

COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF ENVIRONMENTAL PROTECTION

GUIDELINES FOR THE PREPARATION OF A CONTINGENCY PLAN
FOR THE TRANSPORTATION OF RESIDUAL WASTE

BUREAU OF WASTE MANAGEMENT
WASTE TRANSPORTATION AND SAFETY PROGRAM
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TRANSPORTER CONTINGENCY PLAN

INTRODUCTION

Title 25, Chapter 299.216(d) of the Department's Rules and Regulations require transporters of residual waste to develop and implement a contingency plan to deal with emergencies affecting the environment, public health, and safety resulting from an incident while transporting residual waste.

APPLICABILITY

These guidelines apply to transportation of residual waste, not the transfer, composting, incineration, processing, or disposal of residual waste. Transporters who transfer, compost, incinerate, process, or dispose of residual wastes must also prepare a Preparedness, Prevention, and Contingency Plan in accordance with the Department's "Guidelines for the Development and Implementation of Preparedness, Prevention, and Contingency Plans."

Pollution Incident Prevention (PIP) Plans, prepared in conjunction with the Department's Water Quality Management program or other previously prepared emergency and prevention plans, may already encompass some of the basic Contingency Plan elements, but are not acceptable as a Transporter's Contingency Plan.

IMPLEMENTATION OF THE CONTINGENCY PLAN

The provisions of the Contingency Plan shall be implemented whenever emergency situations arise which endanger public health and safety or the environment, as required by Section 299.217.

REVISIONS TO THE CONTINGENCY PLAN

The Contingency Plan shall be periodically reviewed and updated if necessary. As a minimum, this shall occur when:

1. Applicable regulations are revised;
2. The plan fails in an emergency;
3. The mode of operation changes in a manner that materially increases the potential for fires, explosions, or releases of hazardous constituents, or changes the response

- necessary in an emergency;
4. The list of emergency coordinator changes;
 5. The list of emergency equipment changes;
 6. As required by the Department.

PREPARATION OF THE CONTINGENCY PLAN

Contingency Plans shall be prepared in accordance with good engineering practice by someone who is familiar with day-to-day operations of the applicant. An outside consultant employed for this purpose, should be authorized to conduct a thorough study of waste handling and transportation practices.

PURPOSE OF THE CONTINGENCY PLAN

The purpose of a Contingency Plan is two-fold. First, it is a document which must be carried in the transport vehicle to provide information and direction to the driver during an emergency. Second, it is accepted by the Department as the transporter's written assurance that certain response activities will be conducted in an acceptable manner. Therefore, it will be necessary for you to repeat some sections of the "Sample Contingency Plan" verbatim to indicate that the company agrees to carry out the plan in the event of an incident.

FORMAT OF THE CONTINGENCY PLAN

Attached is a "Sample Contingency Plan." All items in bold type must be included in the plans as they are in the "Sample." Instructions are provided in regular type.

SAMPLE CONTINGENCY

EMERGENCY REPORTING

In the event of an emergency or a residual waste spill during transportation, the transporter will immediately notify the PA Department of Environmental Protection with the following information required by 299.217:

1. Name of the person reporting the incident.
2. Name, address, and telephone number of the transporter.
3. Phone number where the person reporting the incident can be reached.
4. Date, time, and location of the incident.
5. Mode of transportation and type of transport vehicle.
6. A brief description of the nature of the incident and what damages to public health and safety, public welfare, and the environment exist or may occur.
7. The nature of any injuries.
8. For each waste involved in the incident:
 - a. The name and address of the generator of the waste.
 - b. Shipping name, hazard class, and UN or NA number of the waste.
 - c. Estimated weight or volume of the waste discharged or released.
 - d. The extent of any contamination of land, water, or air.

In the event of an emergency or residual waste incident during transportation, the transporter will immediately notify the state or local police and the county emergency management official of the incident and the nature of the discharge or release.

The transporter will notify the Department of the incident prior to the disposal or processing of such waste. Processing or disposal shall be in accordance with Chapter 287.103 (relating to emergency processing or disposal).

LIST OF EMERGENCY RESPONSE AGENCIES

The following are the minimum agencies and phone numbers to be listed:

Pennsylvania Department of Environmental Protection
717-787-4343 (24 hours)

Pennsylvania Local Police and Fire Departments
911 or 0 (Operator)

LIST OF EMERGENCY COORDINATORS

A minimum of two Emergency Coordinators must be listed. Provide name, address, and home and office telephone numbers. Indicate who is the primary coordinator and who is the secondary coordinator.

At all times, there shall be at least one employee either on the installation's premises or on-call with the responsibility for coordinating all emergency response measures. The emergency coordinator shall be thoroughly familiar with all aspects of the Contingency Plan, all operations and activities, the characteristics of all materials handled and the location of all records. In addition, this individual shall have the authority to commit the resources necessary to carry out the Contingency Plan.

EMERGENCY EQUIPMENT

Provide an up-to-date list of available emergency equipment. The list shall include the location, a physical description, and a brief description of the capabilities of each item on the list. Protective clothing including a filter mask or a gas mask and a first aid kit with eyewash apparatus must be carried on a transport vehicle as required by 299.216(a). Absorbent material or mats must also be carried on the transport vehicle when liquids are transported in containers required by 299.216(c).

A brief statement must be made concerning the maintenance and decontamination procedures of the emergency equipment listed above. An acceptable example is "All equipment shall be tested and maintained as necessary to assure its proper operation in time of an emergency. After an emergency, all equipment shall be decontaminated, cleaned, and fit for its intended use before normal operations resume."

ROUTINE DECONTAMINATION PROCEDURES

Describe the routine decontamination procedures of the equipment used to handle residual waste. Equipment used to handle residual waste, including but not limited to storage containers, processing equipment trucks, and loaders that are contaminated with residual waste must be decontaminated prior to being serviced or used for any purpose other than transportation of compatible waste and prior to being serviced or used for transportation of waste, unless such wastes are compatible and are transported to a storage, treatment, or disposal facility.

Contaminated wash water, waste solutions, and residues generated from washing or decontaminating equipment are deemed to be a residual waste, and shall be collected and disposed or processed in compliance with applicable laws and regulations.