

Handbook for drivers making deliveries to
**Bristol Food Waste Recycling
Facility (BFWRF)**



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Important information and opening hours

Site Address	GENeco office, Bristol sewage treatment works, Kings Weston Lane, Avonmouth, Bristol, BS11 0YS		
Environmental permit number	PP3734LK		
ABP approval number	34/666/8001/ABP/BIO		
Opening hours	Monday to Friday	07:00 –19:00	
	Saturday, Sunday and bank holidays	By prior arrangement	
GENeco Office	01225 524560		
On Site	Thomas Phelps, Food Waste Plant Supervisor 01225 524545 mobile 07881 269725		
Weighbridge office	01225 52453		
Lead Operator	Paul Newman 07876 216957 Matthew Williams, Food Waste Plant Operator 07788 353973		
Booking email	fwrif@geneco.uk.com		

Traffic Management

The Bristol food waste recycling facility (BFWRF) is located within a busy sewage treatment works.

The FWRF has a clearly defined traffic management plan, as described in section 3, which must be followed to avoid unnecessary delays, congestion or accidents.

Drivers will usually be given early notification of any changes to the traffic management plan direct from the on-site staff, by telephone or by email.

General guidance

- Obey all signage
- Be aware of other users of the facility.
- Every load must be booked and confirmed by GENeco before delivering to the FWRF.
- Comply with the GENeco health and safety Code

Speeding

All sites have an absolute maximum speed limit on 10 mph and this applied from the point of leaving the public highway.

Signage

Sewage Treatment Works have traffic signage as you enter the sites, these can, and do, change when development work is undertaken anywhere on site. If you encounter temporary signage before making contact with any food waste personnel make sure you obey the new signage.

Temporary signage takes precedence over permanent signage.

Vehicle specifications

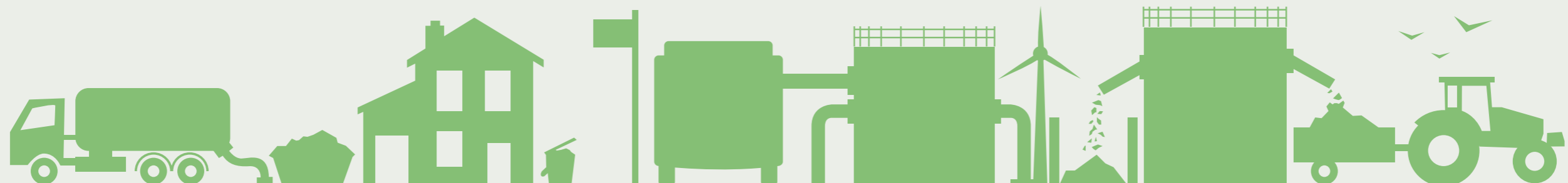
Maximum entrance/exit door height 5.65 m

Maximum elevated tipping height 10 m

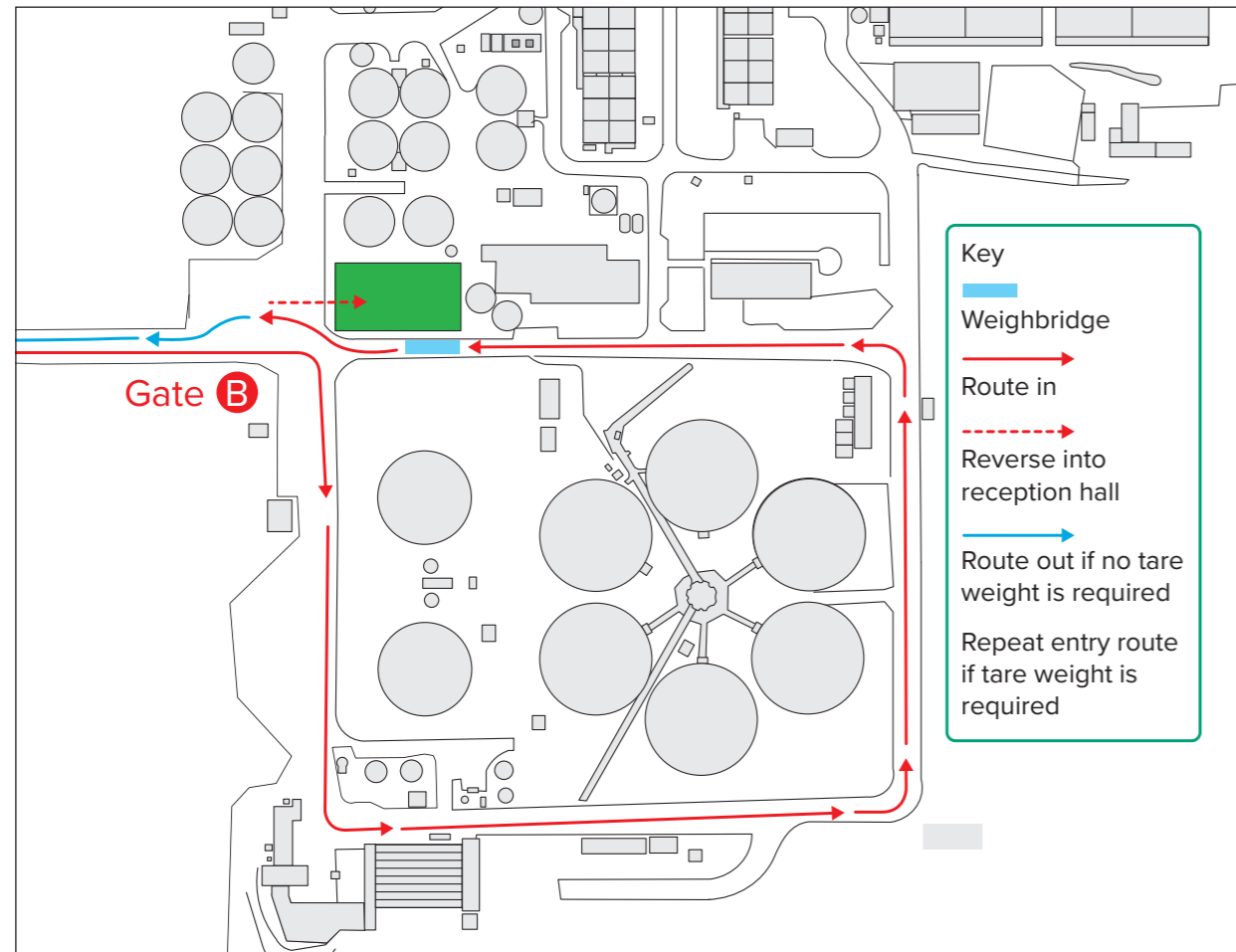
Vehicles with a tipping height greater than 10m will still be able to operate in the food waste recycling facility. Please follow the site procedures and operator's instructions for unloading. For further information please contact the GENeco office on 01225 524 560.

For solid wastes vehicles must have an automated off-loading process.

For liquid wastes vehicle's discharge valve must be able to accept a 4" Bauer coupling and pump to a height of 5m.



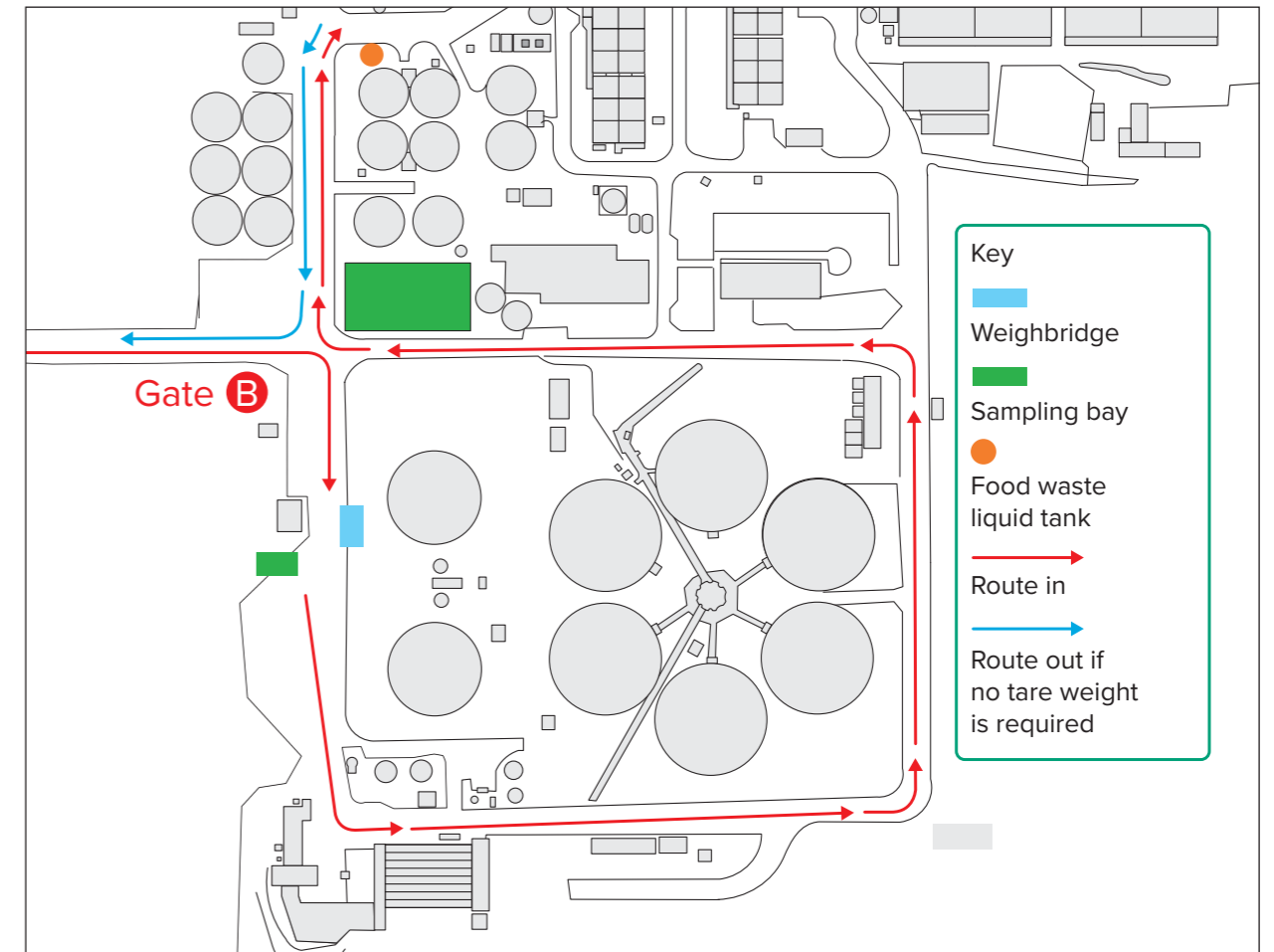
Traffic management plan – food waste reception hall



Solid Food Waste

- Enter site via gate B and follow traffic management plan to the food waste recycling weighbridge.
- Leave vehicle at the weighbridge to book in and press button.
- Wait for the green light before leaving the weighbridge.
- Pull around in front of the facility and reverse into the building.
- After delivery, if re-weighing is required, turn left and drive in an anticlockwise direction around the site back to the food waste recycling weighbridge.
- Leave the site via gate B.

Traffic management plan – food waste liquid reception tank



Liquid Food Waste

- Enter site via gate B and turn right to the treatment center weighbridge. Please do not exit your cab on the weighbridge. Wait for the green light before leaving the weighbridge.
- Move off the weighbridge and reverse into the sampling area. Take a sample off the load to the sample room for approval.
- Follow route shown in traffic management map to the food waste liquid tank. Please remain with the vehicle whilst the load is discharging.
- Once discharge is complete, please leave the site via gate B.



Duty of care and animal by-products – waste transfer note and commercial document

Waste transfer notes are the paperwork that records the movements of waste from a waste producer to the eventual treatment facility.

All waste movements require a waste transfer note. Many companies choose to produce and print their own waste transfer note but they must contain all the elements prescribed under the relevant regulation.

Animal By-Products Regulations (ABPR) apply to all food waste that could contain uncooked meat, blood or other animal by-products (ABP). BFWRF is

approved to handle category 3 ABP in food waste. A commercial document is required to provide traceability of all ABP movements and must contain the category of the ABP waste, the haulier's licence to carry ABP material and a record that the waste has been inspected and does not contain Category 1 or 2 ABP material.

For waste streams destined for treatment at our food waste recycling facility, the combined waste transfer note and commercial document must contain the following information:

- 1 The name, address and signatures of both the producer and recipient of the waste.
- 2 A description of the waste – including enough information about the waste so it can be handled safely and either recovered or disposed of legally.
- 3 Quantity of the waste – including units.
- 4 How the waste is contained.
- 5 Haulier of the waste.
- 6 Vehicle registration and driver's name.
- 7 Waste carrier's EA registration certificate number and ABP haulage licence number.
- 8 The place, date and time of transfer.
- 9 Details of the environmental permit of the person receiving the waste.
- 10 The appropriate European Waste Catalogue (EWC) code for the waste.
- 11 The appropriate Standard Industry Code (SIC) for the origin of the waste.
- 12 A signed declaration of adherence to the waste hierarchy.

GENWMB81 version 3
Duty of care transfer note
animal by-products commercial document
This document aims to satisfy the requirements of The Animal by-Products (Enforcement) (England) Regulations 2011 (ABPR) and the Environmental Protection Act 1990.

A Description of the waste
Please describe the waste being transferred

European Waste Catalogue number Standard Industrial Classification (SIC) code
ABPR Category (please tick) Category 3 Non-ABP
How is the waste contained?
What is the quantity of waste? (please also give unit of measurement)

B Producer of the waste (consignor)
Full name
Address
APHA Lic / App / Reg No
Producer representative: Print name Signed
Date and time of transfer to carrier

C Carrier of the waste
Carrier's name
Address
EA Carriers registration no
APHA Lic / App / Reg No
Vehicle Registration
The above material was collected from the consignor and delivered to the consignee in compliance with the above regulations.
Carrier representative: Print name Signed Date

D Waste treatment facility (consignee)
Name of site operator Wessex Water Services Limited
Address Bristol Sewage Treatment Works, Kings Weston Lane, Avonmouth, Bristol, BS11 0YS
Environmental Permit Number PP3734LK APHA Approval Number 34/666/0001/ABP/BIO
Date and time of transfer
Wessex Water representative: Print name Signed

E Waste inspection (if separate record not made)
Was any ABPR category 1 or 2 material found and load rejected? (please tick) Yes No
Any contaminants? (please tick) Yes No Has the contamination been removed? (please tick) Yes No
Description/quantity
Notes: odour/sampling

Health and safety

Maintaining a safe and healthy working environment requires the application of common sense as much as the application of a set of rules and regulations. At GENeco health and safety is not an optional extra and anyone – without exception – who is found to be in breach of any health and safety instruction will be excluded from any part of the Sewage Treatment Works.

Health and safety requirements

- Report to the weighbridge on arrival.
- Wear the following PPE whilst on site: hi-vis, safety boots, hard hat / bump hat. Hearing protection will be provided if required.
- Follow all verbal and visual instructions, signs and rules.
- Report any health and safety issues to the site operator.
- Smoking, consumption of alcohol and the use of drugs is prohibited.
- Do not enter operational area or plant and touch equipment or machinery unless you have been given permission to do so from the site operator. Do not climb railings and/or barriers which surround equipment and machinery.
- The Severnside sirens are activated if a toxic chemical or gas leak is detected in the local area. On hearing the alarm you must remain indoors, close all windows/doors and await further instructions from site staff. Please note, testing of the sirens takes place on the 3rd day of each month at 3pm.

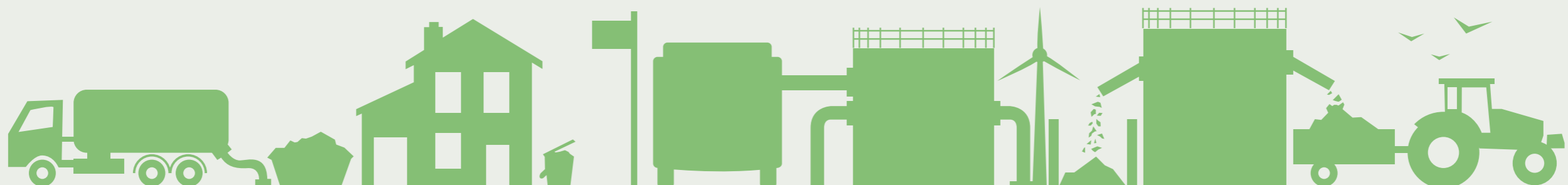
Biosecurity

Due to Animal By-Products regulations the facility has areas designated as clean and dirty.

- Entry and exit to the facility is only via designated routes.
- When exiting the facility ensure you use the footpaths provided and wash hands.
- Dirty clothing must not leave the facility. Clothes washing facilities are provided.
- Wash or disinfect vehicles and boots before leaving the food reception hall.

All vehicle drivers

- Observe the speed limit – 10 mph.
- Park in designated parking areas.
- Take care when reversing – ensure that the area behind you is clear.
- Seat belts must be worn whilst driving within the sewage treatment works.



Working together

GENeco believed in working with its customers and, wherever possible, building its services around the customers tell us they want. Customer feedback- both positive and negative – is the driver for improving the service we offer to our customers in what is a constantly changing waste business environment.

Occasionally things can go wrong and if a customer does have any cause to make a complaint GENeco promises to investigate the circumstances and resolve the issue as quickly as possible.

If you are dissatisfied with any aspect of GENeco operations or actions please contact GENeco on 01225 524560 as soon as possible following the cause of the complaint.

Data protection

There is CCTV in the plant for safety and security reasons. Induction records are also kept for health and safety and monitoring purposes.

