



Florida Department of Environmental Protection

Bob Martinez Center
2600 Blair Stone Road
Tallahassee, Florida 32399-2400

Charlie Crist
Governor

Jeff Kottkamp
Lt. Governor

Michael W. Sole
Secretary

June 12, 2009

Rondal Chambers
Environmental Enterprises of Florida Inc
314 W Landstreet Rd #B
Orlando, FL 32824

BE IT KNOWN THAT

Environmental Enterprises of Florida Inc
314 W Landstreet Rd # B
Orlando, FL 32824- 7803

IS HEREBY REGISTERED AS A USED OIL

Transporter, Transfer Facility, Filter Transporter, Filter Transfer Facility

pursuant to Chapter 62-710, Florida Administrative Code (F.A.C)

The Department of Environmental Protection hereby issues

Registration Number **FLR000006353** on June 12, 2009

Insurance Carrier: **GREENWICH INSURANCE**

This registration will expire on 06/30/2010

This certificate documents receipt of your annual registration and annual report. It shall be displayed in a prominent place at your facility. This certificate and your cancelled check are your receipts.

A handwritten signature in black ink that reads 'Aprilia Graves'.

Aprilia Graves
Environmental Specialist IV
Hazardous Waste Regulation Permitting

FACILITY DOCUMENT LOG DETAILS:

[Back to main page](#)

Document Log ID: 5796
ENVIRONMENTAL ENTERPRISES OF FLORIDA INC

City: Orlando ,County: Orange ,Login Name: Null

HWT : HAZMATFL@ATT.NET MP : hazmatfl@att.net HWR : hazmatfl@att.net UOP : hazmatfl@att.net

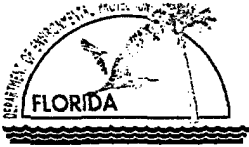
Process	Date	Author
Logged	4/9/2009 9:39:23 AM	Sullivan_TA
Completeness Review	6/12/2009 10:37:28 AM	Noland_T
Data processing	6/12/2009 10:37:31 AM	Noland_T
Waiting for information	6/12/2009 11:24:43 AM	Noland_T
	7/24/2009 4:07:19 PM or	

[Add new process](#)

Date	Comment	Author
6/12/2009 11:24:42 AM	Waiting on Insurance-Spoke with Michelle	Noland_T
7/10/2009 9:43:44 AM	ANNUAL REPORT COMPLETE	Collins_S
7/16/2009 1:37:11 PM	Annual Report ok	Graves_A
7/24/2009 2:26:48 PM	Waiting on complete package before booking	Collins_S

[Add new comment](#)

[Add comment](#)



Department of Environmental Protection

FDEP, MS 4555, 2600 Blair Stone Road Tallahassee, Florida 32399-2400

RECEIVED

DEP Form #62-710.901(3)
 Form Title Annual Report by Used Oil
 and Used Oil Filter Handlers
 Effective Date June 9, 2005

BY: BSHW

Annual Report by Used Oil and Used Oil Filter Handlers*

(*Handlers are any persons subject to the registration requirements of rule 62-710.500 and 62-710.850, F.A.C. [See Section A, Box 5 below])
 for reporting period January 1, 2008 through December 31, 2008

Use the information recorded in your Record Keeping Form [62-710.901(2)] or equivalent] to complete this document

SECTION A TO BE COMPLETED BY ALL REGISTERED PERSONS

1. Company Name: ENVIRONMENTAL ENTERPRISES OF FLORIDA, INC. 2. Telephone No. (407) 855-0141

Site Address: 314-B W. Landstreet Road
Orlando, FL 32824

3. EPA ID No. FLR 000 006 353

Check box if any of the above items (1-3) have changed since your last registration

4. Name of person preparing report (please print) MICHELLE A. CHAMBERS

Title COMPLIANCE MANAGER Phone number (if different from #2, above) (____)

5. Type of operation (check as many as apply to your operations)

Used Oil: Transporter Transfer Facility Collection Center/Aggregation Point Processor Marketer

Burner (of off-specification used oil)

Used Oil Filter: Transporter Transfer Facility Processor End User

SECTION B USED OIL (TO BE COMPLETED BY ALL REGISTERED USED OIL HANDLERS. USED OIL FILTER HANDLERS SEE SECTION C)

1. Amount (in gallons) of Used Oil and Oily Wastes collected

	Automotive	Industrial	Mixed	Total
a. In Florida.....	770	6806	55	7631
b. From out of state.....	210	6250	110	6570
c. Beginning Inventory.....				
d. Total (sum of totals from Lines a + b + c).....				14,201

a. In Florida.....

b. From out of state.....

c. Beginning Inventory.....

d. Total (sum of totals from Lines a + b + c).....

2. Amount (in gallons) of Used Oil and Oily Wastes Managed

N - Not an end use, transferred to another facility for storage or processing.....

O - Marketed as an on-specification used oil fuel.....

F - Marketed as an off-specification used oil fuel.....

I - Marketed for an industrial process.....

B - Burned as an off-specification used oil fuel

D - Disposed of

Landfilled.....

Treated at a wastewater treatment unit.....

Incinerated.....

3. Total amount (in gallons) of used oil managed.....

4. End of year, on hand estimate (Difference between Lines 1D and Line 3).....

	In State	Out of State
N	7631	6570
O		
F		
I		
B		
D		
3. Total amount	7631	6570
4. End of year estimate	-0-	-0-

Initials _____
 Date _____

SECTION C USED OIL FILTERS (OPTIONAL) (USE TABLE BELOW FOR CONVERSIONS)

CHECK COLUMN IF OUT OF STATE ↓

1. Number of filters on hand from previous year.....	6460	
2. Number of used oil filters collected.....	21,500	
3. Total number of used oil filters to manage (1 plus 2).....	27,960	
4. Disposition of used oil filters collected:		
a. Transferred to another registered facility.....	22,067	X
b. Burned for energy recovery at a Waste-To-Energy facility.....		
c. Transferred directly to a metal foundry for recycling.....		
d. TOTAL.....	22,067	
5. End of year, on had estimate (Difference between Lines 3 and Line 4d).....	5,893	
6. Gallons of used oil collected as a result of filter processing.....	-0-	
7. Gallons of used oil transferred to a used oil handler (transporter or processor).....	500	
8. Volume of oily waste collected and managed as a result of filter processing.....	-0-	
9. Description of oily waste management.....		

PCW AQUA CLEAN
 ATLANTIC USED OIL
 PERMA FIX USED OIL/FILTERS
 VEOLIA USED OIL FILTERS
 Conversion Table

DIRECTIONS FOR SECTION C

One 55-gallon drum of crushed used oil filters = approximately 400 used oil filters
One 55 gallon drum of uncrushed used oil filters = approximately 250 used oil filters
One ton of drained used oil filters = approximately 2,350 used oil filters

1. Enter the number of Used Oil Filters on hand, from previous year's inventory.
2. Enter the number of Used Oil Filters collected.
3. Enter the sum of Line 1 + Line 2.
4. Enter the number of filters managed by your facility in blocks 4a-c. Enter the sum of 4a-c in block 4d .
5. Enter the number of filters on hand at your site as of December 31, last year.
6. Fill in the number of gallons of used oil collected by your filter operation.
7. Enter the number of gallons transferred to a used oil transporter or processor.
8. List the volume (gallons or cubic yards) of the oily wastes collected through your filter handling. Oily wastes are identified in Chapter 62-710.201(1) of the Florida Administrative Code and include bottom sludges, sorbents, wipes etc.
9. Describe how oily wastes were managed (sent to a WTE, hazardous waste facility, landfilled after appropriate testing, etc.).

Any questions concerning this form may be referred to the Used Oil Coordinator, MS 4560, Department of Environmental Protection 2600 Blair Stone Road, Tallahassee, FL 32399-2400, Phone (850) 245-8754, email: sebrena.bolton@dep.state.fl.us, OR Phone (850) 245-8755, email: apriila.graves@dep.state.fl.us

ACORD CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
06/30/2008

PRODUCER (407)788-3000 FAX (407)788-7933
Insurance Office of America, Inc.
P.O. Box 162207
Altamonte Springs, FL 32716-2207

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURED Environmental Enterprises of Florida, Inc.
314-B West Landstreet Rd.
Orlando, FL 32824

INSURERS AFFORDING COVERAGE	NAIC #
INSURER A: Greenwich Ins. Co.	
INSURER B: Environmental Und. Solutions	
INSURER C: Associated Industries Ins. Co.	
INSURER D: Indian Harbor Insurance Co	
INSURER E: Travelers Insurance Company	

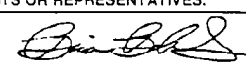
COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR ADD'L LTR	INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A		GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	GEC001210306	07/01/2008	07/01/2009	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A		AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS <input checked="" type="checkbox"/> Broaden Pollution Endorsement	AEC000958807	07/01/2008	07/01/2009	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
		GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN EA ACC \$ AUTO ONLY: AGG \$
B		EXCESS/UMBRELLA LIABILITY <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> DEDUCTIBLE <input checked="" type="checkbox"/> RETENTION \$ 10,000	UEC000958907	07/01/2008	07/01/2009	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 \$ 0 \$
C		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below	AWC1001518	07/01/2008	07/01/2009	<input checked="" type="checkbox"/> WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
D		POLLUTION Legal Liab	PEC000959107	07/01/2008	07/01/2009	Each Loss \$1,000,000 Aggregate \$1,000,000 Deductible \$25,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS
 Company E - Travelers Insurance Company - Policy # QT66005538525PHX08 includes
 Motor Truck Cargo Legal Liability Coverage
 Limit of Insurance \$100,000; \$1,000 Deductible

*10 day Notice of Cancellation applies for non-payment.

CERTIFICATE HOLDER	CANCELLATION
Florida Department of Environmental Protection Hazardous Waste Management Section MS4555 2600 Blair Stone Road Twin Tower Office Building Tallahassee, FL 32399	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30* DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES. AUTHORIZED REPRESENTATIVE Brian Buckley/TRICIA  - A034287

**Chapter 62-710.600(2)(e), Florida Administrative Code
Certification Program for Used Oil Transporters**

(e) Have, verify, and maintain vehicle insurance with a combined single limit of no less than \$1,000,000. Such insurance, or additional policy, must in no way exclude pollution coverage for sudden and accidental alleged or threatened discharge, dispersal, seepage, migration, release or escape of used oil, and must include any cost or expense relating to pollution damage for which the transporter is legally liable. Such insurance must be maintained at all times and be exclusive of legal defense costs.

1. The insurance required in this paragraph may be established by:

a. Evidence of liability insurance, either on a claim made or an occurrence basis, with or without a deductible (with the deductible, if any, to be on a per occurrence or per accident basis and not to exceed ten percent of the equity of the business), using DEP Form 62-710.901(4). The insurance policy shall be issued by an agent or company authorized or licensed to transact business in the State of Florida. An ACORD form will only be accepted for renewal of a policy with the same carrier; or *Renewal same carrier me*

b. For business entities registered in Florida, evidence of self-insurance provided by the chief financial officer of the business entity.

2. States and the federal government are exempt from the requirements of this paragraph.



HALOGEN TEST PROCEDURE FOR OIL COLLECTION DRIVERS

Environmental Enterprises of Florida, Inc. has issued its Oil Collection Drivers portable Halogen Detectors for the purpose of detecting solvents (halogens) in used oil. The Halogen detector registers the presence of halogens from 3 ppm to 1000 ppm. A beep will increase in frequency as the level of halogens increases. A solid tone will be heard at the highest level of contamination.

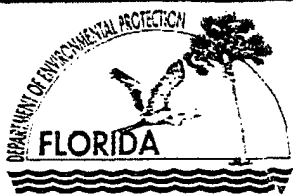
The driver will use the detector prior to accepting the oil. The detector works off of fumes so the driver should try to create fumes by stirring up the liquid. If the frequency of the beeps dramatically increase when the driver places the probe in the neck of the container the driver must politely refuse to accept the oil. He will inform the customer of his concerns, that the oil may be contaminated and further testing is required. Collection Drivers may offer the customer the Clor-D-Tect service on the spot. See the “Procedure for Use of Clor-D- Tect” per EEFI driver policy training.

If the halogen level is below 1000 ppm, we can accept the used oil for recycling. If the halogen level exceeds 1000 ppm, the used oil can not be recycled and we will notify the customer of this. The customer may, at his expense, have the used oil analyzed by a certified lab to further determine the level of contamination.

To ensure that these halogen tests are being performed the Oil Collection drivers are required to sign the statement “Tested for Halogens By: ___” on the manifest. Used oil that contains a level of halogens over 1000 ppm is considered a hazardous waste by the EPA. Environmental Enterprises of Florida, Inc. will offer to manifest the used oil as hazardous waste before transporting. The used oil with halogen levels on excess levels of 1000 ppm will be handled as hazardous waste according to 40 CFR and 49 CFR.

If the customer refuses the test, the driver must complete a manifest; write “exceeds halogen level” in the area where gallons are normally entered. Attempt to get the customer to sign and leave a copy. If customer refuses to sign, write “customer refused to sign” on the customer signature line.

*Clor-D-Tect 1000 has been assigned ASTM Method D-5384 and USEPA SW-846 Method 9077.



8700-12FL - FLORIDA NOTIFICATION OF REGULATED WASTE ACTIVITY

DEP Waste Management Division—HWRS, MS4560
 2600 Blair Stone Rd. Tallahassee, FL 32399-2400
 (850) 245-8772

Date Received
 (for FDEP Official Use Only)

EPA ID **F L R 0 0 0 0 0 6 3 5 3**

MTS:

RCRAInfo

1. Reason for Submittal Mark 'X' in correct box:

To provide **initial notification** (to obtain an EPA ID Number for hazardous waste, universal waste, or used oil activities).

To provide **subsequent notification** (to update status and facility identification information).

Is this the **final notification** (see instructions) for the facility?

2. Facility or Business Name ENVIRONMENTAL ENTERPRISES OF FLORIDA, INC.

FEID No. **3 1 1 2 5 5 3 6 3**

3. Facility Operator (List additional Operators in the comments section).

Name of Operator: ENVIRONMENTAL ENTERPRISES OF FLORIDA, INC.

New Operator Date became Operator: 01 / 03 / 1989
mm dd yy

Street or P.O. Box: 314-B W. LANDSTREET ROAD **Phone Number:** 800.762.9162

City or Town: ORLANDO **State:** FL **Zip Code:** 32824

Operator Type: Private Federal Municipal State Other _____

4. Facility Physical Location Information

Physical Street Address: 314 BLDG B W. LANDSTREET ROAD

City or Town: ORLANDO **State:** FL **Zip Code:** 32824

County: Orange **If available, please attach a map or sketch of the facility boundaries.**

Latitude: 28 43 57 93 **Longitude:** 81 38 31 52 **Method:** _____
dd mm ss.ssss dd mm ss.ssss Datum:

5. Facility North American Industry Classification System (NAICS) Code(s)

A. 562112 B. _____

C. _____ D. _____

6. Facility or Business Mailing Address

Street Address or P.O. Box: 314 BLDG B W. LANDSTREET ROAD

City or Town: ORLANDO **State:** FL **Zip Code:** 32824

7. Facility or Business Contact Person

First Name: RONDAL **Last Name:** CHAMBERS **Title:** PRESIDENT

Phone Number: 407-855-0141 **Extension:** _____ **E-Mail:** hazmatfl@att.net

Street or P.O. Box: 314-B W. LANDSTREET ROAD

City or Town: ORLANDO **State:** FL **Zip Code:** 32824

8. Real Property (Land) Owner of the Facility's Physical Location (List additional real property owners in the comments section.)

Name of Real Property (Land) Owner: RONDAL G. CHAMBERS **New Owner** Date became Owner: 01 / 03 / 1989
mm dd yy

Street or P.O. Box: 5170 CYPRESS CREEK DRIVE **Phone Number:** 407.352.8140

City or Town: ORLANDO **State:** FL **Zip Code:** 32811

Owner Type: Private Federal Municipal State Other _____

9. Type of Regulated Waste Activity (Mark 'X' in all that apply):**A. Hazardous Waste Activities:**

For Items 2 through 7, mark 'X' in all that apply.

(1) Generator of Hazardous Waste

(Choose only one of the following three categories.)

- a. Large Quantity Generator (LQG):
Generates in any calendar month 1,000 kilograms or greater per month (kg/mo) (2,200 lbs.) of *non-acute* hazardous waste; or Greater than 1 kg (2.2 lbs) of *acute* hazardous waste
- b. Small Quantity Generator (SQG):
Generates in any calendar month greater than 100kg/mo but less than 1,000 kg/mo (>220 to <2,200 lbs.) of *non-acute* hazardous waste and/or 1 kg (2.2 lbs) or less of *acute* hazardous waste
- c. Conditionally Exempt SQG (CESQG):
Generates in any calendar month 100 kg/mo or less (220 lbs.) of *non-acute* hazardous waste and 1 kg (2.2 lbs) or less of *acute* hazardous waste

In addition, indicate other generator activities that apply.

- d. United States Importer of hazardous waste
- e. Mixed Waste (hazardous and radioactive) Generator

(2) Treater, Storer, or Disposer of Hazardous Waste

(at your facility) Note: A hazardous waste permit may be required for this activity.

- a. Operating Commercial TSD
- b. Operating Non-commercial TSD
- c. Non-operating: Postclosure or Corrective Action Permit or Consent Order (HSWA, etc.)

(3) Recycler of Hazardous Waste (at your facility)Specify: Commercial; Non-Commercial.

A permit is required for storage prior to recycling.

(4) Exempt Boiler and/or Industrial Furnace

- a. Small Quantity On-site Burner Exemption
- b. Smelting, Melting, and Refining Furnace Exemption

(5) Person Authorized to Manage Conditionally Exempt Waste Generated at Other Facilities - Choose this management activity ONLY if you attach EITHER a copy of your application for such authorization OR the authorization you received from FDEP.**(6) Underground Injection Control - Mark an 'X' even if the UIC well at your facility does not receive hazardous waste.**

- (7) Transporter of Hazardous Waste** [Note: A Certificate of Liability Insurance is required along with this registration.]
Registration must be renewed annually. a. For own waste only b. For commercial purposes

c. Hazardous Waste Transporter Insurance InformationInsurance Company INDIAN HARBOR INSURANCE COMPANYAddress 70 SEAVIEW AVENUE STAMFORD, CT 06902-6040INSURANCE OFFICE OF AMERICA LONGWOOD, FLORIDA AGENT BRIAN BUCKLEYContact MICHELLE A CHAMBERS Telephone 800.762.9162Policy Number UEC000958906 Expiration date 07/01/2009d. **Transportation Mode** Air Rail Highway Water Other - specify _____e. **Hazardous Waste Transfer Facility:** Storage Volume 300 55 GALLON ON TRUCKS **Initial notification**

The following items are required to be submitted with the initial notification for a transfer facility [Rule 62-730.171(3), Florida Administrative Code (F.A.C.)]:

- Certification by a responsible corporate officer of the transporter that the proposed location satisfies the criteria of Section 403.721(2), Florida Statutes (F.S.) [Rule 62-730.171(3)(a)1., F.A.C.]
- Evidence of the transporter's financial responsibility [Rule 62-730.171(3)(a)3., F.A.C.]
- A brief general description of the transfer facility operations [Rule 62-730.171(3)(a)4., F.A.C.]
- A copy of the facility closure plan [Rule 62-730.171(3)(a)5., F.A.C.]
- A copy of the contingency and emergency plan [Rule 62-730.171(3)(a)6., F.A.C.]
- A map or maps of the transfer facility [Rule 62-730.171(3)(a)7., F.A.C.]
- Notification of changes in above items**
- Annual update notification**

B. Universal Waste (UW) Activities (Mark 'X' in all that apply) ("accumulated" means at any one time):

- Large Quantity Handler (LQH) = 5,000 kg (11,000 lb) or more of any combination of UW accumulated
- Small Quantity Handler (SQH) = always less than 5,000 kg accumulated
- Mercury-containing devices LQH = 100 kg (220 lb) or more accumulated by for-hire handler
- Mercury-containing devices SQH = less than 100 kg accumulated by for-hire handler
- Mercury-containing lamps LQH = 2,000 kg (4400 lbs/8,000 lamps) or more accumulated by for-hire handler
- Mercury-containing lamps SQH = less than 2,000 kg (8,000 lamps) accumulated by for-hire handler
- [Note: 4 lamps = 1 kg, 62-737.200(10)]
- Pharmaceuticals LQH = 5,000 kg or more of universal pharmaceutical waste (UPW) accumulated
- Pharmaceuticals LQH = more than 1 kg (2.2 lb) of acutely hazardous ("P-listed") pharmaceutical waste accumulated
- Pharmaceuticals SQH = always less than 5,000 kg of UPW and always 1 kg or less of acutely hazardous UPW accumulated

(1) For those Managing	Generate/ Accumulate	Transport (see note in instructions)	Handle at Transfer Facility	(2) Enter your estimate of the maximum amount (in pounds) of each type of UW on site or transported at any one time.
a. Batteries	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	1000 LBS
b. Pesticides	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	60 LBS
c. Pharmaceuticals	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	1000 LBS
d. Mercury Containing Devices	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	25 LBS
e. Mercury Containing Lamps	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	1000 LBS

(3) **Mercury Recovery and/or Reclamation Facility** [Chapter 62-737, F.A.C.] Note: A hazardous waste permit is required for this activity. [Rule 62-737.800, F.A.C.]

(4) **Reverse Distributor of UW** Pharmaceuticals Lamps Devices

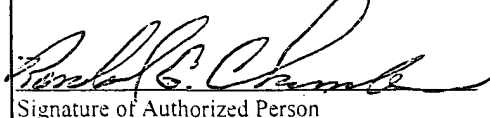
(5) **Destination Facility for UW** Note: for this activity, a facility must treat, dispose or recycle a UW. A permit is required for storage prior to recycling.

C. Used Oil Activities:

- (1) **Used Oil Transporter - indicate type(s) of activity(ies):**
- a. Transporter
 - b. Transfer Facility
- (2) **Collection Center**
- (3) **Used Oil Processor** (A permit is required for this activity.)
- (4) **Off-Specification Used Oil Burner**
- (5) **Used Oil Fuel Marketer**
- (6) **Used Oil Filter**
- a. Transporter
 - b. Transfer Facility
 - c. Processor
 - d. End User

(8) Specific Certification to be signed by all Used Oil Transporters

I certify as a Used Oil Transporter that the training program and financial responsibility required under Section 62-710.600, F.A.C., are in place, current and being adhered to. If any modifications have been made to the originally approved training program, they are explained in attachments to this registration form. Evidence of financial responsibility is demonstrated by the attached Used Oil Transporter Certificate of Liability Insurance, DEP form 62-710.901(4), F.A.C.



Signature of Authorized Person
RONDAL G. CHAMBERS

Print Name of Authorized Person

RONDAL G. CHAMBERS

(7) Used Oil Transporters, Transfer Facilities, Collection Centers, Off-Specification Burners and Marketers must pay an annual \$100 registration fee. Used Oil Processors are exempt from this fee. If applicable, enclose a check or money order, in the amount of \$100, payable to Florida Department of Environmental Protection.

A check is enclosed.

(9) The records required under the provisions of Rule 62-710.510, F.A.C., are kept at (check one):

- our mailing (business) address
- The site (facility) address

D. Other State Regulated Waste Activities: **Petroleum Contact Water (PCW) Handler** [Chapter 62-740, F.A.C.]

Note: A water facility permit may be required for this activity.

10. Waste Codes for Federally Regulated Hazardous Wastes: List the waste codes of the Federal hazardous wastes handled at your facility. List them in the order they are presented in the regulations (e.g., D001, D003, F007, U112).

Hazardous waste transporters list codes routinely or usually transported. Use an additional page if more spaces are needed.

1	ALLD	2	ALLF	3	ALLP	4	ALLU	5		6		7
8		9		10		11		12		13		14
15		16		17		18		19		20		21
22		23		24		25		26		27		28

11. Other Status Changes (Mark 'X' in all that apply):**A. Non-Handler of Regulated Waste at This Facility**

- (1) Business no longer generates, transports, treats, stores, or disposes of hazardous waste
- (2) Waste generated by business has been delisted.
- (3) Other (explain) _____

B. Facility Closed

- (1) Closed at this location and **moved or moving** to another - submit a new Form 8700-12FL for the new location if you will be handling regulated waste there.
- (2) Out of Business - Business closed on _____ (Date). Please provide a contact person, mailing address, and phone number where you can be reached after closing.

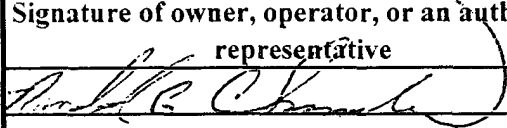
Contact _____ Phone _____

Address _____

City, State, Zip _____

 C. Property Tax Default **D. Petition for Bankruptcy Protection**

12. Certification: I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. The information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations. If I have notified as a transfer facility, I am aware that transfer facilities must comply with the requirements of Rule 62-730.171, FAC, and Rule 62-730.182, FAC.

Signature of owner, operator, or an authorized representative	Print Name and Title	Date Signed (mm-dd-yyyy)
	RONDAL G. CHAMBERS	02-27-2009

If the person who filled in this form is not the Facility Contact or Operator, please complete the information below:

MICHELLE A. CHAMBERS

800.762.9162

hazmatfl@att.net

(Name of person completing this form)

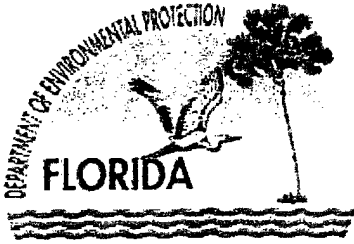
(Phone Number)

(E-mail Address)

13. Comments:

See attached map of facility and additional information for Longitude and Latitude directions.

The listed waste codes are transported only if the Designated T/S/D/F accepts these waste codes and an approval has been received.



Florida Department of Environmental Protection

Bob Martinez Center
2600 Blairstone Road
Tallahassee, Florida 32399-2400

Charlie Crist
Governor

Jeff Kottkamp
Lt. Governor

Michael W. Sole
Secretary

HAZARDOUS WASTE TRANSPORTER CERTIFICATE OF APPROVAL

This is to certify that the carrier specified below has been approved as a hazardous waste transporter in Florida. The terms and conditions of this certificate require that the holder comply with all applicable portions of Chapter 62-730, Florida Administrative Code. This certificate shall be rendered null and void if any information contained within becomes obsolete. The certificate shall remain valid through the expiration date specified below.

TRANSPORTER: Environmental Enterprise Of Florida Inc

FACILITY ID NO: FLR000006353

FACILITY ADDRESS: 314 W Landstreet Rd # B
Orlando, FL 32824-7803

INSURANCE CARRIER: GREENWICH INSURANCE

INSURANCE POLICY#: AEC000958807

EFFECTIVE DATE: July 01, 2008

EXPIRATION DATE: July 01, 2009

APPROVED TRANSFER FACILITY: YES

APPROVAL ISSUED BY: Richard Neves DATE: July 29, 2008

Richard Neves
Hazardous Waste Management Section
850/245-8755



Florida Department of Environmental Protection

Bob Martinez Center
2600 Blair Stone Road
Tallahassee, Florida 32399-2400

Charlie Crist
Governor

Jeff Kottkamp
Lt. Governor

Michael W. Sole
Secretary

August 20, 2008

COPY

Michelle A. Chambers
Environmental Enterprises of Florida, Inc.
314-B W. Landstreet Road
Orlando, FL 32824

BE IT KNOWN THAT

Environmental Enterprises of Florida, Inc.
314-B W. Landstreet Road
Orlando, FL 32824

IS HEREBY REGISTERED AS A USED OIL

Transporter, Transfer Facility
Used Oil Filter Transporter, Transfer Facility

Pursuant to Chapter 62-710, Florida Administrative Code (F.A.C.)
The Department of Environmental Protection hereby issues
Registration Number **FLD000006353** on August 20, 2008

This registration will expire on 06/30/2009

This certificate documents receipt of your annual registration and annual report. It shall be displayed in a prominent place at your facility. This certificate and your cancelled check are your receipts.

Richard C. Neves
Environmental Specialist
Hazardous Waste Management



Florida Department of Environmental Protection

Bob Martinez Center
2600 Blair Stone Road
Tallahassee, Florida 32399-2400

Charlie Crist
Governor

Jeff Kottkamp
Lt. Governor

Michael W. Sole
Secretary

03/10/2009

Rondal Chambers, President
Environmental Enterprises of Florida Inc
314 W Landstreet Rd #B
Orlando, FL 32824-7822

The Hazardous Waste Regulation Section has reviewed your application for a hazardous waste DEP/EPA Identification Number. Based on the information received you must use the following identification number for all manifests or reports for Environmental Enterprises of Florida Inc located at **314 W Landstreet Rd # B, Orlando.**

FLR000006353

Your facility has been registered with the following requested status/activities:

Small Quantity Generator, Used Oil Recycler, Oil Filters, HW Transporter, HW Transfer Facility, Used Oil Transporter, Used Oil Transfer Facility, Universal Batteries, Pesticides, Pharmaceuticals, Mercury Containing Devices, Mercury Containing Lamps Transporter, Large Quantity Handler of Universal Waste

THIS LETTER IS NOT AN APPROVAL TO TRANSPORT HAZARDOUS WASTE OR USED OIL OR UNIVERSAL WASTE OR TO OPERATE A HAZARDOUS WASTE TREATMENT, STORAGE, OR DISPOSAL (TSD) FACILITY OR A UNIVERSAL WASTE OR USED OIL PROCESSING FACILITY OR LARGE QUANTITY HANDLER. PLEASE CONTACT THE DEPARTMENT FOR COMPLETE REQUIREMENTS FOR HAZARDOUS WASTE OR USED OIL TRANSPORTERS, UNIVERSAL WASTE HANDLERS, USED OIL PROCESSING FACILITIES, AND TSDS.

You are required to notify us on form 8700-12FL if there is any change in your operations which would affect your status or contact information. For further assistance, please call the Notification Coordinator at (850)245-8760 or (850)245-8772 or (850)245-8706.

Sincerely,

for Michael Redig

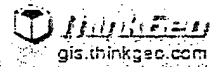
Michael X. Redig
Environmental Manager
Hazardous Waste Regulation Section

ME ID: 56404 , Email Address: hazmatfl@att.net

Link: http://appprod.dep.state.fl.us/www_RCRA/Reports/handler_results.asp?epaid=FLR000006353



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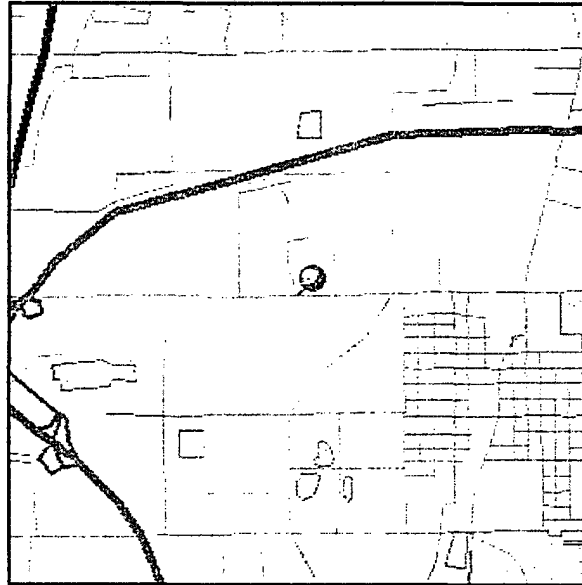
find the latitude & longitude of any US address - for free

Address 314 W Landstreet Rd
FL 32824
(28.435793, -
81.383152)

Latitude 28.435793 °
N 28 ° 26' 8.9"
28 ° 26.1476' (degree
m.mmmm)

Longitude -81.383152 °
W 81 ° 22' 59.3"
-81 ° 22.9891' (degree
m.mmmm)

(it can take a bit for the map to load-
wait for the red circle to turn green.
Stay in your happy place.)



Search for another address:

314 W. LANDSTREET ROAD ORLANDO, FLOF

And You might try adding a comma between the street and the city name, as this often helps to disambiguate complex addresses. If you'd like help, drop an e-mail to missing@geocoder.us, and we'll try to help you find your location.

Poor Original

If you want a bunch of addresses geocoded you can send a file (text or Excel work fine) to the same address. They will be geocoded and sent back to you. If you are happy the cost is \$50 per 20,000 records with a minimum cost of \$50, which you can pay via paypal to

Google Maps Address



Poor Original

EXCEL
ENGINEERING CONSULTANTS, INC.
Environmental & Civil Engineers

***Hazardous
Waste Transfer Facility
Closure Plan***

Prepared For:
Environmental Enterprises of Florida, Inc.
314 B Landstreet Road
Orlando, Florida 32824

AUGUST 1995

**HAZARDOUS
WASTE TRANSFER FACILITY
CLOSURE PLAN**

Table of Contents

- I. *Introduction*
- II. *Project Description*
- III. *Operations*
- IV. *Closure Performance Standard*
- V. *Closure Plan*
 - *Expected Year of Closure*
 - *Estimate of Maximum Inventory*
 - *Removal of Inventory*
 - *Decontamination of the Facility*
 - *Closure Schedule*
 - *Amendment of the Closure Plan*
 - *Changes in Operating Plans of Facility Design Affect of the Closure Plan*
 - *Notifies of partial or Final Closure*
 - *Closure Cost Estimate*
- VI. *Site Plan*

I. INTRODUCTION

The Closure Plan addresses operations that will be conducted to ensure that all wastes will be properly disposed of, and that all traces of contamination will be removed from the units where hazardous wastes were handled when the facility ceases its operation for an indefinite time and wishes not to be regulated under the Resource Conservation and Recovery Act (RCRA). Submittal of a Closure Plan in accordance with the provisions in 40 CFR Part 265.111, 265.112(c), 265.114 and 265.115 is mandated in the Florida Department of Environmental Protection (FDEP) 62-730.

II. PROJECT DESCRIPTION

Environmental Enterprises of Florida, Inc. (EEFI) is a hazardous waste transfer facility located at 314 B West Landstreet, Orlando, Florida 32824 in Section 2, Township 24 south, Range 29 east, Orange County. The project is located approximately 7,900 feet east of the intersection of US 441 and West Landstreet Road. The project is a permitted hazardous waste transfer facility in accordance with 62-730, FA C. The facility's EPA ID Number is FLR000006353. The facility site is approximately 600 feet by 150 feet with an approximate area of 90,000 square feet (2 acres). The site has one operations building, one temporary storage area for metal roll-off containers, one temporary storage area for tractor trailers, and parking area for the empty trailers and trucks. The temporary storage area is diked in order to contain any discharges (see attached plan).

The site's soils are classified by the United States Geological Survey to be predominantly Smyrna Fine Sands with inclusions of Bassinger sands and Pomello sands. Smyrna Fine Sands have a depth to the water table of approximately one to two feet. These soils are typically silty poorly drained soils.

III. OPERATIONS

The facility is a permitted hazardous waste transporter with an approved Contingency and Emergency Plan. The transporter collects hazardous and non-hazardous waste from various generators. The wastes are stored in sealed 55 gallon drums or sealed roll-off bins which the transporter picks up at the generators site. Trucks and trailers are loaded with the wastes and the wastes are hauled to various permitted TSD facilities for final disposal. Wastes are temporarily stored on site for periods exceeding 24 hours but less than 10 days. The waste is never off-loaded at this site. Therefore there is never any contact between the drums and the site. The drums remain in the trailers until the trailer leaves the site. Furthermore, the drums are never opened on-site.

The trailers which have drums or roll off bins with hazardous waste materials will be parked in the areas designated on the site plan. These areas are paved with 6 inch

thick concrete and bermed with a continuous asphalt berm. Any leaks that may occur will be contained within these designated areas. Any discharges will be remediated in accordance with EEFI's Emergency Plan on file with the FDEP. No trailers with hazardous waste drums or roll off bins will be stored outside the designated impervious and contained areas. The shell staging areas shown on the attached site plan are for storage of empty tractor trailers and for maneuvering the tractor trailers.

Clean drums are stored inside the miscellaneous storage area. These drums are delivered to the generators' location for use by the generator. None of the filled drums are off-loaded at this site. The drums remain in the trailers until final off-site disposal. There is no cleaning of drums, equipment or trailers at the facility. Any leaks or discharges are covered under the approved Emergency And Contingency Plan and the transporter will follow the approved plans in the event than a leak or discharge occurs.

IV.

CLOSURE PERFORMANCE STANDARD

Upon final closure of the facility, Environmental Enterprises of Florida, Inc. plans to remove all the waste in storage at that time, conduct a facility inspection to determine if there are any areas which require cleanup and clean any areas that may show signs of contamination. Since the facility does not off load any drums from the trailers there is no drum storage area. Additionally there is no cleaning of drums, trailers or equipment at the facility. Therefore there are no specific areas to decontaminate.

CLOSURE PLAN

V.

Expected Year Of Closure

This facility is expected to operate for twenty five years from the start of the operation. Partial closure will not occur because the facility is too small for part of it to be isolated and still allow for the parking of the trailers.

Estimate Of Maximum Inventory

The maximum amount of hazardous waste to be stored at this facility over the facility's 25 year life is expected to be approximately 4, 787,500 gallons of liquid waste stored in 55 gallon drums and 36,250 cubic yards of solid waste stored in roll-off bins and 1 yard bags.

Removal of Inventory

Inventory of the waste remains in the trailers until its final off-site disposal. The trailers along with the containerized hazardous waste inside the trailers will be moved to another permitted location or taken to its final destination at the time of closure. It appears most likely that the hazardous waste will be transported to the Perma Fix Environmental facility FLD980711071 located in Gainesville, Florida. However, it may

also be transferred to other permitted TSD facilities which EEFI Utilizes. This will be determined at time of closure.

Decontamination Of The Facility

Since there is no off loading of drums at the facility there will not be any specific areas to decontaminate at closure. Leaks and discharges that occur during the operation of the facility are covered under the approved Contingency and Emergency Plan. A site inspection will be performed to determine if there are areas which require cleaning. This will be accomplished in a manner approved by the FDEP. Any areas that have hazardous waste spills will be handled in accordance with the facility's Emergency Plan on file at the FDEP.

Any contaminated soils will be excavated and stored in drums for off-site disposal at a permitted hazardous waste disposal facility.

Closure Schedule

Closure of the facility will be completed within a 30 day period in accordance with the following schedule:

- Inventory Removal..... 5 days
- Inspection Of Facility..... 5 days
- Cleanup..... 5 days
- Certification Of Closure..... 5 days

Amendment Of The Closure Plan

The facility will submit a written notification to the regulating agency whenever changes are needed or occur at the facility that affect the closure plan. The notification will contain an amendment to the closure plan reflecting modifications needed because of changes at the facility. The written notification will be submitted whenever of the following occurs:

Changes in operating plans or facility design affect the closure plan.

1. There is a change in the expected year of closure.
2. Partial or final closure activities are conducted and unexpected events require a modification of the approved closure plans.
3. The facility will submit the written notification for approval at least 60 days prior to the proposed changes, or no later than 60 days after an unexpected event has occurred that forces changes at the facility, which affect the closure plan.

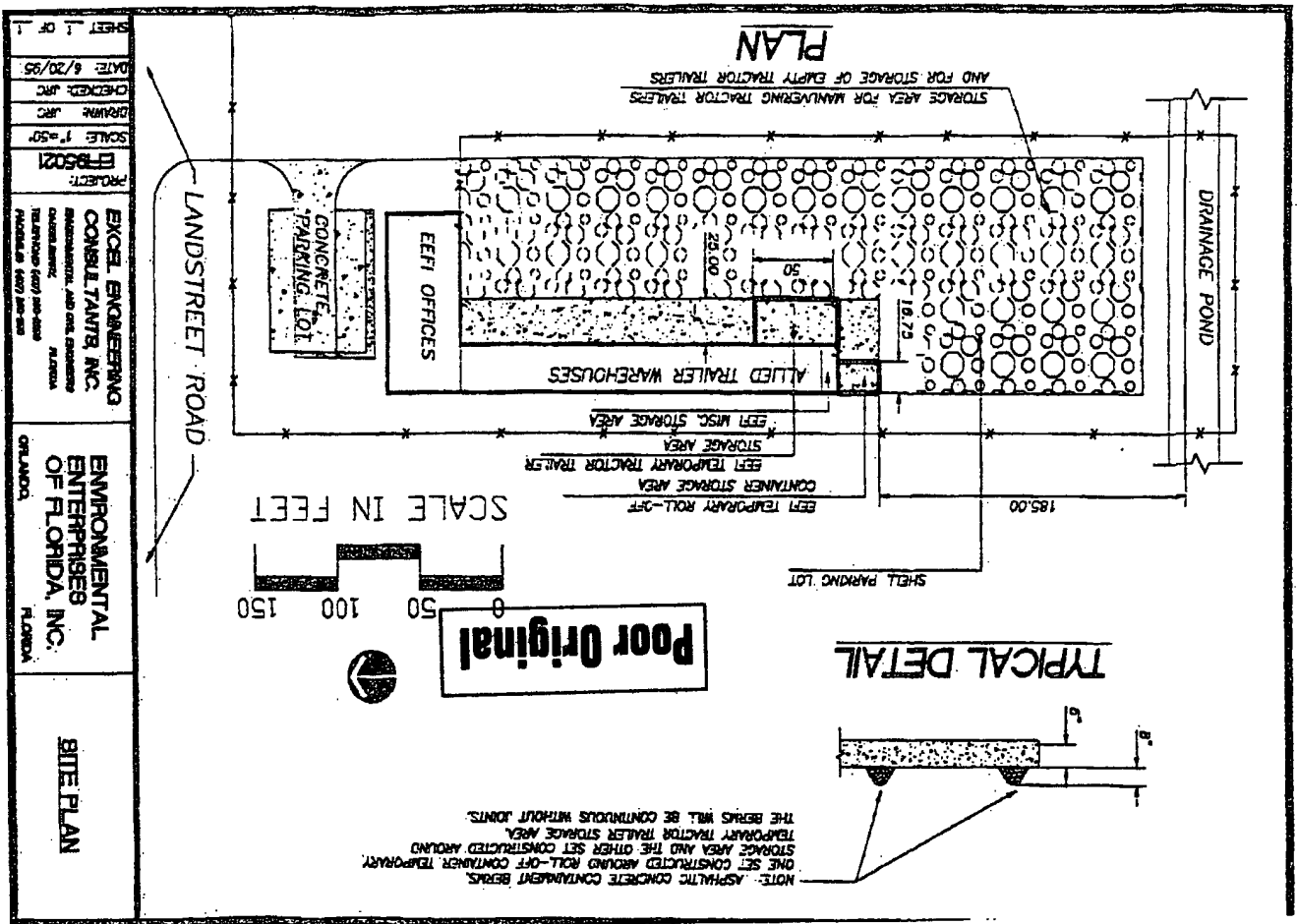
Notification of Final Closure

The facility will notify the regulating agency in writing at least 45 days prior to the date on which it expects to begin partial or final closure at the facility.

Closure Cost Estimate

Inventory Removal:	500.00
Inspection of Facility	300.00
-Cleanup (contingency)	1,000.00
-Certification of Closure	500.00
Subtotal:	2,300.00
-Administrative Costs	500.00
Total:	2,800.00

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SITE & HIGHWAY SPILL CONTINGENCY PLAN AND CLEAN UP PROCEDURE



SITE & HIGHWAY SPILL CONTINGENCY PLAN AND CLEAN UP PROCEDURE

INTRODUCTION

All personnel involved in the transportation of hazardous waste endeavor to keep an emergency involving those materials from ever taking place. Adhering to strict compliance with regulation set forth by the State and Federal governments will greatly minimize the chance of an emergency situation involving these materials from occurring.

If an emergency does occur, however, there are certain actions that must be taken to protect lives and property. It is essential that all persons who come into frequent contact with hazardous wastes be familiar with emergency procedures. Prompt action on the part of all concerned will enable many emergencies to be controlled and minimize the possibility of injury and property damage.

In the event of a spill of hazardous waste on the highway, the personnel specified are to respond as described in the following procedures:

PROCEDURES

DRIVER RESPONSIBILITIES

- a. Keep unauthorized persons away from spilled materials. Remain with your vehicle and advise pedestrians and motorists of the potential danger. Ask someone to notify the local police and fire departments.
- b. Set up warning devices surrounding your vehicle. When the police or fire department arrives, request the area to be blocked off to both pedestrians and motorist to prevent any injury or damage.
- c. Wearing the appropriate protection (gloves, boots, tyvek suit, respirator, etc.), dam-up or dike off spilled materials using the non-combustible absorbent in your emergency equipment. Use only rubber/plastic shovels to move materials. Protect the spill from entering sewers, ponds, rivers, etc.
- d. Contact the emergency coordinators at E.E.F.I. as soon as possible:

Rondal G. Chambers	(800) 762-9162 (Work)
	(407) 855-0141 (Work)
	(800) 223-8140 (Home)
	(407) 352-8140 (Home)
	(407) 948-2205 (Cell)

**when paging or leaving a message, please indicate if it is an emergency by saying or numerically entering star (*) 911 .*

Michelle Chambers (800) 762-9162 (Work)
(407) 855-0141 (Work)
(407) 466-7869, (Cell)

Robert Chambers (800) 238-3230 (Work)
(478) 944-8011 (Work)
(678) 300-6779 (Cell)

**when paging or leaving a message, please indicate if it is an emergency by saying or numerically entering star (*) 911 .*

Have the following information ready for the emergency coordinators:

- * Report all injuries
- * Product name of material spilled
- * T/S/D profile number, RCRA code, DOT classification
- * Generator name
- * Amount of spill
- * Cause of spill (i.e. leaking container, defective valve, etc.)
- * Exact date, time and location of incident
- * Report your recommendations for equipment needed to clean up or repair damage

EMERGENCY COORDINATOR RESPONSIBILITIES

- a. Emergency coordinators shall notify immediately the following:

XL Environmental	WINS# 0000106045
Environmental First Response	1(800) 823-7351
CHEMTREC (chemical info)	1(800) 424-9300
Sunbelt Rental	
Emergency Equipment	1(407) 816-8008
State (DEP/District office) Officials	(407) 894-7555
DCA STATE WARNING POINT	1-850-413-9911 or 1-800-320-0519
National Response Center	1-800-424-8802
Orange County Florida EPD Local office	1-407-836-1400
In Alabama contact:	
Hazardous Materials/Waste Incidents	1(800) 843-0699
U.S. Coast Guard (Mobile, AL)	1(334) 639-6287
Alabama, Continued	
Alabama Emergency Management Agency	1(800) 356-9596
	1(205) 280-2200
Alabama Dept. of Public Safety	1(334) 242-4378
Alabama Dept. of Environmental Management	1(334) 260-2700

- b. If it is estimated that the material presents an extreme hazard or if more than 500 gallons of any material has spilled, the Emergency Coordinator and a Quality Control Chemist must accompany the clean up crew to the site. It is up to the discretion of management to send a Quality Control Chemist in all other circumstances.
- c. Within fifteen (15) days of any spill, a report must be made by the Emergency Coordinator, in duplicate form, on Form ES800.1 and submitted to the Secretary of Hazardous Materials Regulations Board, Department of Transportation, Washington, DC 20590. A copy of the hazardous waste manifest must be attached to this report.

EMERGENCY EQUIPMENT

Each hazardous waste transporting unit carried the following emergency equipment:

In Driver Emergency Bag:

- a. Gloves
- b. Goggles
- c. Boots
- d. Hard hat
- e. Rubber shovel
- f. Respirator (Full Face)
- g. DOT Emergency Response Guidebook
- h. Skin and eye neutralization solution
- i. First Aid Kit

In Tractor Unit:

- a. Emergency reflectors
- b. 10 lb. ABC fire extinguisher

In Trailer Unit:

- a. Over pack/recovery drum (85 gallon)
- b. Non-combustible absorbent material

NOTE: Van trailers are equipped with a solvent and acid resistant membrane liner that cover the walls and floor of the vehicle and extends beyond the trailer door to allow for self-containment of leaking drums on the trailer.

DECONTAMINATION OF EQUIPMENT FOLLOWING A SPILL OR LEAK

- a. A truck or trailer exposed to a spill or leak will be decontaminated as much as possible at the spill site to prevent further release. All contaminated debris is to be properly packaged for further shipping and disposal. Thorough decontamination/Highway Spill Contingency Plan cleaning of equipment and supplies used will be performed at the receiving T/S/D facility or at a commercial tank cleaning facility.
- b. Notification will include a written report compiled by the driver involved and the emergency coordinators and submitted to the Department of Transportation, Director of Hazardous Materials Registration, Materials Transportation Bureau, Washington, D.C.

20590 including the nature of the incident and response, remediation. All State agencies (such as the Alabama Department of Environmental Management) will be supplied with a copy of this notification.

CLEAN UP RESPONSIBILITIES

- a. If possible, immediately repair the leaking vessel to prevent further leakage.
- b. If on site repair is possible, empty remaining material with a vacuum unit.
- c. Collect spilled materials that have been diked or absorbed, contaminated soil or asphalt, damaged shipping containers, and any other contaminated debris and place in proper shipping containers for proper disposal.
- d. The ground at the spill site must be sampled weekly and returned to the lab for analysis to ensure clean up is complete.

TRAINING OF PERSONNEL

All Employees at Environmental Enterprises of Florida, Inc. are trained upon initial employment 40-hours and December of every year 8-hours refresher. When ever a safety issue or policy or regulatory regulation change occur a retraining is implemented. Drivers have monthly safety meeting with the Dispatch Department, Human Resource Manager and Environmental Safety Compliance Manager are present.

- A. Hazardous waste manifesting DOT 49 CFR 172.704
- B. Container receiving and maintenance
- C. Container inspections
- D. Container Transferring
- E. Container Pickup checklist
- F. Re-use of Containers for Hazardous Waste
- G. Emergency Response Equipment
- H. Emergency Procedures and Contingency Plans for all policies
- I. Hazardous, Non Hazardous and Universal waste Labeling DOT 49 CFR 172.704
- J. Product Compatibility and Lab Packing Procedures 40 CFR 262.00 and 265.00
- K. In-house Maintenance Checks
- L. Emergency Spills
- M. Fire Extinguishers use and recognition (Drivers and warehouse only)
- N. Bloodborne Pathogens and Universal precaution 29 CFR 1910-1030
- O. Forklift Operation (Warehouse only)
- P. Confined Space and Proper fit test on all Respirator usage
- Q. 10 Hour General Industry training 29 CFR OSHA 1910-1200
- R. Homeland Security HM-232
- S. Used Oil Handler Used Filter Handler & Transporter Training
- T. HHW and Universal Waste Transporter and Handler Training

¹Contingencyplan/juleestuff

Environmental Enterprises of Florida, Inc.

FLORIDA OFFICE

314-B Landstreet Road
Orlando, Florida 32824
Tel: (407) 855-0141
Toll free: (800) 762-9162
Fax: (407) 855-0354

GEORGIA OFFICE

162 Town Creek Road
Forsyth, Georgia 31029
Tel: (478) 994-8011
Fax: (478) 994-8197

IN THE EVENT OF AN EMERGENCY: CONTACT

Rondal G. Chambers/President----- (800) 762-9162 (Work)
Orlando, Florida (407) 855-0141 (Work)
(800) 223-8140 (Home)
(407) 352-8140 (Home)
(407) 948-2205 (Cell)

Robert Chambers ----- (800) 238-3230 (Work)
Forsyth, Georgia (478) 944-8011 (Work)
(678) 300-6779 (Cell)

Michelle Chambers ----- (800) 762-9162 (Work)
(407) 855-0141 (Work)
(407) 466-7869, (Cell)

U.S Coast Guard National Response Center: (800) 424-8802

Last update 01/2009

HM-232

HAZARDOUS MATERIALS SECURITY PLAN

September 2003

HAZARDOUS MATERIALS SECURITY PLAN

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HAZARDOUS MATERIALS SECURITY PLAN

SECTION I – INTRODUCTION

Plan Statement

Environmental Enterprises of Florida, Inc. (E.E.F.I.) is committed to the safe and secure handling and transporting of hazardous materials. E.E.F.I. is also committed to ensuring the physical safety of all hazmat employees and to reduce or prevent hazardous materials cargo theft opportunities.

Plan Objectives

The objective of this plan is to ensure the safety of our hazardous materials employees and the security and integrity of hazardous materials from point of origin to final destination.

Scope

E.E.F.I.'s written Hazardous Materials Security Plan contains the following three basic areas:

1. Personnel Security
2. Unauthorized access
3. En Route security

Risk Assessment

E.E.F.I. has completed a Hazmat Transportation Risk Assessment as required.

HAZARDOUS MATERIALS SECURITY PLAN

SECTION II – PERSONNEL SECURITY

2.0 Security Training

E.E.F.I. ensures that all employees are provided with thorough security training. All employees will be trained in, and are expected to be familiar with, the company's security plans and procedures. At a minimum, this training includes detailed instruction regarding our:

- Overall security objectives
- Individual employee security responsibility
- Specific security procedures
- The organization's security structure.

List of general employee security responsibilities:

- **Senior Management** is responsible for establishing and communicating the overall security goals of the organization.
- **Managers and Supervisors** are responsible for being fully knowledgeable of the security issues and concerns of their area(s), departments and employees. In addition, they are responsible for providing detailed information on system operations including daily work processes, activities, and identifying potential security vulnerabilities. Once identified, managers and supervisors are responsible for:
 1. Selecting, prioritizing, developing, and implementing strategies and procedures to meet established security goals;
 2. Measuring and monitoring the effectiveness of the security strategies and procedures; and
 3. Reviewing and when necessary, adjusting the strategies and procedures. If deficiencies or other vulnerabilities are discovered in the security process, appropriate corrective action or adjustments will be made.
- **Employees** are responsible for adhering to and conforming to all security-related work activities, processes, and procedures. In addition, employees are encouraged to provide feedback and suggestions on ways to improve the organization's security program.

HAZARDOUS MATERIALS SECURITY PLAN

2.1 Suspicious Activity

All employees are expected to understand and adhere to the following corporate suspicious activity reporting procedures. They are intended for all employees to following the event any usual or suspicious activity that poses a threat to the safety of our employees and the security of our equipment, facilities, or hazardous materials cargo is observed.

2.1.0 Employer responsibility statement – E.E.F.I. provides a work environment that is reasonably free of hazards and threats of violence that may cause damage to property or harm to people. It is also our policy to establish an effective and continuous safety and security program that incorporates educational and monitoring procedures. All supervisors and managers are responsible for ensuring that their employees are trained in appropriate security and suspicious activity reporting procedures.

2.1.1 Employee responsibility statement – All employees have a responsibility to themselves and to E.E.F.I. to observe and report any suspicious or unusual activity that threatens safety or security.

2.1.2 Reporting procedures – Employees are expected to use common sense and good judgment when assessing the threat potential of any suspicious activity. Depending on the given situation, employees will be expected to report any observed suspicious activity to their immediate supervisor, next level manager, or the local law enforcement official or fire department.

E.E.F.I. defines suspicious activity to include (but not limited to) any of the following situations:

- Unidentified person(s) attempting to gain access to property, equipment, or facilities.
- Unidentified person(s) in any area of the company, office, yard, or parking lot.
- An employee, unescorted vendor, or supplier visiting a part of the office for no known reason.
- Any unescorted or unaccompanied visitor anywhere in the building or wandering around the yard or parking lot.
- Any person (employee or otherwise) who appears to be hiding something or is acting nervous, anxious, or secretive.
- Any employee or visitor making unusual or repeated requests for sensitive or important company documents or information.
- Any person asking an employee to make any unauthorized movement (pick-up or delivery) for cash (motor carrier specific).
- Any person or group loitering outside a company facility or premises.
- Any person claiming to be a representative of a utility (gas, water, electric) but cannot produce valid company identification.

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- Any person carrying a weapon such as a gun or knife
- After hours, any vehicle driving by a company facility with the lights off.
- Any vehicle parked outside a company facility – especially if the vehicle has been sitting for a long period or after normal work hours.
- An unfamiliar vehicle that appears to be abandoned near a company building or parking lot.

The above list is not all-inclusive. It is meant to provide possible examples of suspicious activities. Once, and if, a suspicious activity is identified, the next step is to act. Employees not only need to be able to identify suspicious activity, they also need to know what to do about it.

The following table is a list of Primary Responder phone numbers for each facility location:

	Location	Contact	Phone Numbers	Police Dept.	Fire Dept.
Environmental Enterprises of Florida, Inc.	Orlando, FL	Facility Ron Chambers Michelle Chamber Ismael Jusino	800-762-9162 800-223-8140 407-466-7869 407-466-7868	911	911
Environmental Enterprises of Florida, Inc.	Forsyth, GA	Facility Robert Chambers Ron Chambers	800-238-3230 678-300-6779 800-223-8140	911	911

2.2 HazMat Personnel Screening

All applicants applying for any position involving access to, handling, storing, preparing for transport, and/or transport of hazardous materials for E.E.F.I. shall submit an accurate, complete, signed and dated application for employment. The hiring/screening will continue once the information on the application has been verified as true and accurate.

An inquiry into the previous employment history shall be made for every qualified hazmat employee applicant. Hazmat employee applicants shall provide accurate and complete previous and current employer information upon request, including but not limited to:

1. Names and addresses of previous employers;
2. Names and titles of previous supervisors;
3. Phone numbers or other contact information for both of the above.

The employee hiring/screening process shall not continue until all previous employer information has been verified as true and accurate.

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All qualified hazmat employee applicants applying for positions with E.E.F.I. shall be given an in-person interview by responsible company personnel. In-person interviews are used to determine fit for both the applicant and the company. In addition, the in-person interview should be used to verify any gap(s) in employment, reason(s) for job or career changes, or any other important or unexplained behavior or history.

Criminal Background Investigations: A criminal background check shall be made on all qualified applicants applying for any position involving the handling, storing, preparing for transport, and/or transport of hazardous materials. The criminal background check shall be made with regard to convictions of misdemeanors and felonies only.

Proof of Citizenship & Right to Work: All applicants applying for any position involving the handling, storing, preparing for transport, and/or transport of hazardous materials for E.E.F.I. shall be required to provide either proof of U.S. citizenship or proof of their legal right to work in the United States.

2.3 Driving Qualifications and Hiring Standards (motor carrier specific)

E.E.F.I.'s driver qualification and hiring procedures are in compliance with all applicable state and federal regulations, and meet the organization's security standards.

This company shall not consider applicants for employment as drivers unless they meet the following minimum requirements. Persons applying for the position of driver must:

1. Meet our minimum age (21 years) and applicable experience (two years) requirements.
2. Have a driving record that is in line with E.E.F.I.'s safety standards with regard to preventable motor vehicle accidents and violations of motor vehicle laws. (All past driving information provided by applicants shall be verified).
3. Be able to read and speak English sufficiently as required by §391.11(b) (2).
4. Be physically qualified to drive a company vehicle.
5. Possess a current and valid commercial driver's license of the correct type and with the proper endorsement.
6. Not be disqualified to drive a commercial motor vehicle under the rules set forth in §391.15.

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All qualified applicants applying for the position of driver with E.E.F.I. shall submit an accurate, complete, signed and dated application for employment. The driver qualification and hiring process **shall not** continue until all information on the application has been verified as true and accurate.

An inquiry into the driving record during the preceding 3 years (10 years for positions requiring a CDL) shall be made for every qualified driver applicant. The inquiry shall be made to the appropriate agency of every state in which the applicant held a motor vehicle operator's license or permit. The driver qualification and hiring process **shall not** continue until all driving record information for the preceding 3 years (10 years for positions requiring a CDL) has been verified as true and accurate.

An investigation into the employment record during the preceding 3 years (10 years for positions requiring a CDL) shall be made for every driver applicant. Driver applicants shall provide accurate and complete previous and current employer information upon request, including but not limited to:

1. Names and addresses of previous employers;
2. Names and titles of previous supervisors;
3. Phone numbers or other contact information for both of the above.

The driver qualification and hiring process **shall not** continue until all previous employer information for the preceding 3 years (10 years for positions requiring a CDL) has been verified as true and accurate.

An investigation into the drug and alcohol history with regard to previous employers shall be made for every driver applicant per §40.25. The driver qualification and hiring process **shall not** continue until drug and alcohol information from previous employers for the preceding 2 years has been obtained and verified.

Responsible company personnel shall give all applicants applying for the position of driver with E.E.F.I. shall be given an in-person interview. In-person interviews are used to determine fit for both the applicant and the company. In addition, the in-person interview should be used to verify any gap(s) in employment, reason(s) for job or career changes, or any other important or unexplained behavior or history.

All applicants applying for the position of CDL driver with E.E.F.I. shall submit to a pre-employment drug screen as required by §382.301, and no driver applicant shall perform any work or activity for the company until a verified negative test result has been obtained for the applicant.

All applicants applying for the position of driver with E.E.F.I. shall be medically examined and certified as physically qualified to operate a commercial motor vehicle by a licensed medical examiner of our choosing.

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Criminal Background Investigations: A criminal background check shall be made on all qualified applicants applying for the position driver. The criminal background check shall be made with regard to convictions of misdemeanors and felonies only.

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SECTION III – UNAUTHORIZED ACCESS

3.0 External Partnerships

E.E.F.I. has established a partnership and professional working relationship with local law enforcement officials, emergency responders, and other public safety and security agencies. These partnerships include the sharing of E.E.F.I.'s operation, work processes, and hazardous materials stored on-site or transported. We provide basic information regarding hazmat operation, locations, and potential threats.

All suspicious activities or apparent criminal acts affecting the safety or security of E.E.F.I.'s interest shall be reported immediately to the proper law enforcement agencies and appropriate company officials. In addition, a detailed written report shall be made of any security-related incident.

A complete listing of emergency telephone numbers has been provided to all dispatchers, supervisors, and managers. This list includes the numbers for local police and fire departments, regional state police offices, the FBI and company managers and executives.

3.1 Information Security

All information (electronic and hard copy) relating to the storage and/or transporting of hazardous material is restricted to employees on a need-to-know basis. All hazmat related paperwork and other documentation is maintained and retained in a secure area with limited and controlled access.

Dispatch security procedures (motor carrier specific): All work/load assignment sheets (hard copy and/or electronic) involving the transportation of hazardous materials are maintained in a secure location. Access to hazardous materials load information is limited to operations personnel only, including dispatchers, the operation manager, and other designated employees.

Dispatch personnel are responsible for the security and proper issuance of all hazardous materials load-related work assignment documents. When providing load information to drivers, dispatchers shall review the load information to ensure that it is complete and accurate. For security purposes, it is extremely important that:

- The load assignment is clearly communicated;
- Trailer numbers on all work assignments are verified; and
- Shipping documents (i.e. manifests, BOLs) are checked and verified

In the event a trailer containing hazardous material(s) needs to be staged (for any length of time) in a terminal yard or other company facility, all load-related paperwork shall be brought into the dispatch office and maintained there until the driver is scheduled to

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complete his run. Drivers failing to abide by this procedure are subject to disciplinary action.

All old operational, compliance-related, and hazardous materials records and documents shall be destroyed before being discarded.

3.2 Security Inspections

E.E.F.I. is committed to providing its employees a safe and secure work environment. We provide adequate security measures to ensure the safety of our employees, equipment, facilities, hazardous materials, and the general public. The following security guidelines cover safety and security issues related to external and internal security inspection procedures.

3.2.0 External Premises Security Inspections

Fences, Gates and Exterior Doors: At facilities where perimeter fencing is in place, safety or facilities maintenance personnel are responsible for establishing and following a written schedule for regular inspection of the fence and associated gate(s). Inspections are conducted at a rate of not less than once per month. All necessary repairs shall be performed as needed. At a minimum, all perimeter fencing shall meet the following specifications:

- Fencing shall be at least six feet high and securely anchored.
- The barrier should be hard to climb over to penetrate, and all fencing shall be installed in such a way so that no gaps are left between the fencing and areas where it butts up against a building.
- An adequate clearing on both sides of the barrier shall be maintained. Eliminate unnecessary gates or doors in the fencing, or secure them tightly.
- Broken fences, walls, and other barriers shall be repaired immediately. Safety or maintenance personnel will be responsible for developing and implementing a regular schedule of inspection.
- Possible entrances that go under the perimeter and could allow an unauthorized person to enter, such as culverts that pass under the perimeter, utility tunnels, or manholes leading into the facility shall be sealed.

Any unusual or suspicious damage to fencing or gates shall be reported to the Maintenance Department immediately.

Facilities maintenance personnel are responsible for ensuring areas adjacent to both sides (inside and outside) of the fence are properly maintained. All exterior doors of any company building that open to the outside of the fenced perimeter shall remain locked at all times, including evening hours, weekends and holidays. In all cases, such doors are not to be used as main entrances or exits and are marked accordingly.

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Terminal Security Signs: A security/warning sign is posted on all exterior doors and entryway gates. All signs used for safety or security purposes shall be conspicuously posted, clearly readable, and easily understood.

Signs posted at gate(s) of fenced terminal areas are recommended to read as follows:

NOTICE

NO ADMITTANCE – UNAUTHORIZED PERSONS OR VEHICLES NOT ALLOWED BEYOND THIS POINT – VIOLATORS WILL BE PROSECUTED

Signs posted on fencing are placed at intervals of not more than 200 feet, and recommended to read as follows:

NO TRESPASSING

Signs posted on building and terminal exterior doors are recommended to read as follows:

**PRIVATE BUILDING
UNAUTHORIZED PERSONS
PROHIBITED FROM ENTERING**

Exterior security lighting: Facility exteriors, grounds, and parking lots shall be well lighted by automatic security lighting devices, which may include:

- Dusk-to-Dawn mercury lighting;
- Motion sensing/detecting floodlights; and/or
- Automatic timer activated exterior lighting

Exterior security lighting shall be so sufficient as to illuminate the entire building exterior and surrounding grounds and to permit easy detection of any unauthorized intruder or trespasser.

Exterior security lighting are inspected at a rate of not less than once per month.

Doors, Windows, and Entryways: Exterior doors, windows and other entryways are inspected and maintained according to the following procedures. All exterior doors are secured with heavy-duty dead bolt-type locks.

All exterior doors are equipped with handle-key locks that must be opened and closed with a key, and will remain locked at all times to prevent easy access by unauthorized persons.

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All keys to door locks are maintained in the terminal key control file. Responsible Safety or Operations personnel control this file. Issuance of exterior door keys is restricted to designated personnel.

All exterior windows shall be secured with locking devices that can withstand efforts to pry or force the window open.

All exterior doors and windows shall be inspected at a rate of not less than once per month.

3.2.1 Hazardous Materials Storage Security

All hazardous materials are stored in a locked and secured area with limited and controlled access. Authorized personnel only shall be allowed access to hazardous materials storage areas.

Periodic inventories of all hazardous materials on-site are conducted. Any shortages or discrepancies discovered shall be investigated and/or reconciled immediately.

3.2.2 Visitor, Vendors, and Supplier Security

All visitors, customers, vendors, and suppliers visiting E.E.F.I. shall be directed to park their vehicles in the area of the employee parking lot designated as "Visitor Parking".

Vendors and suppliers needing to make deliveries or pick-ups shall be directed to appropriate pick-up/delivery area by the responsible receiving/shipping personnel. Once the pick-up or delivery has been completed, the vendor/supplier shall immediately leave the company grounds.

All third party transportation must sign in upon arrival and provide proper photo identification (i.e. Driver's License, Company ID). The driver will then be instructed on where to park his vehicle until offloading.

Main entrance guidelines: A single point of entry has been designated for all general visitors to the facility.

All general visitors and customers are required to register upon arriving. Under no circumstances will a visitor to E.E.F.I. be allowed access without first registering at the designated entrance.

A written log is maintained for all general visitors to E.E.F.I. The written log includes:

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- The name of the visitor and company he or she represents;
- The date and time of arrival
- Who approved or arranged the visit
- The date and time of departure

The written log is maintained for 3 months.

General visitor guidelines on-premise procedures: After registering, and depending on the reason for the visit, the visitor shall be either:

- Escorted to the appropriate area of E.E.F.I. by the responsible company employee (a copier repairperson being escorted to the broken copier in operations for example); or
- Met by the company employee who arranged the visit in the reception area, and escorted to his or her office or workstation.

Once the work/visit has been completed, the visitor shall be escorted to the main entrance, sign out and leave the company grounds.

Employee and Visitor Parking

Employees and visitors shall park only in areas specifically designated Employee/Visitor Parking. Unauthorized parking near or in a load/unloading dock or platform is strictly prohibited.

E.E.F.I. will be responsible for ensuring that employee-parking areas are adequately lighted, safe and secure.

Loitering on Company Property

E.E.F.I. has adopted a no loitering policy. Loitering in company buildings/terminals and on company grounds by any person(s), including employees is prohibited.

Managers and supervisors have been instructed to confront and question any person(s) observed loitering on company property. This policy applies to unauthorized or unknown person(s) as well as off-duty employees.

Employees (such as drivers waiting for dispatch or other employees on break) may congregate in designated areas only.

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SECTION IV – EN ROUTE SECURITY

4.0 En Route Security (shipper specific)

Qualifying Motor Carriers: Before E.E.F.I. uses any motor carrier for the purposes of transporting hazardous materials, each carrier shall be qualified as follows:

- The carrier's current safety rating (SafeStat score) shall be considered, including a detailed review of all relevant safety-related data as found in the carrier's detailed profile summary report (via the web @ www.safersys.org), including
 - The carrier's current safety rating;
 - Recent compliance review/audit data; and
 - A review of all data found in all four Safety Evaluation Areas (SEAs)
- Carriers are responsible for ensuring their drivers remain qualified through a process of **annual review**, and will be asked to provide verification documentation of it upon request to E.E.F.I. At a minimum, carriers must demonstrate they have in place an appropriate and thorough background investigation process for all drivers, that, at a minimum include:
 - Previous employer inquires;
 - Driving records review

Before loading any hazardous material, the identity of the driver and motor carrier shall be verified. Drivers will be asked to produce photo identification and current operator's or commercial driver's license (CDL).

- Verify that the motor carrier has terminal-to-truck tracking or communication capabilities.

4.1 En Route Security (motor carrier specific)

4.1.0 Point-of-Origin Driver Security Procedures

Upon arrival at the hazmat load's point of origin, all drivers shall check in with the responsible shipping personnel to notify them of arrival and to provide picture proof of identity. Drivers may also be expected to produce their current operator's or commercial driver's license (CDL). While at the shipper, drivers shall follow the loading instructions and obey all customer safety and security rules and procedures.

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At the designated loading location (assigned dock door), the driver shall secure the vehicle. No company vehicle will be left unattended until the driver is confident the vehicle is secured from moving.

4.1.1 Shipper Load & Count

In the event a driver is scheduled to pick-up a trailer pre-loaded with hazardous material(s), he shall verify:

- The load's shipping papers;
- Seal numbers; and
- Trailer numbers

Under no circumstances shall a driver be allowed or permitted to break a seal on a pre-loaded trailer or a trailer moving under a shipper's load and count provision. This guideline applies to outbound loads as well as loads being picked-up and returned to a terminal or spotting/staging area.

In the event of a live load, drivers are expected to supervise the entire loading process. Drivers are responsible to make sure no unauthorized or unscheduled cargo is loaded on any trailer.

When all loading activity has been completed, drivers are responsible for making sure the cargo is secure and to check the bill of lading or the delivery manifest to ensure cargo count is correct.

If a discrepancy is found between the cargo and bill of lading or shipping manifest, drivers shall contact their supervisor immediately for instructions.

Drivers are required to use their padlocks on van box trailers to provide additional cargo security for all loads containing hazardous materials. However, if using a padlock would cause damage to the trailer door seal, attempts to use the padlock should not be made.

Before leaving any shipper, drivers shall make a thorough visual observation of their immediate surroundings and report any unusual or suspicious activity to their supervisor immediately.

4.1.2 En Route Drivers Security Guidelines & Procedures

Dispatch/Operations shall make every effort, such as working with consignees, to arrange hazardous materials deliver schedules that minimize in-transit down time. In most cases, this means that dispatch will schedule loads for delivery as early as possible based on drivers' available hours and the consignee's receiving hours of operation.

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While in transit, drivers are **prohibited** from discussing information related to their load, route, or delivery schedule with any person(s) other than authorized company officials. Drivers failing to abide by this policy are subject to disciplinary action up to and including termination of employment. Drivers are to report any suspicious activity (including load-related inquiries from strangers) to their supervisors immediately.

Drivers are expected to take all reasonable and responsible precautions to prevent damage to company vehicles and theft of hazardous material(s) cargo while in transit.

For personal protection and safety, and the security of the cargo, drivers are expected to park in safe, well lit, designated truck parking locations only (such reputable truck stops or high-traffic, major rest areas). When possible, trailers loaded with hazardous materials should be parked against a wall, fence, or other stationary/fixed object to enhance cargo security.

In all cases, drivers are required to inspect their vehicle and trailer for evidence of tampering after each stop.

Drivers shall lock their vehicles at all times while in transit – especially during all time spent in urban areas, and parked at truck stops and rest areas.

When possible, dispatch shall contact receivers for the purpose of arranging secure overnight or after hours parking for drivers who can safely and legally arrive at their destinations ahead of schedule.

Drivers are **prohibited** from taking equipment (loaded or empty) to or through home, or parking in any unsecured area. Drivers failing to abide by this policy are subject to disciplinary action up to and including termination of employment.

Drivers are expected to maintain regular communications with E.E.F.I. while in transit. Any incident of drivers failing to check in when required shall be assumed by the company to be suspicious and highly irregular. Immediate action shall be taken in such situations. Drivers are expected to fully understand this procedure and make every effort to maintain regular contact and communication with dispatch.

4.1.3 Hijack or Cargo Theft Driver Guidelines

Drivers who fall victim to vehicle hijackers or cargo thieves are instructed to notify local police as soon as possible. Once the proper authorities have been notified, drivers are required to contact an appropriate company official and follow all subsequent instructions.

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Drivers are prohibited from picking up and transporting any unauthorized person.

In the event of an attempted vehicle hijacking or cargo theft situation while the vehicle is in motion, E.E.F.I. has adopted a NO STOP policy. Drivers who believe a vehicle hijacking is, or may be, in progress, are instructed to keep the vehicle moving as safely and responsibly as possible until the attempt has ceased and/or the authorities have notified. However, in any hijack situation, drivers should use their own good judgment (whether to stop or keep moving) based on the degree to which they feel personal safety is at risk. Nothing our drivers do is worth getting hurt over.

4.1.4 Stop Off/Destination Driver Security Procedures

Upon arrival at the destination or stop off, drivers shall check in with the responsible receiving person(s) to notify them of arrival and follow the receiver's unloading instructions, and obey all customer plant safety and security rules and procedures.

Once permission to unload has been given, the driver shall proceed to the unloading location (assigned receiving dock door) and secure the vehicle. No company vehicle shall be left unattended until the driver is satisfied that the vehicle is secure from moving.

Drivers shall supervise the unloading process. In the event of cargo damage, overage, shortage, or any other discrepancy, drivers shall contact their supervisor immediately for instructions and to report the discrepancy.

After the unloading process has been completed, the driver shall get the appropriate paperwork signed by the responsible receiving employee, and contact dispatch for the next assignment or instructions.

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ACKNOWLEDGEMENT FORM

I acknowledge I have been informed, and given a copy, of the company's Hazardous Materials Security Plan. I have read and understand the procedures contained therein, and I accept the policy as a working document that I will support and follow in my daily work.

Employee's Signature	Date:
Supervisor's Signature	Date:
QA/RC Coordinator's Signature:	Date:

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ATTACHMENT A

Exterior Security Inspection Form

Date: _____ Time: _____

Inspector Signature: _____

	Observation	Work Order #
Fences		
Gates		
Exterior Doors		
Security Signs		
Exterior Lighting		
Windows		
Other Entryways		

Comments: _____

