



Fuel storage facilities on site must be fully banded including a bund facility for the hose, couplings and nozzle. If a tank is not self banded a bund must be provided. It must be impermeable and capable of retaining at least 110% of the tank volume. Filler handles to be trigger, spring type and suspended within the bund when not in use. Any site fuel storage tanks with fitted taps or discharge valves must be fitted with a lock and locked shut when not in use. Do not store fuel near a water course.

Refuelling on Site:

Where practical refuel/refill in storage areas or compound. Refuel using a funnel or nozzle. Do not allow diesel to spill on to the ground whilst refuelling. Do not refuel near a water course.

Spills:

If a fuel spill occurs mop up using oil absorbent pads from spill kit. Inform site management immediately. If soil contaminated from spills has to be removed from site it must be disposed of as special waste. (Removal of soil will only take place following instruction from management)

Hydraulic, Engine, Gear Oils etc.

Storage on Machine or on Site:

Only minimum quantities should be carried/stored on machine or on site. Oils must be carried/ stored in leak proof containers suitable for the purpose. Do not store oil etc. near a water course.

Topping up Oils on Site:

Where practical top up oils in a storage area, compound or other suitable area. When topping up use an oil can, funnel, nozzle or some other method to ensure that oils are not allowed to spill to the ground. Do not top up with oil near a water course.

Spills:

If an oil spill occurs, from storage or because of mechanical breakdown on the machine the spilled oil must be contained and mopped up using oil absorbent mini

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boom and pads from the spill kit. Inform site management immediately. If it becomes necessary to remove contaminated soil it must be disposed of as special waste. (Removal of soil will only take place following instruction from management)

Note:

Spillage of diesel fuel or oil must not be allowed to enter any water course. Everything possible must be done to prevent this happening.

Repairs and Servicing on Site:

When draining waste oil or removing oil/grease contaminated parts, care must be taken to prevent any oil or grease reaching the ground. Waste oil, used filters, cleaning solvents must all be returned to the depot and disposed of as special waste. Suitable leak proof containers must be carried on fitters vans for this purpose.

All other parts and materials used in a service or repair must also be returned to the depot for disposal. Bin bags or similar should be carried for this purpose.

No material must be left on site.

If any ground contamination occurs the area must be cleaned using oil absorbent granules or pads. Contaminated soil must be removed from site if necessary and disposed of as special waste. (Removal of soil will only take place following instruction from management)

Do not carry out repairs & servicing near a water course if at all possible.

Batteries:

Old batteries removed from machines or vehicles must be returned to the depot for disposal as special waste in the proper manner.

Washing Equipment on Site:

Do not wash down any machinery or equipment on site unless proper drainage facilities exist to trap oils, greases and other contaminants. The only exception to this is:-

- a) Concrete Skips: Concrete skips must be washed out in an area designated by site management and it must be far away from any water course. Concrete wash is alkaline and contains suspended solids which destroy water life.

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b) Sewage Contamination: If lifting gear is contaminated with sewage waste guidance for washing down must be sought from site personnel.

Building & Machinery Waste from Plant Removal/Installation Contracting

Building waste which is the responsibility of the Company such as brick rubble, concrete, timber or steel and machine waste such as scrap machinery or off cuts must be transported directly to an authorised waste disposal point or collected by an authorised waste disposal contractor.

Waste Removal from Site:

Quinto Crane & Plant Ltd is a registered carrier of waste, (but not an authorised waste disposal contractor) registered number CB/SE5332YV. Therefore any waste material of the type mentioned above but not asbestos or chemicals, needing to be removed from site may be carried on Company goods carrying vehicles ensuring that suitable measures to prevent pollution are taken. Any waste material removed from site is to be disposed of in accordance with regulations current at the time.

Asbestos and Miscellaneous Materials:

If asbestos or other unidentified / unusual material is encountered on site immediate guidance must be obtained from Management. On no account must asbestos, chemicals or unidentified substances be worked on or moved without expert guidance. In the case of asbestos only organisations licensed to deal with the material must handle it; Quinto is not so licensed, therefore it must not be touched.

Noise & Exhaust Fumes:

Where possible operators will take care to position equipment to minimise the intrusion of noise and exhaust fumes into the surrounding environment. Engines must not be left running needlessly to avoid unnecessary noise and exhaust fumes.

Litter:

No litter is to be left on site or in public places.

Vegetation:

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No vegetation will be disturbed, damaged or moved unless you are directed to do so by the supervisor on site. Machines and vehicles will be kept within site boundaries.

In the Depot:

Diesel Fuel

Storage:

Fuel Storage facilities must be fully bunded including a bund facility for the hose, couplings and nozzle. Filler handles to be trigger, spring type and suspended within the bund when not in use. If a tank is not self bunded, it must be contained within an impermeable bund capable of retaining at least 110% of the volume of the tank. Fuel storage tanks must be securely fixed and when not in use, locked to prevent theft and unauthorised use.

Transportation:

Diesel fuel must be transported in leak proof containers designed for the purpose. Bowsers if used must be self bunded. Tanks or barrels of 200 litres or more (includes 45 gal drums) carried on vehicles must either be self bunded or have a bund of impermeable material sufficient to hold at least 110% of the volume of the tank or barrels.

Refuelling:

Care must be taken to prevent spillage when refuelling. If a fuel spill does occur it must immediately be mopped up using oil absorbent granules. Detergent should be used to clean the area if necessary.

Oils

Storage:

Bunding requirements are the same as for diesel fuel above. Oil stored in barrels or tins must also be bunded. A number of barrels or tins can be stored above or within a single bund of adequate capacity. (110% of the volume of the largest container or 25% of the volume of all the containers, whichever is greater) Dispensing / filling taps hoses, funnels and nozzles must be within the bund when not in use.

Transportation:

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Container and bunding requirements are as for diesel fuel above.

Waste Oils:

Waste oils must be recovered and stored in the waste oil collection container for collection by the authorised waste disposal contractor engaged by the Company. Waste oil must not be disposed of by tipping down any drain or onto waste ground etc.

Spills

Spilt oil must immediately be mopped up using oil absorbent granules and the area cleaned with detergent as necessary.

Crane, Plant, Vehicle Washing & Steam Cleaning

Cranes and other machines and vehicles must only be washed or steam cleaned where drainage exists to trap oil and grease residue and water authority permission has been obtained.

Paint, Thinners, Solvents, Cleaning fluid:

Storage:

Storage must be in leak proof containers in the designated location.

Used / Waste Thinners, Solvents:

Used solvents or cleaning fluids must be disposed of in the waste oil collection container. They must not be tipped down the drains or onto waste ground etc.

Used Paint Tins:

Used paint tins are special waste and must be disposed of into a "special waste bin" for collection. They must not be put into the general waste bins.

Used Oil Filters, Spent Grease Cartridges:

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Disposal:

These items are special waste and must be disposed of into the container for collection by the waste oil contractor.

Batteries

Batteries contain acids which are classified as special waste.

Storage:

Batteries must be stored in a tray or container to prevent leaked or spilled battery acid reaching the ground.

Disposal:

Waste batteries are to be disposed of as special waste collected by the Company appointed contractor.

Tyres

Disposal:

Waste tyres not suitable for remoulding are to be disposed of through tyre suppliers to the Company or by authorised disposal contractors. Tyres must not be put into waste bins or skips.

Offices

Paper

Disposal:

Wherever practical waste paper should be recycled. Confidential papers are to be shredded before disposal. If recycling is not practical waste paper must be bagged or tied to prevent it blowing about before disposal into waste bins.

Toner/Ink Cartridges

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Disposal:

Empty toner cartridges are boxed and collected by stationery supplier. Ink cartridges are posted to charity ink cartridge recycling scheme.

Electronic Equipment
Disposal:

Waste electrical and electronic equipment (WEEE) contain many hazardous substances including lead, mercury, cadmium and arsenic. The WEEE Directive sets targets that 65% of IT equipment must be recycled. The company disposes of waste electrical and electronic equipment in compliance with the WEEE Directive.

Burning

Burning of waste is forbidden.

Note:

Special Waste can only be disposed of through a properly authorised disposal contractor. It is the Company's responsibility to check the authority of alternative disposal contractors before disposing of special waste through them. Only properly authorised contractors will be used by the Company.

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