

LOAD CHECKING PROGRAM

**Prepared for
Recology Hay Road**

**6426 Hay Road
Vacaville, CA 95687**

**Updated
July 18, 2012**

**Prepared by
Recology Environmental Solutions**

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INTRODUCTION

The load checking program described in this document was prepared by Recology Environmental Solutions for the Recology Hay Road (Hay Road) site. The program applies to the active MSW tipping area, the Asbestos Disposal area, and the Recycle Reload area. The purpose of the load checking program is described below followed by a program overview.

Purpose

Hay Road's load checking program establishes procedures to identify and remove hazardous and otherwise prohibited wastes from the solid waste stream delivered to the facility. The program consists of a number of elements comprising a comprehensive load checking program whose purpose is to reduce disposal of prohibited waste at Hay Road.

Wastes prohibited from disposal at the facilities include hazardous, medical and other wastes prohibited by either the sites Solid Waste Facility Permit or Conditional Use Permit. Definitions of these wastes can be found in statute, regulation, or permit conditions. In addition, Hay Road may deem other wastes as prohibited at the facility. A list of typically prohibited wastes is included in Appendix A.

The program is not intended to screen every waste load and prevent all prohibited waste from entering the facility. Rather, the program's objective is to put forth best efforts to reduce such occurrences.

Overview

The load checking program consists of five elements:

- Personnel and training
- Load checking activities
- Management of wastes
- Record keeping procedures
- Emergency procedures

Each of these elements is discussed in detail in separate sections of this document. They are summarized below.

Personnel and training identifies the facility personnel typically involved in the load checking program and describes their respective load checking responsibilities and training requirements. The load checking program is intended to be implemented by trained employees of Recology and its subsidiaries.

Load checking activities describes the main activities associated with load checking. The load checking program is applicable to solid waste entering the facility regardless of source, including contract, refuse collection, and transfer vehicles. Some of the wastes arriving at the facility have previously been processed through transfer stations. These loads are still subject to the landfill's

loadchecking program, however loadchecking preference falls to previously unprocessed materials. The primary load checking activities are customer notification, site surveillance, and waste inspection. A number of redundancies are incorporated into load checking activities to provide for multiple opportunities to examine the waste for prohibited wastes. As such, the effectiveness of load checking activities does not depend on any single activity.

Management of wastes describes the handling procedures of prohibited waste.

Record keeping procedures describes the various records and forms used in documenting load checking program activities.

Emergency Response Procedures are addressed in the site plan written specifically for Hay Road and are incorporated here by reference in Appendix F, even though the load checking program incorporates procedures to reduce the potential for such emergencies.

The Hay Road load checking program is dynamic and is subject to change due to new regulatory requirements, contractual obligations, company procedures, and industry standards. Recology will review the program as needed to maintain program consistency with new requirements.

PERSONNEL AND TRAINING

Once solid waste arrives at the facility entrance, it is potentially subject to load checking. Although the majority of load checking activities are conducted by the load checker, other personnel assist with certain load checking duties. The landfill personnel involved in the load checking program are listed below.

- Equipment operator
- Spotter
- Working foreman
- Load checker
- Recology Environmental Compliance Department personnel

The load checking responsibilities and training requirements for each position are described below. All personnel are required to comply with the general safety practices and personal protective requirements for their positions. A list of site and contact personnel is in Appendix C.

Equipment Operator

The equipment operator uses heavy equipment to process the solid waste at the landfill. This activity provides the opportunity for review of the solid waste immediately before burial. Situated in the equipment cab, the equipment operator can generally identify larger objects in the solid waste such as appliances or drums. If prohibited wastes are identified, the equipment operator contacts the load checker or Supervisor and relays relevant information such as the type of material suspected and whether emergency procedures are necessary, for example, due to a spill or fire.

The equipment operator may also assist the load checker during waste inspections by mechanically spreading the load. The equipment operator should not attempt to move or manage prohibited wastes or allow equipment to contact prohibited waste without direction from the load checker or working foreman. The equipment operator may provide assistance in containing emergency situations. The equipment operator typically does not complete load checking forms.

Typical training for this position includes (1) the effects of hazardous substances on human health and the environment, (2) identification of prohibited materials, and (3) emergency notification and response procedures. Additional training may be provided periodically.

Spotter

The spotter primarily directs traffic into position to unload, but he or she has the opportunity to survey loads before and during the unloading process. If prohibited wastes are suspected in the load, the spotter notifies the customer of the facility's waste acceptance policy and informs the customer that the wastes cannot be accepted at the facility. The spotter then notifies the load checker or working foreman of the suspected prohibited wastes. The spotter may provide assistance in containing emergency situations. The spotter typically does not complete load checking forms.

Typical training for this position includes (1) the effects of hazardous substances on human health and the environment, (2) identification of prohibited materials, and (3) emergency notification and response procedures. Additional training may be provided periodically.

Working Foreman

In addition to supervising landfill operations, the working foreman provides backup for the load checker and handles some of the load checker's duties if prohibited waste is discovered when the load checker is not present. These load checking duties typically include addressing customer concerns, refusing prohibited wastes, placing prohibited wastes in the hazardous materials storage container, and responding to emergencies. Upon the load checker's return, the working foreman reports any load checking activities conducted during the load checker's absence. Load checking activities conducted by the working foreman are recorded on the appropriate forms, typically the Site Surveillance Form or the Waste Inspection Form. Examples of these forms are in Appendix D.

Typical training for this position includes (1) the effects of hazardous substances on human health and the environment, (2) identification of prohibited materials, (3) emergency notification and response procedures, (4) selection and proper use of personal protective equipment, (5) management of prohibited wastes, and (6) record keeping. These trainings are conducted at least annually. Additional training may be provided periodically.

Load Checker

The load checker performs the routine activities of the load checking program. The load checker's primary responsibility is surveillance of incoming loads for hazardous and other prohibited wastes. The load checker can conduct load checking activities (customer notification, site surveillance, and waste inspection) at any location within the facility; however, these activities are typically conducted at either the public disposal area or the landfill tipping area.

As the primary site employee implementing the load checking program, the load checker is responsible for a number of other activities. These include addressing customer concerns, refusing prohibited wastes and responding to emergencies. The load checker reviews any activities that occurred during his or her absence. This employee also maintains written records of load checking activities at the site, typically on the Site Surveillance Form and the Waste Inspection Form.

Typical training for this position includes (1) the effects of hazardous substances on human health and the environment, (2) identification of prohibited materials, (3) emergency notification and response procedures, (4) selection and proper use of personal protective equipment, (5) management of prohibited wastes, including waste characterization, and (6) record keeping. Additional training may be provided periodically. The load checker periodically attends refresher courses on waste related issues offered by colleges or universities, consulting firms, and professional organizations.

Recology Environmental Compliance Department Personnel

Recology Environmental Compliance Department personnel assist facility personnel as necessary. Their responsibilities typically include assisting with questions regarding the acceptability of certain wastes, conducting periodic audits, providing training for load checking personnel, providing guidance on company and facility policies, and responding to questions about the load checking program. In addition, Recology Environmental Compliance Department personnel or the Site Manager are the primary contacts for regulatory agencies regarding the load checking program.

Typical training for Recology Environmental Compliance Department personnel includes (1) the effects of hazardous substances on human health and the environment, (2) identification of prohibited materials, (3) emergency notification and response procedures, (4) selection and proper use of personal protective equipment, (5) management of prohibited wastes, and (6) record keeping. Personnel periodically attend refresher courses on waste management related issues offered by colleges or universities, consulting firms, and professional organizations.

LOAD CHECKING ACTIVITIES

Load checking activities fall into three categories:

- Customer notification
- Site surveillance
- Load inspection

Each activity provides a varying level of scrutiny of the solid waste stream for the presence of prohibited wastes. Load checking activities are intended to promote customer cooperation with the load checking program. A fundamental concept of the load checking program is that customers are responsible for verifying the acceptability of their wastes. Although public education materials are readily available from local and state agencies, many customers may claim they are unaware that certain wastes are prohibited from disposal at the facility. Nevertheless, it is extremely important throughout the load checking process to maintain a courteous relationship with the customer.

Each of the load checking activities described below identifies the typical steps in the process of load checking. It should be noted that every load that is checked is not subject to all activities. There are two reasons for this. First, the program intentionally includes an element of randomness. That is, each activity can occur randomly as loads arrive at the facility. Second, subjecting each load checked to all load checking activities could significantly increase the time the customer must remain at the facility. The flow description indicates maximum review of the waste load by all site personnel that could potentially be involved. Additionally, there is no fixed sequence to the activities described; several activities may be undertaken simultaneously or independently and may target specific or random loads.

To prevent customers from circumventing the program, it is extremely important that the schedule for conducting load checking activities not become predictable. Thus, load checking activities should not occur on the same days of the week and at the same times of day.

Customer Notification

Notifying customers that certain wastes are unacceptable for disposal at the facility is a key component of the load checking program. It is the customer's responsibility to ensure that they deliver acceptable wastes. Customers are notified that they retain responsibility for any prohibited wastes detected in their load. Notification is accomplished through the use of signs, notices, and verbal communication (such as inquiring about the customers' loads).

Customer notification can be conducted by any site personnel, but it is typically conducted by the weigh master from the scale house. Copies of typical customer notification used at the facility are included in Appendix E.

- **Signs**

The sign posted near the entrance of the facility notifies customers of the waste acceptance policy. It states that hazardous wastes are prohibited from disposal at the landfill and lists examples of such wastes. It also states that all loads are subject to inspection for prohibited wastes.

- **Notices**

Notices of the policy not to accept hazardous and other prohibited wastes are distributed periodically at the entrance station and during load checking. Local collection companies periodically inform their customers of waste prohibitions as well. Other load checking policy notices may also be distributed as the need arises.

- **Verbal Communication**

In addition to signs and notices, facility personnel verbally inform customers that hazardous and other prohibited wastes are not acceptable. Facility personnel can also inquire about the nature of the customer's wastes. If a facility employee sees or suspects prohibited wastes in a customer's load, they politely inform the customer of the facility's policy of not accepting hazardous and other prohibited items for disposal. Occasional confrontations may occur with customers who insist upon disposing of prohibited wastes at the facility. If customer problems develop, the load checker or working foreman is notified.

Site Surveillance

Vehicles entering the facility are subject to surveillance by site personnel. Incoming loads are screened initially by the weigh master or other entrance personnel for the presence of prohibited wastes. In addition, the customer is queried as to whether they have any hazardous or otherwise prohibited wastes. If prohibited waste is not visible or suspected, the vehicle is allowed to proceed to the disposal area or tipping area. If prohibited wastes are observed or suspected, the customer is reminded of the facility's prohibited waste policy and is not allowed to unload the prohibited waste. The weigh master then notifies the load checker or working foreman of the load. The weigh master records observations on the Site Surveillance Form.

When the load arrives at the appropriate tipping area, the spotter directs the vehicle where to unload. This is also an opportunity to survey the waste for prohibited wastes. If prohibited wastes have been previously identified, the spotter will observe the customer to confirm that the prohibited wastes are not unloaded. If prohibited wastes are discovered or suspected by the spotter, or if the customer is uncooperative, the spotter notifies the load checker or working foreman.

The load checker generally conducts surveillance of the incoming waste at the or the tipping area. At this point, surveillance of the load involves observing the waste as it is unloaded from the vehicle. The load checker may examine some of the wastes more closely to confirm the status of the waste. If the waste is deemed acceptable, it can be unloaded. If the waste is deemed unacceptable, the customer is asked to retain the material that is prohibited. The customer must demonstrate to the load checker's satisfaction the waste's acceptability by presenting material

safety data sheets (MSDS's), laboratory tests, or other proof of acceptability. Observations of this activity are recorded in the Site Surveillance Form. If a more detailed review of the waste load is desired, a waste inspection is performed. As the vehicle leaves the facility, the weighmaster may survey the load again to ensure that prohibited wastes detected earlier were not unloaded.

Any material suspected of being hazardous or otherwise prohibited is returned to the customer when possible. Procedures for handling prohibited wastes from known and unknown generators are described in the Management of Wastes section of this document.

Waste Inspection

Waste inspections involve a more thorough examination of the waste stream than surveillance. Waste loads can be randomly or intentionally selected for inspection. Inspections are documented in the Waste Inspection Form.

To perform a waste inspection the load checker instructs the driver to unload the wastes onto a designated area. The load checker then inspects and carefully examines the waste for the presence of prohibited wastes. Any material suspected of being hazardous or otherwise prohibited is returned to the customer when possible. Procedures for handling prohibited wastes from known and unknown generators are described in the Management of Wastes section of this document.

MANAGEMENT OF WASTES

When possible, prohibited wastes identified at the facility are returned to the generator. If the generator is not on site, or if the waste is from an unknown or recalcitrant generator, the waste must be stored in the facility's hazardous materials storage container until removal. Wastes from unknown or recalcitrant generators are designated for off-site disposal and must also be packaged for shipment. Each of these waste management activities is described below.

Waste Return Procedures

Waste return procedures in instances where the generator is known, unknown, and recalcitrant are discussed in the following sections.

- **Known Generators**

If the generator of the prohibited wastes is known and is on site, the load checker informs the generator that the wastes are not acceptable at the facility and that the generator is responsible for properly managing and disposing of the waste. The load checker records information pertaining to the types of wastes rejected and the generator (e.g., vehicle identification) on the Waste Inspection Form. If the load checker is not on site, the spotter or weigh master will contact the working foreman to work with the generator.

- **Unknown Generators**

If prohibited wastes are found at the facility and the generator cannot be identified, the wastes become the responsibility of Hay Road as the facility owner. The wastes are stored in the Hazardous Waste Storage bin until arrangements for shipment are made.

- **Recalcitrant Generators**

If regulatory authorities are able to convince recalcitrant generators to accept responsibility for the prohibited wastes, the wastes are managed consistent with the procedures described previously for known generators. If recalcitrant generators do not accept responsibility for the prohibited wastes, the wastes are managed consistent with the procedures described previously for unknown generators.

Waste Classification and Storage

Wastes are classified by the Load Checker and stored in a specially designed bin until arrangements for shipment have been made.

RECORD KEEPING PROCEDURES

A variety of records and reports, including those required by regulations, are maintained either in the scale house or facility office. These include, but are not limited to, the following:

- Inspection records
- Incident reports
- Training records

Discussions of each of these documents are presented in this section. Copies of the records and reports described are kept at the scale house or facility office for inspection by the U.S. Environmental Protection Agency (U.S. EPA), California EPA, or any other federal, state or local enforcement agency. Additional copies may be kept at other locations as described below. All records and reports are maintained for a minimum of three years.

Inspection Records

The load checker inspects the hazardous materials storage container weekly to assess the condition of containment features and waste containers. The inspection checklist includes the following information:

- Date and time of inspection
- Name of inspector
- Inspection observations
- Date of repairs/remedies
- Description of repairs/remedies

Any deficiencies noted during the hazardous materials storage container inspection are corrected as soon as possible.

Incident Reports

The Local Enforcement Agency, the California Department of Toxic Substances Control and the Regional Water Quality Control Board are notified of regulated hazardous or PCB wastes discovered at the facility. If an incident involving prohibited waste occurs that results in implementing emergency procedures, the load checker, working foreman, or other personnel will report the incident to the Local Enforcement Agency and the California Department of Toxic Substances Control. The report includes:

- Date, time, type of incident
- Name, amount, and type of waste involved
- Extent of injuries (if applicable)
- Actual or potential hazards to human health or the environment
- Estimated quantity and disposition of waste recovered (as a result of the incident)

Training Records

As described in the Personnel and Training section of this document, program personnel undergo training before they undertake their responsibilities. Records documenting the successful completion of training requirements are kept on file at the facility office for at least three years beyond termination of the employee's employment.

Appendix A - List of Prohibited Wastes

TABLE 1. COMMON HOUSEHOLD HAZARDOUS WASTES

CORROSIVES (ACIDS)

Boric Acid
 Car Battery Acid
 Copper Cleaners
 Etching Solutions
 Ferric Chloride
 Fertilizers *
 Hydrochloric Acid
 Hydrofluoric Acid
 Metal Cleaners
 Muriatic Acid
 Navel Jelly
 Phosphoric Acid
 Pool Acid
 Sheep Dip
 Sodium Bisulfate
 Sulfuric Acid
 Toilet Bowl Cleaners *

CORROSIVES (BASES)

Ammonia and Ammonia Based
 Cleaners
 Battery Terminal Cleaner
 Caustic Soda
 Cess Pool Cleaners *
 Drain Cleaners *
 Household cleaners *
 Lime
 Lye
 Oven Cleaners *
 Sodium Hydroxide
 Window Cleaners

EXPLOSIVES

Ammunition
 Fireworks
 Flares

FLAMMABLES & COMBUSTIBLES

Acetone
 Adhesives *
 Aerosol
 Air Freshener
 Alcohols
 Artificial Snow
 Asphalt Driveway Topping
 Automotive Body Filler (Bondo)
 (unsolidified)
 Automotive Oils
 Automotive Waxes
 Bar-B-Que Lighter Fluid
 Benzene
 Brake Fluid
 Camphor
 Chrome-Silver Polishes *
 Cutting Oil
 Denatured Alcohol
 Diesel Fuel
 Disinfectants
 Duplicator Fluid
 Enamel Paint (unsolidified)

Enamel/Oil Base Paint
 Epoxy Paint (unsolidified)
 Ethanol
 Ether
 Ethylene Glycol
 Fiberglass Resins (unsolidified)
 Fingernail Polish and Remover
 Floor/Furniture Polish
 Formaldehyde Solution
 Formalin
 Gasoline
 Glues *
 Grease
 Household Waxes
 Isopropyl Alcohol
 Kerosene
 Lacquer Thinner
 Lacquer Paint (unsolidified)
 Linseed Oil
 Liquid Waxes *
 Liquid Sandpaper *
 Liquid Butane
 Methanol
 Naphtha
 Oils (petroleum)
 Organic solvents
 Paint Thinners
 Paint Strippers *
 Paraffin Oil
 Pentachlorophenol
 Perfume
 Petroleum Distillates
 Plastic Roof Cement
 Plastic Model Cement
 Polyurethane Paint (unsolidified)
 Polyurethane Cement (unsolidified)
 Power Steering Fluid
 Primers
 Roofing Cement
 Rug/Upholstery Cleaner
 Sealers
 Shellac Thinner
 Silicone Sprays
 Spot Remover/Dry Cleaning Fluids
 Thinner
 Tile Cement
 Tire Black
 Toluol/Toluene
 Transmission Fluid
 Transmission Oil
 Turpentine
 Varnish
 Wallpaper Cement
 Windshield Wiper Fluid
 White Gas
 Wood Filler/Putty
 Wood Stain
 Xycol/Xylene

ORGANIC PEROXIDE

Adhesive Catalysts
 Automotive Body Filler Catalyst
 Tree Root/Stamp Killer

OXIDIZERS

Ammonium Nitrate
 Bleach
 Calcium Hypochlorite
 Chlorates
 Fertilizers *
 Fluorine
 Hair Coloring
 Hydrogen Peroxide
 Iodine
 Nitric Acid
 Plant Food
 Potassium Permanganate
 Sodium Hypochlorite
 Toilet Bowl Cleaner with bleach

POISONS

Ant and Roach Killer
 Anti-Freeze
 Arsenic Compounds
 Automotive Cleaners
 Bacterial Pipe Cleaners
 Bordeaux Mix
 Boric Acid
 Bug Repellent
 Chlordane
 Chrome-Silver Polishes *
 Chromium
 Copper Sulfate
 DDT
 Diazinon
 Dimethylamine Salts
 Disinfectants *
 Dog Repellent
 Ethylene Glycol
 Fertilizers
 Flea Spray/Powder
 Fungicides *
 Gopher Killer
 Insect Sprays
 Lead Compounds
 Lice Powder
 Lindane
 Malathion
 Mercury
 Methylene Chloride
 Mole Killer
 Moth Crystals
 Pentachlorophenol
 Pesticides
 Pharmaceuticals
 Plant Food
 Pruning Paint
 Pyrethrins
 Rat Poison
 Rose Dust
 Sheep Dip
 Snail/Slug Killer
 Strychnine
 Tar Remover
 Weed and Grass Killer
 Windshield Wiper Fluid

* Check ingredients to be sure

Prohibited Universal Waste

Universal wastes are hazardous wastes that are more common and pose a lower risk to people and the environment than other hazardous wastes. Federal and State regulations identify universal wastes and provide simple rules for handling, recycling, and disposing of them. The universal waste regulations are included in the California Code of Regulations, Title 22, Division 4.5, Chapter 23.

Prohibited universal wastes include, but are not limited to the following items when they are no longer useful or have been discarded. The following list was obtained from the Department of Toxic Substances Control June 2003 Fact Sheet. As the DTSC continues implementing and revising universal waste regulations, NWSHRLF will supplement this list with items added to Title 22 requirements.

1. Mercury thermostats:
2. Batteries
 - Include rechargeable nickel-cadmium batteries, silver button batteries, mercury batteries, small sealed lead acid batteries, alkaline batteries.
3. Lamps
 - Include fluorescent tubes, HID lamps, sodium vapor lamps.
4. Non-empty aerosol cans
5. Mercury switches
6. Mercury thermometers
7. Mercury containing pressure and vacuum gauges
8. Mercury dilators and weighted tubing
9. Mercury containing rubber flooring
10. Mercury containing novelties (i.e. shoes, jewelry)
11. Mercury gas flow regulators (from natural gas utilities)
12. Mercury containing counterweights and dampers
13. Dental amalgam
14. Consumer electronic devices
 - Include cell phones, game consoles, and computers
15. Cathode ray tubes
 - Include TV picture tubes, computer monitors

Appendix B - Emergency Phone Numbers

**EMERGENCY CONTACTS, POST-INCIDENT CONTACTS,
AND EMERGENCY RESOURCES**

Recology Hay Road

Emergency Contacts and Reporting

Fire / Police / Sheriff / Ambulance	911
Fire Department (Dixon Fire Department)	(707) 678-7060
Solano County Environmental Management	(707) 784-6765
Solano County Hazardous Materials	(707) 784-6765
-Solano County Dispatch (after hours)	(707) 421-7090
Yolo Solano Air Quality Management District	(800) 287-3650
California Office of Emergency Services (OES)	(800) 852-7550
Cal OSHA Division of Occupational Safety and Health	(415) 557-1677
Central Valley Regional Water Quality Control Board	(916) 464-3291
California Department of Toxic Substances Control	(510) 540-3739
California Department of Fish and Game	(916) 358-2900
National Emergency Response Center (>RQ)	(800) 424-8802
Poison Control Center	(800) 876-4766
Chemtrec	(800) 424-9300
Recology (Corporate)	(415) 875-1000
Safety and Health Manager	(415) 875-1111
Hazardous Waste Contractors:	
Veolia Environmental (ONYX)	(916) 379-0894
Evergreen Environmental (Newark, CA)	(510) 795-4400
Hospital: Kaiser Permanente - Vacville	(707) 624-2480
1 Quality Drive, Vacaville, CA 95688	

24-HOUR EMERGENCY RESPONSE SITE CONTACTS

*Chris Taylor, Site Manager	mobile:	(707) 249-6184
Greg Pryor, General Manager	mobile:	(707) 249-1703
**Bryan Clarkson, Regional Compliance Manager	mobile:	(707) 249-1546
Teri Schultz, Regional Safety Manager	mobile:	(707) 756-2031

*** Primary Emergency Coordinator**

**** Secondary Emergency Coordinator**

Appendix C - Site Information

SITE INFORMATION

Name, Type, and Location of Site

Name: Recology Hay Road
Type: Class II Municipal Solid Waste Landfill and Composting Facility
Location: 6426 Hay Road
Vacaville, CA 95687
Telephone: (707) 678-4718

General Manager: Greg Pryor
Site Manager: Chris Taylor

EPA I.D. # CAL 000 153 023

Emergency Coordinators:

Primary (Site Manager):	Chris Taylor	(707) 249-6184 mobile
Secondary (General Manager):	Greg Pryor	(707) 249-1703 mobile
Health & Safety Manager	Theresa Schultz	(707) 756-2031 mobile
Compliance Manager:	Bryan Clarkson	(707) 249-1546 mobile

Local Enforcement Agency:

Solano County Department of Environmental Health
Ed Padilla (707) 784-6765

Load Checking Program Administrator

Bryan Clarkson, Regional Compliance Manager (707) 249-1546 mobile
(707) 693-2108 office

Appendix D – Load Checking Program Forms

WASTE LOAD INSPECTION RECORD

FACILITY:		DATE:		TIME:	
LOADCHECKER:					
RANDOM VEHICLE				ENTIRE LOAD ACCEPTED	
SUSPECT VEHICLE				PARTIAL LOAD REFUSED	
FOLLOW-UP REQUESTED				ENTIRE LOAD REFUSED	
DELIVERED BY:			CONTACT:		
TRUCK #:		BOX #:	LIC. #:		VEH. TYPE:
PROHIBITED WASTE FOUND		AMOUNT		NOTES	
<small>(List Items & Quantity or Write "None")</small>					

RECORD OF FOLLOW-UP COMMUNICATION (if necessary)		
CUSTOMER PHONE:		CONTACT:
CUSTOMER ADDRESS:		
DATE:	TIME:	CONTACT:
CONVERSATION:		
DATE:	TIME:	CONTACT:
CONVERSATION:		
RESULTS:		

Appendix E – Customer Notices

RECEIPT FOR RETURNED MATERIALS

Prohibited Waste	Amount	Comments	Date Received

Acknowledgement

I acknowledge receipt of these wastes which were not accepted as part of the normal solid waste stream. I understand that hazardous or prohibited materials cannot be legally disposed of as garbage and it is my responsibility to dispose of these wastes properly. I also understand that I may not transport more than 5 gallons or 50 lb. at one time under State law.

Signature

Date

Name (Print)

Company / Agency

Phone Number

Street Address

City

State

Zip

Environmental Compliance Personnel

Recommendations for handling and disposal

Comments

Copy given to Customer (circle) Yes No

Appendix F – Emergency Response Plan

(Emergency Response Plan Located in Separate Binder)