



SITE RULES

ECOHIVE COMPLEX



Ecohive Complex
Ghallis Non-Hazardous Waste Landfill IP 0001/06/B
&
Malta North Waste Treatment Plant IP 0007/13/A
Site Rules

The Ecohive Complex is operated by Wasteserv Malta Limited (hereinafter referred to as the Company) which has full responsibility for the overall management of all the facilities within the Complex.

All waste contractors, operators and their staff, as well as all other users of this facility shall, without any exception, fully observe these Site Rules as laid down by Wasteserv. Anyone who, for any reason whatsoever, will be considered by the Company to have breached these Rules, will be required to leave the premises and to pay any applicable fine/s that may be imposed.

These Rules are meant to ensure that the Ecohive Complex is organized in such a way that the interests of all parties are adequately safeguarded. The Rules also ensure that efficient systems, procedures and risk control methods are in place that will promote site safety and help to eliminate or reduce the risk of injury or ill health.

Although it is the Company's duty to ensure compliance at all times with these Site Rules, including site management rules and enforcement procedures for non-compliance, all waste contractors, operators and other staff, as well as all other users of this facility should be fully aware of their personal responsibilities and of the consequences of breaches of these Rules. Full observance of these Rules is ultimately the responsibility of waste contractors and operators and their staff and the Company will be held harmless in the event of any injuries and/or damage caused on site by failure to observe strictly the application of these Site Rules.

These Site Rules as well as the guidelines set out in this document are based on IPPC permit requirements and other relevant legal conditions and cover all areas under the direct control of Wasteserv Malta Limited.

Section 1: General Rules

- 1.1 Waste may only be delivered by Waste Carriers registered for the purpose with the Environment and Resources Authority (ERA). Carriers in the process of renewing an expired registration are to be in possession of a declaration from ERA to this effect.
- 1.2 All conditions in the registration document issued by ERA shall be observed at all times while in the confines of the site.
- 1.3 All vehicles are to report to the weighbridge upon entry and declare the nature of the consignment being delivered. All relevant paperwork e.g. Waste Transfer Note, Waste Carrier Registration, etc. must be presented upon request. Any false declarations will be subject to penalties outlined in Section 5 of these Rules.
- 1.4 All vehicles must pass over the weighbridge both on entering and before leaving the site. Waste Carriers will be issued with a transaction receipt before leaving the site.
- 1.5 Persons below 18 years of age are prohibited from entering the site (unless in possession of a valid working permit) even if they are carried in the vehicle.
- 1.6 All vehicle operators must ensure that their vehicles are in good working order and able to deliver waste to the designated unloading area without difficulty.
- 1.7 Vehicles are allowed to carry only one loaded skip at a time. Multiple skip loads shall only be permitted under the conditions indicated in GBR No. 12 Environmental Conditions Waste Carriers (ERA, October 2009). Furthermore, different skips should contain the same type of material; multiple skips with waste classified under different European Waste Catalogue (EWC) codes will not be accepted.
- 1.8 Tipping shall be conducted only in areas as indicated by Wasteserv personnel. Operators are to ensure that all waste is properly tipped before leaving any of the facilities.
- 1.9 All vehicle operators must ensure that their vehicle is clean as possible before leaving the site so as to prevent the spreading of mud and debris.
- 1.10 No open skips, whether full or empty, are to be left on site or on the roadside in the immediate vicinity to the Complex.
- 1.11 Wasteserv Malta Ltd reserves the right to refuse admission as necessary.
- 1.12 Authorised company site employees are allowed to take any appropriate action and/or measures at any time if they observe any non-conformity with the provisions in these Site Rules. Waste contractors and operators and their staff are required to follow these instructions without fail.
- 1.13 Waste contractors, operators and their staff are encouraged to bring to the attention of the relevant site authorities their views and suggestions regarding any issues and/or deficiencies on systems and procedures, operations, etc. at the facility with a view to improve overall management of the site.

Section 2: Waste Acceptance Rules

- 2.1 Wastes that may be accepted at the facility are determined in accordance with the list of permitted wastes in the relevant operational permit. Unpermitted wastes shall not be accepted at the facility.
- 2.2 The following are strictly prohibited from being delivered to both the Ghallis Non-Hazardous Waste Landfill and the Malta North Waste Treatment Plant:
- Inert construction and demolition waste
 - Soil
 - Tyres (whole or shredded)
 - Clinical waste or potentially infectious waste
 - Liquid wastes
 - Animal by-products
 - Electrical and electronic waste (televisions, IT equipment, white goods, water heaters, etc.)
 - Asbestos
 - Other hazardous wastes including batteries and accumulators, solvents, oily and other hazardous sludges, etc.)
- 2.3 It may be required that waste other than that classified as municipal solid waste, is to go through formal waste acceptance procedures and analyses in line with the relevant regulations. When in doubt or require delivering a new waste stream kindly contact Wasteserv on Freephone 8007 2200 or email: wao.ws@wasteservmalta.com.
- 2.4 Wasteserv reserves the right to carry out compliance testing and to check every delivery through on-site verification to ensure that it consists of the declared waste and that the waste acceptance criteria at the facilities are met. In any such event, the carrier should cooperate fully with the company inspector on site.
- 2.5 In the event that the company's waste acceptance criteria are not met (e.g. unacceptable materials are present), the Company reserves the right to reject any such load. In any such situation of non-acceptance, the decision of the company's representative/s is final;
- 2.6 Users with repeated violations may be subject to the revocation of permission to dispose loads at the facilities.

Section 3: Traffic Rules

- 3.1 Please refer to **Controlled Document 35 – Eco Hive Traffic Management Plan** for details regarding traffic rules in the Ecohive Complex.

Section 4: Health and Safety Rules

REMEMBER THAT YOU ARE ENTERING A HIGH-RISK AREA.

BE AWARE OF MOVING HEAVY MACHINERY AND VEHICLES AT ALL TIMES.

- 4.1 All vehicles must be in good working order and have a valid certificate issued by a competent person as required by LN 282 of 2004, Work Equipment (Minimum Safety and Health Requirements) Regulations. Evidence of such certification must be kept available within the vehicle as required by Regulation 5(4) of the same Legal Notice. Wasteserv reserves the right to request and inspect such certification at any time whilst the vehicles are on site.
- 4.2 No smoking or naked flames are permitted anywhere on site.
- 4.3 Before entering the facility, drivers must wear the following items of personal protective equipment as a minimum requirement:
- i. Safety boots/shoes
 - ii. High visibility jacket or vest
- Whilst in the confines of the facility, all drivers must remain in their cab unless he is required to do otherwise to carry out work-related duties. Drivers must return to their vehicle as soon as possible.
- 4.4 All vehicles are to be equipped with a rotating beacon and a reversing alarm. These should be in operation at all times while on site.
- 4.5 Mobile phones can only be used when the vehicle is stationary and in a safe location. Do not use your mobile phone while driving.
- 4.6 No inspections or work should be conducted under a tipping body whilst the body is raised, unless a prop or special locking device is positively in position to prevent the body falling. This must also be done when the body is raised for cleaning/washing purposes.
- 4.7 Stationary vehicles must be secure from inadvertently moving by use of parking brake.
- 4.8 All drivers must ensure that there are no other vehicles or pedestrians within 3 metres of the vehicle whilst tipping.
- 4.9 Similarly, it is the duty of the driver not to venture within 3 metres of a vehicle which is tipping or is about to be tipped.
- 4.10 The tipping body must not be raised or started to be raised until the tailboard is open.

- 4.11 Sheeting must be removed in a manner which is safe for the driver and at such a place where there is no danger to the driver. Access should be carried out by using the ladder handles or other means designed for that purpose. Wheels, cabs, bodywork and mudguards are not be used for access.
- 4.12 Waste contractors and operators are required to ensure that vehicles for the transport of waste – whether owned directly by themselves, contracted or leased – should be of appropriate design and condition and fitted with appropriate safety devices.

**IN CASE OF DIFFICULTY STAY NEAR/WITHIN YOUR VEHICLE AND SIGNAL FOR HELP.
SOUND YOUR HORN OR CALL 112.**

THE MAJORITY OF FATAL ACCIDENTS IN LANDFILL SITES & QUARRIES ARE CAUSED BY VEHICLE MOVEMENTS, MAINTENANCE AND NEGLIGENCE.

TO ENHANCE YOUR SAFETY AND THE SAFETY OF OTHERS PLEASE ENSURE THAT THESE RULES ARE ADHERED TO.

Section 5: Penalties

- 5.1 Without prejudice to other legal remedies, failure to observe these rules, the Company shall have the right to impose the following penalties:
- a. **First non-observance: written warning shall be issued to the client;**
 - b. **Second non-observance: All vehicles registered under waste carrier shall be blocked from entering any of the Wasteserv sites. Carrier shall have to pay a penalty of €25 in order to gain re-access to the use of the facilities.**
 - c. **Third non-observance: All vehicles registered under the specific waste carrier shall be blocked from entering any of the Wasteserv sites. Carrier shall have to pay a penalty of €50 in order to gain re-access to the use of the facilities.**
 - d. **Fourth non-observance: All vehicles registered under the specific waste carrier shall be blocked from entering any of the Wasteserv sites. Carrier shall have to pay a penalty of €100 in order to gain re-access to the use of the facilities.**
 - e. **Consequent non-observance: entry may be restricted indefinitely for all clients' vehicles at all Wasteserv facilities.**
- 5.2 In addition, any operator who obstructs or impedes in any way the operations carried out at this site will immediately be subject to ***Third non-observance: entry restricted for specific vehicle at all Wasteserv facilities; a penalty of €50 to be paid in order for the client to gain re-entry***

Section 6: Waste Acceptance Hours

Day	Għallis Non-Hazardous Waste Landfill
Monday – Saturday	07:00 – 17:30
Sunday	07:00 – 12:00

Day	Malta North Waste Treatment Plant
Monday – Saturday	07:00 – 22:00
Sunday	07:00 – 12:00