacceptable waste of an appropriate disposal alternative. Following is a list of some examples of unacceptable wastes and how they should be handled by the HHW Contractor:

Types of Unacceptable Wastes	Proper Disposal Methods
Commercially generated hazardous waste	Resident will be asked to have waste disposed of by licensed commercial waste company. Contractor will provide a list of local service providers.
Explosives or shock sensitive materials	Resident will be instructed to contact the Durham County Sherriff's Department for disposal. If left after hours, Solid Waste will contact them.
Ammunition	Resident will be instructed to contact the City of Durham's Police Department for disposal. If left after hours, Solid Waste will contact them.
Hypodermic needles or syringes	Resident will be given instructions on how to properly prepare for safe garbage disposal.
Infectious or medical wastes	Waste will be refused. Resident will be asked to have waste disposed of by licensed medical waste company. If left after hours, SWM will contact a medical waste company for proper disposal.
Radioactive materials, including smoke detectors	Resident will be informed that the Nuclear Regulatory Commission (NRC) no longer recommends special disposal of individual smoke detectors. However, smoke detectors can be mailed back to the manufacturer.
Trash, garbage and recyclables	Resident will be instructed to dispose of waste at the City of Durham Transfer Station.
Unknown or unlabeled materials (require testing to identify)	HHW contractor will test or have tested. Upon results, proper disposal procedures will be followed.

(c) Flammable Waste

Flammable and ignitable gases are kept in a room separate from the other materials. Like in the main storage area, there is a secondary containment concrete barrier that surrounds the floor of the room. Usable floor dimensions for this room are approximately 4.5' x 10.5' feet. The door of the room has a sign that says "No Smoking" and "Ignitable materials."

(d) Segregation/Packing

Contractor personnel will conduct or directly supervise the packaging, document preparation, and transporting of the hazardous wastes collected at the 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 materials may occur on the same day as collection activities, provided that there is enough time and adequate quantities of compatible materials are received. Otherwise, materials will be safely stored until the next scheduled workday. Additionally, partially filled (packed) container may remain onsite until adequate amounts are collected and properly packaged for transport.

If pumping, pouring, or bulking is required, grounding and explosion-proof equipment will be used as needed. For both lab pack and bulk packing, all containers will be at 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. Latex paint cans with good seals will remain in the original containers, on pallets then shrink-wrapped for transport.

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 or *Silkwik* will be used to surround inner containers, to 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 are closed, labeled, and marked in accordance with DOT and Environmental Protection Agency (EPA) shipping requirements, and the proper information is recorded on the manifest. The generator's notification and certification are also prepared as required under the land-ban regulations, if applicable.

(e) Use and Management of Bulk Containers

Appropriate containers fitting DOT specifications will be used for storing wastes at the HHW Facility. Contractor personnel preparing wastes for storage 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 are checked at least weekly to ensure that they have not been stored more than 90 days and also to ensure their integrity. These inspections, to be conducted by the Contractor, are used to detect any leaks or deterioration caused by corrosion or other factors. Results of these inspections are recorded in the onsite notebook. 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 overpack the container in a suitable storage drum.

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

all containers so that they are not opened, handled, or stored in a manner that may rupture them or cause them to leak.

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

(f) Abandoned Containers

The HHW facility is located adjacent to the water reclamation facility. Staff from the Water Resources Department regularly patrols the property, seven days per week. Occasionally, there may be materials and wastes that are left at the HHW Facility outside of normal operating hours. When these materials are found by staff, they will be temporarily stored, until the next work day, inside the fenced-in area, provided that the containers are not leaking and are in otherwise good condition. If the containers are leaking, in poor condition, or suspected to cause a health or safety hazard, staff should contact the Solid Waste Department for further instructions.

(g) Storage

The storage building at the HHW Facility is designed to accommodate temporary accumulation of several classes of hazardous materials. Contractor personnel are trained as appropriate concerning proper waste segregation and safe storage procedures

In accordance with state requirements for temporary storage, the date in which each period of accumulations begins is clearly marked and visible on each container. Furthermore, while being stored onsite, all containers with accumulating hazardous wastes are labeled or marked clearly, according to its content.

Time in storage may vary according to the volume of waste received, safety considerations, space demands, and expense to the City. Removal of wastes by the contractor is scheduled as necessary to minimize expense to the local government while still complying with the applicable regulations and safety considerations. Wastes cannot be stored more than 90 days without written permission from the City. Wastes cannot be stored more than one year without permission from NCDENR.

The HHW facility may also temporarily store several classes of hazardous materials that were generated by City Departments during the course of normal operations. These materials will be handled by the same HHW Contractor, but will be manifested separately from residential wastes.

Currently, household paint in 1 gallon and 5 gallon containers, are shrink-wrapped on pallets in the original containers. They are stored outside until ready for transport. Propane tanks, and used electronics are also stored outside, in metal cages. If and when the .1800 rules are officially adopted, we will cease storing materials outside, or as otherwise directed by DENR.

(h) Transportation

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

4. Closure of Collection Facility

If it is necessary for the City of Durham HHW Facility to close or relocate, all HHW and residue from the containment system shall be removed. Any remaining liners, bases, and related equipment or structures containing or contaminated with HHW or their residues shall be decontaminated or removed. All wastes or materials that are decontaminated or removed shall be managed appropriately.

5. Past and Projected Volumes

Section 5.01 Projected Volumes

Based on our past collection history, we expect that we will be collection approximately 400,000 pounds each year. We expect the amount of latex paint to decrease as we make greater use of our swap shop. We expect the amount of electronic waste we collect will increase as the new disposal ban goes into effect January 2011. The next section lists our past collection amounts by month. There has been a spike in the amount of waste seen in April for two of the years listed. In those years, the City hosted a heavily advertised "Spring Clean" event at the nearby Transfer Station, which also included information on HHW. That program has been discontinued and we don't expect future volume spikes.

Section 5.02 Table 1: HHW Collections In Pounds By Month

Month	FY 05-06	FY 06-07	FY 07-08	FY 08-09
Jul	39,350	47,741	32,887	33,713
Aug	27,839	35,133	39,148	17,925
Sep	30,255	32,964	33,742	31,220
Oct	30,902	23,388	30,813	29,632
Nov	9,582	7,559	22,204	25,094
Dec	42,718	20,395	43,148	30,842
Jan	33,928	32,581	14,061	27,111
Feb	22,500	31,158	24,557	15,870
Mar	27,566	41,921	41,975	43,917
Apr	134,256	103,763	35,675	33,491
May	59,666	17,158	41,046	39,224
Jun	43,220	32,578	38,522	figure n/a
total	501,782	426,339	397,778	328,039

Section 5.03

Table 2: Fiscal Year 07-08, Material By Type

Item	Pounds
Aerosol Cans-Flammable	5,023
Latex Paint in Cans	115,771
Latex Paint Poured Up	7,791
Lead Acid Batteries	9,453
Alkaline Batteries	4,764
Nickel-Cadmium Batteries	1,428
Lithium Batteries	110
Mixed Solvents	57,226
Propane Gas Cylinders and Tanks	4,463
Non Propane Cylinders and Tanks	265
Mercury Debris	65
Solid Pesticides and Herbicides	4,107
Asbestos-Non Friable	125
Alkaline Household Clean. Prod. (Liq.)	1,453
Alkaline Household Clean. Prod. (Sol.)	395
Asbestos Debris	623
Liquid Pesticides and Herbicides	4,004
Acidic Household Products	1,723
PCB Ballasts	195
Fluorescent Bulbs	2,963
Oil Filters	245
Paint Related Materials	25,037
Spackling / Joint Compound	1,965
Computer Equipment and Electronics	145,393
Fire Extinguishers	975
Oxidizers (Pool Chlorine)	365
Empty Drums	110
Non-Propane Cylinders	1,603
Lab Packs	138
totals	397,778

Appendix I

Facility Staffing and Training

Appendix I Facility Staffing and Training

The HHW Facility will be staffed by well-trained, qualified personnel under the leadership of the HHW contractor.

Staffing

HHW Contractor

The HHW Contractor directs onsite operational efforts and has primary responsibilities for:

- Assuring the onsite contractor personnel have met the training requirements appropriate for their duties;
- Assuring that onsite contractor personnel and local government representatives are aware of the provisions of the Contingency Plan;
- Assuring that onsite contractor personnel and local government representatives are aware of the potential hazards associated with site operations;
- Assuring that appropriate personal protective equipment is available and properly used;
- Monitoring the safety performance of onsite contractor personnel and local government representatives;
- Correcting any work practices or conditions that may result in injury or exposure to hazardous substances;
- Implementing all aspects of the contractor's injury and illness Prevention Program as applicable to the project site;
- Establishing guidelines for wearing and decontaminating (if necessary) personal protective equipment, and
- Identifying any onsite contractor personnel having special medical problems;

On-Site Contractor Staff

- Preparing any accident/injury reports;
- Immediately reporting any unusual or unsafe conditions to the Project Supervisor;
- Providing first aid if necessary;
- Ensuring that any necessary monitoring equipment is properly maintained and in good operating order, and
- Conducting weekly inspections.

Contract Manager (City)

- Verifying that onsite contractor personnel and local government representatives work in a safe manner according to operational plan;
- Observing onsite contractor personnel and local government representatives for sign of exposure or stress, and
- Informing onsite contractor personnel and local government representatives of the proper procedure during an emergency;
- Secure facility and gates after each operating day.

Training Plan and Qualifications of Trainers

The contractor for this HHW Facility will be responsible for training contractor personnel. The contractor's training program is designed to enable appropriately trained personnel to receive and handle waste in a safe, environmentally sound manner and to work in compliance with the contractor's methods and with applicable regulations.

Contractor personnel assigned to this project will complete the appropriate health and safety training in accordance with the Occupational Safety and Health Administration (OSHA) standard in 29 CFR 1910.120(e). All onsite contractor personnel will have received a minimum of 40 hours of classroom training and three (3) days of field experience under the direct supervision of a trained, experienced supervisor.

The training is designed to ensure that facility personnel are able to effectively respond to emergencies by familiarizing them with emergency procedures, emergency equipment, and emergency systems, including the following:

- Procedures for using and inspecting facility emergency and monitoring equipment;
- Communications or alarm systems;
- Response to fires or explosions;
- Response to spills or leaks; and
- Shutdown of operations.

Contractor personnel will be fully trained before being assigned to the facility. Onsite contractor personnel will be required to take part in an annual review of the initial training. Training records for onsite contractor personnel will be kept at the contractor's office. Documentation of employee training is to include date, name, and topics covered. The records must be kept for current employees until closure of the facility. Records for former employees must be kept for at least three (3) years from the date the employee last worked at the facility.

Appendix II

Contingency Plan

Appendix II Contingency Plan

Staff will dial 911 to contact emergency services. Staff will also contact the City and Contractor emergency coordinators. During normal operating hours, the Contractor primary contact will serve as the prime emergency coordinator. During non-operating hours, City staff will be the prime emergency coordinator.

Emergency Contacts

DIAL 911 to reach each of the following in case of emergency:

- Fire Department & Police Department
- HAZMAT
- Ambulance Service

City of Durham Staff

Primary:

Josephine Valencia, Disposal Manger
1833 Camden Ave, Durham, NC, 27704
Office: 919-560-4186 ext 32253

Email: Josephine.Valencia@durhamnc.gov
Cell: 919-452-2804 Home:919-484-8121

Secondary:

Donald Long, Director
1833 Camden Ave, Durham, NC, 27704
Office: 919-560-4186 ext 32222

Email: Donald.Long@durhamnc.gov
Cell: 919-201-0258 Home:919-957-0234

Alternate:

Robert Williams, Assistant Director
1833 Camden Ave, Durham, NC, 27704
Office: 919-560-4186 ext 32224

Email: Robert.Williams@durhamnc.gov
Cell: 919-201-3483 Home:919-381-4613

Contractor Staff - ECOFLO

Primary:

Jesse Weeks
227 Hawkins Road, Cedar Grove, NC 27231
Office: 919-560-1194

Email: dragdemon85@aol.com
Cell: 919-923-8212 Home: 919-624-8378

Secondary:

Patty Pegg
7000 Will Lee Road, Summerfield, NC 27358
Office: 336-855-7925

Email: ppegg@ecoflo.com
Cell: 336-558-8815 Home: 336-643-6340

Alternate:

Name: Kenn Webb
139 Shagbark Drive, Summerfield, NC 27358
Office: 336-855-7925

Email: kwebb@ecoflo.com
Cell: 336-324-6789 Home: 336-348-1660

Emergency Procedures

1. Notify other personnel and customers of an imminent or actual emergency. Due to the small nature of the facility and the limited number of staff (usually only 1 or 2) verbal notification should be sufficient. An air

horn will also be used; this is primarily to alert staff who works for the Water Department who may be in the vicinity but are not directly associated with the HHW facility.

2. Notify emergency responders of the situation using the County's 911 phone system.

3. Secure the area immediately to prevent unauthorized entrance into the area.

4. Contact the City and Contractor Emergency Coordinators. Contact the Water Department plant manager.

5. Determine the character, source, amount, ad areal extent of any discharged materials and assess the possible hazards to public health or the environment that may result from the discharge.

6. Take all reasonable measures necessary to contain the discharge.

7. Be prepared to inform the emergency responders of the types of HHW involved in any special reactivity concerns (i.e. reactions to water suppression).

8. Observe the situation for changing conditions.

9. Provide treatment, storage or disposing of recovered waste, contaminated soil, surface water, or any other material that results from the event.

10. Ensure that all emergency equipment is clean and fit for its intended use before operations are resumed. Notify NCDENR of the situation within 24 hours of the emergency event.

11. Complete the Incident Report Form and submit to the City of Durham and NCDENR within 15 day of the incident.

Evacuation

Appendix III contains an area map, including the location of local hospitals. There is also a site layout, showing alternative exits from the HHW building, through the adjacent building which is accessible from inside the HHW building.

Equipment

1. Telephone: In case of emergency a landline telephone is in the office. Staff also carry cell phones.

2. Fire Extinguishers: Fire extinguishers are located near the entrance and rear of facility for use in extinguishing/controlling fires.

3. Spill Control/Decontamination Equipment: Vermiculite absorbent material is kept onsite to controls spills.

4. Eyewash: Allows rapid flushing of eyes in case of chemical exposure. It is located in the rear.

5. First Aid Kit: Contains bandages etc. for treatment of minor injuries. It is located in the office.

Table 3: List of Wastes and Associated Hazards

WASTE	***HAZARD(S)***
Latex paint	Contamination of ground/surface waters
Oil based paint	Heavy metal contamination of ground/surface waters, flammable
Paint thinner	Highly flammable, toxic
Motor oil	Heavy metal contamination of ground/surface waters
Pesticides, herbicides	Toxic, can be flammable
Aerosols	Can be flammable, explosive, poisonous
Cleaners, polishes	Toxic
Fluorescent light blubs	Toxic
Freon	Toxic
Mercury debris	Toxic
Alkaline batteries	Toxic
Lithium batteries	Toxic
Ni-Cad batteries	Toxic
Lead Acid batteries	Acid can burn skin, lead can contaminate water sources

A copy of this Contingency Plan (the Plan) and all revisions of the Plan shall be kept at the facility. The Plan shall be reviewed and amended, if necessary, whenever:

1. The facility determines revisions are needed;
2. The contingency plan fails in an emergency;
3. The facility changes its design, construction, operation, maintenance or other circumstances in a way that increases the potential for fire, explosion or discharge of household hazardous waste or their constituents, or changes the response necessary in an emergency;
4. The list of emergency coordinators changes; or,
5. The list of emergency equipment changes.

Facility and Contractor Personnel shall be familiarized with all emergency procedures, equipment and systems contained in the Contingency Plan.

Appendix III - Maps & Drawings

Property Boundary Map

Area Map, Including Hospitals

Site Layout

Storage Building Layout

Emergency Exits

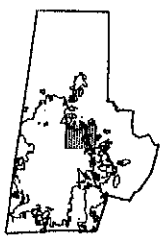
Property Boundary - 1900 E Club Blvd, Durham, NC

DURHAM
1869
CITY OF MEDICINE

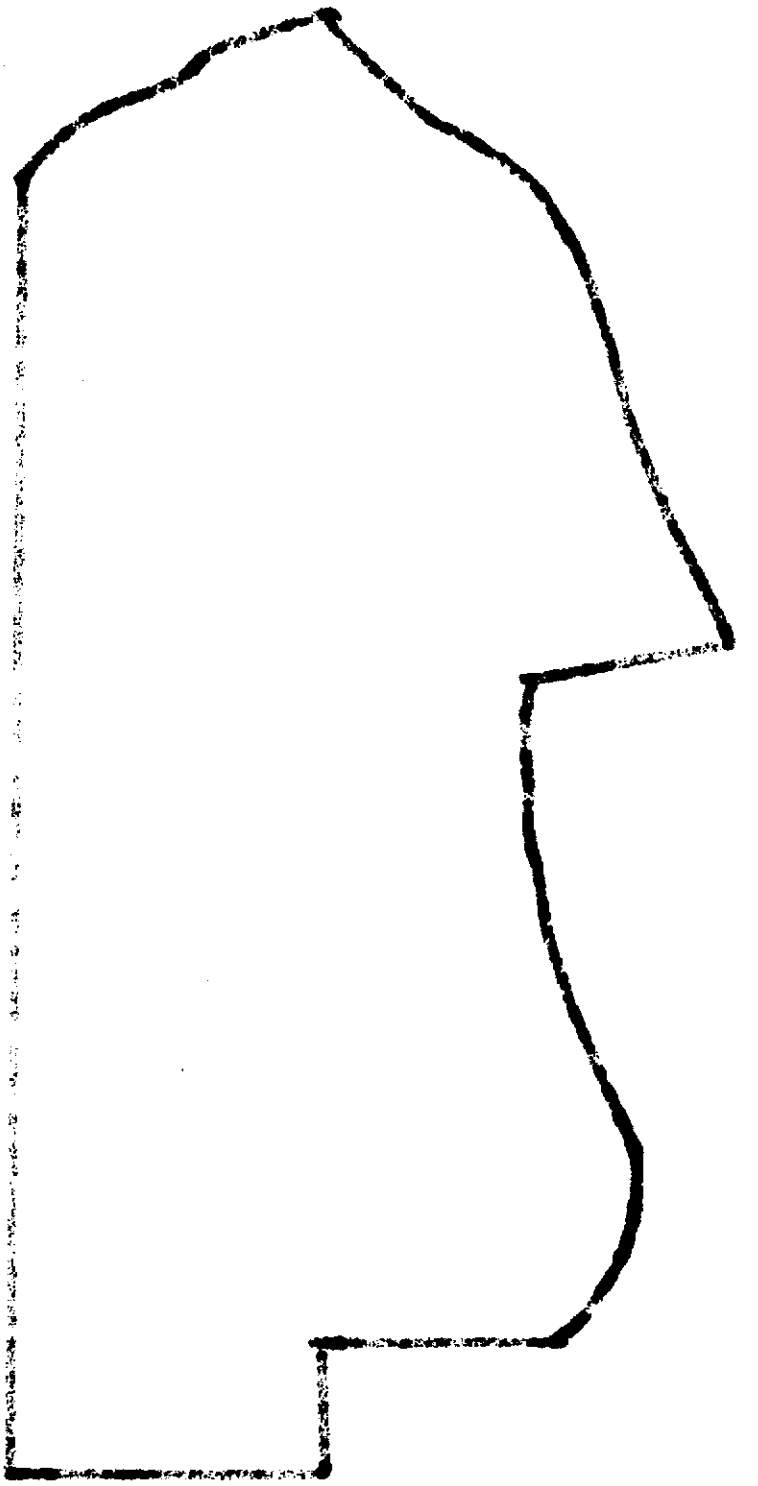
HHW

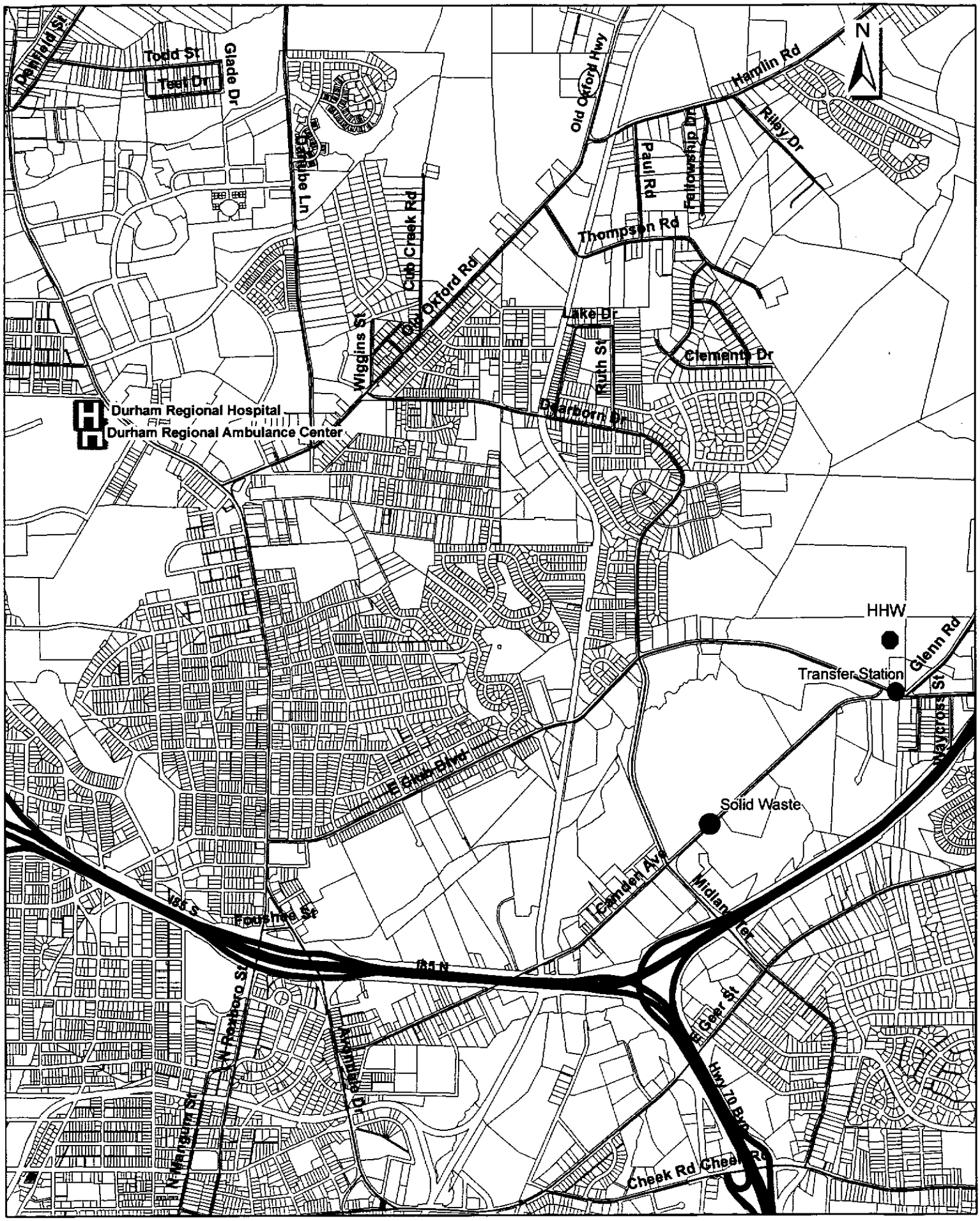
N
W E
S

1 in. = 385.4 feet



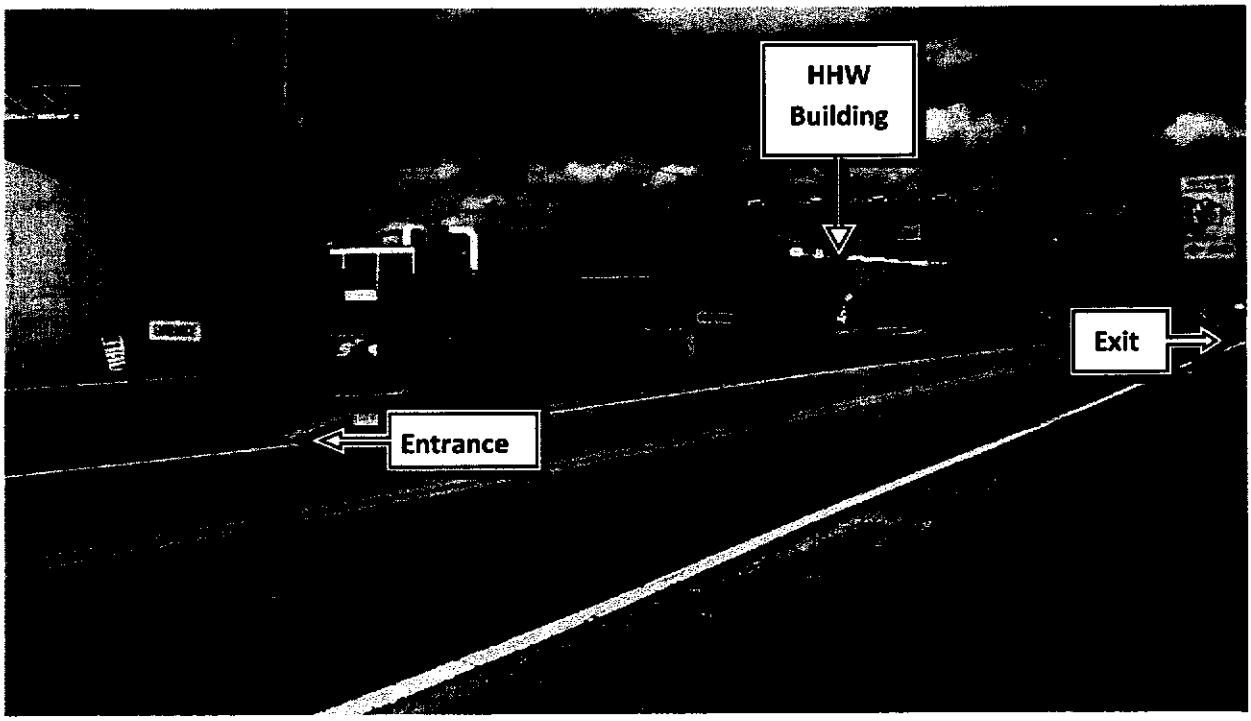
Information depicted hereon is for reference purposes only and is compiled from the best available sources. The City of Durham/Durham County assumes no responsibility for errors arising from use or misuse of this map.



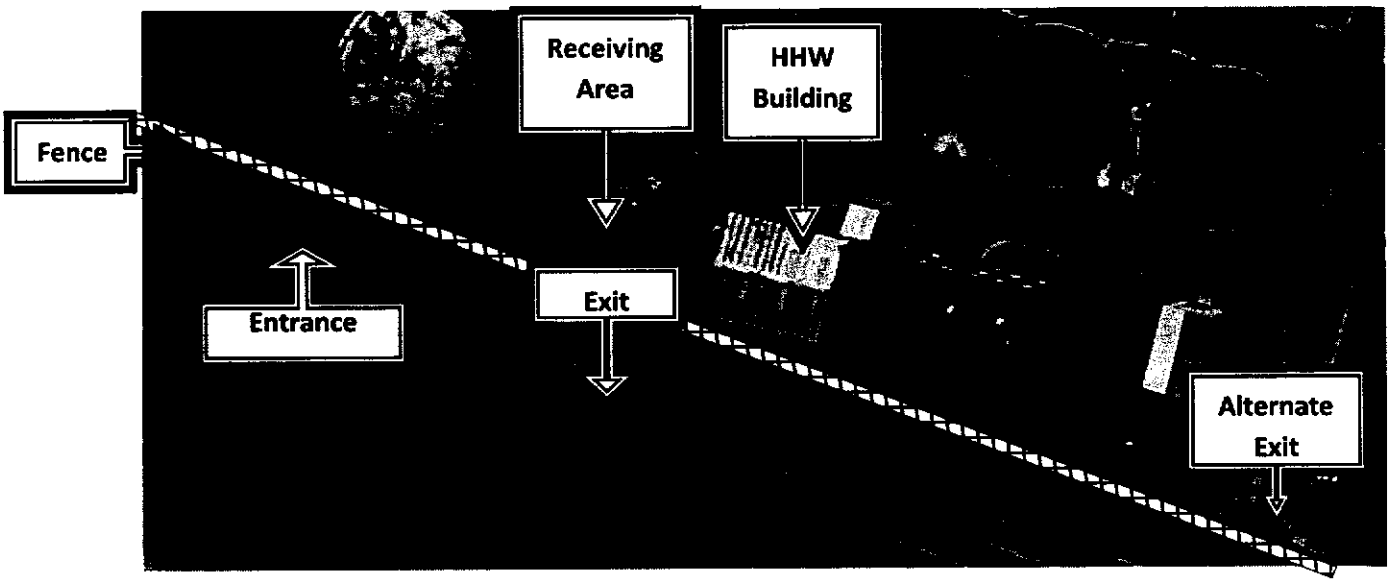


City of Durham Household Hazardous Waste Facility

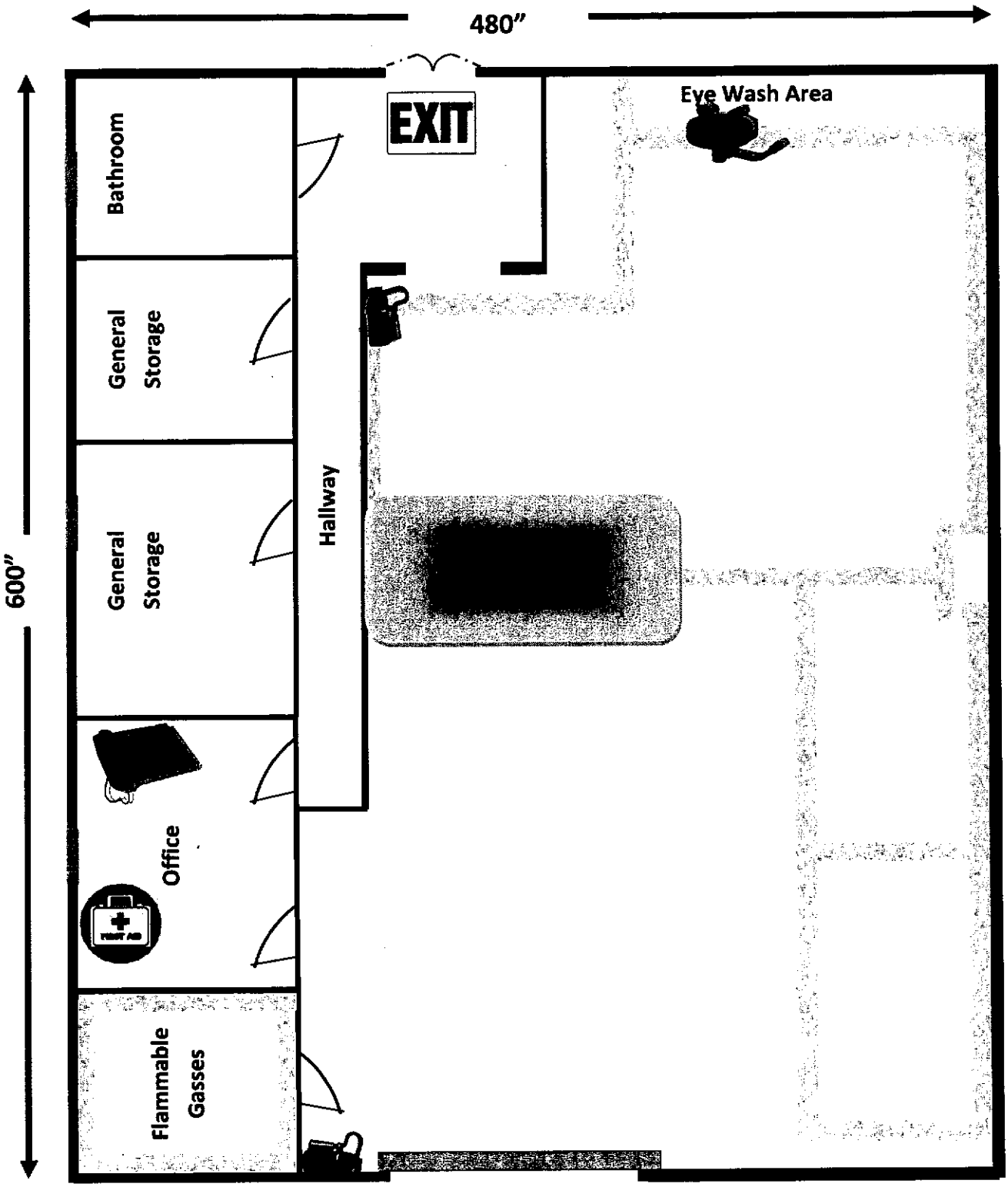
Site Layout



Overhead View, 2005



HHW Facility Building Layout



LEGEND

5" High Concrete Barriers =

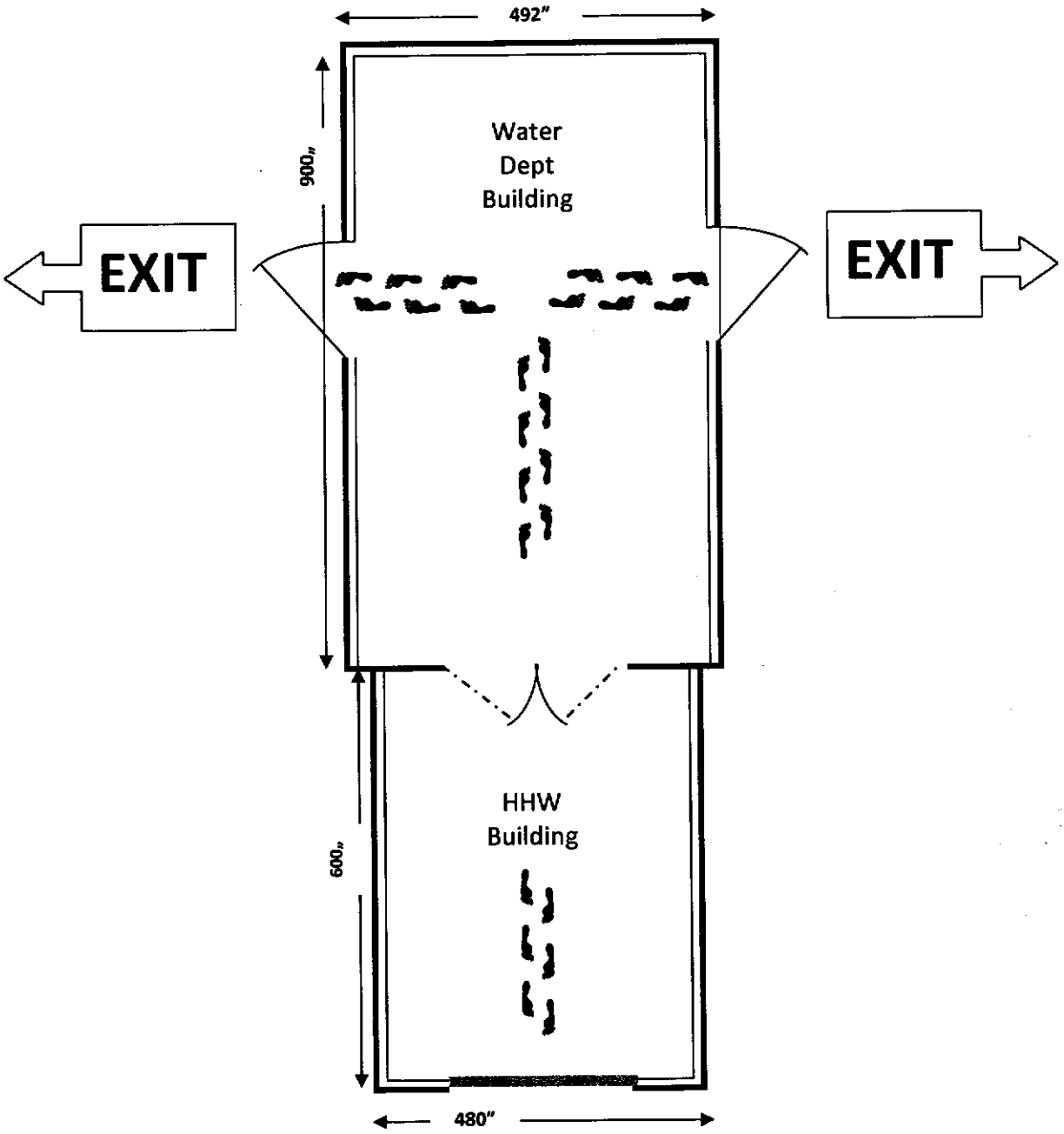
Sloped Concrete Barrier =

EXIT

Drawing not to scale.
Dimensions are approximate.
Dimensions are in inches.

Emergency Exits

Although these are separate buildings, they are accessible through the inside. During normal operating hours, the dividing door between the two buildings will remain unlocked.



LEGEND

Evacuation Route =

EXIT

Drawing not to scale.
Dimensions are approximate.
Dimensions are in inches.