

HAULED WASTES DISCHARGE PROCEDURES – ROUTINE

Rules and Regulations

Detailed requirements governing the disposal of hauled wastes are contained in Section 5 of the Metro Water Recovery's (Metro) *Rules and Regulations*, with additional information contained in Section 6. Copies of these documents are available from Metro upon request.

Permitted Wastes

Metro's Routine Hauled Wastes Program accepts wastes from septic tanks, grease traps, and portable toilets. Non-hazardous wastes from other sources, which can be effectively and efficiently treated by Metro facilities, are provided for under the Non-Routine Hauled Wastes Program.

Entrance to the Facility

The following are required procedures for use of Metro's facility. Please familiarize yourself with each step.

1. Approach the entrance gate. Swipe your Electronic Waste Hauler Scanner Card. Make sure the light on the top of the card reader turns green to red, and back to green. Drive up to the Security Guard and stop.
2. The Security Guard will do a security check and ask you for the following information:
 - Company Name
 - Window Permit
 - Driver's License with a valid photo
 - Electronic Waste Hauler Scanner Card

Access will be granted only if:

- Name on the Driver's License is a match to the Driver List
- Picture is a match to the driver
- Vehicle license matches the Electronic Waste Hauler information encoded in the system, which will appear on the Security Guard's Computer.

Disposal Site

1. All waste materials must be disposed of at Metro's Robert W. Hite Treatment Facility, located at 6450 York Street, Denver, Colorado.
2. The approved route, marked by orange rectangular signs with arrows, must always be followed when entering and exiting the facility. The route may change, if necessary, due to construction activities. All traffic regulations and control signs are to be strictly obeyed while on District property.
3. You may be instructed by the Security Guard to collect a sample during discharge, according to training and procedures listed below, or you may be instructed to wait for

Environmental Services Laboratory personnel, who will observe your sampling procedures, which may include a special sampling for Total Toxic Organics or Volatile Organics (TTO/VOA).

4. Once the Security Guard approves entrance, follow the directional arrows on the orange signs to the discharge site. Back your vehicle into one of the three discharge bays. **(Do not drive over curbs, grass, or gravel areas.)** If an accessible discharge bay is not available, wait until one is open. Any damage you may cause to Metro facilities will be billed to your company. Be certain your parking brakes are properly set. After discharging, make sure you clean up any mess left in the bay.

Sampling

All drivers are responsible for sample collection. A new driver will not be allowed to discharge until he/she has completed the Hauled Wastes Discharge Procedures Training, which includes training for proper sampling. If you have a new driver, please call (303)286-3244 to schedule training. Sample collection must be performed as trained. The following instructions are for reference:

1. Obtain a sample bottle from the cabinet located behind the middle discharge bay. Fill in the company name, permit number, sample date/time, and your initials on the sample bottle label.
2. Attach the truck's discharge hose to your vehicle. **Note: Samples are collected directly from the discharge hose on the vehicle. Water cannot be running into the discharge drain as you are sampling.**
3. Locate the sampling rod cup. Open the discharge valve slightly so the waste is flowing slowly through the discharge hose.
 - a) Fill and empty the sampling rod cup three (3) times.
 - b) Fill the sample rod cup, transfer enough waste to fill one-third (1/3) of the sample bottle. Empty the rest of the waste in the sample cup into the discharge drain. Increase the flow from the discharge valve.
 - c) Watch your vehicle's float gauge. When the tank shows 1/2 full, slow the discharge valve again, fill the sample rod cup, and transfer enough waste to fill the sample bottle to about two-thirds (2/3) full. Empty the rest of the waste in the sample rod cup into the discharge drain. Increase the flow from the discharge valve.
 - d) Watch your vehicle's float gauge. When the tank shows almost empty, slow the discharge valve again. Fill the sample rod cup and transfer enough waste to fill the sample bottle to the top. Empty the rest of the waste in the sample rod cup into the discharge drain. Place the cap on the sample bottle tightly. Rinse both the sample rod cup and the sample bottle off with the wash down water provided.
 - e) Drop the sample bottle into the sample collection chute on the top of the refrigerator located behind the middle bay. Complete your discharge.

All steps above are also followed during **TTO/VOA sampling**. This is a special sample collected for Organics analyses. The only difference for this type of sampling is the glass bottle

and the preservatives used. Environmental Services Laboratory personnel will provide you the glass bottle, monitor the sample collection, and transport the sample directly to the Laboratory for testing.

Discharging

Discharge hoses must be used when discharging -- **no exceptions**. When you have finished your discharge, rinse the discharge hose and bay area of all debris before leaving. **General vehicle wash down is not permitted.**

Safety Procedures

The primary function of Metro is to treat non-hazardous, treatable wastes. There is the potential for exposure to many human pathogens, including Vibrio cholera, Salmonella typhi, Hepatitis A virus and Giardia. Good personal hygiene safety procedures are the best way to limit exposure. The use of safety glasses and gloves is highly recommended. The water hydrants located at the discharge bays are supplied with Plant Water Chlorinated (PWC), not potable water. Do not drink the water.

Spill Procedures

If your discharge is not contained within the confines of the discharge bay (wastes go over the containment berm), it is considered a spill. The procedures listed below are to be followed **immediately if a spill occurs:**

1. Notify the Control System Operator **immediately** using the P.A. phone behind the middle discharge bay.
2. **Immediately** after notifying the Control System Operator, go to the storm sewer inlet located at the bottom of the exit hill approximately 30 feet to the right. Place the containment mat/plastic over the storm sewer inlet located on the map.
3. Using the containment sand and shovels located next to the containment mat, begin building a containment berm around the storm sewer inlet. **Our highest priority is to ensure the spills do not contaminate the storm sewer.**

Cooperation among all companies, drivers, Security, and Metro personnel is absolutely essential. If you have any questions, please contact:

Diana Sandoval - 303-286-3244