



State of Oregon  
Department of  
Environmental  
Quality

Permit Number: #####  
Expiration Date: Month XX, 20XX  
Page 1 of 20

**SOLID WASTE DISPOSAL SITE PERMIT:  
Material Recovery Facility**

**Oregon Department of Environmental Quality  
2020 SW Fourth Avenue, Suite 400  
Portland OR 97201  
Telephone: (503) 229-5353**

**Issued in accordance with the provisions of ORS Chapter 459 and  
subject to the land use compatibility statement referenced below.**

**ISSUED TO:**

Permittee Name  
Mailing Address

Phone Number

**FACILITY NAME AND LOCATION:**

Facility Name  
Physical Location Address

Phone Number  
County

**PROPERTY OWNER:**

Owner Name  
Facility Name  
Mailing Address

Phone Number

**OPERATOR:**

Operator Name  
Facility Name  
Facility Mailing Address

Phone Number

**ISSUED IN RESPONSE TO:**

- An application for a Solid Waste Disposal Site Permit received on Month XX, 20XX; and
- A Land Use Compatibility Statement from LAND USE PLANNING AUTHORITY dated Month XX, 20XX.

The determination to issue this permit is based on findings and technical information included in the permit record.

**ISSUED BY THE OREGON DEPARTMENT OF ENVIRONMENTAL QUALITY**

\_\_\_\_\_  
Manager Name  
Solid Waste Manager, Region

\_\_\_\_\_  
Date

**Permitted Activities**

Until such time as this permit expires or is modified or revoked, the permittee is authorized to operate and maintain a Solid Waste Material Recovery Facility in conformance with the requirements, limitations, and conditions set forth in this document including all attachments.

## TABLE OF CONTENTS

**Introduction** This document is a solid waste permit issued by the Oregon Department of Environmental Quality in accordance with Oregon Revised Statutes (ORS) 459 and Oregon Administrative Rules (OAR), Chapter 340. This document does not allow the permittee to collect materials that are hazardous wastes as defined in OARs 340 Divisions 100 or 40 CFR § 260.10.

**In this document** This document contains the following sections:

Section	Topic	See Page
----	<b>Permit Administration</b>	<b>3</b>
1.0	Issuance	3
2.0	Disclaimers	3
3.0	Authority	4
4.0	Permit Modification	5
----	<b>Allowable Activities</b>	<b>6</b>
5.0	Authorizations	6
6.0	Prohibitions	7
----	<b>Site Design and Operations</b>	<b>9</b>
7.0	Operations Plan	9
8.0	Recordkeeping and Reporting	11
9.0	Site Design and Construction	12
10.0	Pollution Control	13
11.0	Operating Conditions	14
12.0	Recycling Requirements	16
13.0	Financial Assurance	16
14.0	Closure Plan	17

## PERMIT ADMINISTRATION

### 1.0 ISSUANCE

1.1	<b>In this section</b>	This section describes the parameters surrounding permit issuance including: <ul style="list-style-type: none"> <li>• Permittee;</li> <li>• Permit number;</li> <li>• Permit term;</li> <li>• Facility type;</li> <li>• Facility owner/operator;</li> <li>• Basis for issuance; and</li> <li>• Definitions.</li> </ul>	
1.2	<b>Permittee</b>	This permit is issued to FACILITY NAME.	
1.3	<b>Permit number</b>	This permit will be referred to as Solid Waste Permit Number #####.	
1.4	<b>Permit term</b>	The issue date of this permit is the date this document is signed. The expiration date of this permit is MONTH XX, 20XX.	
1.5	<b>Facility type</b>	The facility is permitted as a material recovery facility.	
1.6	<b>Facility owner/operator</b>	The owner of this facility is: Owner Name Facility Name Mailing Address Phone Number	The operator of this facility is: Operator Name Facility Name Facility Mailing Address Phone Number
1.7	<b>Basis for issuance</b>	This permit is issued based upon the following documents submitted by the permittee: <ul style="list-style-type: none"> <li>• Solid waste permit application received MONTH XX, 20XX;</li> <li>• Land Use Compatibility Statement from PLANNING AUTHORITY dated MONTH XX, 20XX, and</li> <li>• Facility Operations Plan dated MONTH XX, 20XX.</li> </ul>	

---

<b>1.8</b>	<b>Definitions</b>	<p>Unless otherwise specified, all terms are as defined in OAR 340-93-030.</p> <p><u>Definitions:</u></p> <p>Covered Electronic Devices is defined under ORS 459A.305(3)</p> <p>Solid Waste is defined under OAR 340-093-0030(082) and 40 CFR § 260.10 and in OAR 340-0010.</p> <p>Speculative Accumulation is defined in the hazardous waste rules in 40 CFR § 260.1(c)(8).</p> <p>Waste Electronic Devices: Electronic devices that are used in the work-place and at home that may contain toxic or hazardous substances such as lead or mercury and that have been discarded or are intended to be discarded by the owner. These devices include such items as televisions, computer monitors, computers, printers, facsimile machines, copying equipment, calculators, VCRs, cell phones, telephones, radios, DVD players, portable DVD players with video screens, and any other or new (future) types of equipment that are designed primarily to store or convey information electronically, and any new accessories to such equipment.</p>
------------	--------------------	---

---

## **2.0 DISCLAIMERS**

---

<b>2.1</b>	<b>In this section</b>	<p>This section describes disclaimer information for the DEQ including:</p> <ul style="list-style-type: none"><li>• Property rights and</li><li>• DEQ liability.</li></ul>
<b>2.2</b>	<b>Property rights</b>	<p>The issuance of this permit does not convey any property rights in either real or personal property, or any exclusive privileges, nor does it authorize any injury to private property or any invasion of personal rights.</p>
<b>2.3</b>	<b>DEQ liability</b>	<p>The DEQ, its officers, agents, or employees do not sustain any liability on account of the issuance of this permit or on account of the construction, maintenance, or operation of facilities pursuant to this permit.</p>

---

## **3.0 AUTHORITY**

---

<b>3.1</b>	<b>In this section</b>	<p>This section describes the authority of the Oregon Department of Environmental Quality to issue this permit including:</p> <ul style="list-style-type: none"><li>• Documents superseded;</li><li>• Binding nature;</li><li>• DEQ access to disposal site;</li><li>• Other compliance; and</li><li>• Penalties.</li></ul>
<b>3.2</b>	<b>Documents superseded</b>	<p>This document is the primary solid waste permit for the facility, being the first solid waste permit issued for FACILITY NAME by the DEQ.</p>

---

<b>3.3</b>	<b>Binding nature</b>	Conditions of this permit are binding upon the permittee. The permittee is liable for all acts and omissions of the permittee's contractors and agents.
<b>3.4</b>	<b>DEQ access to disposal site</b>	The permittee shall allow representatives of the DEQ access to the disposal facility at all reasonable times for the purpose of making inspections, surveys, collecting samples, obtaining data and carrying out other necessary functions related to this permit.
<b>3.5</b>	<b>Other compliance</b>	<p>Issuance of this permit does not relieve the permittee from the responsibility to comply with all other applicable federal, state, or local laws or regulations. This includes the following solid waste and hazardous waste requirements, as well as all updates or additions to these requirements:</p> <ul style="list-style-type: none"><li>• Solid waste permit application;</li><li>• ORS Chapters 459, 459A, 465, and 466;</li><li>• OAR Chapter 340 Divisions 93 through 97;</li><li>• ORS Chapter 466;</li><li>• OAR-340 Divisions 100 to 106, 108 to 111, 113, 124, and 142;</li><li>• DEQ Cathode Ray Tube (CRT) Interim Policy 2002-PO-001, until DEQ adopts a final CRT policy;</li><li>• Any documents submitted by the permittee and approved by the DEQ.</li></ul>
<b>3.6</b>	<b>Penalties</b>	Violation of permit conditions will subject the permittee to civil penalties of up to \$10,000 for each day of each violation ORS 459.995(1)(a);OAR 340-093-0050(7), and OAR 340 Division12.

---

## **4.0 PERMIT MODIFICATION**

---

<b>4.1</b>	<b>In this section</b>	<p>This section describes information about when and how the permit may be modified including:</p> <ul style="list-style-type: none"><li>• Permit review;</li><li>• Modification;</li><li>• Modification and revocation by DEQ;</li><li>• Modification by permittee;</li><li>• Public participation; and</li><li>• Changes in ownership.</li></ul>
------------	------------------------	--

---

<b>4.2</b>	<b>Permit review</b>	<p>During the life of the permit, the DEQ may review the permit and determine whether or not the permit should be amended.</p> <p>While not an exclusive list, the following factors will be used in making that determination:</p> <ul style="list-style-type: none"><li>• Compliance history of the facility;</li><li>• Changes in volume, waste composition, or operations at the facility;</li><li>• Changes in state or federal rules which should be incorporated into the permit;</li><li>• A significant release to the environment from the facility; and</li><li>• Significant changes to a DEQ-approved site development plan and/or conceptual design.</li></ul>
<b>4.3</b>	<b>Modification</b>	<p>At any time in the life of the permit, the DEQ at its discretion may modify the permit, or the permittee may propose changes to the permit.</p>
<b>4.4</b>	<b>Modification and revocation by DEQ</b>	<p>The Director may, at any time before the expiration date, modify, suspend, or revoke this permit in whole or in part, in accordance with ORS 459.255, for reasons including but not limited to the following:</p> <ul style="list-style-type: none"><li>• Violation of any terms or conditions of this permit or any applicable statute, rule, standard, or order of the Environmental Quality Commission;</li><li>• Obtaining this permit by misrepresentation or failure to disclose fully all relevant facts; or</li><li>• A significant change in the quantity or character of solid waste received or in the operation of the disposal site.</li></ul>
<b>4.5</b>	<b>Modification by permittee</b>	<p>The permittee must apply for a modification to this permit if there is a significant change in facility operations or a deviation from activities described in this document.</p>
<b>4.6</b>	<b>Public participation</b>	<p>Significant changes in the permit will be made public by the issuance of a public notice as required by DEQ rules. <u>Reference:</u> OAR 340-093-0100</p>
<b>4.7</b>	<b>Changes in ownership</b>	<p>The permittee must report to the DEQ any changes in either ownership of the disposal site property or of the name of the business or name or address change of the permittee or operator within ten (10) days of the change.</p>

## ALLOWABLE ACTIVITIES

### 5.0 AUTHORIZATIONS

<b>5.1</b>	<b>In this section</b>	<p>This section describes the activities the permittee is authorized to conduct including:</p> <ul style="list-style-type: none"><li>• Wastes authorized for receipt;</li><li>• Authorization of other waste;</li><li>• Authorization of activities; and</li><li>• Duration of authorization.</li></ul>
------------	------------------------	---

5.2	<b>Wastes authorized for receipt</b>	<p>This permit authorizes the facility to accept waste electronic devices, including covered electronic devices for recycling. All material recovery and material storage operations must follow procedures described in the DEQ approved facility operations plan.</p> <p>The following are authorized for receipt:</p> <p>LIST SPECIFIC DEVICE TYPES AUTHORIZED</p> <ul style="list-style-type: none"> <li>• Computer monitors and televisions</li> <li>• Desktop and portable computers</li> <li>• Printers, facsimile machines, keyboards and other computer peripherals</li> </ul>
5.3	<b>Authorization of other wastes</b>	<p>Wastes not included in the above authorization may be authorized for acceptance only if the DEQ approves acceptance in writing.</p>
5.4	<b>Authorization of activities</b>	<p>All facility activities are to be conducted in accordance with the provisions of this permit. Once approved by the DEQ, any permit-required plans become part of the permit by reference. The DEQ may provide notice and opportunity for review of permit-required plans.</p> <p>The following activities are authorized if conducted on impervious surfaces, under cover, and in an area where a spill or release of hazardous substances could be adequately contained.</p> <ul style="list-style-type: none"> <li>• Cutting cords off of devices for collection and transport to a recycler</li> <li>• Dismantling computers into component parts using hand tools; parts must be stored according to Section 11.3 of this permit.</li> <li>• Removing batteries, toner and ink cartridges, mercury switches, and capacitors from devices</li> </ul> <p>All shredding, grinding or breaking of CRT glass or circuit boards must be conducted inside a building. The following activities are authorized if conducted inside a building:</p> <ul style="list-style-type: none"> <li>• Breaking or grinding leaded glass to create cullet for remanufacturing</li> <li>• Shredding circuit boards for metal and plastic recovery</li> </ul> <p>Residual wastes must be characterized before disposal. These wastes may count towards the facility hazardous waste generator status. See OAR 340-101-0033.</p> <p>All shredding and grinding machines must be assessed by DEQ's Air Quality Division to determine if the Solid Waste permittee will also need an Air Contaminant Discharge permit.</p>
5.5	<b>Duration of authorization</b>	<p>The authorization to accept solid waste will terminate at the time of site closure. After that time no solid waste may be accepted without written authorization by the DEQ.</p>

## 6.0 PROHIBITIONS

6.1	<b>In this section</b>	<p>This section describes specific prohibitions pertaining to the following:</p> <ul style="list-style-type: none"><li>• Prohibited disposal</li><li>• Prohibited activities</li></ul>
6.2	<b>Prohibited disposal</b>	<p>The permittee must not accept the following for disposal at a landfill, incinerator or other disposal site:</p> <ol style="list-style-type: none"><li>1. Hazardous waste. <u>Reference:</u> Hazardous wastes are defined in ORS 466.005 and OAR 340 Division 101 and 40 and CFR 261.10.</li></ol> <p>Note: Many electronic devices contain hazardous materials. If these materials are recovered for recycling, they do not meet the RCRA definition of hazardous waste. However, if the hazardous materials are released or disposed, they do become hazardous waste and must be treated according to hazardous waste rules and statues including, recordkeeping and reporting requirements.</p> <ol style="list-style-type: none"><li>2. After January 1, 2010, the permittee must not knowingly accept the following covered electronic devices for disposal:<ul style="list-style-type: none"><li>• Computer monitors having a viewable area greater than four (4) inches diagonally;</li><li>• Televisions having a viewable area greater than four (4) inches diagonally;</li><li>• Desktop computers; or</li><li>• Portable computers.</li></ul></li></ol> <p><u>Reference:</u> ORS 459.247 and 459A. 300-365.</p>
6.3	<b>Prohibited activities</b>	<p>The permittee must not crush, grind, break, or otherwise alter waste electronic devices such that the material becomes unusable or not recyclable in order to transfer the material to a landfill for disposal.</p> <p>Note: Waste electronic device recycling can produce residual wastes which are not recyclable or reusable. Residual wastes may be disposed of at a landfill or other permitted disposal facility.</p>



## SITE DESIGN AND OPERATIONS

### 7.0 OPERATIONS PLAN

7.1	<b>In this section</b>	<p>This section describes the requirements associated with preparing and implementing a facility Operations Plan including:</p> <ul style="list-style-type: none"><li>• Operations Plan;</li><li>• Plan content;</li><li>• Special Waste Management Plans;</li><li>• Plan maintenance; and</li><li>• Submittal address</li></ul>
7.2	<b>Operations Plan</b>	<p>The permittee must operate the facility in accordance with an Operations Plan, including any amendments, approved by the DEQ.</p>
7.3	<b>Plan content</b>	<p>The Operations Plan must describe the methods of operation of the facility in accordance with all regulatory and permit requirements. Among other criteria, the Operations Plan must describe generally how the facility will be operated to protect human health and the environment.</p> <p>The Operations Plan must describe procedures for dealing with cleanup of an oil or hazardous materials spill. The plan must also include the procedure for reporting the spill to the Oregon Emergency Response System (OERS) at 1-800-452-0311.</p>
7.4	<b>Special Waste Management Plans</b>	<p>Individual Special Waste Management Plans (SWMP) are required as part of the Operations Plan, for certain waste materials that because of their nature can be potentially hazardous to human health or the environment and require careful handling at solid waste facilities. The SWMP must address, among other things, procedures for receipt (including inadvertent receipt of unauthorized special wastes), handling, storage, spill clean up and transport for reuse, recovery or disposal of the material at an appropriately permitted facility.</p>

Special wastes requiring individual SWMPs include but are not limited to:

- Items containing polychlorinated biphenyls (PCBs),
- Items containing mercury,
- CRTs and CRT glass,
- Batteries,
- Whole and shredded circuit boards, except for whole and shredded circuit boards that do not contain lead solder, and have undergone safe and effective mechanical processing, or manual dismantling, to remove mercury and batteries.

Reference: Guidance on Special Waste Management Plans can be found in OAR 340-093-0190(1) and OAR 340-094-0040(11)(b)(J) and in Section 9.5 of the DEQ's *Solid Waste Landfill Guidance Document*, dated September 1, 1996.

---

**7.5 Plan maintenance**

The DEQ received the Operations Plan on MONTH XX, 20XX and reviewed and approves the Operations Plan with this permit issuance. The permittee must revise the Operations Plan as necessary to keep it current and reflective of current facility conditions and procedures.

The permittee must submit revisions of the Operations Plan to the DEQ for approval within 60 days of permit issuance and any time the Operations Plan is updated within the life of this permit.

---

**7.6 Submittal address**

All submittals to the DEQ under this section must be sent to:

Oregon Department of Environmental Quality  
Manager, Solid Waste Program  
REGION ADDRESS

Telephone: (###)###-#### [Regional SW Coordinator or designee]

## 8.0 RECORDKEEPING AND REPORTING

8.1	<b>In this section</b>	<p>This section describes recordkeeping and reporting requirements for the facility including:</p> <ul style="list-style-type: none"><li>• Non-compliance reporting;</li><li>• Permit display;</li><li>• Access to records;</li><li>• Data collection;</li><li>• Submittal;</li><li>• Fees;</li><li>• Complaint log;</li><li>• Recycling information;</li><li>• Records; and</li><li>• Submittal address.</li></ul>
8.2	<b>Non-compliance reporting</b>	<p>In the event that any condition of this permit or of the DEQ's rules is violated, the permittee must immediately take action to correct the unauthorized condition and immediately notify the DEQ at:</p> <p style="text-align: center;">(###) ###-#### [Regional Contact]</p> <p><u>Response:</u> In response to such a notification, the DEQ may conduct an investigation to evaluate the nature and extent of the problem, and to evaluate plans for additional corrective actions, as necessary.</p>
8.3	<b>Permit display</b>	<p>The permittee must display this permit or a photocopy thereof, where it can be readily referred to by operating personnel.</p>
8.4	<b>Access to records</b>	<p>Upon request, the permittee must make all records and reports related to the permitted facility available to the DEQ.</p>
8.5	<b>Data collection</b>	<p>The permittee must collect information on:</p> <ul style="list-style-type: none"><li>• Number of compactor, drop box, and private vehicles that used the facility;</li><li>• Volume (i.e., pounds, tons, cubic yards) of solid waste transferred;</li><li>• Tons of incoming materials received monthly;</li><li>• Types and amounts of salvage or recyclables removed monthly; and</li><li>• Tons of residual waste sent for disposal each month.</li></ul>
8.6	<b>Submittal</b>	<p>The permittee must submit the information collected above, on an approved form, and the solid waste fee to the DEQ in accordance with the annual invoice sent by the DEQ.</p>

---

<b>8.7</b>	<b>Fees</b>	The permittee must pay the solid waste compliance fee each year this permit is in effect. An invoice indicating the amount of the fee set in accordance with DEQ regulations will be mailed by the DEQ to the Permittee prior to the date due.
<b>8.8</b>	<b>Complaint log</b>	<p>The permittee must maintain a log recording all written complaints, complaints received via telephone or in person by the facility operator or staff that specifically refer to a complaint of dust, odor, noise or other nuisance conditions caused by this facility. The log must also record the permittee's actions to investigate, make a determination as to the validity of the complaint, and resolve the nuisance problem, if possible, within two working days, but no longer than 10 working days of receiving the complaint</p> <p><u>Reference:</u> OAR 340-096-0040(4)(e)</p>
<b>8.9</b>	<b>Recycling information</b>	The permittee must collect and submit to the wasteshed representative information about the amount of each material recovered for recycling or other beneficial purpose each quarter by January 25 <sup>th</sup> of each year.
<b>8.10</b>	<b>Records</b>	The permittee must keep copies of all records and reports for five years from the date created.
<b>8.11</b>	<b>Submittal address</b>	<p>All submittals to the DEQ under this section must be sent to:</p> <p>Oregon Department of Environmental Quality Solid Waste Program 811 SW Sixth Ave. Portland, OR 97204 (503)229-5913</p>

---

## **9.0 SITE DESIGN AND CONSTRUCTION**

---

<b>9.1</b>	<b>In this section</b>	<p>This section describes specific conditions for site design and construction including:</p> <ul style="list-style-type: none"><li>• Design;</li><li>• Construction report;</li><li>• "As constructed" documents;</li><li>• Completion of construction; and</li><li>• Submittal address</li></ul>
<b>9.2</b>	<b>Design</b>	The facility, including any additions, must be designed and constructed in accordance with the plans approved by the DEQ, and any amendments approved in writing by the DEQ

---

---

9.3	<b>Construction report</b>	Upon completion of construction, a report prepared by the project engineer must be submitted to the DEQ verifying and certifying that the construction is in accordance with the approved plans. The engineer must report construction observations and identify any construction flaws or deviations from the approved plans.
9.4	<b>“As constructed” documents</b>	“As constructed” facility plans that note any changes from the original approved plans must be completed and submitted to the DEQ within 90 days of completion of construction.
9.5	<b>Completion of construction</b>	When construction is nearly complete, the permittee must notify the DEQ so that an inspection can be made before the facility is placed into operation.
9.6	<b>Submittal address</b>	All submittals to the DEQ under this section must be sent to: Oregon Department of Environmental Quality Manager, Solid Waste Program REGION ADDRESS Telephone: (###)###-####

---

## 10.0 POLLUTION CONTROL

---

10.1	<b>In this section</b>	This section describes activities the facility must perform in order to control pollution including: <ul style="list-style-type: none"><li>• Containers;</li><li>• Vehicles;</li><li>• Litter control;</li><li>• Air quality and noise;</li><li>• Drainage;</li><li>• Leachate prevention;</li><li>• Stormwater management; and</li><li>• Construction of a roofed structure.</li></ul>
10.2	<b>Containers</b>	The permittee must clean all storage and transfer containers as needed to maintain a sanitary and safe operating environment, and to prevent malodors, unsightliness, attraction of insects, and material exposure to stormwater and atmospheric conditions.

---

---

<b>10.3</b>	<b>Vehicles</b>	All solid waste transfer vehicles and devices using public roads must be constructed, maintained, and operated so as to prevent leaking, shifting, or spilling of solid waste while in transit.
<b>10.4</b>	<b>Litter control</b>	Litter that results from facility operations must be controlled such that the entire disposal site and adjacent lands are maintained virtually free of litter at all times. Any debris from the facility must be retrieved and properly disposed of as soon as possible that operational day.
<b>10.5</b>	<b>Air quality and noise</b>	<p>Dust, malodors, and noise must be controlled in accordance with the DEQ's rules on air pollution and noise control.</p> <p>According to OAR 340-208-0450, no person may cause or permit the emission of particulate matter larger than 250 microns in size at sufficient duration or quantity as to create an observable deposition upon the real property of another person when notified by the DEQ that the deposition exists and must be controlled.</p>
<b>10.6</b>	<b>Drainage</b>	The permittee must divert surface water drainage from waste handling and storage areas and must maintain surface water diversion ditches or structures in a serviceable condition and free of obstructions and debris at all times. Any significant damage must be reported to the DEQ and repairs made as soon as possible.
<b>10.7</b>	<b>Stormwater management</b>	The permittee must manage and monitor stormwater in accordance with all federal and state requirements.

---

## **11.0 OPERATING CONDITIONS**

---

11.1	<b>In this section</b>	<p>This section describes specific conditions to which site operations must conform including:</p> <ul style="list-style-type: none"><li>• Waste removal;</li><li>• Material storage;</li><li>• Discovery of prohibited wastes;</li><li>• Spill Response;</li><li>• Unloading area;</li><li>• Access;</li><li>• Legal control of property;</li><li>• Fire Protection;</li><li>• Equipment;</li><li>• Roads;</li><li>• Signs;</li><li>• Vector control; and</li><li>• Load covers.</li></ul>
11.2	<b>Waste removal</b>	<p>The permittee must remove all waste from the facility at least as often as necessary to prevent nuisance conditions, safety hazards, impacts to waters of the state, and speculative accumulation. The hazardous waste rules require that at least 75% of all recyclable materials must be moved off-site each year. (See 40 CFR § 260.1 (c)(8).)</p>
11.3	<b>Material Storage</b>	<p>All recovered materials and residual wastes must be stored as described in the facility Operations Plan. All materials must be stored in closed containers under cover or in a building and on a pad sufficient to contain spills and prevent release of spilled materials to the soil, air or surface water.</p>
11.4	<b>Discovery of prohibited wastes</b>	<p>Any solid wastes discovered at the facility which appear to be prohibited waste must be isolated or removed as soon as practicable. The permittee must, within 48 hours, notify the DEQ of the discovery. Non-putrescible, non-hazardous prohibited waste must be transported to a disposal site authorized to accept such waste within 90 days, unless otherwise approved or restricted by the DEQ. Putrescible, non-hazardous prohibited wastes must be removed as soon as practicable; any storage of putrescible wastes must be approved by the DEQ.</p> <p>If the discovered wastes are hazardous or suspected to be hazardous, the permittee must, within 48 hours, notify the DEQ and initiate procedures to identify and remove the waste. Hazardous wastes must be removed within 90 days, unless otherwise approved or restricted by the DEQ. Temporary storage and transportation must be carried out in accordance with rules of the DEQ.</p>

---

11.5	<b>Spill response</b>	<p>Any spill of oil or hazardous material must be cleaned up immediately as described in the facility Operations Plan. In addition to notifying the appropriate DEQ office the permittee must immediately report the spill to the Oregon Emergency Response System (OERS), at 1-800-452-0311, if the spill is of a reportable quantity. Reportable quantities include:</p> <ul style="list-style-type: none"><li>• Any amount of oil spilled to waters of the state;</li><li>• Oil spills on land in excess of 42 gallons;</li><li>• 200 pounds (25 gallons) of pesticide residue;</li><li>• Hazardous materials that are equal to, or greater than, the quantity listed in 40 CFR Part 302 (List of Hazardous Substances and Reportable Quantities), and amendments adopted before July 1, 2002.</li></ul> <p>For a complete list of hazardous materials required to be reported, please refer to OAR 340-142-0050.</p>
11.6	<b>Unloading area</b>	<p>The area(s) for unloading of solid waste must be clearly defined by signs, fences, barriers, or other devices.</p>
11.7	<b>Access</b>	<p>Access to the facility must be controlled as necessary to prevent unauthorized entry.</p>
11.8	<b>Legal control of property</b>	<p>The permittee shall at all times maintain legal control of the disposal site property.</p>
11.9	<b>Fire protection</b>	<p>Arrangements must be made with the local fire control agency to immediately acquire their services when needed and adequate on-site fire control protection, as determined through the local fire control agency, must be provided. Fires must be immediately and thoroughly extinguished and promptly reported to the DEQ.</p>
11.10	<b>Equipment</b>	<p>Equipment of adequate size and design to properly operate the facility must be available at all times. In the event of an equipment breakdown, alternative equipment must be provided, unless an exemption from the DEQ is granted in writing.</p>
11.11	<b>Roads</b>	<p>Roads from the facility property line to the active operational area must be constructed and maintained to deter, to the maximum extent practical, traffic hazards, dust and mud, and to provide reasonable all-weather access for vehicles using the site. The permittee must use appropriate means to prevent mud and dust from leaving the facility boundaries.</p>



---

<b>11.12</b>	<b>Signs</b>	<p>The permittee must post signs at the facility which are clearly visible and legible, providing the following information:</p> <ul style="list-style-type: none"> <li>• Name of facility;</li> <li>• Emergency telephone number;</li> <li>• Days and hours of operation;</li> <li>• Authorized and prohibited wastes;</li> <li>• Solid waste permit number; and</li> <li>• Operator's address.</li> </ul>
<b>11.13</b>	<b>Vector control</b>	<p>The permittee must provide rodent and insect control measures as necessary to prevent vector production and sustenance.</p>
<b>11.14</b>	<b>Load covers</b>	<p>The permittee must notify all in-coming haulers that trucks must be covered or suitably cross-tied to prevent any load loss during shipment.</p>

---

## 12.0 RECYCLING REQUIREMENTS

---

12.1	In this section	<p>This section describes the requirements associated with the recycling operations of source separated materials conducted at the facility including:</p> <ul style="list-style-type: none"><li>• Materials;</li><li>• Receiving location;</li><li>• Material use;</li><li>• Recycling information;</li><li>• Sign; and</li><li>• Storage.</li></ul>										
12.2	Materials	<p>The permittee must provide a place for receiving the following recyclable materials (checked boxes only):</p> <table><tr><td><input type="checkbox"/> ferrous scrap metal</td><td><input type="checkbox"/> non-ferrous scrap metal (including aluminum)</td></tr><tr><td><input type="checkbox"/> motor oil</td><td><input type="checkbox"/> corrugated cardboard and kraft paper (brown paper bags)</td></tr><tr><td><input type="checkbox"/> newspaper</td><td><input type="checkbox"/> tin cans</td></tr><tr><td><input type="checkbox"/> container glass</td><td></td></tr><tr><td><input type="checkbox"/> hi-grade office paper</td><td></td></tr></table>	<input type="checkbox"/> ferrous scrap metal	<input type="checkbox"/> non-ferrous scrap metal (including aluminum)	<input type="checkbox"/> motor oil	<input type="checkbox"/> corrugated cardboard and kraft paper (brown paper bags)	<input type="checkbox"/> newspaper	<input type="checkbox"/> tin cans	<input type="checkbox"/> container glass		<input type="checkbox"/> hi-grade office paper	
<input type="checkbox"/> ferrous scrap metal	<input type="checkbox"/> non-ferrous scrap metal (including aluminum)											
<input type="checkbox"/> motor oil	<input type="checkbox"/> corrugated cardboard and kraft paper (brown paper bags)											
<input type="checkbox"/> newspaper	<input type="checkbox"/> tin cans											
<input type="checkbox"/> container glass												
<input type="checkbox"/> hi-grade office paper												
12.3	Receiving location	<p>The place for receiving recyclable material must be located at the facility or at another location more convenient to the population served by the facility. The recycling center must be available to every person whose solid waste enters the disposal site.</p>										
12.4	Material use	<p>All source separated recyclable materials must be reused, recycled or recovered for energy. The permittee shall not landfill or dispose of any source separated recyclable material. Source separated material may not be crushed, broken, ground up or otherwise altered so that the material cannot be reused or recycled.</p>										

---

<b>12.5</b>	<b>Recycling information</b>	<p>The permittee must provide, or have available to provide upon request, recycling information to disposal site users which includes the following:</p> <ul style="list-style-type: none"><li>• The location of the recycling center at the disposal site or another location;</li><li>• The hours of operation of the recycling center;</li><li>• Instructions for correct preparation of accepted source separated recyclable material;</li><li>• The material accepted for recycling; and</li><li>• Reasons why people should recycle.</li></ul>
<b>12.6</b>	<b>Sign</b>	<p>A sign must be prominently displayed which indicates:</p> <ul style="list-style-type: none"><li>• The availability of recycling at the disposal site or another location;</li><li>• The materials accepted at the recycling center; and</li><li>• The hours of operation of the recycling center (if different than disposal site hours).</li></ul> <p><u>Note:</u> The sign must indicate the recycling center location, if not at the disposal site.</p>
<b>12.7</b>	<b>Storage</b>	<p>All recovered materials and residual wastes must be stored as described in the facility Operations Plan. Stored materials must be removed at sufficient frequency to avoid creating nuisance conditions or safety hazards, or impacts to waters of the state.</p>
<hr/>		
<b>13.0</b>	<b>Financial Assurance</b>	
<b>13.1</b>	<b>In this section</b>	<p>This section describes requirements for financial assurance at the facility, including:</p> <ul style="list-style-type: none"><li>• financial assurance plan</li><li>• submittal</li><li>• use of financial assurance</li><li>• continuous nature, and</li><li>• submittal address</li></ul>
<b>13.2</b>	<b>Financial assurance plan</b>	<p>Prior to MONTH XX, 20XX, the permittee must prepare a financial assurance plan and provide financial assurance for the costs of site closure, post-closure care, and corrective action, if any. The plan must be submitted to DEQ and a copy must be retained at the facility.</p> <p><i>Reference:</i> The plan must be prepared in accordance with OAR 340-95-090. Acceptable mechanisms are described in OAR 340-94-095.</p>
<b>13.3</b>	<b>Submittal</b>	<p>The permittee must submit to the DEQ evidence of the financial assurance consisting of:</p> <ul style="list-style-type: none"><li>• a copy of the first financial assurance mechanism, and</li><li>• a written certification that the financial assurance meets all state requirements</li></ul>
<b>13.4</b>	<b>Use of financial assurance</b>	<p>The permittee must not use the financial assurance for any purpose other than to finance the approved closure, post-closure, and corrective action activities or to guarantee that those activities will be completed.</p>

---

<b>13.5</b>	<b>Continuous nature</b>	Continuous financial assurance must be maintained for the facility until the permittee or other person owning or controlling the site is no longer required to demonstrate financial responsibility for closure, post-closure care, or corrective action (if required).
<b>13.6</b>	<b>Submittal address</b>	All submittals to the DEQ under this section must be made to: Manager, Solid Waste Program Department of Environmental Quality REGION ADDRESS Telephone: (###)###-####
<b>14.0</b>	<b>Closure Plan</b>	
<b>14.1</b>	<b>In this section</b>	This section describes the conditions for closure for longer than six months including: <ul style="list-style-type: none"><li>• Conditions for closure;</li><li>• Closure plan;</li><li>• Closure plan contents;</li><li>• Closing the site;</li><li>• Notification;</li><li>• DEQ review; and</li><li>• Submittal address.</li></ul>
<b>14.2</b>	<b>Conditions for closure</b>	The permittee must cease to accept waste and must immediately close the site if: <ul style="list-style-type: none"><li>• the permittee declares the site closed;</li><li>• this permit expires or is revoked and the renewal is not applied for or is denied;</li><li>• the Environmental Quality Commission issues an order to cease operations; or</li><li>• the permit specifies that closure is to begin.</li></ul>
<b>14.3</b>	<b>Closure plan</b>	The permittee must submit a Closure Plan to the Department within 30 days of the declaration that closure is to occur.
<b>14.4</b>	<b>Closure plan contents</b>	The Closure Plan must include: <ul style="list-style-type: none"><li>• when and under what circumstances the site will close, including any phase-in of the closure;</li><li>• how all waste electronic devices, processed and unprocessed, will be removed from the site or otherwise properly disposed of upon closure;</li><li>• a schedule for closure, including the time period for completion; and</li><li>• a plan for site rehabilitation, if deemed necessary by the Department.</li></ul>

---

<b>14.5</b>	<b>Closing the site</b>	<p>The permittee must close the site in accordance with the approved Closure Plan, and must:</p> <ul style="list-style-type: none"><li>• close public access to the site for the purposes of collecting or processing waste electronic devices;</li><li>• post a notice indicating to the public that the site is closed and, if the site had accepted waste electronic devices from the public, indicating the nearest site where waste electronic devices can be deposited;</li><li>• notify the local government of the closing of the site;</li><li>• remove all waste electronic devices to a solid waste disposal site authorized to accept waste electronic devices, or other facility approved by the Department, and</li><li>• remove any solid waste to a permitted solid waste disposal site.</li></ul>
<b>14.7</b>	<b>Notification</b>	<p>The permittee must notify the Department when closure activities are completed.</p>
<b>14.8</b>	<b>Department review</b>	<p>The Department may inspect the storage site after closure is complete. If all procedures have been completed correctly, the Department will approve the closure in writing. Any financial assurance not needed for closure will be released to the permittee.</p>
<b>14.9</b>	<b>Submittal address</b>	<p>All submittals to the Department under this section must be sent to:</p> <p>Manager, Solid Waste Program Department of Environmental Quality REGION ADDRESS Telephone: (###)###-####</p>

---