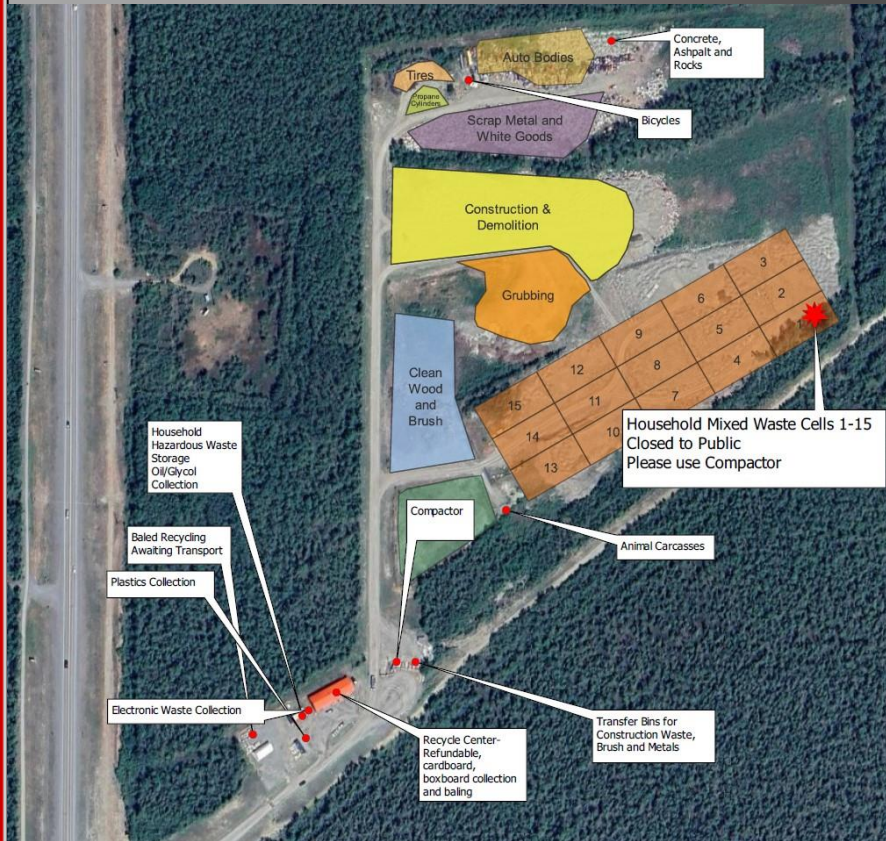


# Haine Junction Solid Waste Management Facility

## Emergency Response Plan



*Public Works Manager*

12/7/2023



# Haines Junction SWMF Emergency Response Plan

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# Haines Junction SWMF Emergency Response Plan

## Introduction

The **Haines Junction Solid Waste Management Facility (HJSWMF)** emergency response plan sets out appropriate procedures to address foreseeable emergencies. The key elements of this plan are:

1. What is the nature and severity of the emergency?
2. What is to be done? and
3. Who does it?

Emergency and contingency responses include the following:

- Fires.
- Accidents and Medical Emergencies.
- Environmental and Operation Contingencies.

### ***Emergency Plan Updates***

The Public Works Manager will review the emergency plan annually and following an emergency incident to ensure that:

- Emergency response procedures for the (**HJSWMF**) are effective and updated as necessary.
- Appropriate individuals are appointed to manage emergency situations.
- Regular fire prevention meetings are conducted with all landfill employees.
- Hold regular safety and emergency meetings with landfill employees.

### ***Emergency Organization***

The key to success of the emergency plan is to assign a responsible person to take charge of an emergency situation. The **Emergency Co-ordinator** is designated to have the primary responsibility to manage emergency situations at the landfill. The landfill Certified Operator is designated as the alternate person responsible.

The **Emergency Co-ordinator** will have **complete commission** for the duration of the emergency. This together with proper training of operating personnel, practice drills to test emergency response activities, and continual review and updating of the plan will be undertaken to ensure an efficient and effective response to any emergency that may occur.

### ***Emergency Co-ordinator Responsibility***

The **Emergency Co-ordinator** has the responsibility to:

- Declare an emergency.
- Review and update the emergency response procedures.
- Ensure that all emergency response procedures are appropriate.
- Respond to all emergencies and to contact appropriate emergency response agencies.
- Establish control of the emergency prior to the arrival of appropriate emergency response agencies.
- Direct personnel and site visitors to a safe muster point.
- Liaise with the emergency response representatives upon their arrival.



## Haines Junction SWMF Emergency Response Plan

- Correct any potential emergency or unsafe situations; and
- Complete necessary documentation with respect to emergencies.

The **Emergency Co-ordinator** will report any emergency or contingency situations to the Public Works Manager. The Public Works Manager will contact appropriate agencies to report incidents related to environmental or health and safety issues related to the emergency or contingency activities.

### **Evacuation Procedures**

In the event that an area or structure at the landfill must be evacuated due to a fire, gaseous, or other situations, landfill employees, customers, and site visitors will be evacuated. Employees and site visitors will exit buildings via the closest exit and will proceed to a designated muster point.

In the event of a fire or gaseous release from active areas of the landfill, the Equipment Operator, and/or Certified Operator will direct all staff and site visitors to immediately leave the area and proceed to the designated muster point. Visitors will be requested to remain at the muster point until otherwise notified.

The designated muster point is to be designated for each emergency situation according to the nature and the location of the emergency and a safe exit route. A muster point **must not** be used when it is unsafe or that is downwind of a fire or gaseous release.

### **Muster points**

Alternate muster points are:

1. Primary: **Sign across from recycle enter building** or
2. Secondary: **Texas Entry Gate Area**; or
3. An alternate area designated by the Certified Operator.

The following rules apply to all employees during an evacuation emergency:

- DO NOT EXIT BUILDINGS THROUGH A SMOKE-FILLED AREA. EXIT VIA AN ALTERNATE EXIT AND NOTIFY THE EMERGENCY RESPONSES DEPARTMENT AT 911.
- DO NOT RETURN TO WORK AREA WHEN AN ALARM SOUNDS.
- DO NOT ATTEMPT TO RE-ENTER A SMOKE-FILLED AREA OR BUILDING, OR AN AREA THAT IS BEING EVACUATED DUE TO A CHEMICAL RELEASE.
- DO NOT ATTEMPT TO REMOVE ANY VEHICLE FROM A PARKING AREA OR AREA THAT IS ENDANGERED BY A FIRE OR CHEMICAL RELEASE.

When the evacuation is complete, the Certified Operator will then proceed to the muster point.

The prime consideration for the Certified Operator is to ensure that all employees and site visitors are safely evacuated. The Certified Operator will:

- Only if safe to do so, check areas and buildings, including washrooms, to ensure that all individuals have left.
- Closing doors as they move throughout the facility.
- Will meet at the muster point to ensure all site employees have been evacuated.
- Wait for appropriate emergency response personnel; and



## Haines Junction SWMF Emergency Response Plan

- As required, establish perimeter security, conduct searches, or other actions that may be warranted by specific circumstances.

The Gate Attendant at the time of an alarm will remove the Visitor Log Book and take it to the muster point. The Certified Operator will verify any names appearing in the book as being present or employees who are signed out or away from the facility at the time of the alarm.

Employees and visitors must treat fire alarms as an actual fire and undertake a total and immediate evacuation of the facility. If for some reason, the alarm stops, employees and visitors will always complete the evacuation. In the event of a fire or chemical release, the Certified Operator is **NOT** to conduct searches in the involved areas for their own personal safety. If personnel are unaccounted for, emergency response search and rescue personnel will be informed.

**It is imperative that all employees and visitors remain at the muster point until the Certified Operator gives permission to return to the respective areas or to leave the site. Upon termination of the emergency, an “All Clear” will be indicated to allow employees and visitors to return to their work areas. Under NO circumstances will an employee or visitor return to the work area prior to receiving permission from the Certified Operator.**

### Medical Emergencies

All injuries should be considered important and should be reported as a safety incident to the Public Works Manager.

First Aid should be applied that is appropriate to the nature of the injury, and in the event the injury requires medical assistance, the individual should be either taken to a medical emergency centre, or an ambulance service contacted.

A medical doctor should be consulted for all injuries that may result in infections as a result of working with waste materials. This includes injuries such as cuts and scrapes, skin punctures with sharp items, and fire or chemical burns.

If the person injured is a site customer or visitor, Landfill employees are to provide any assistance necessary and will apply appropriate First Aid.

### *Minor Medical Injuries*

### Prevention

- Safety Plan and Procedures.
- Employee Safety Training and Awareness.
- First Aid Training.



## Haines Junction SWMF Emergency Response Plan

### **Response Plan**

| Action   | Time Frame     | Who?   | Resources  |
|--|----------------|--|--|
| Apply appropriate First Aid  | Immediately    | <ul style="list-style-type: none"> <li>• First Aider</li> </ul>                                    |  |
| Recommend injured person consult a physician   | Immediately    | <ul style="list-style-type: none"> <li>• First Aider</li> </ul>                                    |  |
| <b>Take injured person to a medical emergency centre or contact an ambulance service if deemed appropriate</b> | Immediately    | <ul style="list-style-type: none"> <li>• First Aider</li> </ul>                                    |  |
| Review cause of the injury and prepare appropriate mitigative measures   | Within 1 month | <ul style="list-style-type: none"> <li>• Landfill Manager</li> <li>• Commission Manager</li> </ul> | <ul style="list-style-type: none"> <li>• Site Staff</li> <li>• Occupational Health and Safety</li> </ul> |

### **Serious Medical Injury**

#### **Prevention**

- Safety Plan and Procedures.
- Employee Safety Training and Awareness.
- First Aid Training.

### **Response Plan**

| Action   | Time Frame   | Who?   | Resources  |
|--|--|--|--|
| Assess site conditions for personal safety and safety of others, and take appropriate actions to secure unsafe areas | Immediately  | <ul style="list-style-type: none"> <li>• Public Works Manager</li> <li>• First Aiders</li> </ul> | <ul style="list-style-type: none"> <li>• Site employees</li> </ul>   |
| Attend to the injured person and apply First Aid   | Immediately when safe to do so   | <ul style="list-style-type: none"> <li>• First Aider</li> </ul>                                  |  |
| <b>Contact 911</b>   | Immediately  | <ul style="list-style-type: none"> <li>• First Aider</li> <li>• Site employees</li> </ul>        |  |
| Stay with the injured person until medical assistance arrives  | Duration of medical emergency  | <ul style="list-style-type: none"> <li>• First Aider</li> </ul>                                  |  |
| Conduct an investigation to determine the cause of the injury and prepare appropriate mitigative measures            | Investigate immediately following the incident. Complete mitigative measures within 1 month of the incident. | <ul style="list-style-type: none"> <li>• Public Works Manager</li> </ul>                         | <ul style="list-style-type: none"> <li>• Site Personnel</li> <li>• Occupational Health and Safety</li> </ul> |



## Haines Junction SWMF Emergency Response Plan

### ***Vehicle or Equipment Accidents***

All vehicle accidents should be reported and an investigation as to the cause should be carried out. Following the investigation, appropriate mitigative measure should be determined and implemented to avoid future accidents.

### **Prevention**

- Safety Plan and Procedures.
- Employee Safety Training and Awareness.
- Traffic Control Signs.
- Scale traffic controls.

### ***Response Plan***

| Action   | Time Frame                     | Who?   | Resources |
|--|--------------------------------|--|-----------|
| Report the accident to the <b>Public Works Manager</b>   | Immediately                    | <ul style="list-style-type: none"> <li>• All employees</li> </ul>  |           |
| If damage is minor, have the vehicle driver report the accident to the RCMP. Take pictures prior to vehicle leaving. | Immediately                    | <ul style="list-style-type: none"> <li>• Landfill Staff</li> </ul>   |           |
| If the damage is significant, call the RCMP, take pictures.  | Immediately                    | <ul style="list-style-type: none"> <li>• Landfill Staff</li> </ul>   |           |
| If an injury is involved, call 911, and implement medical response actions   | Immediately                    | <ul style="list-style-type: none"> <li>• Landfill Staff</li> </ul>   |           |
| Secure the area for a follow-up investigation  | Immediately                    | <ul style="list-style-type: none"> <li>• Landfill Staff</li> </ul>   |           |
| Conduct an investigation to the cause of the accident and prepare appropriate mitigative measures                    | Within 1 month of the accident | <ul style="list-style-type: none"> <li>• Landfill Manager</li> <li>• Commission Manager</li> <li>• RCMP</li> <li>• Occupational Health and Safety</li> </ul> |           |





## Haines Junction SWMF Emergency Response Plan

### Fires

#### Fire Prevention

The (*HJSWMF*) will be operated in a manner that will minimize the potential for landfill fires. Fire prevention techniques will include:

- Thoroughly compacting all waste.
- Applying daily cover to completely cover each cell's daily waste or utilize grizzly plates when necessary.
- Maintaining a comprehensive load checking program to prevent the dumping of hot/burning materials.
- Maintaining a program of separating the dumping of ash barrels from general waste tipping face.
- Maintenance around fences to keep weeds and grass down to maintain a fire break area; and
- Ongoing employee training on early fire hazard recognition.

#### General Fire Response Procedures

Fires may occur at the following locations:

- Fires in the Recycle Center building.
- Fires in the equipment maintenance building.
- Fires in storage compounds or in recycling containers.
- Fires at the active landfill working face; or
- Fires in treed or grassed areas.

All fires will be treated as serious.

**All fires will be reported as an emergency situation. Should an emergency occur, employees shall report to the primary muster point. Should the primary muster point be inaccessible, employees shall report to the secondary muster point.**



## Haines Junction SWMF Emergency Response Plan

### ***General Instructions***

- **DO NOT PANIC**, the greatest danger lies not in fighting the fire, but in the panic that arises from a fire. Spend a few minutes getting a grip of the situation. A landfill fire will not travel fast, so a 10-minute delay is not going to make any difference to the outcome of the fire. Go through the steps of notifying the appropriate authorities and follow the basic steps in the fire control plan.
- Contact other nearby employees.
- Summon the appropriate landfill equipment.
- Notify the Public Works Manager immediately. Follow his instructions.
- Notify the Fire Department. Tell them the location and type of fire and whether it looks like it will spread out of the immediate area.
- Notify surrounding property owners, particularly if it appears that the fire could spread beyond the landfill.
- When the Fire Department arrives, follow their instructions.
- Do not fight a fire alone.
- Do not place yourself or others in danger while fighting the fire.

### ***General Fire-Fighting Guidelines***

- For a landfill fire, the fire is better controlled with the use of a dozer and dirt. If it is safe to do so, dig out and isolate the burning waste. Then either let it burn out or cover with dirt. Lots of water will not necessarily extinguish the fire and can cause more problems than it solves.
- Do not overuse water. Remember that most landfill fires can be controlled with a relatively small amount of water. In most cases, soil is more effective than water.
- If two or more water trucks are being used, try to use shifts so that at least one water truck is at the fire at all times.
- Do not waste time trying to fight a large fire with a fire extinguisher.
- Do not approach any fire with a dozer unless a water truck is close by for backup.
- Never risk personal injury or death attempting to save a machine or building.
- Remember, SAFETY FIRST.

### ***Small Contained Fires***

- Do not attempt to fight a fire alone.
- Secure the area and re-direct customers to a safe area.
- Work with other site staff to extinguish the fire ONLY if safe to do so.
- If the fire becomes uncontained, or if it gives off toxic fumes, do not attempt to extinguish the fire, and wait for the Fire Department to arrive.



## Haines Junction SWMF Emergency Response Plan

### ***Uncontained Fires***

- Do not attempt to fight the fire.
- Follow evacuation procedures.
- Call 911.

### ***Building Fires***

#### **Prevention**

- Fire alarms in buildings.
- Staff training and awareness.
- Coordination with Fire Department and Yukon Wildland Fire Management Branch.

#### ***Response***

| Action                       | Time Frame  | Who?   | Resources |
|------------------------------|-------------|--|-----------|
| Evacuate the Building        | Immediately | <ul style="list-style-type: none"> <li>• All staff</li> </ul>  |           |
| Call 911                     | Immediately | <ul style="list-style-type: none"> <li>• Gate Attendant</li> <li>• Public Works Manager</li> <li>• Certified Operator</li> </ul>       |           |
| <b>Secure the Area</b>       | Immediately | <ul style="list-style-type: none"> <li>• Public Works Manager</li> <li>• Certified Operator</li> <li>• Designated Alternate</li> </ul> |           |
| Contact Public Works Manager | Immediately | <ul style="list-style-type: none"> <li>• Certified Operator</li> <li>• Designated Alternate</li> <li>• Gate Attendant</li> </ul>       |           |

### ***Fires at the Working Face***

#### **Prevention**

- Staff training and awareness.
- Waste acceptance procedures and policies.
- Diversion of hot loads from working face.
- Application of cover soils to minimize size of the active working face.



## Haines Junction SWMF Emergency Response Plan

### *Response*

| Action  | Time Frame                                | Who?   | Resources   |
|---|---|--|---|
| Evacuate and secure the area                                      | Immediately                               | <ul style="list-style-type: none"> <li>• Certified Operator</li> <li>• Equipment Operator</li> </ul>                                 | <ul style="list-style-type: none"> <li>• Site employees</li> </ul>  |
| If contained, inform Fire Department and Alberta Environment      | Immediately                               | <ul style="list-style-type: none"> <li>• Public Works Manager</li> <li>• Certified Operator</li> </ul>                               |   |
| <b>If uncontained call 911 and Yukon Wildland Fire Management</b> | Immediately                               | <ul style="list-style-type: none"> <li>• Public Works Manager</li> <li>• Certified Operator</li> <li>• Gate Attendant</li> </ul>     |   |
| Isolate burning wastes  | Immediately                               | <ul style="list-style-type: none"> <li>• Equipment Operator</li> <li>• Certified Operator</li> </ul>                                 | <ul style="list-style-type: none"> <li>• Landfill Equipment</li> </ul>  |
| Determine nature and extent of the fire                           | Immediately                               | <ul style="list-style-type: none"> <li>• Public Works Manager</li> <li>• Certified Operator</li> <li>• Equipment Operator</li> </ul> | <ul style="list-style-type: none"> <li>• Site staff</li> </ul>  |
| Excavate and remove burning waste and soak                        | As soon as it is determined safe to do so | <ul style="list-style-type: none"> <li>• Equipment Operator</li> <li>• Certified Operator</li> </ul>                                 | <ul style="list-style-type: none"> <li>• Site staff</li> <li>• Fire Department</li> <li>• Landfill equipment</li> <li>• Water truck</li> <li>• Water pumps</li> </ul> |
| Confirm the fire is extinguished                                  | Immediate                                 | <ul style="list-style-type: none"> <li>• Public Works Manager</li> <li>• Certified Operator</li> </ul>                               | <ul style="list-style-type: none"> <li>• Fire Department</li> </ul>   |
| Review cause of fire and prepare appropriate mitigative measures  | within 1 month                            | <ul style="list-style-type: none"> <li>• Public Works Manager</li> </ul>   | <ul style="list-style-type: none"> <li>• Site employees</li> <li>• Fire Department</li> </ul>   |

### *Stored Material Fires*

#### **Prevention**

- Site security.
- Separation of stored materials according to the Fire Code.



## Haines Junction SWMF Emergency Response Plan

### *Response*

| Action   | Time Frame                                | Who?   | Resources   |
|--|---|--|---|
| Evacuate and secure the area   | Immediately                               | <ul style="list-style-type: none"> <li>• Certified Operator</li> <li>• Designated Alternate</li> </ul> | <ul style="list-style-type: none"> <li>• Site employees</li> </ul>  |
| If contained, inform local Fire Department   | Immediately                               | <ul style="list-style-type: none"> <li>• Certified Operator</li> <li>• Commission Manager</li> </ul>   |   |
| <b>If uncontained call 911</b>   | Immediately                               | <ul style="list-style-type: none"> <li>• Certified Operator</li> <li>• Scale Attendant</li> </ul>      |   |
| Determine nature of the burning material and potential for emission of toxic fumes | Immediately                               | <ul style="list-style-type: none"> <li>• Public Works Manager</li> <li>• Certified Operator</li> </ul> | <ul style="list-style-type: none"> <li>• Fire Department</li> </ul>   |
| Isolate burning material   | Immediately when safe to do so            | <ul style="list-style-type: none"> <li>• Certified Operator</li> </ul>                                 | <ul style="list-style-type: none"> <li>• Landfill Equipment</li> <li>• Fire Department</li> </ul>   |
| Determine nature and extent of the fire  | Immediately                               | <ul style="list-style-type: none"> <li>• Public Works Manager</li> <li>• Certified Operator</li> </ul> | <ul style="list-style-type: none"> <li>• Site staff</li> </ul>  |
| Extinguish the fire as appropriate to the nature of the material                   | As soon as it is determined safe to do so | <ul style="list-style-type: none"> <li>• Certified Operator</li> </ul>                                 | <ul style="list-style-type: none"> <li>• Site staff</li> <li>• Fire Department</li> <li>• Landfill equipment</li> <li>• Water truck</li> <li>• Water pumps</li> </ul> |
| Confirm the fire is extinguished   | Immediate                                 | <ul style="list-style-type: none"> <li>• Public Works Manager</li> <li>• Certified Operator</li> </ul> | <ul style="list-style-type: none"> <li>• Fire Department</li> </ul>   |
| Review cause of fire and prepare appropriate mitigative measures                   | Within 1 month                            | <ul style="list-style-type: none"> <li>• Public Works Manager</li> </ul>                               | <ul style="list-style-type: none"> <li>• Site employees</li> <li>• Fire Department</li> </ul>   |



## Haines Junction SWMF Emergency Response Plan

### **Environmental Contingencies**

Environmental and operational contingencies may vary in degree of their nature and seriousness, and therefore actual situations will dictate the appropriate actions and responses that should be undertaken. Generally, the response plan includes the following steps:

- Secure and contain the problem.
- Verify and validate the problem.
- Investigate the cause and potential risk.
- Assess appropriate corrective actions.
- Implement the corrective action; and
- Review operation procedures and preventative measures.

### ***Notification***

In the event of an off-site release, the Certified Operator is to immediately contact the Public Works Manager and provide information on:

- The nature and status of the release; and
- Activities and corrective actions being undertaken.

### ***Documentation***

All incidents and corrective measures undertaken will be documented and maintained in the operating record.



## Haines Junction SWMF Emergency Response Plan

The following pages provide a general response plan for various situations that may arise.

### *Prohibited Wastes Delivered To The Landfill*

#### **Prevention**

- Waste Acceptance Policies and Procedures
- Employee Training and Awareness
- Load Screening

#### **Response Plan**

| Action   | Time Frame | Who?   | Resources  |
|--|------------|--|--|
| Deny entry of the load   | Immediate  | <ul style="list-style-type: none"> <li>• Certified Operator</li> <li>• Gate/Scale Attendant</li> </ul>           | <ul style="list-style-type: none"> <li>• Operations Plan and Waste Acceptance Procedures</li> <li>• Yukon Environment</li> <li>• Alberta Waste User's Guide</li> </ul> |
| Determine if load is safe for transport on local roads                         | 1 hour     | <ul style="list-style-type: none"> <li>• Certified Operator</li> <li>• Gate/Scale Attendant</li> </ul>           | <ul style="list-style-type: none"> <li>• Transport Canada</li> <li>• Transport of Dangerous Goods Regulation</li> </ul>  |
| Inform the waste generator of the infraction                                   | 1 hour     | <ul style="list-style-type: none"> <li>• Certified Operator</li> <li>• Gate/Scale Attendant</li> </ul>           |  |
| Document nature of incident and actions taken                                  | 1 hour     | <ul style="list-style-type: none"> <li>• Certified Operator</li> <li>• Gate/Scale Attendant</li> </ul>           | <ul style="list-style-type: none"> <li>• Daily Activity Log Book</li> </ul>  |
| Review waste acceptance procedures and implement necessary mitigative measures | 1 month    | <ul style="list-style-type: none"> <li>• Public Works Manager</li> <li>• Chief Administrative Officer</li> </ul> |  |

### *Prohibited Waste Discovered At The Landfill*

#### **Prevention**

- Waste Acceptance Policies and Procedures.
- Employee Training and Awareness.



## Haines Junction SWMF Emergency Response Plan

### *Response Plan*

| Action  | Time Frame   | Who?   | Resources   |
|---|--------------|--|---|
| Isolate waste and cease operations in the area of the waste                         | Immediate    | <ul style="list-style-type: none"> <li>Certified Operator</li> <li>Equipment Operator</li> </ul>             |   |
| Construct containment around perimeter of the waste if necessary                    | Immediate    | <ul style="list-style-type: none"> <li>Certified Operator</li> <li>Equipment Operator</li> </ul>             | <ul style="list-style-type: none"> <li>Landfill equipment</li> </ul>                        |
| Determine source of waste, and if possible the waste hauler and generator           | 1 week       | <ul style="list-style-type: none"> <li>Certified Operator</li> <li>Gate/Scale Operator</li> </ul>            | <ul style="list-style-type: none"> <li>Scale records</li> <li>Staff observations</li> </ul> |
| If identified, contact the hauler and waste generator to review options             | 1 to 2 weeks | <ul style="list-style-type: none"> <li>Public Works Manager</li> </ul>                                       |   |
| Review waste acceptance procedures and practices, and implement mitigative measures | 1 month      | <ul style="list-style-type: none"> <li>Public Works Manager</li> <li>Chief Administrative Officer</li> </ul> |   |

### *Hot Loads Delivered to the Landfill*

#### Prevention

- Waste Acceptance Policies and Procedures.
- Employee Training and Awareness.

### *Response Plan*

| Action   | Time Frame                           | Who?  | Resources  |
|--|--------------------------------------|---|--|
| Inform Certified Operator or Equipment Operator, of incoming hot load or Staff                   | Immediate                            | <ul style="list-style-type: none"> <li>Gate/Scale Attendant</li> </ul>                              | <ul style="list-style-type: none"> <li>Radio</li> <li>Cell Phone</li> </ul>                                      |
| Direct Load to designated area away from the working face  | Immediate                            | <ul style="list-style-type: none"> <li>Gate/Scale Attendant</li> <li>Operating Personnel</li> </ul> |  |
| Contain burning material within soil berms   | Immediate                            | <ul style="list-style-type: none"> <li>Operating Personnel</li> </ul>                               |  |
| Apply appropriate measures to extinguish the fire: wet, smother with soil, or allow to burn out. | Within 1 hour                        | <ul style="list-style-type: none"> <li>Certified Operator</li> <li>Operating Personnel</li> </ul>   | <ul style="list-style-type: none"> <li>Water truck</li> <li>Water Trailer</li> <li>Landfill equipment</li> </ul> |
| Monitor fire   | Duration of fire                     | <ul style="list-style-type: none"> <li>Certified Operator</li> </ul>                                |  |
| Remove extinguished material and dispose at working face   | 2 to 3 days after being extinguished | <ul style="list-style-type: none"> <li>Certified Operator</li> <li>Operating Personnel</li> </ul>   | <ul style="list-style-type: none"> <li>Landfill equipment</li> </ul>   |





## Haines Junction SWMF Emergency Response Plan

### *Elevated Parameters Detected in Groundwater Monitoring System*

#### Prevention

- Annual groundwater monitoring program.
- Environmental auditing.

#### *Response Plan*

| Action   | Time Frame                                     | Who?   | Resources  |
|--|--|--|--|
| Re-sample to verify or validate                  | 1 month  | <ul style="list-style-type: none"> <li>• Contractor</li> </ul>   | <ul style="list-style-type: none"> <li>• Environmental Consultant</li> <li>• Laboratory</li> </ul> |
| Assessment of the nature and risk of the problem | 2 months                                       | <ul style="list-style-type: none"> <li>• Contractor</li> </ul>   | <ul style="list-style-type: none"> <li>• Environmental Consultant</li> </ul>                       |
| Investigate corrective measures                  | Determined following assessment of the problem | <ul style="list-style-type: none"> <li>• Certified Operator</li> </ul>   | <ul style="list-style-type: none"> <li>• Environmental Consultant</li> </ul>                       |
| Implement corrective measures                    | Determined following assessment of the problem | <ul style="list-style-type: none"> <li>• Public Works Manager</li> <li>• Chief Administrative Officer</li> </ul> | <ul style="list-style-type: none"> <li>• Environmental Consultant</li> </ul>                       |

### *Leachate Seepage through Final Cover System*

#### Prevention

- Minimize leachate generation by application of intermediate and final cover.
- Prohibition of liquid waste disposal.

#### *Response Plan*

| Action   | Time Frame     | Who?   | Resources  |
|--|----------------|--|--|
| Isolate the area and implement containment to prevent leachate from entering off-site and on-site drainage systems | Immediate      | <ul style="list-style-type: none"> <li>• Certified Operator</li> </ul> |  |
| Investigate the cause of the seep  | Within 2 days  | <ul style="list-style-type: none"> <li>• Certified Operator</li> </ul> | <ul style="list-style-type: none"> <li>• Environmental Consultant</li> </ul> |
| Investigate corrective measures  | Within 1 week  | <ul style="list-style-type: none"> <li>• Certified Operator</li> </ul> | <ul style="list-style-type: none"> <li>• Environmental Consultant</li> </ul> |
| Implement corrective measures  | Within 2 weeks | <ul style="list-style-type: none"> <li>• Certified Operator</li> </ul> | <ul style="list-style-type: none"> <li>• Environmental Consultant</li> </ul> |



## Haines Junction SWMF Emergency Response Plan

| Action  | Time Frame | Who?   | Resources  |
|---|------------|--|--|
| Review operating procedures and revise if appropriate | 2 months   | <ul style="list-style-type: none"> <li>Public Works Manager</li> <li>Chief Administrative Officer</li> </ul> | <ul style="list-style-type: none"> <li>Environmental Consultant</li> </ul> |

### ***Contamination of Surface Water***

#### **Prevention**

- Solid Waste Management Plan.
- Baseline surface water quality documented.
- Surface water sampling and analysis.
- Control of surface water releases.
- Operational controls in active working areas.
- Employee training and awareness.

#### ***Response Plan***

| Action  | Time Frame  | Who?   | Resources  |
|---|---|--|--|
| Investigate cause of surface water contamination                      | <ul style="list-style-type: none"> <li>Immediate</li> </ul>   | <ul style="list-style-type: none"> <li>Certified Operator</li> </ul>   | <ul style="list-style-type: none"> <li>Environmental Consultant</li> </ul> |
| Sample to verify and validate   | <ul style="list-style-type: none"> <li>Within 2 days</li> <li>Laboratory results in 9 days</li> </ul> | <ul style="list-style-type: none"> <li>Certified Operator</li> </ul>   | <ul style="list-style-type: none"> <li>Environmental Consultant</li> </ul> |
| Identify appropriate corrective actions and implement                 | <ul style="list-style-type: none"> <li>Within 1 month</li> </ul>                                      | <ul style="list-style-type: none"> <li>Certified Operator</li> </ul>   | <ul style="list-style-type: none"> <li>Environmental Consultant</li> </ul> |
| Review solid waste management plan and update and revise if necessary | <ul style="list-style-type: none"> <li>2 months</li> </ul>  | <ul style="list-style-type: none"> <li>Public Works Manager</li> <li>Chief Administrative Officer</li> </ul> | <ul style="list-style-type: none"> <li>Environmental Consultant</li> </ul> |

### ***Leachate Flow Greater Than Expected***

#### **Prevention**

- Minimize leachate generation by application of intermediate and final cover.
- Prohibition of liquid waste disposal.
- Monitor leachate levels and recovery rates.
- Employee training and awareness.



## Haines Junction SWMF Emergency Response Plan

### *Response Plan*

| Action   | Time Frame              | Who?   | Resources   |
|--|-------------------------|--|---|
| Review precipitation data                                      | 1 week                  | <ul style="list-style-type: none"> <li>Certified Operator</li> </ul>   | <ul style="list-style-type: none"> <li>Environment Canada</li> <li>Airport</li> </ul> |
| Check performance with historical leachate levels and recovery | 1 week                  | <ul style="list-style-type: none"> <li>Certified Operator</li> </ul>   |   |
| Inspect intermediate cover and final cover systems             | Immediate               | <ul style="list-style-type: none"> <li>Certified Operator</li> </ul>   |   |
| Review groundwater table data                                  | 1 week                  | <ul style="list-style-type: none"> <li>Certified Operator</li> </ul>   | <ul style="list-style-type: none"> <li>Environmental Consultant</li> </ul>            |
| Determine probable causes and assess mitigative measures       | 3 month                 | <ul style="list-style-type: none"> <li>Certified Operator</li> </ul>   | <ul style="list-style-type: none"> <li>Environmental Consultant</li> </ul>            |
| Implement mitigative measures                                  | As determined necessary | <ul style="list-style-type: none"> <li>Public Works Manager</li> <li>Chief Administrative Officer</li> </ul> | <ul style="list-style-type: none"> <li>Environmental Consultant</li> </ul>            |

### *Excess Storm water Flow into the Active Operating Area*

#### **Prevention**

- Continued inspection and maintenance of surface water management system.
- Surface water diversion ditches and berms around working face.
- Application of cover soils.
- Maintain minimal working face.
- Employee training and awareness.

### *Response Plan*

| Action  | Time Frame     | Who?   | Resources  |
|---|----------------|--|--|
| Cease operations in active area, and develop alternate working face                   | Immediate      | <ul style="list-style-type: none"> <li>Certified Operator</li> </ul> | <ul style="list-style-type: none"> <li>Environmental Consultant</li> </ul> |
| Construct perimeter berms to prevent run-on   | Immediate      | <ul style="list-style-type: none"> <li>Certified Operator</li> </ul> | <ul style="list-style-type: none"> <li>Environmental Consultant</li> </ul> |
| Removal of excess surface water for treatment, disposal, or recirculation as leachate | Within 1 week  | <ul style="list-style-type: none"> <li>Certified Operator</li> </ul> | <ul style="list-style-type: none"> <li>Environmental Consultant</li> </ul> |
| Review cause and identify corrective measures   | Within 2 weeks | <ul style="list-style-type: none"> <li>Certified Operator</li> </ul> | <ul style="list-style-type: none"> <li>Environmental Consultant</li> </ul> |



## Haines Junction SWMF Emergency Response Plan

| Action                        | Time Frame     | Who?   | Resources  |
|-------------------------------|----------------|--|--|
| Implement corrective measures | Within 2 weeks | <ul style="list-style-type: none"> <li>Public Works Manager</li> <li>Chief Administrative Officer</li> </ul> | <ul style="list-style-type: none"> <li>Environmental Consultant</li> </ul> |

### ***Breach of the Final Cover System***

#### **Prevention**

- Inspection of final cover (monthly), for vegetative growth, animal burrows, erosion, settlement, or cracking.

#### ***Response Plan***

| Action  | Time Frame         | Who?   | Resources  |
|---|--------------------|--|--|
| Identify nature and significance of the problem | 1 week             | <ul style="list-style-type: none"> <li>Certified Operator</li> <li>Equipment Operator</li> </ul>             |  |
| Develop a corrective plan for the breach        | 2 weeks to 1 month | <ul style="list-style-type: none"> <li>Certified Operator</li> </ul>   | <ul style="list-style-type: none"> <li>Environmental Consultant</li> </ul> |
| Reconstruct the breached area                   | 1 to 2 months      | <ul style="list-style-type: none"> <li>Public Works Manager</li> <li>Chief Administrative Officer</li> </ul> | <ul style="list-style-type: none"> <li>Environmental Consultant</li> </ul> |

### ***Wind-Blown Litter***

#### **Prevention**

- Encourage covers on inbound loads.
- Maintain small working face as practical.
- Maintain portable litter catchment fences around active areas.
- Maintain perimeter fencing.
- Regular inspection of roads.
- Litter retrieval program.
- Employee training and awareness.

#### ***Response Plan***

| Action   | Time Frame | Who?   | Resources |
|--|------------|--|-----------|
| Review working face and litter catchment fence placement | Immediate  | <ul style="list-style-type: none"> <li>Certified Operator</li> <li>Equipment Operator</li> </ul> |           |



## Haines Junction SWMF Emergency Response Plan

| Action  | Time Frame | Who?   | Resources  |
|---|------------|--|--|
| Implement off-site litter pick-up                     | 1 day      | <ul style="list-style-type: none"> <li>• Certified Operator</li> </ul>   | <ul style="list-style-type: none"> <li>• staff</li> </ul>                    |
| Implement on-site litter pick-up                      | 1 week     | <ul style="list-style-type: none"> <li>• Certified Operator</li> </ul>   | <ul style="list-style-type: none"> <li>• staff</li> </ul>                    |
| Review litter control program and revise if necessary | 1 month    | <ul style="list-style-type: none"> <li>• Public Works Manager</li> <li>• Chief Administrative Officer</li> </ul> | <ul style="list-style-type: none"> <li>• Environmental Consultant</li> </ul> |

### ***Extreme Dust Emissions***

#### **Prevention**

- Control speed limits on on-site gravel roads.
- Road maintenance. Limit the amount of road maintenance done during dry conditions.
- Seed soil stockpiles.
- Cover inbound loads.
- Special handling procedures for waste loads prone to emission of dust.
- Employee training and awareness.

#### ***Response Plan***

| Action  | Time Frame   | Who?   | Resources |
|---|--|--|-----------|
| Apply water to road surfaces as necessary   | 1 Day  | <ul style="list-style-type: none"> <li>• Certified Operator</li> </ul>   |           |
| Deposit dusty loads in sheltered area   | Upon unloading   | <ul style="list-style-type: none"> <li>• Vehicle Operator</li> </ul>   |           |
| Pre-wet waste load  | Prior to delivery when pre-arranged with waste generator | <ul style="list-style-type: none"> <li>• Waste Generator</li> </ul>  |           |
| Cover dusty wastes with other waste or soil   | Immediately upon unloading                               | <ul style="list-style-type: none"> <li>• Certified Operator</li> </ul>   |           |
| Review waste handling procedures with waste generator for a specific problem material | 1 week   | <ul style="list-style-type: none"> <li>• Public Works Manager</li> <li>• Chief Administrative Officer</li> </ul> |           |

### **Landfill Gas Detected**

A response plan for landfill gas detection is being developed and will be included in this plan once completed.



## Haines Junction SWMF Emergency Response Plan

### *Detection of Strong Odors*

#### **Prevention**

- Waste acceptance and handling procedures.
- Waste cover operations.
- Employee training and awareness.



## Haines Junction SWMF Emergency Response Plan

### ***Response Plan***

| Action   | Time Frame | Who?   | Resources  |
|--|------------|--|--|
| Cover of waste with a strong odour                                       | Immediate  | <ul style="list-style-type: none"> <li>• Certified Operator</li> <li>• Equipment Operator</li> </ul>             |  |
| Investigate source of leachate odour                                     | Immediate  | <ul style="list-style-type: none"> <li>• Certified Operator</li> </ul>   |  |
| Review operating procedures and identify appropriate mitigative measures | 1 week     | <ul style="list-style-type: none"> <li>• Public Works Manager</li> <li>• Chief Administrative Officer</li> </ul> | <ul style="list-style-type: none"> <li>• Environmental Consultant</li> </ul> |

### ***Extreme Weather***

#### **Prevention**

- Monitor weather forecasts.
- Employee safety and response training and awareness.
- Continuous back-up of computer/scale data.
- Maintain on and off-site communications systems.

### ***Response Plan***

| Action   | Time Frame | Who?   | Resources  |
|--|------------|--|--|
| Tornado warning - cease all operations and all employees and visitors take immediate precautionary measures  | Immediate  | <ul style="list-style-type: none"> <li>• All staff</li> <li>• Site visitors</li> </ul>                                 | <ul style="list-style-type: none"> <li>• Radio</li> <li>• Cell Phones</li> </ul> |
| Severe Electrical Storm - stop scale operation and unplug computer equipment, and employees and site visitors should take precautionary measures               | Immediate  | <ul style="list-style-type: none"> <li>• Gate/Scale attendant</li> <li>• All staff</li> <li>• Site visitors</li> </ul> | <ul style="list-style-type: none"> <li>• Radio</li> <li>• Cell Phones</li> </ul> |
| Extreme snow storm with no visibility - stop scale operation and unplug computer equipment, and employees and site visitors should take precautionary measures | Immediate  | <ul style="list-style-type: none"> <li>• Gate/Scale attendant</li> <li>• All staff</li> <li>• Site visitors</li> </ul> | <ul style="list-style-type: none"> <li>• Radio</li> <li>• Cell Phones</li> </ul> |

The Public Works Manager and/or the Chief Administrative Officer has the right to close the facility due to any severe weather conditions that may affect the health and safety of the staff and customers of the facility, without notice. Should this occur, notice will be posted on the gates as well as through social media and the Voyent Alert System.



## Haines Junction SWMF Emergency Response Plan

### *On Site Spills:*

#### **Prevention**

- Minimize on site storage of liquids
- Utilize appropriate containment on site for liquids
- Prohibition of liquid waste disposal.
- Review Spill Response Plan

#### ***Response Plan***

| Action  | Time Frame      | Who?   | Resources  |
|---|-----------------|--|--|
| Isolate the area and implement containment to prevent spill from entering off-site and on-site drainage systems | Immediate       | <ul style="list-style-type: none"> <li>• Public Works Manager</li> <li>• Certified Operator</li> </ul>           |  |
| Investigate the cause of the leak/spill   | Immediate       | <ul style="list-style-type: none"> <li>• Certified Operator</li> </ul>   | <ul style="list-style-type: none"> <li>• Environmental Consultant</li> </ul> |
| Investigate corrective measures   | Within 24 hours | <ul style="list-style-type: none"> <li>• Certified Operator</li> </ul>   | <ul style="list-style-type: none"> <li>• Environmental Consultant</li> </ul> |
| Implement corrective measures   | Within 24 hours | <ul style="list-style-type: none"> <li>• Certified Operator</li> </ul>   | <ul style="list-style-type: none"> <li>• Environmental Consultant</li> </ul> |
| Review operating procedures and revise if appropriate   | 2 weeks         | <ul style="list-style-type: none"> <li>• Public Works Manager</li> <li>• Chief Administrative Officer</li> </ul> | <ul style="list-style-type: none"> <li>• Environmental Consultant</li> </ul> |





## Haines Junction SWMF Emergency Response Plan

### *Emergency Disasters*

#### **Prevention**

- Safety Plan and Procedures.
- Employee Safety Training and Awareness.
- Work with local Disaster Response Team
- First Aid Training.

#### **Response Plan**

| Action   | Time Frame                             | Who?   | Resources  |
|--|--|--|--|
| Assess site conditions for personal safety and safety of others, and take appropriate actions to secure unsafe areas | Immediately                            | <ul style="list-style-type: none"> <li>• Public Works Manager</li> <li>• First Aiders</li> </ul>                 | <ul style="list-style-type: none"> <li>• Site employees</li> </ul>   |
| Evaluate local resources and requirements  | Immediately when safe to do so         | <ul style="list-style-type: none"> <li>• Public Works Manager</li> <li>• Chief Administrative Officer</li> </ul> | <ul style="list-style-type: none"> <li>• Site employees</li> <li>• Local Municipalities</li> <li>• SWANA</li> </ul>  |
| <b>Contact Emergency Response Liaison</b>  | Immediately                            | <ul style="list-style-type: none"> <li>• Public Works Manager</li> <li>• Chief Administrative Officer</li> </ul> | <ul style="list-style-type: none"> <li>• Local Fire Chief</li> <li>• Disaster Relief Officer</li> </ul>  |
| Identify alternative locations and routes for waste handling   | When safe and information is available | <ul style="list-style-type: none"> <li>• Public Works Manager</li> <li>• Chief Administrative Officer</li> </ul> | <ul style="list-style-type: none"> <li>• Local Municipalities</li> <li>• Other Waste Facilities</li> </ul>   |
| Put a short term and long term plan together for handling and trucking of waste                                      | As soon as possible                    | <ul style="list-style-type: none"> <li>• Public Works Manager</li> <li>• Chief Administrative Officer</li> </ul> | <ul style="list-style-type: none"> <li>• Site Personnel</li> <li>• Occupational Health and Safety</li> <li>• SWANA</li> <li>• Emergency Response Team</li> </ul> |



## Haines Junction SWMF Emergency Response Plan

### Appendix:

#### Check Lists:

#### General

| Action   | Time Frame     | Who?   | Done? Checkmark when completed | Initial of person who performed this task |
|--|----------------|--|--------------------------------|---|
| <b>Identify the Emergency</b>  | Immediately    | <ul style="list-style-type: none"> <li>Landfill Staff</li> </ul>   |                                |   |
| Is there a need to Evacuate and secure the area  | Immediately    | <ul style="list-style-type: none"> <li>Public Works Manager</li> <li>Certified Operator</li> <li>Designated Alternate</li> </ul>         |                                |   |
| Evacuate and secure the area. Bring list of customers on site to muster point. <b>Page 5 of plan</b> | Immediately    | <ul style="list-style-type: none"> <li>Certified Operator</li> <li>Public Works Manager</li> <li>Chief Administrative Officer</li> </ul> |                                |   |
| <b>If necessary call 911</b>   | Immediately    | <ul style="list-style-type: none"> <li>Certified Operator</li> <li>Gate/Scale Attendant</li> </ul>                                       |                                |   |
| Is it a medical emergency? <b>go to Medical Emergency check list</b>                                 | Immediately    | <ul style="list-style-type: none"> <li>Public Works Manager</li> <li>Certified Operator</li> </ul>                                       |                                |   |
| Is it a fire? <b>go to Fire check list</b>   | Immediately    | <ul style="list-style-type: none"> <li>Public Works Manager</li> <li>Certified Operator</li> </ul>                                       |                                |   |
| Is it weather related? <b>Go to weather check list</b>   | Immediately    | <ul style="list-style-type: none"> <li>Public Works Manager</li> <li>Certified Operator</li> </ul>                                       |                                |   |
| Is it an accident? <b>Go to accident check list</b>  | Immediately    | <ul style="list-style-type: none"> <li>Public Works Manager</li> <li>Certified Operator</li> </ul>                                       |                                |   |
| Is it environmental? <b>Go to accident check list</b>  | Immediate      | <ul style="list-style-type: none"> <li>Public Works Manager</li> <li>Certified Operator</li> </ul>                                       |                                |   |
| Review cause of fire and prepare appropriate mitigative measures                                     | Within 1 month | <ul style="list-style-type: none"> <li>Public Works Manager</li> <li>Chief Administrative Officer</li> </ul>                             |                                |   |



## Haines Junction SWMF Emergency Response Plan

### **Medical Emergency: Page 6 of Plan**

| Action   | Time Frame   | Who?   | Done? Checkmark when completed | Initial of person who performed this task |
|--|--|--|--------------------------------|---|
| Assess site conditions for personal safety and safety of others, and take appropriate actions to secure unsafe areas | Immediately  | <ul style="list-style-type: none"> <li>Public Works Manager</li> <li>First Aiders</li> </ul>                 |                                |   |
| Attend to the injured person and apply First Aid   | Immediately when safe to do so   | <ul style="list-style-type: none"> <li>First Aider</li> </ul>  |                                |   |
| <b>Contact 911 if Warranted</b>  | Immediately  | <ul style="list-style-type: none"> <li>First Aider</li> <li>Site employees</li> </ul>                        |                                |   |
| Stay with the injured person until medical assistance arrives  | Duration of medical emergency  | <ul style="list-style-type: none"> <li>First Aider</li> </ul>  |                                |   |
| Conduct an investigation to determine the cause of the injury and prepare appropriate mitigative measures            | Investigate immediately following the incident. Complete mitigative measures within 1 month of the incident. | <ul style="list-style-type: none"> <li>Public Works Manager</li> <li>Chief Administrative Officer</li> </ul> |                                |   |

### **Accidents: Page 8 of Emergency Plan**

| Action   | Time Frame                     | Who?  | Done? Checkmark when completed | Initial of person who performed this task |
|--|--------------------------------|---|--------------------------------|---|
| Report the accident to the <b>(place designated officer here)</b>  | Immediately                    | <ul style="list-style-type: none"> <li>All employees</li> </ul>   |                                |   |
| If damage is minor, have the vehicle driver report the accident to the RCMP. Take pictures prior to vehicle leaving. | Immediately                    | <ul style="list-style-type: none"> <li>Public Works Manager</li> <li>Landfill Staff</li> </ul>  |                                |   |
| If the damage is significant, call the RCMP, take pictures.  | Immediately                    | <ul style="list-style-type: none"> <li>Public Works Manager</li> <li>Landfill Staff</li> </ul>  |                                |   |
| If an injury is involved, call 911, and implement medical response actions   | Immediately                    | <ul style="list-style-type: none"> <li>Public Works Manager</li> <li>Landfill Staff</li> </ul>  |                                |   |
| Secure the area for a follow-up investigation  | Immediately                    | <ul style="list-style-type: none"> <li>Public Works Manager</li> <li>Landfill Staff</li> </ul>  |                                |   |
| Conduct an investigation to the cause of the accident and prepare appropriate mitigative measures                    | Within 1 month of the accident | <ul style="list-style-type: none"> <li>Public Works Manager</li> <li>Chief Administrative Officer RCMP</li> <li>Occupational Health and Safety</li> </ul> |                                |   |



## Haines Junction SWMF Emergency Response Plan

### *Fires: Page 9 of Emergency Plan*

| Action   | Time Frame                                | Who?   | Done? Checkmark when completed | Initial of person who performed this task |
|--|---|--|--------------------------------|---|
| Evacuate and secure the area   | Immediately                               | <ul style="list-style-type: none"> <li>Public Works Manager</li> <li>Certified Operator</li> <li>Designated Alternate</li> </ul> |                                |   |
| If contained, inform Fire Department and Yukon Wildfire Management                 | Immediately                               | <ul style="list-style-type: none"> <li>Public Works Manager</li> <li>Certified Operator</li> <li>Commission Manager</li> </ul>   |                                |   |
| <b>If uncontained call 911</b>   | Immediately                               | <ul style="list-style-type: none"> <li>Public Works Manager</li> <li>Certified Operator</li> <li>Gate/Scale Attendant</li> </ul> |                                |   |
| Determine nature of the burning material and potential for emission of toxic fumes | Immediately                               | <ul style="list-style-type: none"> <li>Public Works Manager</li> <li>Certified Operator</li> </ul>                               |                                |   |
| Isolate burning material   | Immediately when safe to do so            | <ul style="list-style-type: none"> <li>Public Works Manager</li> <li>Certified Operator</li> </ul>                               |                                |   |
| Determine nature and extent of the fire  | Immediately                               | <ul style="list-style-type: none"> <li>Public Works Manager</li> <li>Certified Operator</li> </ul>                               |                                |   |
| Extinguish the fire as appropriate to the nature of the material                   | As soon as it is determined safe to do so | <ul style="list-style-type: none"> <li>Public Works Manager</li> <li>Certified Operator</li> </ul>                               |                                |   |
| Confirm the fire is extinguished   | Immediate                                 | <ul style="list-style-type: none"> <li>Public Works Manager</li> <li>Certified Operator</li> </ul>                               |                                |   |
| Review cause of fire and prepare appropriate mitigative measures                   | Within 1 month                            | <ul style="list-style-type: none"> <li>Public Works Manager</li> <li>Chief Administrative Officer</li> </ul>                     |                                |   |



## Haines Junction SWMF Emergency Response Plan

### *Environment Emergency: Page 15 of Emergency Plan*

| Action   | Time Frame                     | Who?   | Done?<br>Checkmark<br>when<br>completed | Initial of person who<br>performed this task |
|--|--------------------------------|--|---|--|
| Evacuate and secure the area, if warranted   | Immediately                    | <ul style="list-style-type: none"> <li>• Public Works Manager</li> <li>• Certified Operator</li> <li>• Designated Alternate</li> </ul> |   |  |
| Verify and Validate the Problem  | Immediately                    | <ul style="list-style-type: none"> <li>• Public Works Manager</li> <li>• Certified Operator</li> <li>• Commission Manager</li> </ul>   |   |  |
| Investigate the cause  | Immediately                    | <ul style="list-style-type: none"> <li>• Public Works Manager</li> <li>• Certified Operator</li> <li>• Scale Attendant</li> </ul>      |   |  |
| Assess Appropriate corrective actions  | Immediately                    | <ul style="list-style-type: none"> <li>• Public Works Manager</li> <li>• Certified Operator</li> </ul>                                 |   |  |
| Implement the Corrective action  | Immediately when safe to do so | <ul style="list-style-type: none"> <li>• Public Works Manager</li> <li>• Certified Operator</li> </ul>                                 |   |  |
| Notify Appropriate individuals. Yukon Environment. 1-867-667-7244                      | Immediately                    | <ul style="list-style-type: none"> <li>• Public Works Manager</li> <li>• Certified Operator</li> </ul>                                 |   |  |
| Is there a prohibited waste involved? Identify the waste, Page 15 of plan              | immediately                    | <ul style="list-style-type: none"> <li>• Public Works Manager</li> <li>• Certified Operator</li> </ul>                                 |   |  |
| Is it a Hot Load to the Landfill? Page 16 of plan                                      |                                | <ul style="list-style-type: none"> <li>•</li> </ul>  |   |  |
| Is leachate/Surface water contamination? Page 17-19 of plan                            | Immediate                      | <ul style="list-style-type: none"> <li>• Public Works Manager</li> <li>• Certified Operator</li> </ul>                                 |   |  |
| Other weather conditions or landfill conditions? Wind, litter, etc? Page 20-22 of plan | Immediate                      | <ul style="list-style-type: none"> <li>• Public Works Manager</li> <li>• Chief Administrative Officer</li> </ul>                       |   |  |