

OP16 – Landfill Operations

What is this?

The purpose of this document is to outline procedures for the operational control of landfill activities.

What does the responsible manager need to do?

The responsible manager must ensure that:

- There is sufficient technically competent supervision to cover operations as required by the site permit
 - All employees involved in the landfill of waste are familiar with the appropriate requirements of current legislation, company standards and the site permit
 - Imported materials are checked in accordance with the operational procedure for Waste Reception, Inspection and Validation
 - Current landfill operations are contained in as small an area as reasonably possible, the progress of operations is undertaken in an orderly manner and landfill operations are in accordance with the site permit and working plan as appropriate
 - The site management team ensure that the site inspection regime is adhered to, and the inspection forms are reviewed regularly, with any issues actioned promptly or reported to the responsible manager if required
 - In the event of extreme or adverse weather conditions all activities cease and the incident is formally recorded on the incident form
 - Periodic surveys of the site are undertaken to determine the rate of infilling, that suitable compaction is being applied to achieve target densities, and to calculate the void remaining (both consented and available)
 - All permit monitoring and reporting requirements are completed within the allotted timescales and distributed to all relevant parties.
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What do employees need to do?

All employees are responsible for:

- Completing the necessary inspections in accordance with the site inspection regime
- Recording the results of daily site inspections on the Landfill Site Environmental Monitoring form and submitting to the site management
- Recording any other issues regarding site operations within the site diary as required by the site permit.



Associated documentation

EMS Section

- Operational Control

Operational Procedure

- OP14 – Landfill and Recycling — Waste Reception, Inspection and Validation

Forms

- EF03 – Internal Communication
- EF15 – Incident Investigation
- EF18 – Landfill Site Monitoring Checklist

