

Penstock Maintenance and Operation Procedure

1. Summary

Procedure to explain how to operate the penstocks, immediate action required and how it is maintained

2. Scope

This document applies to Allerton Waste Recovery Park (AWRP) only.

3. Definitions

- Competent Person – Person recognised as having sufficient technical knowledge and/or experience to enable him/her to avoid danger.
- STL – Shift Team Leader.
- OM – Operations Manager.

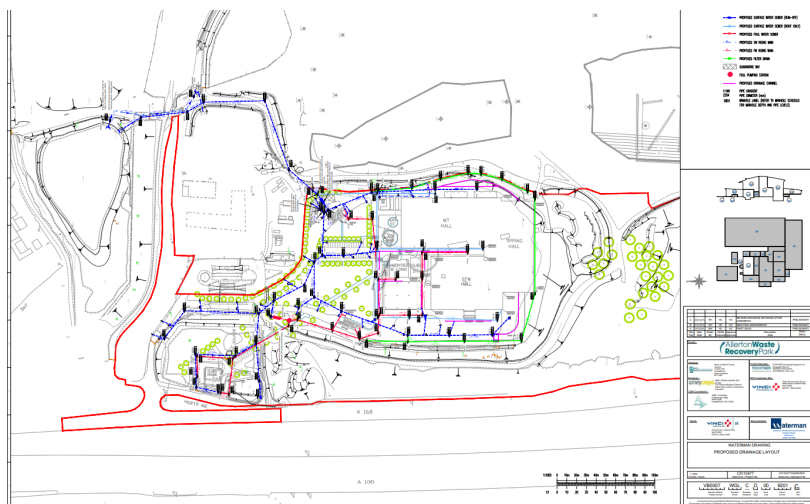
4. Roles and Responsibilities

It is the responsibility of the competent person carrying out the task to ensure that all personal protective equipment (PPE) and tooling is checked and fit for purpose prior to works commencing. If the competent person is unsure of standards and/or the operation of any tooling including training needed, they should escalate this to their line manager and not proceed with this procedure.

PPE

- Safety footwear with midsole and ankle protection
- Hi-Vis overalls
- Hard hat
- Gloves CE EN 388 4544 standard minimum
- Safety glasses

5. Drainage System



6. Process

This is the process of opening and closing the penstock and the immediate actions after opening and closing the penstock.

7. Details of Process – Closing the Penstock

- 7.1.** Once it has been recognised that an spill or containment breach has occurred where the penstock will need to be closed, the competent person is to inform the STL via the two-way radio on channel 2.
- 7.2.** Close the penstock using the wheel in the picture shown below, to do this turn the wheel clockwise until it can't be turned anymore.



8. Water Sampling Process.

- 8.1.** Once the penstock is closed, contact the OM or delegate to arrange for water sampling.
- 8.2.** Visually inspect the sample and take it to the onsite laboratory for testing (COD, pH and TSS)

9. Removal of Contamination.

- 9.1.** If the laboratory results come back and confirm that there are contaminants present, arrange to tanker the waste offsite.
- 9.2.** Ensure the waste being disposed has the correct duty of care in place i.e. EWC, waste carriers license, environmental permits.

10. Details of Process – Re-Opening the Penstock.

- 10.1.** Only when the above actions have been carried out and the correct authorisation has been given by the Duty STL, can the penstock be re-opened.
- 10.2.** The penstock can be opened by turning the wheel anticlockwise.
- 10.3.** Once the penstock has been opened, make the STL aware by contacting them on the two-way radio on channel 2.

11. Maintenance of the Penstock and Interceptors

- 11.1.** The penstock must be inspected, cleaned if necessary and greased every 6 months.
- 11.2.** The interceptors must be cleaned and inspected every 12 months.

12. Record of Events

The initial incident that occurred should be reported on EcoOnline.

Details of event, reason for penstock closure, sampling, removal, and reopening should be included.

13. Associated Documents

AWRP-SW-SH-PR-011 Spills and Breach of Containment ERP

VB0007-WGL-C-D00-9201-C (1) Proposed Drainage Layout

14. Appendices

N/A