
TIPPING FLOOR SAFETY REQUIREMENTS

Tipping floor hazards include slipping and tripping conditions, sharps/penetrating objects, falling objects in the pit area, airborne particulate, dust and fumes, fire potential, hazardous materials, noise and moving vehicles/traffic. These tipping floor safety procedures apply to all personnel working on any Covanta tipping floor; including employees, haulers, visitors, temporary laborers, tipping floor inspectors, janitorial staff, contractors and tour groups. Workers shall neither create tipping floor hazards nor expose others to hazards as a result of their conduct.

General safety requirements are provided below, including but not limited to those associated with the respective disposal locations. Refer to the following pages for more detailed requirements.

Communication and Management of Tipping Floor Hazards

1. Anyone with a need to enter the tipping floor shall obtain permission from the Covanta Tipping Floor Designee (i.e., tipping floor attendant/mobile equipment operator/supervisor/or other oversight/supervisory lead established at the facility). This includes:
 - a. Housekeepers. To empty carts, housekeepers shall enter just inside the entrance door away from traffic, when approved by the Designee.
 - b. Contractors and other personnel performing work on the tipping floor. In these cases, the work to be completed will be approved in advance by the Designee. A safe zone for work shall be isolated, demarcated with high visibility markers, safety tape and tag describing the nature of the work, the duration, who approved the work and who to contact regarding the entry into the barricaded work zone.
2. Based on work duration and work scope, a determination shall be made in advance with the Designee regarding the need for radio communication. If required, appropriate radio devices/communication methods shall be established prior to entering the tipping floor.
3. Personal protective equipment (PPE) required shall be appropriate for the work scope and shall consider the following:
 - a. Anyone entering the tipping floor with the permission of the Designee shall wear, at a minimum, hard hat, safety glasses, hearing protection, durable work boots, long sleeve shirt and high visibility vest.
 - b. Anyone moving closer than 6 feet (1.8 m) from the pit curb shall be required to wear a full body fall protection harness and lifeline secured to a suitable anchor point, and shall be required to communicate the plan for this movement in advance to the appropriate Designee.
4. Mobile equipment shall not operate within 10 feet (3 meters (m)) of any delivery vehicle.

Hauler, Driver and Witness/Assistant

1. Watch for tipping floor hazards. Be aware of other traffic movement at all times. Exercise caution and good judgement.
2. No alcoholic beverages, illegal substances or firearms are permitted on site. If a driver/witness or assistant is presumed to be under the influence of drugs or alcohol, his/her company will be called and the person will be asked to remain until the company contact provides direction.
3. No smoking or open flames are allowed in or near the tipping floor at any time.
4. No urinating on the tipping floor or on any facility grounds.
5. Do not ride on the back of a vehicle or walk along a vehicle when the vehicle is moving. Do not ride or be near the rear of a vehicle when the truck is dumping its load.
6. Follow directions given by facility employees (such as which pit/tipping bay to use when dumping a load). Also follow all procedures required by your employer.
7. Observe posted speed limits. Stop at all stop signs. Follow directional and traffic signs. All trucks are required to have their headlights on when they are on the tipping floor.
8. Do not leave your vehicle unattended. Do not bump vehicles or roll into or over the pit curbs. Also, verify that the crane grapple is clear of the area in front of the tipping bay before backing into the bay to dump a load.
9. Secure containers so leaking or spilling won't occur. Spillage on the floor shall be pushed into the pit by the front-end loader/excavator operator.
10. Do not walk within 6 feet (1.8 m) of the pit. You may be asked to dump directly onto the tipping floor by the facility inspector. If so, be sure not to exit the vehicle unless 6 feet (1.8 m) or more from the curb along the open pit. Always stay within close proximity of your truck.
11. When traveling with an assistant, only one of you should exit from the vehicle at a time. The designated individual who exits the delivery vehicle must stay within 6 feet (1.8 m) of their vehicle when on the tipping floor. Where a "helper" is used, the helper should unlatch from opposite the driver side first, and then move to the driver's side where he/she can be seen.
12. If the driver/helper needs to release the tailgate or equipment, stop so the back of the truck is at least 10 feet (3 m) from the edge of the pit. Unlatch tailgates at least 10 feet (3 m) from the pit edge before backing toward the pit. Assure that tailgate doors are secured to the side of containers/trailers, before dumping. After dumping, pull forward and safely clean the rear of the vehicle, if required. Hand sweeping, if needed, shall be done using a long handled broom from outside the 6 foot (1.8 m) boundary.
13. The practice of jogging the vehicle back and forth to jar the load loose should be avoided. Vehicles opening from the back, such as rear packer vehicles, also present a danger when frozen. Don't stand behind the vehicle to attempt to loosen the load.
14. Covanta employees are not permitted to help you release or free-up your load.
15. The truck driver/operator must close the tailgate before exiting the tipping floor.
16. Facility management will notify your employer if you do not follow these Procedures. Haulers that do not observe these rules are subject to ejection from the site, up to and including being banned from the facility along with their company.
17. Anyone entering the tipping floor with the permission of the Designee shall wear, at a minimum, hard hat, safety glasses, hearing protection, durable work boots, long sleeve shirt and high visibility vest.

- 18.** No one shall ever crawl underneath a truck and/or trailer or inside the hydraulic ram compartment on packer trucks while on the tipping floor.
- 19.** Vehicles may not be left unattended. Drivers of disabled vehicles shall not leave the immediate vicinity of their vehicle. Under no circumstances will the driver be permitted to repair or service the vehicle while on Covanta premises without first taking the Covanta Contractor Safety Orientation and obtaining a safe work permit if applicable. Drivers are obligated to remove disabled trucks from the facility. Covanta reserves the right to tow a disabled vehicle from the main traffic flow.
- 20.** Scavenging is prohibited.