



EMERGENCY PREPAREDNESS AND RESPONSE

STANDARD ENVIRONMENTAL OPERATING

**WASTE
REDUCTION
& DISPOSAL
DIVISION**

ISO 14001- 4.4.7

1.0 PURPOSE AND SCOPE

1.1 The purpose of this procedure is to ensure that the Waste Reduction and Disposal Division (WRAD) establishes and maintains emergency plans and procedures designed to minimize or otherwise mitigate the environmental impacts associated with accidental or unexpected incidents.

1.2 This procedure and associated operational controls address or consider impacts and degrees of risk to environmental aspects, and corrective actions associated with the following:

- accidental discharges to water and land,
- radioactive and hazardous waste,
- landfill fires, and
- specific environmental and/or ecosystem effects associated with vehicle/aircraft mishaps.

1.3 The procedure also specifies the process utilized by the WRAD to periodically review emergency preparedness and response procedures in light of operational changes, and following the occurrence of an unexpected event.

3.0 RESPONSIBILITY AND AUTHORITY

3.1 Deputy Director, WRAD - is responsible for reviewing and approving all emergency procedures prior to their being used in the establishment of emergency action plans.

3.2 Section Managers - are responsible for developing emergency procedures, coordinating all training, drill activities, document preparation and reporting, as they relate to activities cited in this procedure.

4.0 PROCEDURE

4.1 Procedures covered by this WRAD SEOP are addressed in the current issue of the Miramar Landfill Operations Manual and as required by the County of San Diego's Department of Environmental Health, Hazardous Materials Business Plan. The referenced documents contain Emergency Response Procedures for use at the operations level in specifically responding to emergency events. Additionally, the documents are intended for use by facility management in determining the types and levels of resources necessary to respond to and mitigate emergency situations. The Miramar Landfill Operations Manual and Hazardous Materials Business Plan are therefore incorporated by reference into this Emergency Preparedness and Response SEOP.

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4.2 The referenced documents provide the following information for adaptation into this procedure:

- Facility description and layout,
- Listing of hazardous materials and hazardous wastes stored and handled at the facility,
- Definitions of incidents and responder requirements,
- Emergency management structure and organization,
- Emergency procedures are provided for each of the categories of hazardous materials and operational scenarios identified at the facility,
- Evacuation procedures,
- Post-emergency response notification, reporting procedures and investigation follow up, and
- Emergency Response and Hazardous Materials Spill Drill Plans and Schedules.

4.3 WRAD will conduct, and document an annual test of its emergency response procedures, where practicable. The practicality of conducting a test will be evaluated and documented to ensure all identified emergencies are considered. Results of tests or actual emergency responses will be used to evaluate the effectiveness of the procedures and satisfy the requirement of this SEOP. Corrections and improvements will be made to the procedures as required.

5.0 REFERENCES

- Miramar Landfill Hazardous Materials Business Plan
- Miramar Landfill Operations Manual
- Hazardous Materials Manual

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Reviewed by: Section Managers

Approved by: Steven F. Fontana, Deputy Environmental Services Director, WRAD

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