



## COLCHESTER BIOREMEDIATION FACILITY

### WASTE APPROVAL APPLICATION PROCEDURE

Before any waste can be disposed of at the **Colchester Bioremediation Facility**, a thorough evaluation and approval process must take place. This process will be utilized to determine how the waste may be transported, treated, stored or disposed in a legal, safe, and environmentally sound fashion.

The evaluation begins with a representative of the waste generator completing and submitting the **Waste Approval Application (WAA)** to **HAZCO Environmental Services (HAZCO)**. All sections of the WAA must be complete in full, and must be printed in ink or typed. A response of not applicable (N/A) may be made if suitable. All information will be maintained in strict confidence.

Prior to a full approval of any WAA, HAZCO must receive the following items from a representative of the waste generator:

- a completed WAA signed by a representative of the waste generator
- supporting current analytical information on the waste stream, signed by an authorizing laboratory employee (all parameters and test methods must follow provincial guidelines )
- provide MSDS's or other documents which adequately describe the composition of the waste

The following steps outline the WAA forms:

#### **Section I      WASTE GENERATOR INFORMATION**

- Generator Name and Address - For the company generating the waste or the owner of the waste.
- Contact Name, Title, Phone No. and email address - For the generator's employee for the project
- Billing Address - indicate if the invoice should be sent to the generator, the consultant, or to the generator care of the consultant
- Generator Location - Name of location of waste.
- Site Address - actual location of the waste.
- Site Contact Name, Title and Phone No. - For the generator's representative at the site.

#### **Section II      CONSULTANT INFORMATION**

- Consultant, Address, Phone No. - For the Consulting Company representing the generator
- Contact Name, Title, and Email - For the Consultant's representative

### **SECTION III WASTE CHARACTERIZATION**

- Prior Uses of Site - Indicate the prior uses of the site eg type of industry/process generating the waste
- Current Use of Site - Indicate current activities at the site
- Generating Process - eg. pipeline, UST, spill, manufacturing chemicals, etc.
- Reason for Soil Removal – eg. ministry order, redevelopment, risk management
- Type of Contamination – eg. metals, gasoline, diesel, PAH's
- Type of Soils – eg. clay, sand, silt, gravel
- Debris in Waste – eg. wood, brick, timbers, rocks; indicate type, size and quantity in %
- Moisture Content – eg. is soil safe for transport
- Estimated Quantity - Enter the amount of waste in drums, tonnes, or m3

### **SECTION IV CERTIFICATION**

- The authorized representative of the generator must sign the WAA generator's certification. By signing the WAA form, the generator certifies that all information is true and accurate with respect to the waste soil described.

### **SECTION V APPROVAL INFORMATION**

- This section is to be completed by HAZCO Environmental Service. The section will contain the assigned HAZCO waste classification and authorizing signatures from HAZCO.

Once the WAA form is complete and supporting analytical compiled a HAZCO Approval Checklist is filled out. The checklist is a short form that contains landfill criteria and sections for questions or comments concerning the waste stream being disposed. If there are any questions regarding the potential contaminants, background information, process descriptions or additional sampling requirements, notify the waste generator and put the approval on hold until the additional requests have been fulfilled.

After all the appropriate paper work has been compiled a copy of the signed WAA is sent to the generator as confirmation of approval of the waste soil. All files will be kept by HAZCO for a minimum of 7 years.

After receipt of the waste at the Facility a copy of the waste manifest will be returned to HAZCO Environmental Services to be placed in the appropriate approval file. At the time of waste delivery the cell sector where the soil is being disposed of will be recorded on the waste manifest by the Facility operator. Therefore all approval files will contain, as a minimum, the completed WAA, supporting analytical, completed approval check list, and HAZCO manifests with cell location.