



Wood Grinding Operations

Standard Operating Procedure

WASTE
REDUCTION
& DISPOSAL
DIVISION

Greens Processing

1463Diamond Z Responsibilities:

1. Complete Checkout sheet; record equipment hours (EMS form No. WRAD-F-GP-01).
2. Startup machine (see *1463DiamondZ Startup Procedure*).
3. Setup appropriate speeds for engine, as well as the tub for material being ground.
4. Monitor woodpile for any FOD.
5. Check hammers and tips a minimum of every two (2) hours, or earlier if an incidental FOD occurs.
6. During “wood processing”, always keep tub full to reduce flying debris.
7. Shutdown machine (see *1463DiamondZ Lockout Procedure*).
*Note – Always allow five-minute cool down prior to engine shut-off.
8. Record ending hours.
9. Note and report any damage or mechanical malfunction to Operations Supervisor.

Wheel Loader Responsibilities:

1. Complete Checkout sheet; record operating hours (EMS Document Control No. WRAD-F-GP-01).
2. Startup machine.
3. Load the wood waste material to the Grinder.
4. Stockpile the end product properly for transportation to the Trommel processing point.
5. At the end of the day, cleanup the area around the Grinder.
6. Remove discarded nails and scrap metal from underneath the phase two belt. Place nails and metal in the recycle bin.
7. Shutdown machine.
*Note – Always allow five-minute cool down prior to engine shutdown.
8. Record ending hours.
9. Note and report any damage or mechanical malfunction to Operations Supervisor.

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Water Truck Responsibilities:

1. Complete Checkout sheet; record vehicle hours and mileage (EMS form No. WRAD-F-GP-01).
2. Startup machine.
3. Apply dust control around circumference of wood-grinding area.
4. Presoak wood waste material before grinding to keep airborne particulates to a minimum.
5. Shutdown machine.
*Note – Always allow five-minute cool down prior to engine shut-off.
6. Record ending hours.
7. Note and report any damage or mechanical malfunctions to Operations Supervisor.

Benefit of Compliance to Instruction:

- 1463 can be used in a maintenance issue or in an emergency to grind wood or green waste
- Fuel consumption is lessened (machine is primarily used for one product due to age factor)
- Sellable product
- Airborne particulates kept to a minimum

Consequence of Non-Compliance to Instruction:

- Airborne particulates significantly higher due to improper watering
- Employees breathe excessive particulate matter
- Possible injury to personnel if area is not cleaned properly
- Probable contamination if stockpile is handled incorrectly
- Violations and/or fines from Regulatory Agency

Environmental Management System (EMS) – ISO 14001

Process Map #: GP-1.0

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