



WASTE HANDLING AND DISPOSAL PROCEDURE (OPS-P021)

Clarksville-Montgomery County School System

The online version of this procedure is official. Therefore, all printed versions of this document are unofficial copies.

1.0 SCOPE:

- 1.1 This procedure is intended to minimize litter, debris, and solid or liquid waste from coming into contact with rain water as a result of improper collection and disposal. The good housekeeping practices outlined in this procedure will prevent or reduce the discharge of pollutants to storm water as a result of waste handling and disposal.

2.0 RESPONSIBILITY:

- 2.1 Building Maintenance Manager

3.0 APPROVAL AUTHORITY:

- 3.1 Chief Operations Officer

4.0 DEFINITIONS:

- 4.1 Hazardous materials are pollutants that can negatively impact waterways. This includes fuel and other petroleum products; chemicals from paints and solvents; herbicides and pesticides; acids for cleaning; curing compounds and any other controlled material.
- 4.2 Spill Cleanup Kits: Spill kits are containers located at designated fuel areas storing equipment intended for the cleanup or treatment of hazardous materials. Kits contain Personal Protective Equipment (PPE), equipment used to clean up spills of hazardous materials, and equipment to stop leakage.

5.0 PROCEDURE:

- 5.1 If possible, store bulk solid materials in a covered area. This includes sand, gravel, salt, lumber, topsoil, compost, concrete packaging, metal products, etc. Use tarps or plastic sheeting with weighted ropes if necessary.
- 5.2 Dumpster lids should remain in the closed position with plugs installed.
- 5.3 If possible, store bulk materials within a containment berm or on a paved area with a drainage system. Dumpsters should be located in authorized areas with paved surfaces and discharge leading to water quality treatment basins.
- 5.4 Store containers containing chemicals inside.
- 5.5 Store empty chemical containers outside, with containers drained and turned upside down.
- 5.6 Managers randomly visually inspect storage facilities for leaks and spills.



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- 5.7 Managers visually inspect work areas to ensure that all wastes are being disposed of at authorized locations.
- 5.8 Take immediate action when drips or spills are detected.
 - 5.8.1 Refer to OPS-P022 for spill prevention, control and cleanup procedure.
- 5.9 Return or replace dumpster if leaks are detected resulting from damage.

6.0 ASSOCIATED DOCUMENTS:

- 6.1 Stormwater Management Policy (OPS-A017)
- 6.2 Spill Prevention, Control, and Cleanup Procedure (OPS-P022)

7.0 REVISION HISTORY:

Date:	Rev.	Description of Revision:
2/7/18		Released
9/25/19	A	5.1 Added "salt"

***** End of Procedure *****