



Method Statement and Factory Control
System for the Production of Aggregates
from waste in conjunction with the
WRAP Protocol

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Section 1. Introduction

Mick George Ltd have a Waste Transfer Station in St Ives, Cambs which segregate wastes into their separate fractions for recycling. One of the fractions separated is inert hardcore, stone and brick which when crushed can be sold as a product.

A quality control is required for the production of aggregates from waste in order to ensure customer satisfaction and help Mick George Ltd demonstrate that our waste has been fully recovered.

This quality control systems helps us to comply with the WRAP Quality Protocol for the production of aggregates from inert waste.

Section 2: Management & Operational Staff

Mick George Managing Director
Neil Johnson Technical & Waste Director
Geoff Craven Logistics Director
Dave Norman Transfer Station Supervisor
Up to 15 Various site operatives

The management team have appointed Neil Johnson responsibility for looking after the Quality System.

The Transfer Station Supervisor is to be supplied a copy of the Method Statement of Production and talked through it until happy with what is expected of him and his team. This information is then fed down the line to the site operatives who will be operating the system.

Section 3: Resources

Transfer Station

The transfer station consists of the following equipment to allow segregation of the waste; Weighbridge, weighbridge office, covered building for waste segregation, concrete floor, 2 x 360 grab machines, loading shovel, trommel, over band magnet and picking station.

People

At any time there are up to 15 site operatives manually sorting waste either in the picking station or on the floor of the transfer station. There is an operative on a 360 loading the trommel, another operative on a 360 picking the large and heavy items out of the waste pile and a operative on a loading shovel moving segregated waste to storage areas.

Waste Suppliers

Only Mick George Ltd vehicles use the waste transfer station so as we can control in quality and the quantity of the waste inputs to site.

All Mick George sales staff, weighbridge and drivers have been trained as to the type of waste that the transfer station can accept and copies of the site licence are available for everyone to read.

The site is licensed WML/70250 and the company has a waste carriers licence ACE/109225.

Plant & Equipment

All plant and equipment is serviced by our in-house maintenance team on a pre-planned maintenance schedule.

Storage Areas

All mixed waste brought to site is stored inside the transfer station building and on sealed drained concrete. When the inert material is segregated it is stored outside of the building under a Paragraph 13 Waste Exemption.

Section 4: Method Statement of Production

St Ives Transfer Station is a industrial/commercial site that accepts mixed non-hazardous waste. The site has a Paragraph 13 Waste Management Licensing Exemption that allows us to store the inert wastes in readiness to manufacture a product from them. We often have pre-segregated loads that are tipped straight onto the storage area for crushing but the remainder of the material is produced from segregating mixed loads.

The process of making sure that the correct materials enter the site starts from the sales process. A phone call is made to the office requesting a skip or waste service to be provided and the sales staff advise the customer what can be put into the skip. A waste transfer note is then produced and given to the driver to take to site. When collecting the waste the driver will inspect the load and to make sure that the waste is suitable and then get the required signatures. The waste transfer note will include the following details:

- Name and address of Waste Producer
- Name and address of Waste Carrier
- Name and address of Waste Disposal Point
- Waste Carriers Licence Number
- Date of Collection
- Waste Description
- EWC Code
- Signatures of all parties involved in the waste transfer

When arriving at the transfer station the skip will be weighed and the transfer note taken to the weighbridge office. The details of the transfer note are checked by the weighbridge operator and the skip is visually inspected before tipping occurs. A weighbridge ticket is produced and the skip is directed to the tipping area. The skip is then tipped and the load is further inspected for compliance to the licence. If the waste is suitable it is processed through the waste segregated system. If the waste is not suitable the procedure for non-compliant loads is followed as per page 13 of the Working Plan Document.

All waste transfer notes are kept for a minimum of 2 years.

The materials segregated and used to produce a recycled aggregate can include the following waste types.

European Waste Catalogue Code

10 11 03	Waste glass based fibrous materials
15 01 07	Glass packaging
17 01 01	Concrete including solid dewatered concrete process waste
17 01 02	Bricks
17 01 03	Tiles and ceramics
17 01 07	Mixtures of concrete, bricks, tiles and ceramics
17 02 02	Glass
17 05 04	Soils and stones including gravel,
17 05 08	Crushed rock, sand, clay, road base and planings, and track ballast
19 12 05	Glass
20 01 02	Glass
20 02 02	Soils and stones restricted to parks waste

Section 5: Factory Production Control

The Factory Production Control is a system put in place to monitor the production and to ensure that the required product characteristics are achieved and maintained.

The recycled aggregate produced at St Ives is a Crush & Run product and is crushed to 100mm down specification. It isn't sold as a graded or frost tested product just as a material used for temporary haul roads, site compounds, fill material and/or capping layers. The main concern for sale is that the material is inert and free from contamination such as wood, plastic, paper etc.

The material stockpiled has already been through a pre-sorting process as described in the Method Statement of Production and is mainly uncrushed clean inert material. The material is loaded into a Nordberg 105 crusher using a 360 excavator. Any metals are removed with a magnet into a skip and any foreign objects are hand picked out of the heap. The heap is then moved to a storage area and spread so as the material can be hand picked again. Once the final polishing of the aggregate is complete the material is ready for sale as a WRAP Protocol approved material.

The finished product is visually inspected at least twice a day during production. If non-conforming items are found within the product then the material is spread and re-picked until visually clean again.

It is impossible for the finished product to be completely free of contaminants but we strive to accomplish this as best we can.

The material produced has a monthly grading carried out.

All material sold as WRAP protocol approved aggregate is marked on the delivery tickets.

All delivery tickets are kept for a minimum of 2 years.