
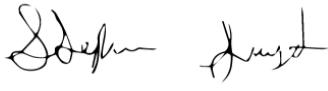
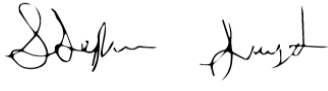




**Sludge Operations Odour  
Management  
Standard Operating Procedure  
QEHS P 032 (V2)**

The signatures below certify that this Quality Manual has been reviewed and accepted and demonstrates that the signatories are aware of all the requirements contained herein and are committed to ensuring their provision.

	Signature	Position	Date
Prepared by		EHS Manager	08/06/2022
Reviewed by		Director	22/06/2022
Approved by		Director	22/06/2022

### COMPANY PROPRIETARY INFORMATION

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Date	Version	Context	Initial
24-05-2021	1	Procedure implemented into Management System	KR
22-06-2022	2	Cover page changed and ISO logos added. Some changes to wording and format and renumbered	BG

**P 032 Sludge Operations Odour Management SOP**

Quality, Environment, Health & Safety

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## 1.0 Introduction/Purpose

This method statement has been prepared by Evergreen fields Ltd for the purposes of procedural guidance for the odour management of biosolids during its collection, transport, storage, treatment, and final onward movement.

This statement is not intended for use for any other practices other than those outlined above.

## 2.0 Scope/Application.

This procedure applies to all operations and activities dealing directly with Sludge, Sewage Sludge and/or Biosolids including sludge collections, sludge deliveries, sludge storage, sludge treatment, testing and land spreading of biosolids.

## 3.0 Reference Documentation

Reference	Document Title	version
P 016	Accident/Incident Reporting Procedure	2

## 4.0 Terms and Definitions

Term	Definition
Document	Information & supporting medium
Procedure	Specified way to carry out an activity or process
Quality manual	Document specifying the QEHS management system
Record	Document stating results or data relating to activities performed
Specification	Document stating requirements

## 5.0 Responsibility

The management representative will establish and review this procedure. Evergreen Fields Ltd. senior management will work with the management representative to implement it. All personnel working for/on behalf of Evergreen Fields Ltd. at the facility must familiarise themselves with odour prevention procedures and follow instructions issued by Evergreen Fields Ltd.

## 6.0 Process

### 6.1 Sludge Delivery, Storage & Treatment

All sludge collected by Evergreen fields Ltd is to be transported by suitable equipment only. Sludge is collected in skips, roll-on roll-off containers, bulk trailer, or sealed tanker, as required by the contract.

All these containers are to be watertight and are to be labelled with the appropriate EWC. All containers are to be fitted with integrated covers to reduce odour and aid safe transportation.

- Upon arrival at a sludge facility, the Evergreen fields operator (or nominated personnel) is to visually inspect the sludge container cover to ensure it is undamaged and is fit for purpose.
- The operator is to fully fit the cover to the container prior to departing the site.
- Upon arrival at the nominated recovery facility, the operator is required to unload the sludge in the designated tipping area prior to treatment.
- The personnel nominated to treat the sludge is to do so as soon as practically possible after the load has been tipped.
- Once the sludge has been treated, the nominated personnel is to move the treated sludge into the required area of the recovery facility building.
- All of Evergreen fields sludge facility buildings are fully covered.

### 6.2 Monitoring and Mitigating

All Evergreen Fields nominated personnel involved in the movement, treatment, and storage of biosolids are to monitor the operations and facilities for odour.

Evergreen Fields management monitor all sites/facilities/operations on a frequent basis.

If during Evergreen Fields operations, the following occurs:

- Excessive odour is detected.
- Sludge spillage occurs

Then the following actions should be completed:

- Report the incident to Evergreen Fields management as soon as practically possible.
- Follow the procedure QEHS P 016 Accident Incident Reporting.
- Implement corrective/preventative actions as directed by Evergreen Fields management.

### 6.3 Complaints

If an Odour Complaint is received, then the following actions should be completed:

- Report the complaint to Evergreen Fields Management as soon as practicable.
- Follow Communication and Consultation procedure.
- Implement corrective actions as directed by Evergreen Fields management.
- A record of complaints is to be kept on site and on the Evergreen Fields Management System Tracker excel file.

### 7.0 Review

This document is to be reviewed by management representative on an annual basis or as required by senior management.