

**PADRAIG THORNTON WASTE  
DISPOSAL LTD (PTWDL) T/A  
THORNTONS RECYCLING**

**Appendix F – Emergency  
Response**

**Contents:**

- 1. Vehicle Emergency Response Procedure**
- 2. Spill cleanup guide**
- 3. Insurance Details**

<b>Environmental Procedures Manual</b>		Reference	EP11
Title: Vehicle Emergency Response WCP		Date issued	01.04.15
		Revision	07

Relevant to:-	Killeen Road	Kilmainhamwood	Shredding	Dunboyne	PDM	HQ	MDR
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### Purpose and Scope

This emergency response procedure is designed to protect **driving** employees during emergencies including chemical spills, oil spills, waste spill and breakdowns. This procedure has been prepared in response to waste collection permit regulations. Consult the company emergency plan for any other emergencies.

### Responsibility

Transport Managers will serve as the emergency contacts for all drivers and have the primary responsibility for responding to and coordinating emergencies for all Thorntons vehicles.

The Transport Managers must ensure that the appropriate departments and the Managing Director or Operations Director are contacted in the event of any emergency or incident, for example:

- Oil and chemical spill – Environment & Health and Safety Dept
- Waste spill – Environment & Operations Dept
- Accident – Health and Safety Dept
- Breakdowns – Maintenance Dept
- Incidents at client's premises – Sales Dept

All driving employees should review and follow these procedures. Supervisors of the Transport Department must ensure that their employees are familiar with these procedures.

### Procedure

#### 1. Reporting Vehicle Emergencies and accidents

When there is a vehicle fire or other emergency that poses immediate danger to people or property, call 999 or 112. Remain calm, notify others in the vicinity and respond to the emergency as appropriate. Procedures for responding to specific types of emergencies are described below. Do not attempt to handle emergency duties, e.g. fire-fighting, without having received appropriate training.

When you call 999 or 112 to report an emergency provide the emergency dispatcher with the following information:

- the street address and general area name of your location
- a brief description of emergency
- your name and company name
- registration number of your vehicle

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Unless there is a risk to your safety, remain on the line until told by the emergency dispatcher to hang up. Contact the Transport Department at Thorntons Recycling Head Office 01 623 5133 as soon as possible.

**Should the emergency not require the assistance of the emergency services contact the Transport Department immediately on 01 623 5133 or 086 8536359 or radio in to the Transport Department who in turn will arrange for assistance and contact the appropriate department necessary for advice and reporting.**

## 2. SPECIFIC EMERGENCIES

The following sections describe the procedures employees should follow during specific emergencies that may arise while transporting waste

### 2.1. CHEMICAL OR OIL SPILL

The guidelines below should be followed in the event of a chemical or oil spill in which there is potential for a significant release of hazardous materials or contaminants to the environment.

**Each vehicle contains a multipurpose spill kit** containing pads, booms, bags, gloves, glasses and wipes. Please regularly check the stock of your spill kit and consult the Transport or Environmental Department if replacement stock is required.

Spill response procedures vary depending on whether a spill is small, medium, or large. The following are descriptions of each type of spill:

- **Small spills –**  
This category includes spills where the major dimension of the spill is less than 18 inches in diameter.
- **Medium spills –**  
These are spills where the major dimension exceeds 18 inches, but is less than 6 feet.
- **Large spills -**  
This category includes any spill involving a flammable liquid where the major dimension exceeds 6 feet in diameter; and any “running” spill, where the source of the spill has not been determined or the flow has not been stopped.

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### **General spill control techniques**

Once a spill has occurred, the drivers at the spill site must decide whether the spill is small enough to handle without outside assistance using the spill kits provided in each vehicle. Only employees with training in spill response should attempt to contain or clean up a spill.

### **Evacuation**

Persons in the immediate vicinity of a spill should immediately evacuate the premises. If the spill is “medium” or “large,” or if the spill seems hazardous, immediately notify emergency response personnel and radio or telephone the transport department on **01-623 5133**.

### **Response and cleanup procedures for small spills**

Small spills generally can be handled by you the driver and usually do not require an emergency response by a fire department.

1. First, quickly contain the spill by stopping or securing the spill source. This could be as simple as uprighting a container and using absorbent pads to soak up spilled material.
2. Wear gloves and protective clothing.
3. Put spill material and absorbents in secure containers. Do not wash the spill area until consulting with the Environment or Safety Department. Sometimes the area of the spill should not be washed with water.
4. The spilled material and the absorbent sometimes might be classified as hazardous waste and must be disposed of in compliance with environmental regulations. The Environment department can give advice on same.

### **Response and cleanup procedures for medium spills.**

The Gardai and fire department should be contacted in the event of a medium spills. Contact the Transport Department as soon as possible.

Medium spills require the following actions:

1. First, try to contain the spill at its source. This might involve quickly up righting a container or putting a lid on a container. Do not use absorbents unless they are immediately available. Once you have made a quick attempt to contain the spill, leave the area and alert emergency response personnel by calling 999 or 112. Give emergency response personnel accurate information as to the location, chemical, and estimated amount of the spill.
2. Second, evaluate the area outside of the spill. Engines and electrical equipment near the spill area must be turned off. This eliminates various sources of ignition in the area. Advise Gardai or emergency responders on how to turn off engines or electrical sources. Do not go back into the spill area once you have left. Help emergency responders by trying to determine how to shut off heating, air conditioning equipment, or air circulating equipment, if necessary.

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3. If emergency responders evacuate the spill area, follow their instructions in leaving the area.
4. After emergency responders have contained the spill, be prepared to assist them with any other information that may be necessary, such as MSDS sheets and questions about the vehicle and waste being carried.
5. Emergency responders or trained personnel with proper personal protective equipment should clean up the spill residue. Do not re-enter the area until the responder in charge gives the all clear.
6. It is the responsibility of the spiller/driver to inform both his/her supervisor and the emergency responders as to what caused the spill and to complete an incident report form, which is passed to the Health & Safety Manager. The Health and Safety Department and the responders will then notify authorities, if necessary.

### **Response and cleanup procedures for large spills.**

The response for large spills is much the same as for medium spills, except that the exposure danger is greater. Contact the Transport Department as soon as possible.

The response for large spills is as follows:

1. First, since spill control or containment by the spiller is not likely, the spiller should immediately leave the area and notify the emergency services (999 or 112). Again, give the operator the spill location, chemical spilled, and approximate amount.
2. Second, from a safe area, attempt to get MSDS information for the spilled chemical for the emergency responders to use. Also, be prepared to advise responders as to any ignition sources, engines, electrical power, or air conditioning/ventilation systems that may need to be shut off. Advise responders of any absorbents, containers, or spill control equipment that may be available (Spill kit within your vehicle). This may need to be done from a remote area, as an evacuation that would place the spiller far from the scene may be needed. Use radio or phone to assist from a distance, if necessary.
3. Spills greater than 6 feet in any dimension or that are continuous should be handled only by emergency response personnel, in accordance with their own established procedures. Remember, once the emergency responders are on the job cleaning up spills or putting out fires, the area is under their control and no one may re-enter the area until the responder in charge gives the all clear.
4. Finally, the spiller will need to provide information for reports to supervisors and responders, just as with medium sized spills.

## **2.2. Waste Spill**

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Small non-hazardous waste spills generally can be handled by you the driver and usually do not require an emergency response. You must however contact the Transport Department if any such waste spill occurs; an example of a small spill is material falling off the back of a bin due to net failure.

Medium or large spill – You must contact the Transport Department immediately who will arrange for a clean up operation to take place. Secure the area and wait for further assistance. An example of a medium or large spill is when a skip falls off the back of a truck.

### **2.3. Breakdowns**

In the event of a breakdown you must call or radio in your exact location to the Transport Department who will arrange for assistance through Thorntons Recycling garage.

## **3. RECORD KEEPING**

It is the responsibility of the Transport Managers to ensure that all appropriate records are maintained, and accidents, incidents or emergencies are recorded and passed to the appropriate department.

<b>Environmental Procedures Manual</b>		Reference	EP07
Title: Oil or chemical spill		Date issued	07/11/2017
		Revision	09

Relevant to:-	Killeen Road	Kilmainhamwood	Shredding	Dunboyne	HQ	Tankering	MDR
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### Purpose and Scope

This procedure outlines the steps that should be taken in the event of an oil or chemical spillage at Thorntons Recycling (TR) sites or while carrying out our duties.

### Responsibility

The Operations Manager, Environmental Manager and Site Supervisors are responsible for ensuring this procedure is followed.

The Environmental, Health and Safety Manager is responsible for ensuring spill kits are adequately stocked with pads, booms and other essential equipment.

All employees must ensure they are familiar with this procedure and the location of spill kits throughout the relevant site or vehicle.

### Associated Documents

[Emergency Response plans](#)

[Spill Kit Location Drawings\Dunboyne Spill kit location map.doc](#)

[Spill Kit Location Drawings\Killeen Road Spill Kit Locations Rev\\_04 DD 22.04.13.xls](#)

[Spill Kit Location Drawings\Kilmainhamwood spill kit location map.doc](#)

[Spill Kit Location MDR Facility spill kit location map](#)

### Procedure

If a spill is noticed, the following should be carried out:

1. Immediately **NOTIFY** your site manager or supervisor.
2. If safe to do so, **STOP THE SOURCE** of the spill.
3. If safe to do so, **CONTAIN THE SPILL** (e.g. containment booms, spill mats, etc.).
4. **SEAL SEWERS AND SURFACE DRAINS** with cut-off valves, where there is potential for material to enter these systems (see Emergency Response Procedures (ERP) for the relevant site).
5. **COLLECT AND CONTAIN CONTAMINATED ABSORBENT MATERIALS** in a leak proof container prior to disposal to an authorised contractor.
6. All spills must be treated as an **INCIDENT**
7. **REPORT SPILLS TO THE ENVIRONMENTAL MANAGER** to determine if reports are required to be submitted to the relevant authorities in accordance with legislative requirements (e.g. EPA, local authority, inland fisheries, etc.).

19<sup>th</sup> October 2020

**Re: Pdraig Thorntons Waste Disposal Ltd (PTWDL) T/A Thorntons Recycling – National Waste Collection Permit – NWCPO - 09 - 01190 - 05**

To whom it may concern.

Thorntons Recycling currently has the following covers in place:

**1. Combined Liability comprising Employers, Public and Products**

Insurers: QBE Syndicate 386, London

Policy Number: B1260 209A0437

**2. Motor Fleet**

Insurers: QBE Europe Ltd

Policy Number: Y105938FLT0220A

Should you have any queries in relation to the waste collection permit please do not hesitate to contact Thorntons Recycling Environmental Department on 01 623 5133.

Yours sincerely,

**David Duff, Environmental, Health & Safety Manager.**

**Lorraine Walsh, Environmental, Health & Safety Officer.**

**Aimée O Sullivan, Environmental, Health & Safety Officer.**

