

Accident / Pollution Incident Management Plan

Created by: Gareth Lewis

Date: 1-5-24

Review Date: 1-5-25

Version: 4

Contents

A – Site Plan

B – Key Site and Emergency Contacts

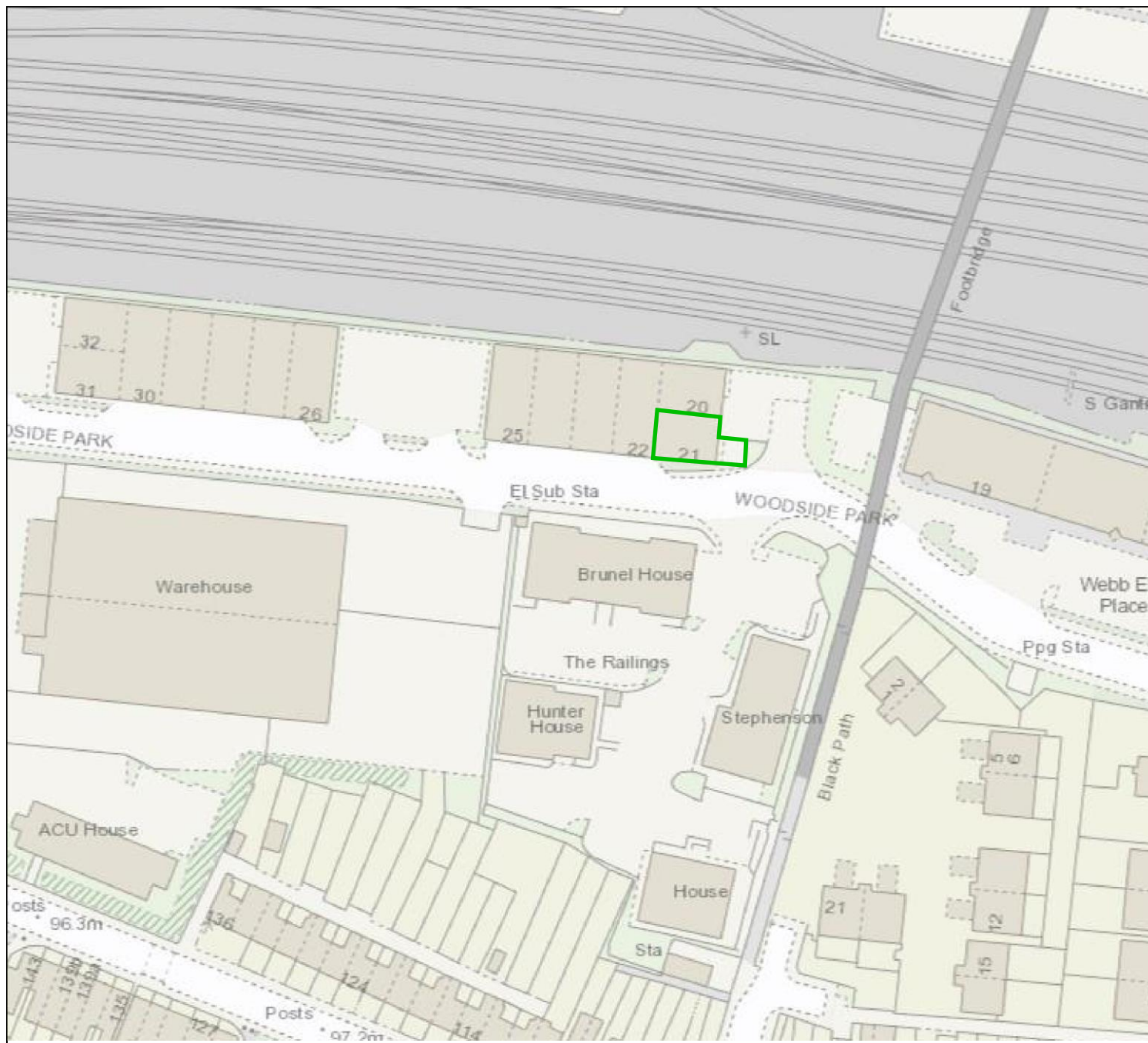
C – List of Substances and Storage Facilities

D – Preventing Accidents / Incidents

A - Site Plan

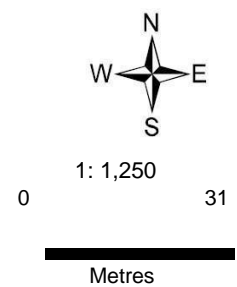
Site plan





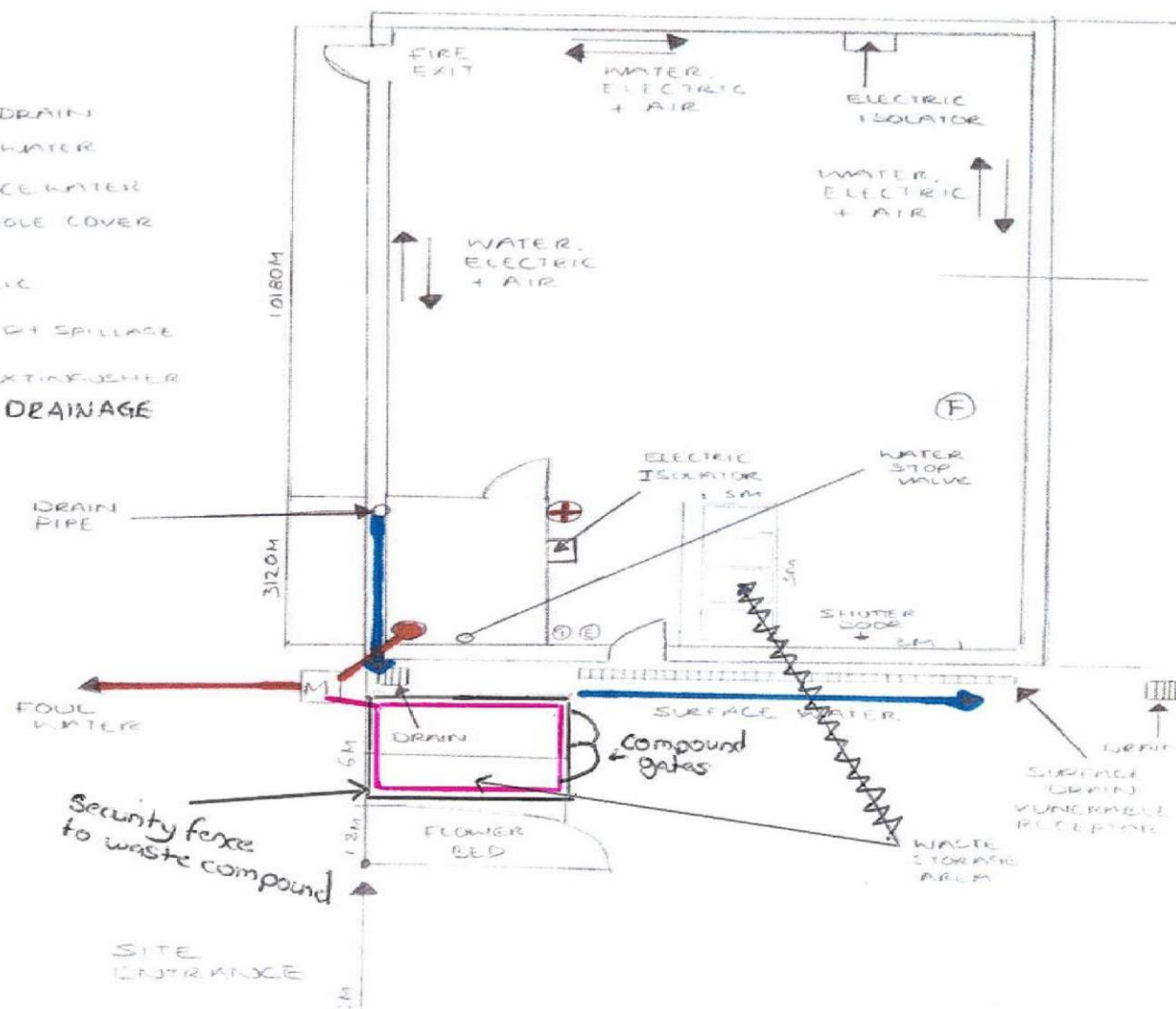
© Crown Copyright and database right 2022. Ordnance Survey licence number 100024198.

Legend



In-Depth Plan - See Below

- FOUL DRAIN
- FOUL WATER
- SURFACE WATER
- [M] = MANHOLE COVER
- (G) = GAS
- (E) = ELECTRIC
- ⊕ FIRST AID SPILLAGE KITS
- (F) = FIRE EXTINGUISHER
- SEALED DRAINAGE



B – Key Site and Emergency Contacts

SITE DETAILS	
Location:	Unit 20, Webb Ellis Business Park, Rugby, Warwickshire
Postcode:	CV21 2NP

SITE CONTACTS	Name	Office Hours	Out of Hours
Managing Director:	Simon Hewson	01788 565448	07870697501
TCM	Gareth Lewis	01788 565448	07845291486
Site Manager:	Gareth Lewis	01788 565448	07845291486
Landowner:	King Sturge	01179 276691	01179 276691

EMERGENCY SERVICES	Office Hours	Out of Hours
Emergency	111	111

Medical:	01788 663328	111
Police:	01788 541111	111
Fire:	01788 572727	111

REGULATORS	Office hours	Out of hours
Health & Safety Executive (HSE):	0845 345 0055	0845 345 0055
Local Authority:	01926 410 410	01926 410 410
Environment Agency (Local):	01926 463745	01926 463745
EA (24 hour emergency hotline):	0800 807 060	0800 807 060

UTILITY / KEY SERVICES	Name	Office Hours	Out of hours
Water Undertaker:	Severn Trent	08457 500500	08457 500500

Sewerage Undertaker:	Drainage Warwick	01926 702181	01926 702181
Gas Supplier:	British Gas	0800 056 8090	08001 11999
Electricity Supplier:	British Gas	0800 056 8090	08001 11999
Electrician:	Mastervolt	01788 567123	01788 567123
Plumber:	365 Plumbing	01788 221225	07786 143542
Locksmith:	Eyden Locksmiths	02476 332524	02476 332524
Joiner:	Wood Works	01788 221098	07870 874470

OTHER KEY CONTACTS	Name	Office Hours	Out of hours
Adjacent Landowners:	TDT Technology Ltd	01788 570411	01788 570411

Neighbours:	TDT Technology Ltd	01788 570411	01788 570411
-------------	--------------------------	-----------------	--------------

C – List of Substances and Storage Facilities

Material	Maximum Qty	Type and size of Storage	Type and size of Secondary Containment
Anti Bacterial Soap	144000 litres	Each cardboard box contains 6x 800ml plastic pouches with liquid soap inside	1 metre above ground on a steel shelf
Anti Bacterial Foam Soap	144000 litres	Each cardboard box contains 6x 800ml plastic pouches with liquid soap inside	1 metre above ground on a steel shelf
Foam Soap	144000 litres	Each cardboard box contains 6x 800ml plastic pouches with liquid soap inside	1 metre above ground on a steel shelf
Hand Sanitizer	192000 litres	Each cardboard box contains 6x 800ml plastic pouches with liquid soap inside	1 metre above ground on a steel shelf

Deb Lime Industrial Soap	144 litres	Each cardboard box contains 6x 2litre plastic tubs of industrial soap	1 metre above ground on a steel shelf
Deb Restore Industrial Soap	144 litres	Each cardboard box contains 6x 2litre plastic tubs of industrial soap	1 metre above ground on a steel shelf
Deb Protect Industrial Soap	144 litres	Each cardboard box contains 6x 2litre plastic tubs of industrial soap	1 metre above ground on a steel shelf
Abricot Grain Soap	120 litres	Each cardboard box contains 4x 2.5 litre plastic tubs of grain soap	1 metres above ground on a steel shelf
Biosolve Purge	2400 grams	Each cardboard box contains 24x 50g sachets of the solid purge	1 metres above ground on a steel shelf
Airfresh Cans	162000 litres	Each cardboard box contains 12x 270ml airfresh spray cans	2 metres above ground on a steel shelf
Quadrasan Solution	36000 litres	Each cardboard box contains 6x 300ml plastic bottles filled with the solution	2 metres above ground on a steel shelf
Deb Soap	600 litres	Each cardboard box contains 4x 5litre plastic tubs of deb soap	2 metres above ground on a steel shelf
Safeseat Solution	307200 litres	Each cardboard box contains 6x 800ml plastic pouches with solution inside	2 metres above ground on a steel shelf
MP10 Solution	20 litres	Each cardboard box contains 2x 5litre tubs of the MP10 solution	2 metres above ground on a steel shelf

D – Preventing Accidents / Incidents

Possible Accident / Incident	What would the harm be?	How do we reduce the chances of it happening?	What to do if it happens
Spillages			

Spillage during transfer of waste at customer's sites.	Contamination of land, drains, groundwater and watercourses.	Inspect and validate the waste. Train the staff.	Follow the spillage procedure at customer's site. It describes what to do in the event of a spill and where spillage kits are kept.
Spillage during transfer of waste on site when unloading.	Contamination of land, drains, groundwater and watercourses.	Inspect and validate the waste. Train the staff.	Follow the spillage procedure on site. It describes what to do in the event of a spill and where spillage kits are kept.
Overfilling			
Overfilling of Euro Bins when unloading.	Contamination of land, drains, groundwater and watercourses.	Plan in advance the routes and customers sites we will be collecting from so that an approximate figure is reached of the amount of waste that	If too much waste is brought back and will not fit in the Euro bins, waste will need to be taken directly to SRCL's

		will be brought back. Staff are advised of the above and if it too much waste is collected and there is not enough room in the storage area it will be taken to SRCL's incinerator site.	incinerator site. Follow spillage procedure as described above if euro bins are overfilled.
Overfilling of the washing machine (used to wash mats)	Contamination of land, drains, groundwater and watercourses.	Ensure staff are trained on how to ensure the washing machine is not overfilled. Regular maintenance checks	Follow the spillage procedure of non – hazardous substances such as water. It describes what to do if this happens and what equipment should be used to clean it up. Flood procedure to be followed if necessary.
Failure of Plant or Equipment			
Leakage of Euro bins due to damage from impact such as fork lift trucks.	Contamination of land, drains, groundwater and watercourses.	Daily visual inspections and storage area inspections. Storage and location of Euro bins is not near fork lift truck	Follow spillage procedure. It describes what to do in the event of a spill and where spillage

		activity and euro bins are behind metal compound fences. Movement of Euro bins using safe techniques.	kits are kept.
Failure of equipment e.g. washing machine.	Contamination of land, drains, groundwater and watercourses.	General maintenance of the machine. Staff to be trained on how to maintain the machine. Emergency contacts listed and available to repair if necessary.	Flood procedure describing what to do in the event of a flood such as use of sand bags and movement and protection of sensitive materials. Contact the emergency contact to arrange for repairs.
Fire			

Fire.	Smoke and Pollution. Firewater causes contamination of land, groundwater and watercourses.	No smoking policy. Maintain tidy site and minimize stockpile of combustible materials. Fire training and emergency drills.	Fire procedure describing what to in the event of a fire, including details about fire alarms, exit routes and muster points, responsible personnel such as the fire warden and the location and use of emergency fire
			equipment such as extinguishers, hoses, sand bags and drain covers
Cross contamination			
Due to the mixing of different EWC codes e.g. customers putting wastes other than EWC 18 01 04 into the bins	Contamination of land, drains, groundwater and watercourses.	Procedures for checking and validating wastes.	Follow spillage procedure. It describes what to do in the event of a spill and where spillage kits are kept.
Flood			

Due to ingress of watercourse floodwater, blocked drains, burst water main, use of fire water.	Contamination of raw materials, buildings, land, drainage system, groundwater and watercourses with fire and flood water.	Maintenance of drains. Safe location for the storage of waste in the Euro bins. Fitting of flap / non return valves on drains.	Flood procedure describing what to do in the event of a flood such as use of sand bags and movement and protection of sensitive materials. If unable to gain access to the site to unload waste, it is to be taken directly to SRCL's incinerator site.
Water from the washing machine due to overfilling or breakdown of the machine	Contamination of raw materials, buildings, land, drainage system, groundwater and watercourses	Regular maintenance checks carried out on the machine. Staff trained on how to use	Flood procedure describing what to do in the event of a flood such

	with fire and flood water.	and maintain the machine.	as use of sand bags and movement and protection of sensitive materials.
Failure of Services			

Due to failure of supply; water, electricity, gas supply and of sewerage system. Due to utility supply being struck and broken / cut.	Flooding, explosion with subsequent contamination of land, drains, groundwater and watercourses	Provision of standby facilities. Maintenance of up to date plans showing location of utility services. Procedure for contractors to work on site including induction training and permit to work.	Utility supply failure procedure describing what to do in the event of services supply failure such as manual shut down of process valves, start up of emergency generator, use of standby materials etc. Flood and Fire procedure as described above
Collections from SRCL being delayed or suspended.	Contamination of land, drains, groundwater and watercourses.	Ensuring waste is collected and disposed of on a regular basis so we do not have over 1 tonne of waste at any one time.	Waste will be taken directly to SRCL's incinerator site.
Failure of Containment			
Failure of containment facilities due to land movement, impact, corrosion etc.	Contamination of land, drains, groundwater and watercourses.	Provision of secondary containment facilities. Inspection of primary and secondary containment facilities.	Follow spillage procedure. It describes what to do in the event of a spill and where spillage kits are kept.

Vandalism			
Unauthorised entry and tampering or malicious damage to property, plant and equipment.	Contamination of land, drains, groundwater and watercourses.	Compound locked when unmanned and Euro bins locked at all times if staff are not unloading. Plant and equipment locked inside depot out of hours. Neighbouring security patrolling out of hours. CCTV in place on the compound area.	Follow spillage procedure. It describes what to do in the event of a spill and where spillage kits are kept.