

Covanta Fairfax Inc. Rules & Regulations

COVANTA FAIRFAX, INC.

3. PROCEDURES FOR RECEIVING, HANDLING, AND FEEDING MSW

3.1 PROCEDURES FOR RECEIVING MSW

3.1.1 RULES AND REGULATIONS FOR WASTE DELIVERY HAULERS

3.1.1.1 FACILITY OPERATION

1. The Facility will open to Haulers at the following times:

Monday – Friday: 5:00 a.m. - 7:00 p.m.
Saturday: 5:00 a.m. - 4:00 p.m.
Sunday: Closed

2. The Facility will be closed on Christmas Day and New Years Day. Hours for other holidays may change and haulers will be notified accordingly.
3. The speed limit at the Facility is ten (10) MPH, unless otherwise posted. The speed limit will be strictly enforced.
4. Haulers shall proceed through the main entrance and form single file lines at the weight scales. The scalehouse attendant will direct the driver to the appropriate scale.
5. Upon exiting the scale, trucks shall enter the enclosed tipping area and position for an available bay to unload. The facility employs a traffic light to inform the truck which bay to go to. The driver shall make sure all refuse is off all external parts of the vehicle and that the vehicle is covered/closed prior to exiting the tipping floor.
6. Traffic on the tipping floor is generally one-way. Haulers shall exit the tipping floor single file through the exit at the northwest corner.

3.1.1.2 HAULER IDENTIFICATION

1. Each Hauler shall properly display and comply with their respective jurisdiction rules regarding truck and equipment identification and permitting. Vehicle and container identification shall be made visible to the Tipping Floor Attendant by placing permit identification on both sides of the vehicle.
2. Drivers must obey the directions of Covanta and County staff at all times while at the scales or on the tip floor.

3.1.1.3 TIPPING FLOOR INSPECTIONS

1. Upon request of the Tipping Floor Attendant or Fairfax County Inspector, trucks may be directed to a specific area on the floor for examination of the waste being delivered. This inspection can occur due to a suspected problem or on a random basis as part of the Facility's inspection program. The inspection may result in some materials being rejected. Haulers shall follow the instructions below if unacceptable waste is detected:
 - a. For Prohibited Waste (as defined Exhibit A) which is not Hazardous Waste, the Hauler may be required to reload such materials for disposal at another location.
 - b. For Hazardous Waste (as defined by Federal, State, and Local law, and Exhibit B), Haulers shall remain at the Facility until appropriate public health officials arrive. A decision will be reached at the time as to the most appropriate disposal option.

Note: Large Boxes and/or Containers must be open on one side for inspection on tipping floor.

2. The truck shall not leave the tipping floor until released by the Tipping Floor Attendant or Fairfax County Inspector. At the time of release, the Hauler will be given a copy of the inspection report and any further instructions.
3. Covanta Fairfax Inc follow the following regulatory requirements for inspections:
 - a. 1% of all incoming loads to the facility must be inspected and 10% of incoming loads originating outside Virginia.

3.1.1.4 BREAKDOWNS/EMERGENCIES/DAMAGES

1. Trucks with mechanical problems shall exit the Facility, or, if disabled, request immediate towing at the hauler's expense. Should the vehicle have to stay on site for a short period of time, haulers should attempt to "park" the vehicle at the hauler rest room area, outside of the main traffic flow.
2. Trucks with hydraulic leaks will be allowed to unload but not permitted further use of the facility until the leak is repaired. Vehicles with repeated mechanical problems will be referred to Fairfax County for appropriate action. The driver will be responsible for the clean-up of all fluids from their truck.
3. Haulers who discover a fire in their truck (hot load) shall be directed to a location on the tipping floor by the Tip Floor Attendant to unload. Under no circumstances are these loads to be unloaded into the pit. OMS Fairfax employees and/or local Fire Department personnel shall use available equipment to extinguish all fires.

3.1.1.5 DRIVER REGULATIONS

1. All drivers and their assistants must wear proper Personal Protective equipment including Safety vests or other similar reflective clothing and suitable footwear when on the tip floor.
2. Obey all signs including use of Personal Protective Equipment, speed limit and traffic control.
3. Obey instructions of the Weigh Masters and the Tipping Floor Attendant.
4. No external cleaning of vehicles or vehicle maintenance may be performed at the Facility site.
5. Vehicles may not be left unattended.
6. No firearms, explosives or other weapons are permitted on the Facility site.
7. No smoking, drugs and/or alcohol on the Facility site.
8. Open-topped containers must be cleaned of all debris and paper or recovered after unloading to minimize litter at the Facility site.
9. Haulers using the Facility will be informed of the Facility's Hazardous and Unacceptable Waste Screening Program.
10. Foul language and inappropriate behavior are not permitted,
11. No Scavenging.
12. No person near refuse pit (within six feet) to prevent fall hazard.
13. Use designated restrooms.
14. Only one person may exit the cab and they must stay within 6 feet of vehicle and not ride or walk along side while moving.
15. No visitors or children in vehicles
16. Drivers shall ensure all refuse is off external parts of the vehicle and that the vehicle is **covered/closed** prior to exiting the tipping floor exit door to prevent litter and spillage.
17. Covanta employees are not permitted to help haulers release or free up their loads.
18. No one shall ever crawl underneath a truck and/or trailer or inside the hydraulic ram compartment on packer trucks while on the tipping floor.

19. If your truck has developed an operational malfunction and is unable to perform the unloading function, unless authorized by the Facility Manager or his designee, not attempts should be made to repair it on the tipping floor. The Covanta Equipment Operator or Tipping Floor Attendant should be notified who will contact the Facility Manager/designee.

3.1.1.6 Prohibited Conduct

1. **WASTE HAULER CONDUCT THAT FALLS OUTSIDE THE BOUNDRIES OF SITE SPECIFIC AND LOCAL/STATE/FEDERAL REGUATIONS WILL NOT BE TOLERATED AND HAULER PRIVILEGES MAY BE REVOKED. SUCH REVOCATION MAY OCCUR AT ANY TIME IN COVANTA'S SOLE JUDGMENT (OR UNDER APPLICABLE LAW) AND MAY INCLUDE THE LOSS OF DISPOSAL RIGHTS FOR THE CUSTOMER.**
2. Examples of PROHIBITED CONDUCT include, for example:
 - Endangerment of worker/hauler/general public safety (e.g. improper queuing, speeding, truck separation).
 - Non-compliance with local/State/Federal laws (e.g. local trucking routes, State weight limits radioactive loads).
 - Offering of financial or other rewards (e.g. bribes, services) to facility personnel for illegal or other activities (e.g. overweight loads, non-weights, queuing adjustments).
 - Employee manipulation and/or abuse (e.g. verbal, physical threats).

3.1.1.7 VIOLATIONS

1. Penalties and fines will be assessed per Exhibit C.

EXHIBIT A: PROHIBITED WASTE

Prohibited waste shall include the following material (A) if present in concentrations or quantities that, in the reasonable judgment of the Company, (1) would post a substantial threat to public health of safety, (2) may cause applicable air quality or water effluent standards to be violated by the normal operation of the Facility, (3) are so large and bulky as to present a risk of blocking the Facility's waste feed chutes (6 ft. in length and 30 inches in width), or (4) would result in ash residue from the Facility being hazardous.

1. EXPLOSIVES

- Dynamite
- Hand grenades
- Blasting caps
- Shotgun shells
- Any other explosives
- Fireworks

2. LIQUID WASTE

- | | |
|---------------|-------------------------------|
| Gasoline | Fungicides |
| Kerosene | Alcohol |
| Acids | Turpentine |
| Hydraulic Oil | Waste Oil |
| Petroleum | Ether |
| Caustics | Naphtha |
| Leachate | Acetate |
| Solvents | Paints |
| | Flammable or volatile liquids |

3. DEMOLITION DEBRIS

- | | |
|--------------------------|--------------------------------------------|
| Aggregate | Asbestos |
| Brick | Sawdust |
| Stone | Roofing materials |
| Pallets (unless halved) | Plaster |
| Cement | Porcelain fixtures |
| Gravel | Boilers |
| Sand | Creosote treated lumber or telephone poles |
| Structural clay products | Dry wall |
| Soil | Metal pipes or poles |
| Tree stumps | Other non-combustible demolition debris |

4. MISCELLANEOUS MATERIALS

Offal	Radioactive materials
Tar	Ashes
Asphalt	Human remains
Sealed drums	Pressurized containers (over one quart in size)
Car batteries	Automobile parts
Regulated Medical Waste	

5. HAZARDOUS WASTE as defined under Federal, State, and local laws and regulations.

6. PATHOLOGICAL OR INFECTIOUS WASTE

NOTE: Loads whose major components are acceptable non-combustible metal items must off-load to process rejects box as directed by Tipping Floor Attendant. (i.e., appliances, water heaters, metal furniture and equipment, etc.)

Haulers who transport appliances with motors that may have capacitors containing PCB may be required, at the discretion of Covanta Fairfax, to certify that these capacitors have been removed before disposal.

Haulers are encouraged to transport metal goods to a scrap dealer.

EXHIBIT B: HAZARDOUS WASTE

"Hazardous Waste" means (a) any material or substances the treatment, storage or disposal of which, because of the composition or characteristics of the material or substance, is unlawful to treat, store, or dispose of at the Facility is (i) regulated as a toxic or hazardous waste as defined under either Subtitle C of the Solid Waste Disposal Act, 42 U.S.C. 69921-6939a, or section 6 (e), of the Toxic Substances Control Act, 15 U.S.C. 2605(e), as replaced, amended, expanded or supplemented, and any rules or regulations promulgated thereunder, or under the Virginia Waste Management Act, Va Code 10-263 et seq., as replaced, amended, expanded or supplemented, and any rules or regulations promulgated thereunder, or (ii) special nuclear or by-products materials within the meaning of the Atomic Energy Act of 1954; and (b) any other materials which any governmental agency or unit having appropriate jurisdiction shall lawfully determine from time to time to be ineligible for disposal through waste to energy facilities similar to the Facility because of the harmful, toxic or dangerous composition or characteristics of the material or substance.

All commercial and industrial establishments are required by federal and state law to determine whether any wastes which they generate are Hazardous Wastes, and to dispose of all Hazardous Wastes at a permitted Hazardous Waste disposal facility. You are responsible for assuring that industrial and commercial establishments, from which you collect waste, have excluded all Hazardous Waste from waste which you collect for disposal at the Facility.

EXHIBIT C: PENALTIES AND FINES

The following penalties and fines may be levied at the discretion of the facility manager. All such penalties and fines are in addition to the Company's actual costs and expenses of disposal and removal.

1. Explanation of Fines

- A. First Violation: Written Report and \$100.00 fine.
- B. Second Violation: Written Report and \$200.00 fine, and Suspension of Access to Facility for up to 30 days for individual offenders, if there are two (2) violations within a six (6) month period.
- C. Third Violation: Written Report and \$300.00 fine, and Suspension of Access to Facility for individual offenders,

Note: These fines apply to Drivers as well as any persons present on their equipment.

- Fines can be assessed for:
 - a* Violations for Delivery of or Attempt to Deliver Prohibited Waste that is not Hazardous.
 - b* Violations for Delivery of or Attempt to Deliver Hazardous Waste.
 - c* Violations for failure to follow facility safety procedures and rules.

- 2. Explanation of Penalties – Penalties in lieu of, or in conjunction with fines may be levied by the County of Covanta in the form of driver suspension which can range from 1 to 30 days in duration to being permanently suspended from the facility.

Notifications of Violations and Payments of Fines

- 1. Copies of written waste screening reports and notice of violations will be furnished to driver at time of offense. Driver refusal to sign or accept same will not invalidate the record.
- 2. Fines will be due and payable subject to the provisions as for tipping fee payments.
- 3. Any violation which involves the suspension of access to the Facility will result in a notice of violation being mailed to the designated hauler and the authorities of Fairfax County within three (3) business days via Federal Express overnight delivery
- 4. Violations resulting in actual costs and expenses to Facility will be ascertained and billed as soon as reasonably possible, but not later than sixty (60) days from date of offense. These will be due and payable within twenty one (21) days of the billing date and will be subject to the same late payment provisions as tipping fees.

Authorized Company Representative: _____