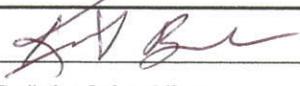


Approved by:		
	General Manager	Radiation Safety Officer

STANDARD OPERATING PROCEDURE

15.WAC.02

WASTE TRACKING

1.0 OBJECTIVE

To define operational procedures for tracking waste through receipt, movement, treatment, and disposal at the Clean Harbors Deer Trail (CHDT) facility.

2.0 SCOPE

This standard operating procedure (SOP) defines the procedures, electronic files, hardcopy forms, and their use in tracking waste at CHDT. It does not cover documentation of laboratory analysis, wastewater treatment plant operations, and radiation surveys, which are covered in other procedures.

3.0 POLICY

All waste received from off site, or generated on site, will have its properties and disposition properly documented in compliance with the RCRA permit and Colorado regulations. All waste storage, movements, treatment, disposal, and shipment off site will be properly documented in compliance with the RCRA permit and Colorado regulations.

4.0 RESPONSIBILITIES

Responsibilities of the CHDT Radiation Safety Officer (RSO), management, and staff are defined in the CHDT Radiation Protection Plan (SOP DR 15.RPP.01).

5.0 WASTE TRACKING

A step-by-step description of the waste tracking process is as follows:

5.1 Uniform Manifest

A uniform hazardous waste manifest (shown in Attachment 1) will usually be used by the waste shipper/generator to document the waste shipment and end facility. Alternatively, if applicable, a uniform radioactive waste manifest will be used. The utilization of these forms is governed by regulation. After a shipment is received at the facility, and any discrepancies are resolved, the manifest will be signed for by the facility, and a copy will be sent back to the waste generator.

5.2 Weight Ticket

Each shipment of waste is weighed at the truck scales at the front of the facility. Gross, tare, and net weight are shown on the weight ticket. Radiation exposure rates determined by the portal monitor are recorded on the weight ticket (Attachment 2).

5.3 Gate Log

Information on each incoming waste shipment will be entered in the gate log electronic file, as shown in Attachment 3. Each operating day, a hardcopy printout of the gate log will be printed out and filed. Each incoming load is assigned a load number. This load number will be used as the identification number for filing all incoming load documentation.

5.4 Site Generated Log

Information on each quantity of site-generated waste will be entered in the site generated log electronic file (Attachment 4). Each operating day, a hardcopy printout of the site-generated log will be printed out and filed. Each incoming load is assigned a load number. This load number will be used as the identification number for filing all incoming load documentation.

5.5 Waste Receiving Report

Information is entered into the Clean Harbors Internet based company wide waste tracking system (WIN WEB), as shown in the example form in Attachment 5. A unique container id number is then generated and a Waste Receiving Report is printed out from this system. This report contains information about the shipment as well as the unique transport container number.

5.6 Waste Tracking Form

A Waste Tracking Form is generated for the shipment. There are two types of waste tracking forms that are similar in nature and use. The Waste Tracking Form will be used to track onsite movements or creation of waste (Attachment 6). The Wastewater Tracking Form (Attachment 7) will be used to track the generation and movement of wastewater on site. The technician responsible for the waste generation and or movement must sign the form.

5.7 Work Orders

There are two types of work orders: Stabilization Work Orders (Attachment 8), and Landfill Work Orders (Attachment 9). These work orders will require prior authorization by the General Manager or his designee before the activity can occur. They direct waste treatment and landfill activities. After they are completed, the personnel responsible for the activity will sign and date the form and fill in any necessary information.

5.8 Stabilization Recipe

This form provides the information necessary for treatment operations; it contains mixing and reagent addition instruction and safety precautions.

5.9 Bulk Container Inventory

An inventory of bulk containers will be made each operating day (an example inventory form is shown in Attachment 10). The location identification and description of each bulk container will be entered in the Bulk Container Inventory form printed out each day. Each day's form will be filed.

6.0 WASTE TRACKING FORMS

6.1 Tracking Form Format

Tracking forms are subject to frequent revision in order to resolve new and unforeseen circumstances and to improve recordkeeping. Minor changes to the form format may be made by the CHDT RSO, CHDT General Manager, or designee at any time.

6.2 Form Examples

Copies or examples of hardcopy tracking forms and records are provided in Appendix 1. CHDT utilizes hardcopy bound logbooks in addition to database records and hardcopy forms for tracking waste on site. These logbooks are not presented in this SOP.

7.0 REFERENCES

None.

ATTACHMENT 1 – UNIFORM MANIFEST

reviewing instructions, gathering data, and completing and reviewing the form. Send comments regarding the burden estimate, including suggestions for reducing this burden, to: Chief, Information Policy Branch, PM-223, U.S. Environmental Protection Agency, 401 M Street, SW, Washington, DC 20460, and to the Office of Information and Regulatory Affairs, Office of Management and Budget, Washington, DC 20503.

Please print or type. (Form designed for use on elite (12-pitch) typewriter.) Form Approved. OMB No. 2050-0039 Expires 9-30-99

UNIFORM HAZARDOUS WASTE MANIFEST		1. Generator's US EPA ID No.		Manifest Document No.		2. Page 1 of		Information in the shaded areas is not required by Federal law.	
		3. Generator's Name and Mailing Address						A. State Manifest Document Number	
4. Generator's Phone ()						B. State Generator's ID			
5. Transporter 1 Company Name			6. US EPA ID Number			C. State Transporter's ID			
7. Transporter 2 Company Name			8. US EPA ID Number			D. Transporter's Phone			
9. Designated Facility Name and Site Address			10. US EPA ID Number			E. State Transporter's ID			
						F. Transporter's Phone			
						G. State Facility's ID			
						H. Facility's Phone			
11. US DOT Description (Including Proper Shipping Name, Hazard Class and ID Number)					12. Containers No.	13. Total Quantity	14. Unit Wt/Vol	15. Waste No.	
a. <input type="checkbox"/> HM									
b.									
c.									
d.									
J. Additional Descriptions for Materials Listed Above						K. Handling Codes for Wastes Listed Above			
15. Special Handling Instructions and Additional Information									
16. GENERATOR'S CERTIFICATION: I hereby declare that the contents of this consignment are fully and accurately described above by proper shipping name and are classified, packed, marked, and labeled, and are in all respects in proper condition for transport by highway according to applicable international and national government regulations. If I am a large quantity generator, I certify that I have a program in place to reduce the volume and toxicity of waste generated to the degree I have determined to be economically practicable and that I have selected the practicable method of treatment, storage, or disposal currently available to me which minimizes the present and future threat to human health and the environment. OR, if I am a small quantity generator, I have made a good faith effort to minimize my waste generation and select the best waste management method that is available to me and that I can afford.									
Printed/Typed Name					Signature			Date Month Day Year	
17. Transporter 1 Acknowledgement of Receipt of Materials					Signature			Date Month Day Year	
Printed/Typed Name					Signature			Date Month Day Year	
18. Transporter 2 Acknowledgement of Receipt of Materials					Signature			Date Month Day Year	
Printed/Typed Name					Signature			Date Month Day Year	
19. Discrepancy Indication Space									
20. Facility Owner or Operator: Certification of receipt of hazardous materials covered by this manifest except as noted in item 19.									
Printed/Typed Name					Signature			Date Month Day Year	

INSTRUCTIONS FOR COMPLETION OF THIS FORM, REFER CODE OF FEDERAL REGULATIONS, 40, PART 262.20.

EPA Form 8700-22 (Rev. 9-88) previous editions obsolete

SAFETY-KLEEN CORP.

90290 (Rev 11/98) **6**

ORIGINAL - RETURN TO GENERATOR

ATTACHMENT 2 – WEIGHT TICKET

Weight Ticket

*Clean Harbors Deer Trail, LLC
108555 E. US Highway 36
Deer Trail, CO 80105*

Date _____

Drum # _____	Gross
Load # _____	Tare
Manifest # _____	Net
Sales Ord # _____	
Profile # _____	
Container # _____	_____
Trailer # _____	_____

Driver _____ [] on [] off Weighed by: _____

Gate Monitor Radioactivity Readings (µR/hr) East _____ West _____

Washouts			Exit Survey		
	Yes	Initials		Yes	Initials
None	[]	_____	DOT Empty	[]	_____
Tank Wash	[]	_____	Free Release Survey	[]	_____
Rolloff Wash	[]	_____			
Vacbox Wash	[]	_____			
Other Cleanout	[]	_____			
Wheel Wash	[]	_____			

ATTACHMENT 5 – EXAMPLE WASTE RECEIVING REPORT

Clean Harbors Environmental Services, Inc.		Waste Receiving Report								
Plant Received Date: 3/3/2005 12:00:00AM		Generator: [REDACTED]								
Work Order #: D9927737		Customer: [REDACTED]								
Receiving Facility: Deer Trail Landfill (DR)		Manifest: [REDACTED] Cnt: 1								
Equipment: UNKNOWN		Generator EPA ID: [REDACTED] State EPA ID: [REDACTED]								
Bulk										
Line Item	Shipping Name/ US DOT Description	UN/NA Number	Container No. Type	Total Quantity	Unit Wt/Vol	CHI Pre-Code	Profile Number	Pkg Grp	Hazard Class	Hzrd Zone
11A	HAZARDOUS WASTE, LIQUID, N.O.S. (CHROMIUM, LEAD)	NA3082	1 TT	41,000	P	CCS	CH28928B	III	9 MISCELLANEOUS HAZARDOUS MATERIAL	
Profile Constituents (ordered by Max %)										
		Min	Max							
	WATER	70.00	80.00	METAL HYDROXIDES	0.00	20.00	LEAD		0.00	7.00
	CHROMIUM	0.00	4.00	SELENIUM	0.00	1.50				

** THE PROFILE INDICATES THAT THIS WASTE CONTAINS AN OSHA REGULATED SUBSTANCE, CONTACT HEALTH & SAFETY PRIOR TO HANDING.

Tank Wash:	Tank Cleanout:	Tank Entry:	None:	CHI Providing Trans:	Y	Quoted Tank Wash Price:	[REDACTED]								
Waste Codes	D002	D007	D008	D010											
Least Cost Outlet	Outbound Profile	Outbound Profile Description	Cons (Y/N)	Billing Requirements:											
LG	CCS-ARSENIC	HIGH Arsenic contaminated solids- SPECIAL TREATMENT	Y	Container (Y/N)	Gallons (Y/N)	Special Instructions									
LG	LAC2	LIQUID ACID CONCENTRATED D002 ONLY	Y		N										
LG	LAC2D	LIQUID ACID CONCENTRATED, D002, D004-11	Y												
LG	LAC2DF	LIQUID ACID CONCENTRATED, D002, D004-11, F006-F012,	Y												
LG	LB2D	ALKALINE LIQUID/SLUDGE D002, D004-11	Y												
LG	LB2DF	ALKALINE LIQUID/SLUDGE D002, D004-11, F006-12, F019	Y												
LG	lg-ch75714	Milling/Grinding Sludge	Y												
LG	LG-CH81342	SODIUM NITRATE LIQUID/ E.C.M.	Y												
LG	LM98-0149	343912 INORGANIC WASTEWATER-REG. WATER	Y												
LG	LND	NEUTRAL LIQUID/SLUDGE D004-11	Y												
LG	LNDF	NEUTRAL LIQUID/SLUDGE D002, D004-11, F006-12, F019	Y												
LG	SAD2DF	SOLID ACID D002, 4-11, F006-12, F019	Y												
LG	SBND	SOLID BASIC/NEUTRAL D002 & D004-11	Y												
LG	SBNDF	SOLID BASIC/NEUTRAL D004-11, F006-12, F019, F035 LOW METALS	Y												
Restrictions:															
Restrictions, Other:															
Drum No.	Final Code	Qty	Cont. Type	H2O Mix (Y/N)	Ph (Value)	Ign (Y/N)	CN (+/-)	Sulfide (Y/N)	PCB Value	Rad (Y/N)	Oxid (Y/N)	CC Insp	Chlorine (Y/N)	Weight (pounds)	Comments
6543865		40,000	TT												

1 Item(s) printed for CO05003-D9927737

ATTACHMENT 6 – WASTE TRACKING FORM

Load #	
Campaign #	
From:	To:

Container Information

Box Number(s):		Total Weight:		Pounds
# of Containers:				
Total Volume	Gallons			
Container Type(s):		Container Size:		
Drum Numbers:				

Waste Information

Waste Name:			
Profile #(s)			
EPA Codes:			
Radioactive? No	State/NRC Licensed Waste?	No	
Radionuclides Present: None			

Safety Information

PPE Requirements: Level C	Special Handling: N/A
Monitoring: N/A	Spill Response: Contain
Known Hazards:	Cell Exit Requirements:
Fire Fighting:	Washout Requirements:

Created by:	Date: 04/19/05
Transfer Tech:	
Actual Movement Date:	



Clean Harbors Deer Trail LLC

15.WAC.02 Waste Tracking

Revision: 1

Date: 12/31/2009

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ATTACHMENT 7 – WASTEWATER TRACKING FORM

Load #:			
Campaign #:			
From:		To:	

Waste Information

Waste Name:			
Profile #(s):			
EPA Codes:			
Radioactive? No		State/NRC Licensed Waste? No	
Radionuclides Present: None			

Safety Information

PPE Requirements: Level C		Special Handling: N/A	
Monitoring: N/A		Spill Response: Contain	
Known Hazards:		Cell Exit Requirements:	
Fire Fighting:		Washout Requirements:	

Transfer Information

Gallons Transferred:			
Method of pumping	Piping system	Vac Truck	Other

Created by:		Date:	
Transfer Tech:			
Actual Movement Date:			

ATTACHMENT 8 – STABILIZATION WORK ORDER

Load #			
Campaign #			
From:		To:	

Container Information

Box Number(s):			
# of Containers:		Total Weight:	Pounds
Total Volume	Gallons		
Container Type(s):	Container Size:		
Drum Numbers:			

Waste Information

Waste Name:			
Profile #(s)			
EPA Codes:			
Radioactive?	State/NRC Licensed Waste?		
Radionuclides Present			

Safety Information

PPE Requirements: Level C	Special Handling:	N/A
Monitoring: N/A	Spill Response:	Contain
Known Hazards:	Cell Exit Requirements	
Fire Fighting:	Washout Requirements:	

Treatment Information

Treatment Formula	
Special Handling	
Equipment Required	
Instructions	
Created by:	Date:
Authorized by:	Date:
Transfer Tech:	Date:

ATTACHMENT 9 – LANDFILL WORK ORDER

Load #			
Campaign #			
From:		To:	

Container Information

Box Number(s):			
Number of Containers:		Total Weight:	
Container Type(s):		Container Size:	
Drum Numbers:			

Waste Information

Waste Name:			
Profile #(s)			
EPA Codes:			
Radioactive? No		State/NRC Licensed Waste? No	
Radionuclides Present None			

Safety Information

PPE Requirements: Level C		Special Handling: N/A	
Monitoring: N/A		Spill Response: Contain	
Known Hazards:		Cell Exit Requirements:	
Fire Fighting:		Washout Requirements:	

Landfill Grids

Landfill Loads	Tier	Alp	Num	Initials	Time/Date
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					

Created by:		Date:	4/19/2005
Authorized by:		Date:	
Receiving/Transfer Tech:		Date:	

ATTACHMENT 10 – EXAMPLE BULK CONTAINER INVENTORY

Bulk Container Inventory										
7/31/2004					Prepared by: [REDACTED]					
Type	Size	Container Number	Site # or Campaign #	Arrival Date	Days on Site	Location (A, B, or 10 Day)	Row	Order	Profile #	Comments or Car number
RO	20	UPCU410733	56024	5/21/2004	71	B	7	4	SNDEBRISO-KP-OFF	
RO	20	UPCU411688	56035	5/21/2004	71	B	7	5	SNDEBRISO-KP-OFF	
RO	20	USPC37176	56041	5/28/2004	64	B	7	6	SNDEBRISO-KP-OFF	
RO	20	UP410320	56085	6/26/2004	35	B	6	5	SNDEBRISO-KP	
RO	25	UPCU410377	56088	8/26/2004	-26	B	2	2	CH55486B	
RO	20	USPC30007	56089	6/28/2004	33	B	6	4	SNDEBRISO-KP	
RO	40	MSUU410119	56090	6/29/2004	32	B	6	3	SNDEBRISO-KP	
RO	40	UPCU411224	56092	6/29/2004	32	B	6	2	SNDEBRISO-KP	
RO	20	410714	56094	6/30/2004	31	B	6	1	SNDEBRISO-KP	
RO	25	UPCU410666	56103	7/8/2004	23	A	3	5	SNDEBRISO-KP	
RO	40	UPCU411150	56113	7/13/2004	18	B	1	2	SNDEBRISO-KP	
RO	40	MSUU410200	56114	7/13/2004	18	B	1	3	SNDEBRISO-KP	
RO	40	UPCU411716	56116	7/14/2004	17	B	3	2	SNDEBRISO-KP	
RO	40	UPCU411369	56117	7/14/2004	17	B	3	3	SNDEBRISO-KP	
RO	40	UPCU411089	56119	7/14/2004	17	B	3	1	SNDEBRISO-KP	
RO	20	UP220413	56120	7/14/2004	17	B	1	1	SNDEBRISO-KP	
RO	40	UPCU411312	56121	7/15/2004	16	B	4	2	SNDEBRISO-KP	
RO	40	UPCU419921	56122	7/15/2004	16	B	4	3	SNDEBRISO-KP	
RO	40	UPCU411293	56123	7/15/2004	16	B	5	3	SNDEBRISO-KP	
RO	40	UPCU411247	56124	7/15/2004	16	B	5	4	SNDEBRISO-KP	
RO	20	A413-25	56126	7/16/2004	15	A	3	7	AP309752KP	
RO	20	UPCU410816	56127	7/16/2004	15	B	5	2	SNDEBRISO-KP	
RO	25	UPCU410828	56128	7/16/2004	15	B	4	1	SNDEBRISO-KP	
RO	20	A517-25	56129	7/16/2004	15	A	3	6	AP309752KP	
RO	40	MSUU410258	56132	7/17/2004	14	A	6	10	SNDEBRISO-KP	
RO	20	LMF030003	56133	7/17/2004	14	A	6	11	SNDEBRISO-KP	
RO	20	35270	56134	7/17/2004	14	A	6	8	SNDEBRISO-KP	
RO	40	UPCU419947	56135	7/17/2004	14	A	6	9	SNDEBRISO-KP	
RO	20	UP220394	56136	7/19/2004	12	A	4	8	SNDEBRISO-KP	
RO	40	UPCU419920	56137	7/19/2004	12	A	4	9	SNDEBRISO-KP	
RO	20	LMF037218	56138	7/19/2004	12	A	4	7	SNDEBRISO-KP	
RO	40	MSUU410242	56139	7/20/2004	11	A	4	5	SNDEBRISO-KP	