



OPERATION PLAN FOR
HOKE COUNTY TRANSFER FACILITY

Permit No. 47-02-T
700 CC Steele Road, Raeford, NC

APPROVED
DIVISION OF WASTE MANAGEMENT
SOLID WASTE SECTION
Date 12/19/2012 By Patricia M. Beckus
DIN 17637
Attachment 1 Part II Document 6
Permit 4702-TRANSFER-1994 Permit DIN 17638

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1.0 Introduction

1.1 Purpose

This operation plan has been developed for Hoke County Transfer Station located in Hoke County, North Carolina. It has been prepared in accordance with North Carolina Solid Waste Rules – 15A NCAC 13B.0402, Operational Requirements for Transfer Facilities.

The purpose of this plan is to provide the owner and operator with a manual that includes the necessary information and procedures to properly operate a Transfer Station, in accordance with all applicable rules and regulation. This plan addresses the following issues:

- (a) Waste Acceptance Criteria
- (b) Facility Operations
- (c) Erosion Control Requirements
- (d) Drainage Control and Water Protection
- (e) Disease and Vector Control
- (f) Signs and Safety Requirements
- (g) Accesses and Security
- (h) Facility Inspections

All personnel involved with the management of the facility are required to review the plan, and to maintain the facility in compliance with the plan. A copy of the plan must be kept on file at the Transfer Station at all times.

1.2 Facility Location

The Transfer Station is located in Hoke County, North Carolina on 700 CC Steele Road. The mailing address is Post Office Box 179, Raeford, North Carolina 28376. The footprint of the Transfer Station building is approximately 1/10 of 1 acre. It is located on a 60 acre tract of land that includes the old city of Raeford Landfill. Overall, Hoke County owns about 105 acres of land surrounding the old landfill property. Access to the facility is a paved road CC Steele Road that connects to Doc Brown Road, approximately 4/10 of a mile from U.S. 401 Highway. Appendix A contains the Hoke County Deed, Tax Card, and Property Metes and Bounds for the subject facility. Appendix B, Figure 1 shows the former and active areas of the site.

1.3 Facility Description

The Transfer Station building is a pre-engineered metal structure with 10 foot high push walls on the North and South sides. Incoming waste is dumped onto the tipping floor at the west end. A front end loader pushes the waste into an opening top trailer that is positioned in the loading bay below the tipping floor at the east end. (See Appendix B, Figure 2.)

Beyond the loading bay are two 1200 gallon concrete stage tanks. They are fed by a collection system that captures all leachate and wash-down water from the tipping floor above. The drain is located in a covered area to promote stormwater/leachate separation. The leachate is pump and collected by Safety Clean, and disposed at their St. Paul Facility.

In addition to the Transfer Station building are four other buildings. The Solid Waste Director's office, Vehicle Maintenance, and the White Goods collections and processing facility. The road from the entrance gate to the scale is paved with asphalt. The scale is an in-ground type. The hours of operation are as follows:

8:00AM to 5:00PM Monday-Friday
8:00AM to 3:00PM Saturday

The owner of the Transfer Station is Hoke County, who is responsible for its operation. Mr. Don Russell, Solid Waste Director, oversees all operations. He is a certified Station Manager. He can be contacted at the address below.

Mr. Don Russell
Solid Waste Director-Hoke County
Post Office Box 179
Raeford, N.C. 28376
(910)875-3111

2.0 Waste Acceptance Criteria

The Transfer Station will only accept those waste streams that it is permitted to receive. Those are MSW, residential waste, commercial waste, industrial waste and C&D Debris. The tonnage delivered changes daily and seems to be somewhat seasonal. Average daily tonnage is slightly above 120 tons. 75% of incoming waste is delivered by private haulers. The remaining 25% is from our convenience sites and is transported by the county.

2.1 Recyclable Materials

Containers for recycling scrap metal are located at all (5) county Convenience Sites. We also accept aluminum cans, plastics, tires and batteries at these facilities. Large quantities of these items as well as White Goods must be delivered to the Transfer Station. Electronics and computers (e-wastes) will be accepted at the transfer station. E-wastes are stored in covered storage containers until they are picked up by Metech Recycling, and brought to their facility in Creedmoor, NC.

2.2 Prohibited Waste

The Transfer Station does not accept any liquid or hazardous waste. We do not currently have a H.H.W. program, but hope to at some time in the future. Asbestos, infectious

waste, medical waste, sludge and radio-active waste are also refused. Any attempt to deliver prohibited waste will be reported to N.C. DENR at the following address:

**N.C. DENR
Solid Waste Section
Fayetteville Regional Office
225 Green Street
Fayetteville, N.C. 28376**

2.3 Special Waste

White Goods must be delivered to the Transfer Station. All refrigerants are removed from white goods before they leave the transfer station. The refrigerants are collected and properly disposed. Electronics and computers (e-wastes) will be accepted at the transfer station. E-wastes are stored in covered storage containers until they are picked up by Metech Recycling, and brought to their facility in Creedmoor, NC. Tires are stored under roof and transported to Central Carolina Holdings for shredding and eventual recycling.

3.0 Transfer Station Operations

The Transfer Station is operated as a tipping floor facility. Rubber tired front end loaders facilitate loading operations. Equipment operators must also move the transfer trailers in and out of the loading bay. This is accomplished by way of a yard tractor that is kept on the site.

3.1 Personnel

Daily operations are supervised by the Solid Waste Director. A scale-house operator, an equipment operator and two laborers are required to facilitate daily operations. All employees are trained on safety procedures and waste inspection. Two employees are certified transfer station operations specialists. Our employees also direct the movement of all vehicles that enter the Transfer Station.

3.2 Tipping Floor Operations

All vehicles delivering waste enter through the main gate. They are required to weigh-in before they access the tipping floor. The attendants direct the vehicles onto the tipping floor, at the west end. When positioned they dump the waste and are then instructed to slowly exit and return to the scale-house to weigh out. After paying, the vehicle will exit the Transfer Station. The equipment operator continually pushes the waste toward the west end of the tipping floor and into the transfer trailer. The transfer trailer is located in the loading bay below the west end of the transfer pad. The tipping floor is of sufficient size to allow two trucks to dump simultaneously. The tipping floor must be cleared of all waste at the end of each working day. All waste from the tipping floor **MUST** be in containers after closing time.

Waste primarily consisting of wood and landscape or yard waste will be dumped at the grinding area. This type of waste is further sorted between wood and yard/landscape waste (leaves, small branches). This material is then ground with a tub grinder and stockpiled. The ground material will be sold for landscaping needs and as renewable fuel.

The grinding operations will be conducted periodically during the year. Hoke County will not own the tub grinder but will contract or outsource this activity. The wood and yard/landscape waste will be stockpiled until it is economical for a contractor to mobilize at the site. The grinding operation will take about one to two weeks.

After the grinding has been complete, the material may not be sold immediately. If necessary, excess ground material can be disposed in the LCID Landfill area.

3.3 Inspection of Waste

A visual inspection of all waste deposited on the tipping floor is required. Should any unacceptable waste be found, the person delivering that waste will be instructed to stop unloading. The unacceptable waste will then be reloaded and removed from the site. Should any person consistently deliver unacceptable waste (he or she) will be denied access to the Transfer Station. N.C. DENR must then be notified as specified in Section 2.0 (Waste Acceptance Criteria).

3.4 Traffic Control

Access to the Transfer Station is controlled by the Scale House Operator. The Floor attendant directs the vehicle to the unloading area and back to the Scale House. The Scale House Operator then directs the vehicle out of the site. The flow of traffic is also aided by directional signs.

3.5 Housekeeping and Litter

All incoming waste vehicles are required to have their loads tarped or fully enclosed. Outbound transfer trailers are also required to tarp their loads. Throughout the day and at the end of each day facility personnel will police the grounds for wind blown litter.

3.6 Noise Control

Proper set back distances are required to facilitate noise abatement. Mufflers are required on all trucks and equipment.

3.7 Odor Control

Odors are controlled by prompt unloading and transfer of delivered waste. All stored waste will be in covered transfer trailers.

3.8 Dust Control

Since the road that leads to the transfer station is paved asphalt, dust has not been a problem at this facility. Dust inside the facility is controlled by cleaning the tipping floor daily.

3.9 Contingency Plan

A visual inspection of all waste deposited on the tipping floor is required. Should any unacceptable waste be found, the person delivering that waste will be instructed to stop unloading. The unacceptable waste will then be reloaded and removed from the site.

All equipment will be maintained regularly to minimize breakdowns.

In case of a fire, the fire department should be called if it can not be extinguished using the on-site fire extinguishers.

Should a liquid or hazardous waste be found at the Hoke County Landfill, the following action should be taken:

1. Attempt to identify the source, generator, and hauler.
2. The generator and/or hauler will be asked to remove the waste.
3. If transfer station staff fails to identify the responsible party, action will be taken by the staff to remove the waste for proper disposal.

Emergency Numbers:

911 - The Raeford/Hoke County Emergency Communications Center is the Public Safety Answering Point (PSAP) for all emergency calls in the City of Raeford and Hoke County. The Communications Center is a centralized communications facility that utilizes an enhanced 911 (E-911) system that is wireless Phase II compliant. The Communications Center is staffed 24 hours per day.

Hoke County Emergency Management is located at:

429 East Central Avenue

PO Box 299

Raeford, NC 28376

(910) 875-4126

FAX: (910) 875-3726

NCDENR- Fayetteville Regional Office

225 Green Street, Suite 714, Fayetteville, NC 28301-5043

Telephone: (910) 433-3300

FAX: (910) 486-0707

4.0 Erosion Control Requirements

Areas adjacent to the Transfer Station are graded away from the facility and drain via run-off or drainage ditches. Standard Erosion Control practices have been implemented at this site. Dikes, berms and curbs, have been installed to assure leachate does not enter the storm drainage system.

5.0 Drainage Control

The Transfer Station will be operated in a manner to prevent excess water from coming in contact with waste. Wash down water will be contained for proper disposal. The wash down water storage will be pumped out as required and hauled to a treatment or disposal facility.

6.0 Disease and Vector Control

The Transfer Station must provide effective Vector Control for the protection of human health and the environment. Vectors are defined as any rodent, fly, mosquito or other insect capable of transmitting disease to humans. Rigorous housekeeping is the single most important factor in the control of Vectors. If housekeeping is not successful a pest control specialist will be consulted.

7.0 Signs and Safety Requirement

7.1 Sign Requirements

Signs will be clearly posted at the Transfer Station to indicate traffic flow, operational procedures, hours of operation and tipping fees.

7.2 Open Burning of Waste

Open burning of waste is prohibited at the Transfer Station.

7.3 Fire Protection Equipment

The Transfer Station Buildings will be equipped with an adequate number of fire extinguishers to effectively control an accidental fire. Periodic inspections are suggested to correct any deficiencies in plans or equipment.

7.4 Notification of Fire

Transfer Station fires require verbal notification within 24 hours and written notification within 15 days. This notification will be submitted to:

**N.C. DENR
Solid Waste Section
Fayetteville Regional Office
225 Green Street
Fayetteville, N.C. 28301**

See Appendix C for a copy of the Solid Waste Management Facility Fire Occurrence Notification Form. This form can also be obtained from the NCDENR website.

8.0 Accesses and Security

8.1 Transfer Station Access and Security

The Transfer Station must be secured by an access control gate. Fencing, wooded areas and drainage ditches should surround the property to prevent unauthorized vehicle access.

8.2 Attendants

The Transfer Station, during operational hours, will have at a minimum, the following personnel on duty, one Scale House Operator and one Transfer Station Attendant. These persons will be responsible to ensure compliance with operational requirements.

8.3 Access Road

The access road to the Transfer Station shall be an all weather surface that is well maintained. Road shoulders will be regarded as necessary to ensure adequate drainage. Potholes and ruts will receive immediate attention to avoid unnecessary damage to vehicles.

9.0 Facility Inspections

Site personnel will conduct regular inspections to ensure site integrity. Items that will be inspected include, but are not limited to:

1. Transfer Trailers
2. Push Walls
3. Fire Extinguishers
4. Electrical Controls
5. Drains/Pumps

If unsatisfactory conditions are noted, transfer station personnel shall report their concerns to the Station Manager. If a threat to safety or the environment is identified, immediate action will be taken to correct the situation. If necessary, operations at the transfer station will be suspended temporarily until the proper corrective actions have been taken.

10.0 Record Keeping

Personnel will maintain the following records in an operating record at the solid waste management facility:

- A. Waste inspection records
- B. Daily tonnage records - including source of generation;
- C. Waste determination records;
- D. Quantity, location of disposal, generator, and special handling procedures for all special wastes disposed of at the site;
- E. List of generators and haulers that have attempted to dispose of restricted wastes;
- F. Employee training procedures and records of training completed;
- G. Documentation of cell activation;
- H. Documentation of mobile home deconstruction
- I. Gas monitoring results and remediation measures as required
- J. All ground water monitoring and surface water quality information including:
 - 1. Monitoring well construction records;
 - 2. Sampling dates and results;
 - 3. Statistical analyses; and
 - 4. Results of inspections, repairs, etc.
- K. Annual waste reports for the landfill, the transfer station, and recovery operations;
- L. All closure and post-closure information, where applicable, including:
 - 1. Testing;
 - 2. Certification; and
 - 3. Recording.
- M. Cost estimates or financial assurance documentation.
- N. OSHA 300 logs.
- O. Leachate disposal records.

The operating record will be kept up to date by the Solid Waste Director or his designee. It will be presented upon request to the DWM for inspection. A copy of this Operations Manual will be kept at the solid waste management facility and will be available for use at all times.

Appendix A: Hoke County Deed, Tax Card, and Metes and Bounds

(Name) (Street and Number) DEED Made this the 11th day of March ALMENA A. MCKEITHAN, a widow

Hoke County, State of North Carolina, part 7 of the first part, to the COUNTY OF HOKE, N. C. created and existing pursuant to act of the General Assembly of 1911

North Carolina, part 7 of the second part; Witnesseth That the said party of the first part in consideration of TEN DOLLARS AND OTHER VALUABLE CONSIDERATIONS

paid by the said party of the second part, the receipt of which is hereby acknowledged, has/have bargained and by these presents do es bargain, sell and convey unto the said party of the second part and its heirs, assigns and assigns act or parcel of land in the County of Hoke and State of North Carolina in Raeford its adjoining lands of s, and bounded as follows:

BEGINNING at a concrete monument, said concrete monument being the northwest corner of the Raeford Power & Manufacturing Company property shown as a 61.6 acre tract in Map Book 2, Page 290 of the Hoke County Public Registry, and said concrete monument being one of the Riegal Paper Company corners as shown in Map Book 4, Page 23 of the Hoke County Registry, and being the southwest corner of the tract being conveyed, and runs N 10-00 W 1006 feet with the Riegal Paper Company a concrete monument; thence N 32-30 E 780.8 feet with the Riegal Paper Company line to a concrete monument; said monument being the Gatlin and Continental Can Company corner; thence with the Gatlin line S 55-00 E 1320 feet; thence S 69-36 E, crossing Lightwood Branch, 844 feet to a stake in the C. C. Steele line; thence with the Steele property line, described in Book 82, Page 385 and Map Book 1, Page 178, S 7-00 W 852 feet to a stake by a pine; thence N 83-00 W 660 feet to the Raeford Power & Manufacturing Company corner on the east edge of Lightwood Branch swamp; thence with the Raeford Power & Manufacturing Company line N 83-00 W 1366 feet to the point of BEGINNING, containing sixty (60) acres, more or less, and being the same land, excepting two (2) acres, described in Book 83, Page 169 of the Hoke County Public Registry



The above land was conveyed to grantor by Carl Morris et al Sec Book No. 83 Page 169 HAVE AND TO HOLD the aforesaid tract or parcel of land and all privileges and appurtenances thereunto belonging to the said party of the second part and its successors heirs, assigns and assigns forever. The said party of the first part do es covenant that she is/are seized of said premises in fee and has the right to convey the same in fee simple, that the same are free from incumbrances; and that she warrant and defend the said title to the same against the claims of all persons whomsoever.

TESTIMONY WHEREOF the said party of the first part has hereunto set her hand and seal (Seal) ALMENA A. MCKEITHAN (Seal) (Seal) (Seal) (Seal)

STATE OF NORTH CAROLINA, HOKE County, Notary Public, of said County, do hereby certify that ALMENA A. MCKEITHAN, a widow

Notary personally appeared before me this day and acknowledged the execution of the foregoing deed of conveyance. My hand and notarial seal this the 12 day of March 19 71. Mary C. Mathis, N. P. commission expires 9 December 19 75

OBJECTID	20798	PIN No.	694350001004
Physical Address	CC STEELE RD	Calculated Acres	61.25578379
Deed Date	01/01/1971	Account No.	114254
Owner Name	HOKE COUNTY	Additional Owner Names	
Address 1:	P O BOX 210	Address 2:	
City	RAEFORD	State	NC
Zip	28376-0000	Fire District	01
Jurisdiction	6	Deed Book	161
Deed Page	573	Assessed Value	0
Total Acres	60	Description	MORRIS LANDFILL
PPN_2	19788	City Code	

Commercial Property Record Card - Hoke County, North Carolina

Property Location: Cc Steele Rd Account No: 114254 Class: 17 Occupancy: Card 1 of 1
 PIN No: 694350001004

Current Owner	Previous Owner History	Miscellaneous	Assessment Information	
Hoke County P O Box 210 Raeford Nc 28376-0000	Hoke County 161/573 01/01/1971	Deed Info: 161/573-01/01/1971 Zoning: Property No: 0033070 Neighborhood: 316 Living Units: 0 Census Trct: 6 District: 6	Cost Estimate: * Inc: 62,250 Land: 37,800 Bldg: 100,050 Total: 100,050 Assessed Information: Value: 100,050	
Notes	Entrance Information			
Morris Landfill	Date	Time ID	Actv Entrance Code	Source
			Entry/Sig	
			Entry/Sig	
			Entry/Sig	

Sales History				
Book/Page	Date	Price	Type	Validity
	00/00/2000			

Permit Information			
Date	Permit #	Price	Purpose
			% Comp.
			0
			0

Land Information			
Type	Size	Grade	Influence Factor 1, 2 and %
Bldg Site	1	0	0
Open Land	39	0	0
Undeveloped	20	0	0

Total Acres for this Parcel	60	Total Land Value
------------------------------------	----	-------------------------

Owner/Values: Includes all Land/Buildings/OBYS for this Parcel					
	Current	Cost	Market	Income	Prior
Land:	62,250	0	0	0	62,250
Building:	37,800	0	0	0	37,800
Total:	100,050	0	0	0	100,050

No Picture Available

Inspection witness by: _____

PERMIT NO. 47-01

DATE ISSUED 1-19-81

STATE OF NORTH CAROLINA
DEPARTMENT OF HUMAN RESOURCES
Division of Health Services
P.O. Box 2091 Raleigh 27602

SOLID WASTE PERMIT

HOKE COUNTY is hereby issued a permit to
operate a SANITARY LANDFILL
located on S. R. 1302,

in accordance with Article 13B of the General Statutes of North Carolina and all
rules promulgated thereunder. The facility is located on the below described
property.

BEGINNING at a concrete monument, said concrete monument being the northwest corner of the Raeford Power & Manufacturing Company property shown as a 61.6 acre tract in Map Book 2, Page 290 of the Hoke County Public Registry, and said concrete monument being one of the Riegal Paper Company corners as shown in Map Book 4, Page 23 of the Hoke County Registry, and being the southwest corner of the tract being conveyed, and runs N 10-00 W 1006 feet with the Riegal Paper Company line to a concrete monument; thence N 32-30 E 780.8 feet with the Riegal Paper Company line to a concrete monument; said monument being the Gatlin and Continental Can Company corner; thence with the Gatlin line S 55-00 E 1320 feet; thence S 69-36 E, crossing Lightwood Branch, 844 feet to a stake in the C. C. Steele line; thence with the Steele property line, described in Book 82, Page 385 and Map Book 1, Page 178, S 7-00 W 852 feet to a stake by a pine; thence N 83-00 W 660 feet to the Raeford Power & Manufacturing Company corner on the east edge of Lightwood Branch swamp; thence with the Raeford Power & Manufacturing Company line N 83-00 W 1366 feet to the point of BEGINNING, containing sixty (60) acres, more or less, and being the same land, excepting two (2) acres, described in Book 83, Page 169 of the Hoke County Public Registry.

Hugh H. Tilson
Hugh H. Tilson, M.D.
Director
Division of Health Services

O. W. Strickland
O. W. Strickland, Head
Solid & Hazardous Waste Management
Branch
Environmental Health Section

PERMIT NO. 47-01

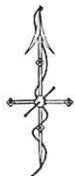
DATE ISSUED 1-19-81

SOLID WASTE PERMIT

Conditions of Permit:

1. The following requirements shall be met prior to receiving solid waste at the site:
 - a. Filing of the certified copy of the permit with the register of deeds.
 - b. Site preparation in accordance with operational plan.
 - c. Posting of the solid waste permit number on the entrance sign to the landfill.
2. When the drainage canal is filled, the contours from Phase II should be tied into Phase I.
3. A berm shall be constructed along the south side of the Phase II area to prevent surface water from running down the dike slope. The top of the dike is assumed to be elevation 218.00.
4. Groundwater monitoring wells to be installed by Division of Health Services specifications at the locations shown on the plans.

Appendix B: Figures 1 and 2



NTS



ENGINEERING & ENVIRONMENTAL
SCIENCE COMPANY

3008 ANDERSON DR., SUITE 102
RALEIGH, NORTH CAROLINA 27609
(919) 781-7798

Site Layout
Hoke County Transfer Facility
700 CC Steele Road
Raeford, NC 28376

DATE:
11/30/13

FIGURE NO.
1




 ENGINEERING & ENVIRONMENTAL
 SCIENCE COMPANY
 3008 ANDERSON DR., SUITE 102
 RALEIGH, NORTH CAROLINA 27609
 (919) 781-7798

Hoke County Transfer Facility Transfer Facility Layout 700 CC Steele Road Raeford, NC 28376	DATE: 11/30/12
	FIGURE NO. 2

Appendix C: Solid Waste Management Facility Fire Occurrence Notification

**SOLID WASTE MANAGEMENT FACILITY
FIRE OCCURRENCE NOTIFICATION
NC DENR Division of Waste Management
Solid Waste Section**



Notify the Section verbally within 24 hours and submit written notification within 15 days of the occurrence.
(If additional space is needed, use back of this form.)

NAME OF FACILITY: _____ PERMIT # _____

DATE AND TIME OF FIRE: _____ @ _____

HOW WAS THE FIRE REPORTED AND BY WHOM:

LIST ACTIONS TAKEN:

WHAT WAS THE CAUSE OF THE FIRE:

DESCRIBE AREA, TYPE, AND AMOUNT OF WASTE INVOLVED:

WHAT COULD HAVE BEEN DONE TO PREVENT THIS FIRE:

DESCRIBE PLAN OF ACTIONS TO PREVENT FUTURE INCIDENTS:

NAME: _____ TITLE: _____ DATE: _____

THIS SECTION TO BE COMPLETED BY SOLID WASTE SECTION REGIONAL STAFF
DATE RECEIVED _____

List any factors not listed that might have contributed to the fire or that might prevent occurrence of future fires:

FOLLOW-UP REQUIRED:
 NO PHONE CALL SUBMITTAL MEETING RETURN VISIT BY: _____ (DATE)

ACTIONS TAKEN OR REQUIRED:
