

## Manage the transfer of outputs and disposal of residues from remediation of contaminated land

### WM18 - SQA Unit Code H2KY 04

This national occupational standard defines the competences required to manage the transfer of outputs and safe disposal of residues arising from remediation of contaminated land. It requires the implementation and management of procedures for controlling transfer operations for transporting outputs and for the disposal of waste residues. All procedures must be implemented in compliance with the legislative requirements for the contaminated land remediation operations.

#### Term used within the standard

**Waste** - That specified in the permitting regulations for the site

**Legislative requirements** -Regulation that covers Environmental Permits, Waste Management Licences, Mobile Plant Licences, Integrated Pollution Prevention and Control (IPPC) permits or Pollution Prevention and Control (PPC) permits, health and safety and road transport regulations where applicable to the operations of the site

**Remediation**– The process of treating contaminated land to remove the contamination and restore the land to a useable condition.

**Outputs** - Materials successfully treated to remove the contamination

**Residues** - Materials remaining after processing that are only suitable for waste disposal to land, liquid treatment, waste treatment or incineration for the recovery of energy.

#### Skills and competences which demonstrate effective performance

##### *You show that you are competent to:*

- Manage the transfer of outputs and the disposal of residues from remediation of contaminated land
- Use and communicate data and information to enable compliance with legislative and organisational requirements
- Resolve problems which arise from the transfer of outputs and the disposal of residues from remediation of contaminated land



**Manage the transfer of outputs and the disposal of residues from remediation of contaminated land**

1. Implement systems and procedures for the transfer and transport of outputs and the disposal of residues from remediation of contaminated land in accordance with legislative and organisational requirements
2. Make arrangements for an adequate supply of materials, equipment and information needed to carry out the loading and transport on or from the site
3. Implement and operate health, safety and environmental risk assessment processes to enable reporting systems to operate effectively
4. Make arrangements for the safe loading of the outputs and residues from the remediation processes.
5. Implement procedures and controls for the safe placement of remediated outputs that are to remain on the site.
6. Maintain the quality of the organisation's work by ensuring that all procedures and waste transfer and disposal processes are adhered to.

**Use and communicate data and information to enable compliance with legislative and organisational requirements**

7. Implement and maintain recording and information systems for the transfer and transport of outputs and disposal of residues from remediation processes carried out at the site
8. Ensure that sites to which outputs and residues are to be transferred comply with all legislative requirements
9. Inform site personnel of the risks associated with handling hazardous materials that are required to be sent off site for disposal
10. Ensure the programme of work, and operational instructions, relating to the transfer and transport operations contain the information needed for site personnel to carry out the processes in line with organisational procedures
11. Communicate the programme of work and operational instructions to all site personnel in ways which suit the types of information being given
12. Ensure transport documentation for materials leaving the site is completed accurately
13. Maintain accurate records of outputs and residues leaving the site
14. Maintain accurate records of outputs remaining on the site, together with their location
15. Advise colleagues and managers about accidents, incidents, interruptions to work and any situations that require their attention
16. Maintain records of training for all staff employed on transfer and transport operations on the site

**Resolve problems which arise from the transfer of outputs and the disposal of residues from remediation of contaminated land**

17. Ensure systems are in place to rectify staff shortages, equipment and transport deficiencies, and external causes that prevent the transfer, transport or disposal of wastes
18. Formulate procedures for dealing with spillages on site and ensure that staff understand and follow the prescribed procedures
19. Make arrangements for alternative transport and recipients for outputs and residues when existing arrangements are unavailable
20. Seek expert advice to resolve situations which are outside the responsibility of the job role.



## **Behaviour which underpins effective performance**

### ***You work in a manner which:***

21. Encourages others to develop themselves
22. Shows integrity, fairness & consistency in decision making
23. Uses different leadership styles depending on individual

## **Knowledge and understanding**

### ***You must know and understand the following:***

#### **General**

- a. The relevant legislation, regulations and codes of practice applicable to safety, health and the environment for waste management activities
- b. Waste management legislation and guidance that is applicable to waste management and land remediation sites and for the transportation of wastes
- c. The types of personal protective equipment (PPE) required for different types of waste and the procedures for care, maintenance and use of this equipment
- d. The regulatory requirements and company procedures for dealing with unauthorised wastes
- e. The procedures for the proper management control of work activities on the site
- f. The organisational environmental policy and procedures applicable to the site and the Duty of Care requirements for the organisation
- g. The requirements for risk analysis to minimise hazards to personnel and the environment for the whole workplace

#### **Transfer of outputs and disposal of residues**

- h. The range and nature of operational outputs and residues produced from the remediation of the contaminated land
- i. The organisational procedures for the management of personnel and work activities
- j. The specific legislative requirements and guidance applicable to the transfer and transport of waste from the site.
- k. Planning permission and the organisation's working plan for the site
- l. The quality inspection and identification procedures and the handling requirements for the types of materials remediated at the site
- m. The operating procedures for all machinery, plant and equipment used on the site for loading remediated materials and residues
- n. The storage and handling implications for the remediated material types produced on the site
- o. The types, functions and limitations of materials handling equipment available for use on the site
- p. The lifting and handling techniques that are suitable for the remediated materials and residues that are being transported on or from the site.
- q. How to use risk assessment and the identification of potential work-related hazards and difficulties
- r. Control of Substances Hazardous to Health (COSHH) assessment data for all hazardous substances received and used on your site
- s. The potential hazards to safety, health and the environment arising from the loading and transport of remediated materials and residues
- t. The onsite procedures for the management of storage of the out puts and residues from remediation processes



- u. The records required by legislation and by company procedures in relation to the transfer and transport of remediated materials and residues
- v. The records required by legislation and by company procedures in relation to the placement of remediated materials on the site
- w.** The procedures for dealing with spillages
- x. The organisational procedures for transport operations and the supply and use of the transport resources required
- y. Regulations applicable to the transport of hazardous substances on public roads
- z. The procedures and documentation required for the transport of waste to comply with legislative requirements and guidance
- aa. How to interpret process documentation and verify that the information is accurate and relates to the remediated materials and residues
- bb. The procedures for dealing with residues, out of specification remediated materials and any other rejects from the process
- cc. How to communicate operational instructions orally and in writing
- dd. The importance of ensuring people's understanding of operational instructions and how to do this