

2015



**BEST MANAGEMENT PRACTICE (BMP)
FOR
HAMPTON ROADS SANITATION DISTRICT'S
REGIONAL RESIDUALS FACILITY (RRF)**

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1. GENERAL INFORMATION

Collection system residuals generated as a result of maintenance and cleaning of the publicly owned sanitary sewerage collection system are regulated as Liquid Industrial Waste by the Virginia Department of Environmental Quality (VDEQ). Collection system maintenance and cleaning results in liquid and solid residue that contains pollutants which can harm human health, degrade water quality and aquatic habitat, and impair ecosystem functions. Regular collection system cleaning is required to ensure proper operation of infrastructure and prevent Sanitary Sewer Overflows (SSO) from occurring due to blockages or leaks in the system. Users of the RRF shall become familiar with and follow all requirements specified in this BMP and the Guidelines and Operations Manual for HRSD's Regional Residuals Facility. Failure to follow these requirements may result in a violation and suspension of discharge privileges.

2. PURPOSE

The RRF was designed and constructed to receive and process residual material captured during maintenance and cleaning operations of the publicly-owned sanitary sewerage collection system. It is intended to receive both liquid and solid residuals that are non-hazardous by definition, which can be dewatered using gravity separation. The residual material is dewatered by gravity on a concrete drainage slab. The dewatered material is disposed of by hauling to a locally approved landfill. The facility is fully enclosed to eliminate any off-site nuisance odors. ***NOTE: All other wastes are prohibited, including but not limited to stormwater collection system cleanings, cleanings from privately-owned systems, and cleanings from outside the HRSD service area. Pump stations that contain significant quantities of grease must have the grease removed by a permitted grease hauler and discharged at an appropriate HRSD Wastewater Treatment Facility or other authorized location. HRSD, in the future, may designate a pump station as one that must be cleaned by a permitted grease hauler.***

3. SAFETY

In accordance with OSHA/EPA Standards (29 CFR 1910.119), HRSD hereby notifies the municipalities and contractors that hazardous materials are present at HRSD Wastewater Treatment Facilities. All non-HRSD personnel are expected to abide by applicable

requirements concerning hazardous materials at HRSD Wastewater Treatment Facilities. All non-HRSD employees must enter and leave HRSD Wastewater Treatment Facilities by the most direct route to and from the RRF. Any problems should be brought to the immediate attention of the Plant Manager or their designee. There are call boxes located at the RRF and the scale system for your convenience.

4. AUTHORIZED RESIDUAL DISPOSAL/DISCHARGE

The RRF will only accept non-hazardous liquid and solid residuals generated from maintenance and cleaning of the publicly-owned sanitary sewerage collection system. It is required that all authorized Users of the RRF decant prior to hauling the collection system cleaning wastes to the RRF.

5. AUTHORIZED USERS AND VEHICLES

All Users and company/municipal vehicles that transport residuals to the RRF must be authorized by HRSD and vehicles must be clearly marked to identify the company name or municipality. Before a municipality or their contractor(s) is authorized to use the RRF, they must contact HRSD's Pretreatment & Pollution Prevention (P3) Division and attend training at the Nansmond Treatment Plant.

Vehicle Authorization and HRSD access badges for the RRF will be issued by P3. Each authorized vehicle will be provided a vehicle specific access badge. Each authorized vehicle is subject to an inspection by HRSD personnel. The access badge is required for gate access, scale operation and use of the facility. If the access badge doesn't operate properly, contact HRSD's P3 Division to obtain a replacement. The access badge is property of HRSD and must be returned when it is no longer operational or the contract expires. **The access badge is not transferrable and must stay with the assigned vehicle at all times.** In the event that any User discharges unauthorized material, HRSD will immediately notify the emergency contact for the User's organization to investigate the source of the materials and make arrangements for disposal.

6. UNAUTHORIZED DISPOSAL/DISCHARGE

No person shall discharge or cause to be discharged into the RRF any wastes which may violate any law or governmental regulation or have an adverse or harmful effect on the sewerage system, maintenance personnel, wastewater treatment plant personnel, processes, or equipment, treatment plant effluent quality, biosolids quality, air quality, public or private property, or which may otherwise endanger the public, the local environment or create a nuisance, or which may interfere with or adversely impact wastewater treatment and/or biosolids technology, as determined by HRSD.

If unauthorized wastes are noted during a discharge, the driver shall take action to:

- A. Suspend the discharge.
- B. Suspend access to RRF drains if an “imminent and substantial danger” exists. Spill kits are provided at the RRF to aid in prevention of unauthorized discharges.
- C. Utilize the call box to notify plant personnel of the discharge.
- D. Notify P3 Division for instructions on disposal.
- E. Never discharge unauthorized materials into the RRF drains, RRF pump station or dumpsters.

Pump station cleaning waste and sanitary sewer line cleaning waste shall not contain any prohibited waste listed in Section 301 of the HRSD Industrial Wastewater Discharge Regulations as amended periodically and available from the offices of HRSD or at www.hrsd.com. Violations or penalties associated with these requirements or prohibitions shall be assessed in accordance with the HRSD Industrial Wastewater Discharge Regulations and the HRSD P3 Enforcement Response Plan.

7. NOTIFICATION OF UNAUTHORIZED WASTE DISCHARGE

Any User who discharges unauthorized materials will be immediately notified by HRSD’s P3 Division to make arrangements to have the materials collected and disposed of at the Users’ expense. The User responsible for the unauthorized waste discharge is responsible for all costs associated with the cleanup and removal process.

8. SUSPENSION OF DISCHARGE

Any User that discharges to the RRF is responsible for the discharged wastes. If the wastes have any questionable characteristics, cease discharge immediately, notify plant personnel and HRSD’s P3 Division. If a User does not notify the appropriate HRSD personnel regarding the discharge of an unauthorized waste, that User will be suspended from discharge at the RRF until further notice. It is essential to notify HRSD of an unauthorized discharge immediately. The treatment plant, including the RRF, is under 24/7 video surveillance; therefore a discharge can be traced back to the User. To ensure protection of the treatment plant, random sampling of the discharges at the RRF will take place. In addition, any User that does not utilize the scale system will also be suspended from discharge at the RRF. The scale system monitors the loading of materials on the RRF and helps track where the materials originated. If the scale system is down, there is a call button on the scale to call a plant operator for assistance. In this case, a manual ticket will be filled out.

9. DISCHARGE LOG

HRSD, the municipalities and their subcontractors must maintain a discharge log to record discharges of wastes which are collected, transported, and disposed of at the RRF. The RRF discharge log must contain, at a minimum: the date, address/source location of the waste, line size cleaned, distance cleaned, and the estimated volume/weight. Specific source locations are required. The log must be kept in the vehicle at all times and available for inspection by HRSD staff. The log must be up-to-date and have the required information for the load that is on the truck for discharge when arriving to the RRF. The discharge log shall be maintained for one year.

10. SPECIAL CONDITIONS

Vehicles using the discharge facilities must follow all posted instructions at HRSD Wastewater Treatment Facilities at all times.

Vehicles shall obtain an electronic discharge ticket or an indirect discharge form for each discharge to ensure proper volume determination.

A copy of the RRF Indemnification Statement and an active certificate of insurance shall be received in this office no later than December 31st of each year. The RRF Indemnification Statement can be found on the HRSD website at http://www.hrsd.com/pdf/iwd_regs/RRF_Indemnification_Statement_2014.pdf. The certificate of insurance shall contain, at a minimum, the following information:

- General Liability Limits: \$1,000,000 per occurrence and \$2,000,000 annual aggregate, naming HRSD as an additional insured
- Auto Liability Limits: \$1,000,000 per accident
- Workers Compensation: Statutory Limits

If the truck transports, but does not discharge to an HRSD Wastewater Treatment Facility, wastes such as vehicle maintenance oil/water separators, industrial oil/water separators, etc., in vehicles which also transport to the RRF, the tanks shall have all residue removed and be thoroughly cleaned internally before being used to transport and discharge residuals to the RRF.

Under no circumstances shall any vehicle take on potable or Non-Potable Water (NPW) from any of the HRSD Wastewater Treatment Facilities. Also approved RRF waste must be discharged in the RRF bays and not discharged at any other location at a Wastewater Treatment Facility (e.g. ground, scale, lift station, etc.).