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Environmental Management System

Procedural Documentation **Waste Management**

1.0 Purpose:

To provide a means whereby industrial and domestic waste is managed in an environmentally responsible manner that meets all legal and policy requirements.

2.0 Scope:

This procedure applies to ORC Employees and road crews, Overlapping License Holders (OLLS) and contractors that produce industrial and domestic waste.

3.0 Responsibilities:

- 3.1 ORC Operations Forester or Designates
- 3.2 ORC Silviculture Forester or Designates
- 3.3 All Contractors and Sub-Contractors for ORC and OLL
- 3.4 Overlapping License Holder or Designates (OLL)

4.0 Procedure

All Contractors and Sub-Contractors for ORC and Overlapping License Holder (OLLS) or Designates must follow the policies and procedures set out in their company's own Waste Management SOP where that SOP meets or exceeds legal requirements and the requirements set out in the ORC Resources SOP. In the absence of a company's own SOP the following practices must be followed:

Waste Oil

All Contractors and Sub-Contractors for ORC and Overlapping License Holder (OLLS) or Designates shall: (If applicable)

- Ensure that a MOE approved waste generator site is established, and HWIN accounts maintained for each main operating area, or as required
- Ensure that your workers are aware of the location and operating conditions of your company's or area's waste generator site.
- Ensure that waste oil levels within the tanks are monitored and that requests to have the tanks emptied are made in advance of the tanks being full.
- Ensure that the waste is removed from the site as required, by a MOE certified carrier.
- Workers shall ensure that waste oils, lubricants, etc. are properly disposed of at an approved location.

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Scrap Metal

- Ensure that workers are aware that scrap metals are to properly disposed of
- Ensure that scrap metals are disposed of appropriately by either:
 - a. Disposing the scrap metals at an approved disposal site
 - b. Establishing a scrap metal site located to serve the operating area from which scrap metal may be hauled away for recycling

Batteries

- Ensure that workers are aware of the requirement to properly dispose of spent industrial batteries.
- Ensure that any spent industrial batteries from the Company's operations are collected at a central location to the operations.

Domestic Garbage

- Ensure that workers are reminded of the requirement to dispose of domestic waste at an approved disposal site or recycling vessel.
- Ensure that any relevant waste disposal and recycling sites, for which the Company is responsible, are kept in an orderly fashion.

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References

Document / Form	I.D.#

Revisions

#	Purpose	Prepared by	Approved by	Date
N/A	Original version	EMS Team	Chantal Alkins Certification Coordinator	November 23, 2016
A				
B				
C				
D				
E				