



TRAIL RIDGE LANDFILL, INC.

5110 U.S. Highway 301 South
Baldwin, FL 32234-3608
(904) 289-9100
(904) 289-9013 Fax

Date: February 01, 2018

FL. DEPT OF ENVIRONMENTAL PROTECTION BER
7825 BAYMEADOWS WAY STE 200B
JACKSONVILLE FL 32256

Trail Ridge Landfill Disposal Customer Rules

To Whom It May Concern:

Trail Ridge Landfill Inc. is committed to employee safety, the safety of your employees as well as Trail Ridge Landfill Inc. employees. As you know, our industry can be very dangerous if unsafe works acts are allowed. At Trail Ridge Landfill the active disposal unloading area is a very busy and challenging work environment, and we take this opportunity to remind our customers of our safety procedures. I am enclosing a copy of our Landfill Disposal Customer Rules, and would greatly appreciate the cooperation of your managers, supervisors, drivers, helpers and other employees to maintain safe disposal practices.

We know that you share in this commitment and we appreciate your cooperation. Please insure all employees including drivers; helpers, maintenance technicians and others receive training and a copy of these rules and procedures. It is important to note that all sub-contractors representing your Company at our Facility must receive this training. At your convenience, we will be happy to review this Policy with you employees and/or the appropriate representative to answer any questions regarding these procedures. In addition, please insure all new employees receive this training prior to entering our Facility.

We take the safety of everyone on our site very seriously and we will fully enforce these procedures. Individuals that are deemed to be a danger to themselves and/or *others due to non-compliance* with our rules and procedures represent an unacceptable safety risk and are subject to being banned from the Facility.

If you have any questions, please do not hesitate to call Allen Rhodes at (904) 748-6014 or me at (904) 748-6012.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Greg Mathes', with a long, sweeping horizontal line extending to the right.

Greg Mathes

Sr. District Manager

cc: Will Williams - City of Jacksonville
Loretta Major - City of Jacksonville
Greg Crump - Waste Management Inc. of Florida
Allen Rhodes - Trail Ridge Landfill Inc.



TRAIL RIDGE LANDFILL

DISPOSAL FACILITY OPERATIONAL PROCEDURES HAULERS RULES

ALL WASTE DELIVERY DRIVERS, VEHICLE OCCUPANTS, CONTRACTORS AND VISITORS SHALL CONFORM TO THE FOLLOWING PROCEDURES WHILE AT THE LANDFILL SITE:

- All-pedestrian personnel shall wear high visibility reflective vests or garments and hardhats at all times while outside of a vehicle at the facility
- Scavenging is strictly prohibited by any person(s). Violations will result in termination of Disposal Privileges
- Smoking is prohibited
- The maintenance facility is "off limits" Waste disposal vehicles are prohibited from all areas of the facility except the active disposal area
- Loitering cannot be tolerated
- Non-essential vehicular and foot traffic is prohibited in the staging, and unloading areas of the facility
- Horseplay is prohibited
- While operating on the facility all vehicle operators should observe defensive driving practices including:
 - ❖ Aim high in steering
 - ❖ Get the big picture
 - ❖ Keep your eyes moving
 - ❖ Leave yourself an out
 - ❖ Make sure they see you
- All drivers and passengers must use seatbelts while in their vehicles, including times while unloading
- There shall be no riding on the outside of delivery vehicles

- All facility traffic signals and signage must be obeyed and compliance will be strictly enforced
- Signage and Landfill personnel will direct vehicles to designated locations at the site, which include un-tarpping, disposal and clean-out areas
- Not more than one person (the designated individual) per waste delivery vehicle may exit a vehicle while at the facility. All other vehicle occupants must remain in the vehicle
- The designated individual who exits the delivery vehicle must stay within an arms-length of their vehicle while at the un-tarpping area
- It is prohibited to un-tarp or perform other activities on the delivery vehicle from above the top rail of the trailer
- No foot traffic is allowed within 15 feet of the facility's mobile equipment when it is in operation
- Personnel shall never walk across the active area or clean-out area to the landfill equipment to another vehicle
- Vehicles will be directed to the general unloading area at the working face
 - ❖ Each driver is responsible for ensuring the unloading area is safe and level
 - ❖ Drivers must maintain a minimum of 15 feet between vehicles while backing, unloading and exiting the working face
 - ❖ Tilt frame and frameless trailers must be kept at least the length of the trailer plus a minimum of 15 feet away from other vehicles while unloading
 - ❖ Each driver is responsible to safely back the vehicle and to maintain the minimum required distance between vehicles
- The designated individual who exits the delivery vehicle must stay within arms-length of their vehicle while at the active tipping area. This individual will open doors, tailgates, etc. When opening swinging doors, the individual is to stay with the moving door until it is opened and properly secured prior to unloading
- Vehicles are not to be left unattended prior to, while unloading and after unloading
- Once unloaded, the designated individual will close vehicle doors/tailgates, etc., prior to exiting the immediate unloading area. When closing swinging doors, the individual is to stay with the moving door until it is closed and properly

secured. The designated individual must stay within arms-length of their vehicle

- Driving with the door unsecured is strictly prohibited
- TOWING: It is highly recommended that all vehicles are equipped with tow hooks
 - ❖ If the stuck vehicle does not have hooks, the driver of the vehicle must contact their manager for instructions. Their manager should then call the landfill office and request assistance
 - ❖ If a vehicle must be towed, the vehicle's designated individual must hook and unhook the tow cable. Visual eye contact must be maintained between the heavy equipment operator and the driver of the vehicle. If visual contact is not possible, another person or a radio must be used
 - ❖ UNDER NO CIRCUMSTANCES WILL A VEHICLE BE TOWED IF THE DUMP BODY OF THE VEHICLE IS RAISED AT ANY TIME DURING THE TOWING PROCEDURES. The towing vehicle is only to apply power after receiving the "go-ahead" signal from the driver of the stuck vehicle. During the towing procedure, the transmission of the truck must be placed in neutral, thus allowing the landfill equipment to pull the stuck vehicle. The designated individual must unhook the towing cable and return it to the towing vehicle
 - ❖ Delivery vehicles will not be pushed. If the stuck vehicle does not have hooks, the driver of the vehicle must contact their manager for instructions. Their manager should then call the landfill office and request assistance
- After doors are closed and properly secured, the vehicle may then proceed to the designated clean-out area or immediately exit the facility
- The designated individual must stay within arms-length of their vehicle while at the clean out area. Doors and/or tailgates etc. must be properly secured while at the clean-out area and properly secured upon exit of the clean-out area
- BROKEN DOWN VEHICLES: The designated individual of vehicles that are broken down, or have stuck loads, etc., must stay within one arm's length of their vehicle, and radio, or signal, the landfill operator for assistance. The landfill operator will tow the vehicle to an area where work may be performed to the vehicle. Prior to any work beginning, the driver must first contact his manager. The hauling company manager will then contact the landfill. All repairs that are required must be pre-approved by the Site Manager or designee prior to beginning work. The Site Manager or designee will determine if a repair will be allowed at the site and the location the repair maybe performed. The hauling manager or designee will insure the work

area is marked with safety triangles, orange cones, or equivalent high visibility markers. The vehicle occupants shall remain in their vehicles until repairs or other arrangements are made. The hauling company, or its contractor, must ensure proper lock-out/tag-out procedures are followed prior to performing any work on a vehicle while on the landfill premises.

Delivery vehicle operators and/or occupants who are deemed to be a danger to them and/or others due to non-compliance with the above listed procedures represent an unacceptable safety risk and are subject to being banned from the facility.