LANDFILL POLICIES AND PROCEDURES

Landfill Policies and Procedures for All Users

Enforcement of Policies.

Compliance with PVT's policies and procedures is mandatory. PVT reserves the right to deny access to the landfill to any customer, user, transporter or driver who does not comply.

Landfill Hours.

Landfill hours of operation are Monday through Friday from 7:00am to 3:30pm. The last load on the scale will be as follows:

1:30PM

Homeowners

40-foot container trucks Hand offload

Double bin haul trucks

2:30PM

Special Waste / CERCLA

3:00PM

Regular loads

All trucks must be scaled out no later than 3:30pm. Unless otherwise notified, landfill hours shall not include Saturday, Sunday, and holidays (see Holiday Schedule here)

Landfill hours are subject to change without notice. PVT reserves the right to close the landfill at any time for any purpose, including, but not limited to rain, high winds, and repair and maintenance.

Permitted Materials.

User may only dispose at the landfill: (1) materials which originate from construction or demolition sites, including concrete, hollow tile, bituminous concrete, asphaltic pavement, wood, glass, masonry, roofing, siding, plaster, dirt, rock, and brush, as defined in Chapter 342h, Hawaii Revised Statutes, and Title 11, Administrative

Rules Chapter 58.1, Solid Waste Management Control, as may be amended, (2) petroleum contaminated soil with required Agreement and pre-approval, (3) contaminated soil from construction and demolition operations with required Agreement and pre-approval, (4) all dirt loads will require soil profile sheets and pre-approval. Permitted materials will only be accepted with the required Agreements and pre-approvals

Prohibited Materials.

User shall not dispose at the landfill the following;

1. Household waste, garbage, commercial solid waste or industrial solid waste as defined in HAR 11-58.1-03
2. Regulated hazardous wastes and TSCA-regulated PCB contaminated materials.
3. Green waste (grass, leaves, tree trimmings, and tree stumps of any size).
4. Loads of land clearing debris or C&D waste containing tree stumps, boulders, shopping carts, tires, mattresses, batteries, auto parts, etc.
5. Free liquids and liquid products including paints, solvents, sealers or adhesives
6. White goods, mattresses, foam packing, and insulation material.
7. Utility poles, heavy duty hoses, drainage pipes, commercial PVC and HDPE pipes and fittings.
8. Cables, ropes, and conveyor belts.
9. All batteries, fluorescent lights and ballasts.
10. Contaminated C&D loads; for example, loads containing transite pipe or asbestos floor tiles.
11. Air conditioning units, swamp coolers, propane tanks.
12. Floating piers, boat bumpers, marine ropes, cables, and fishing nets
13. Asbestos containing materials are not accepted. The use of asbestos-marked bags for disposal of non-asbestos materials is strictly prohibited.

As stated, *household wastes, including household hazard wastes* are prohibited. For information on the proper disposal of household wastes please call the City and County of Honolulu Refuse Division at 808-523-4774. THE FOLLOWING WASTES WILL NOT BE ACCEPTED AT PVT:

Household items not accepted, but not limited to-

Glass cleaner, rug shampoo, insecticides, flea collars, insect bomb, furniture polish, adhesive glues/cement, mothballs, oven cleaner, ammonia drain cleaner, chlorine products, alcohol products, floor stripper, metal polish, rat poison, toilet bowl cleaner, disinfectants, deodorizers, cleaning agents, sanitizing agents, soaps, detergents, medications, nail polish remover.

Garage and shed storage items not accepted, but not limited to-

Gasoline, motor oil, liquid petroleum products, tires, batteries, brake/transmission fluid, engine degreasers, carburetor cleaners, paints, thinners, solvents, varnish, adhesives, epoxies, paint stripper, gunk remover, chemicals of any type, herbicides, pesticides, fertilizer, and cleaning solvents of any type are all deemed unacceptable.

Boats, Jet skis and other watercraft not accepted.

PVT no longer accepts boats, jet skis or any other form of watercraft for disposal. If you are looking to dispose of any of boat, jet ski or other watercraft, please visit www.re-marine.com or call (808) 460-4011.

User Responsibilities.

User is responsible for screening, examining, and inspecting all of User's loads to verify that no load contains any prohibited materials. PVT assumes no responsibility for screening, examining, or inspecting any loads delivered by User, except that PVT reserves the right to examine, screen/or inspect any load at any time. If any load contains any prohibited materials, User is responsible for the removal of such loads or prohibited materials, and any additional fees for the processing and removal of such loads and prohibited materials, as determined by PVT.

Pre-approval of all Permitted Materials.

All materials to be landfilled must be approved by PVT prior to acceptance and disposal. User shall submit to PVT the completed and executed *REQUEST FOR CLEARANCE* form available on PVT's website (www.pvtland.com) or at PVT's office. Note that the current request for clearance number form must be used – older versions will not be accepted. Submittal must be made no less than seven (7) days prior to commencement of the demolition or scheduled hauling of Permitted Materials to the landfill. Materials that require soil and materials profiling will require greater time for additional review. Failure to comply with this paragraph may result in the denial of acceptance for disposal at the landfill. PVT reserves the right to inspect all demolition sites and contaminated soil sites prior to the acceptance of Permitted Materials.

No waste from outside of Oahu.

PVT serves the C&D landfill needs of the City and County of Honolulu, which is comprised of the entire island of Oahu, Hawaii. PVT will not accept waste from other counties or outer Hawaiian Islands.

PVT's Right of Rejection.

PVT reserves the right to reject any load where PVT believes, for any reason, said load may contain Prohibited Materials. PVT reserves the right to reject any load which may be a violation of its solid waste permit or any laws, rules, or regulations (federal, state or local) now or hereafter in effect, or any load which would adversely impact the landfill.

Policies and Procedures for Vehicles

Motor Vehicle Registration and Insurance.

All motor vehicles entering the Landfill shall be currently registered with the City and County of Honolulu and/or the State of Hawaii, as applicable, for the operation of a motor vehicle on Oahu. Additionally, motor vehicle insurance coverage for any claim, loss, damage or liability, including property damage, bodily injury and death, shall be maintained in good standing for all vehicles entering the Landfill. Such motor vehicle insurance policies shall be written by a company authorized to do business in the State of Hawaii and **SHALL NAME PVT AS AN ADDITIONAL INSURED**. Proof of current motor vehicle registration and motor vehicle insurance coverage may be required by PVT from time to time.

Window tint requirements.

Eye contact and visual confirmation are essential for clear communication and safe operations.

- Pursuant to Hawaii Revised Statutes § 291-21.5 (Regulation of motor vehicle sun screening devices), sun screening devices (tint) are not allowed on the front windshield of all vehicles except for above the AS-1 line (or if there is no visible AS-1 line then only within 4 inches of the top of the front windshield). Furthermore, Hawaii Revised Statutes § 291-21.5, requires the front windshield of all vehicles to comply with the *Federal Motor Vehicle Standards 205*, which requires a minimum of at least 70% luminous transmittance (i.e., at least 70% of visible sunlight passes through the window glass and any film), without any variance for + 6 percentage points (variance) as is allowed for the side and rear windows.
- Please be advised that any vehicle that does not meet these standards and requirements may be denied entry or asked to leave the landfill until the issue is corrected and safety requirements are met.
- If our spotter is unable to see the driver clearly through the front windshield, the driver may be asked to roll the window down while on the landfill areas.

Company name displayed on the outside of the vehicle.

Proper company markings on the outside of the vehicle are required to allow our employees to quickly identify which company each truck belongs to and efficiently communicate any necessary information.

GVW/GVWR markings.

Gross Vehicle Weight (GVW) and Gross Vehicle Weight Ratings (GVWR) markings are required on each truck to allow our employees to assess whether a load is safe to continue past our scales to the tipping area. Overweight loads create very dangerous conditions for your drivers, our employees, and other customers. Any vehicle that exceeds its GVW will be denied access to the landfill.

Proper license plate mounting and visibility.

Proper license plate mounting and visibility is required to allow our employees to accurately identify specific units/trucks when communicating within our own operations, and to provide in case we need to contact your office regarding the truck.

Vehicles and equipment shall be in good operating condition.

All vehicles that enter the Landfill, and any trailer, bin or other equipment connected to the vehicles, shall be in good operating condition. All bin/trailer doors and gates must be secured before entering and exiting the Landfill. Additionally, vehicles must be operating with fully functional mufflers. Drivers experiencing malfunctions with their vehicles shall notify PVT staff immediately. Drivers shall NOT repair any vehicle on PVT property. Vehicles experiencing malfunctions must be towed off-site to undergo repairs.

PVT's right to deny access.

All Vehicles must be in compliance with State of Hawaii Department of Transportation standards and all other requirements set forth in these Policies and Procedures. Any vehicle that does not meet these standards and requirements may be denied entry or asked to leave the landfill until the issue is corrected and safety requirements are met.

Policies and Procedures for Drivers While At the Landfill

Current Driver's License registration.

All Drivers shall maintain a current driver's license registration with the State of Hawaii, including a Commercial Driver's License (CDL), if applicable. Proof of current driver's license registration may be required by PVT from time to time.

Speed Limits and Responsible Driving.

All Drivers shall drive responsibly on the landfill and shall not speed or drive recklessly. **THE SPEED LIMIT ON THE LANDFILL IS 15 MPH, WHICH WILL BE STRICTLY ENFORCED**. All Drivers shall be courteous and considerate while driving their routes on the landfill and through the surrounding neighborhoods such as Nanakuli.

Personal Protective Equipment (PPE).

All persons hauling material to the landfill and recycling areas, including all drivers and their assistants, must wear personal protective equipment (PPE) in compliance with OSHA guidelines when exiting the vehicle for any reason while on the landfill areas. At a minimum, PPE consists of the following:

- Hard hat
- Safety **reflective** vest or safety **reflective** shirt
- Covered shoes
- Long pants that do not have any rips or holes
- No shorts of any kind may be worn on the landfill areas, and a **LONG/QUARTER** sleeved shirt must be worn at all times. Tank tops are unacceptable.

PVT Instructions/Directives.

Drivers of all vehicles must follow the instructions of PVT spotters and personnel for safety and guidance. When scaling in, Drivers shall NOT leave the scale until the scale house operator informs them that they are clear.

Authorized personnel only.

Only authorized personnel of the hauling company may enter the Landfill. No passenger in a vehicle will be allowed to enter the Landfill unless such passenger is at least 16 years of age, presents a valid photo identification, actively and directly assists the Driver with a load, and wears the appropriate attire and PPE at all times when exiting the vehicle. Non-working/non-assisting passengers are not allowed on the landfill.

Cell phone use prohibited.

Use of cell phones on any area of the Landfill is strictly prohibited. If for any reason a call needs to be made, the Driver is to go to the PVT office for assistance.

Vehicle noise.

Quiet and courteous operating techniques and practices must be followed. Consideration of the residents and community are of utmost importance.

- There shall be no engine braking (use of “jake” brakes).
- Vehicle horns; only to be used to prevent an accident or in the event of an emergency.
- All engines must be turned to the off position when queuing for the scales to open in the morning.

Cover Loads.

All loads must be properly covered. Drivers shall NOT un-tarp before reaching the designated un-tarping area of the landfill. Premature un-tarping may result in debris flying out of the load and littering the surrounding community.

Lualualei Naval Road.

Lualualei Naval Road is owned by the United States Navy. The Navy has posted no parking signs along the shoulders of the road. Drivers and operators of all vehicles should obey the posted signs and should refrain from stopping and/or parking along the shoulders of Lualualei Naval Road. Follow all posted speed limit signs throughout the neighborhood. All vehicles shall STOP before exiting onto Lualualei Naval Road.

Landfill parking.

Drivers are not permitted to park at the landfill except in areas designated for drivers to make phone calls to dispatchers, finish paperwork or wait for the next job. All vehicles must leave the landfill at the close of operating hours, there is no overnight parking. In the event a customer’s vehicle breaks down and cannot be driven from the landfill, PVT may in its discretion allow the vehicle to remain at the landfill for up to 24 hours subject to terms and conditions of an executed Temporary Parking Agreement. Under no circumstances shall a vehicle remain for more than 24 hours; if the vehicle is not removed, PVT will have the vehicle removed from the landfill at the owner’s expense.

Unloading at the landfill.

Drivers are required to unload their loads at the landfill as directed by the spotter or other landfill personnel. Upon unloading their loads, drivers are not allowed to touch or segregate any of the unloaded materials. If a driver is unable to unload debris (stuck load) from the truck, trailer, or bin, PVT may in its discretion assist with the removal of debris from the truck, trailer, or bin subject to the terms and conditions of an executed Additional Services Agreement.

Littering.

Littering on the property is strictly prohibited. Personal trash must be kept in vehicles and removed by drivers upon leaving the landfill.

Restrooms.

Restrooms and portable toilets are designated for employee use only.

Policies and Procedures for Contaminated Soil

Landfill hours.

The landfill will only accept contaminated soil from 7:00 am to 3:00 pm, Monday through Friday. All contaminated soil loads must be scheduled twenty-four (24) hours before delivery. The last contaminated soil load must be on the scale by 3:00 pm. Monday through Friday. Scheduled loads that are not received by the required time will require re-scheduling for future delivery and acceptance. Landfill hours of operation are subject to change without notice; PVT reserves the right to close the landfill at any time for any purpose, including but not limited to rain, high winds, and repair and maintenance.

Permitted Contaminated Soil.

User may dispose petroleum-contaminated soil and contaminated soil from construction and demolition operations with required Agreements and pre-approvals.

Contaminated Soil Pre-approval.

PVT will accept contaminated soil on a prearranged basis only. Only contaminated soil from known sources will be accepted for disposal. Generators must provide reliable documentation describing the nature and source of the contamination. The following forms must be completed and submitted to the PVT Office in advance of any contaminated soil being accepted for disposal: Request for Clearance Number and Soil Profile Sheet. The Soil Profile Sheet must be signed by both the generator and the transporter hauling the contaminated soil to the landfill. All contaminated soil loads must be scheduled twenty-four
(24) hours before delivery. All other applicable State and Federal Regulations concerning this waste stream must be met prior to acceptance of this waste stream for disposal. It is the responsibility of the generator to know and comply with these regulations.

Contaminated Soil Testing Requirements.

All potentially contaminated soil must be tested prior to acceptance for disposal. All soil that may have been impacted by contamination or that was generated as a result of a remedial activity for contamination must be tested. Testing must be designed to screen for potential constituents and their concentrations in the soil. Sampling and analysis of contaminated soil shall be performed in accordance with the Department of Health, Office of Hazard Evaluation and Emergency Response ("HEER") Technical Guidance Manual for the Implementation of the Hawaii State Contingency Plan, as updated ("TGM"). Persons conducting the sampling must be qualified and experienced environmental professionals.

Soil samples must be collected so as to be representative of the soil to be disposed. *See, e.g.,* TGM Section 4, Soil Sample Collection Approaches; *see also* "Guidance for the Evaluation of Imported and Exported Fill Material, Including Contaminant Characterization of Stockpiles," HEER, October 2011. Soil samples must be collected and analyzed to provide accurate information on the soil to be disposed. *See, e.g.,* TGM Section 11, Handling and Analysis of Samples. The following chemical testing is required where appropriate to the potential source of contamination:

- Toxicity Characteristic Leaching Procedure (TCLP) for Resource Conservation and Recovery Act (RCRA) metals, including arsenic, cadmium, chromium and lead
- Ignitability
- Total metals for RCRA metals, including arsenic, cadmium, chromium and lead.
- Total petroleum hydrocarbons (TPH), including TPH as gasoline, TPH as diesel, and/or -TPH as oil as appropriate
- Benzene, toluene, ethylbenzene, xylenes (BTEX)
- Polynuclear aromatic hydrocarbons (PAHs)
- Polychlorinated biphenyl's (PCBs)
- Halogenated volatile organic compounds (HVOCs)
- Toxic Equivalent (TEQ) dioxins
- Technical chlordane and other organochlorinetermiticides
- Other contaminants for which HEER has set Environmental Action Levels (EALs)

Additional testing and/or supplemental information on the soil may be requested on a case-by case basis.

Contaminated Soil Documentation Requirements.

Documentation of the sampling methods and analytical results must be submitted with the Request for Clearance Number and the Soil Profile Sheet.

PVT's Right of Rejection.

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Policies and Procedures for Fire Damaged Debris

Fire damaged debris.

All fire damaged debris must be tested for dioxins or declared as Special Waste. Please call PVT environmental specialist for any questions.

PVT's Right of Rejection.

PVT reserves the right to reject any load where PVT believes, for any reason, said load may contain Prohibited Materials. PVT reserves the right to reject any load which may be a violation of its solid waste permit or any laws, rules or regulations (federal, state or local) now or hereafter in effect, or any load which would adversely impact the landfill.