

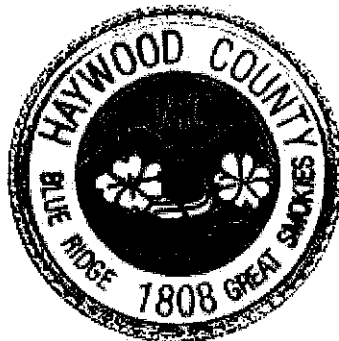


**SANTEK**  
ENVIRONMENTAL

650 25th Street, N.W., Suite 100  
Cleveland, Tennessee 37311  
(423)476-9160  
Toll Free: 1-800-467-9160  
Fax: (423)479-1952

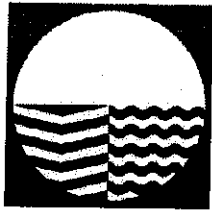
**PROPOSAL  
FOR  
SOLID WASTE MANAGEMENT  
DEVELOPMENT & OPERATIONS**

**Submitted to:**  
Haywood County Government  
215 North Main Street  
Waynesville, NC



**October 8, 2010**

*Landfill Solutions Under  
Local Government's Authority.*



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## **Proposal for Solid Waste Management Development and Operations**

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  - Host Fees and Royalties

October 8, 2010

Mr. David B. Cotton  
Haywood County Manager  
c/o Haywood County Finance Department  
215 North Main Street  
Waynesville, NC



650 25th Street, N.W., Suite 100  
Cleveland, Tennessee 37311  
(423)476-9160  
Toll Free: 1-800-467-9160  
Fax: (423)479-1952

Dear Mr. Cotton,

Santek Environmental, Inc. is pleased to submit for your review and consideration a proposal for the management and operation of the Haywood County Municipal Solid Waste Landfill. Attached with our proposal is a bid bond in an amount representing five percent of the cumulative total of payments made to Santek by the county.

I regret the proposal we've submitted to Haywood County does not mirror the main objectives stated in the cover letter of the Request for Proposals. Unfortunately, after completing our due diligence, we determined the only viable option we could present to the county at the current time was a daily management proposal. This decision was based on our assessment of the county's immediate financial assurance requirements and indebtedness, coupled with the need to modify the landfill's existing permit to expand the facility's service area. We welcome an opportunity to discuss with the county the reasoning behind our approach as well as share with you our vision for Haywood County's future.

With more than 23 years experience managing municipally owned landfills, Santek is well qualified to manage Haywood County's landfill. We appreciate the opportunity to have participated in county's procurement process and I extend my gratitude to your staff, particularly Stephen King, for their great attitudes and willingness to compile data requests. I'm hopeful we can meet with the county to our proposal with you in greater detail.

Sincerely,

Cheryl L. Dunson  
Executive Vice President of Marketing

*Landfill Solutions Under  
Local Government's Authority.*

BOARD OF COMMISSIONERS:

J.W. "KIRK" KIRKPATRICK, III, CHAIRMAN  
BILL L. UPTON, VICE CHAIRMAN  
CHARLES "SKEETER" CURTIS  
L. KEVIN ENSLEY  
MARK S. SWANGER



DAVID B. COTTON  
COUNTY MANAGER

LEON M. KILLAN, III  
COUNTY ATTORNEY

September 2, 2010

All Prospective Submitters for RFP for Solid Waste Management Development and Operations

Re: Discrepancy in Deadline, Page 8

To Whom It May Concern:

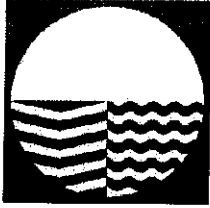
Enclosed you will find addendum # 1 (one) for the Request for Proposal: Solid Waste Management Development and Operations for the County of Haywood in North Carolina.

Please note the following pertinent facts: On pages 5 and 11, the RFP states proposals are due October 8<sup>th</sup>. On page 8, the RFP language indicates the due date is Sept. 30<sup>th</sup>. The correct deadline for the submittal of RFP is **October 8<sup>th</sup> by 2:00 p.m.**

As you review this addendum, you will find that these changes and others may affect your bid to us. Please incorporate this addendum with your proposal submittal due by **October 8<sup>th</sup> by 2:00 p.m.**

Sincerely,

David B. Cotton  
Haywood County Manager



# **Proposal Description and Details**

## **Proposal for Solid Waste Management Development and Operations**

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### **Landfill Management**

Santek proposes to assume daily management responsibilities of Haywood County's Existing Municipal Solid Waste Landfill. Santek will manage and maintain the landfill in a safe, secure and efficient manner, and will remain in compliance with all applicable laws as required by the North Carolina Department of Environment and Natural Resources (NCDENR).

Daily operational responsibilities include:

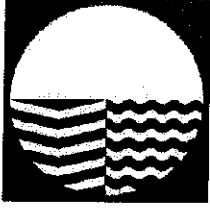
- Employment of Existing Landfill Personnel
- Leachate Transportation and Disposal\*
- Environmental Monitoring including Groundwater, Surface Water and Methane Gas
- Facility Access Controls
- Methods and Sequence of Operation
- Screening of Solid Waste Types, Quantity and Source
- Daily and Intermediate Cover
- Litter and Dust Control
- Fire Protection
- Maintenance of Personnel Facilities
- Erosion Control
- Random Waste Inspection Program
- Equipment Preventive Maintenance Program
- Routine Operations Reports with County Officials
- Construction of New Landfill Scale House and Scales
- Construction of Public Convenience Center at Landfill
- Permitting Work associated with the Expansion of the Landfill's Service Area
- Marketing of the Landfill to Outside Waste Streams

### **Future Landfill Development**

Once Santek has secured a permit modification to expand the landfill's service area and has secured 325 contracted tons per day, Santek will assume responsibility for the following items:

- Financing of Future Landfill Cells
- Construction of Future Landfill Cells
- Performing all Landfill Permitting & Design Work including the Guaranteed 30 Years of Disposal Capacity for Haywood County
- Accrual of Closure and Post-Closure Funds
- Billing and Collection of Disposal Fees
- Payment of All State Permit & Disposal Fees
- Return 5% of Adjusted Gross Revenues to Haywood County

\* Santek will pay for the transportation of leachate up to 3 million gallons per year. Then, the county and Santek will share 50-50 in leachate costs.



## **Proposal Description and Details**

### **Proposal for Solid Waste Management Development and Operations**

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#### **Existing Landfill Employees**

Santek's human resource officer will meet with existing landfill employees at least one week prior to Santek assuming management responsibilities of the landfill to collect their personal information. All employees hired by Santek will be eligible to participate in the company's health and dental insurance program, 401-K retirement program, and uniform and boots program. In addition, all employees will be eligible for paid vacations, paid personal time off, and paid holidays. All employees must be prepared to pass a random drug screening to be eligible for employment with Santek. Once employed by Santek, every employee will undergo Santek training and safety procedures.

#### **Landfill Equipment**

Santek proposes to lease select pieces of Haywood County's existing equipment fleet for a five-year period. The County can elect to sell any of the equipment not used by Santek.

#### **Establishment of On-site Office**

Santek certifies it will establish a permanently staffed office at the landfill for the duration of the contract. Office will be staffed during operational hours with an after-hours telephone number in case of emergencies.

#### **Haywood County's Responsibilities**

Haywood County will continue to be responsible for the following responsibilities:

- Financial assurance government test with NCDENR
- Accrual of closure and post-closure funds
- Landfill tipping fees
- Billing and collection of disposal fees
- Payment of all state fees

#### **Financial Proposal**

Santek is proposing a fixed monthly fee of \$127,000 to manage the daily operations of the landfill with annual CPI adjustments.

Santek will guarantee its performance with a performance bond and will post the necessary insurance coverage as required by Haywood County in its RFP.

Santek will lease certain pieces of Haywood County's landfill equipment for \$25,000 per year for five years. All future maintenance and upkeep will be Santek's responsibility

Once Santek secures a permit modification to expand the landfill's service area and has secured 325 contracted tons of waste per day, Santek will negotiate in good faith a price per-ton to manage all aspects of the landfills daily operations and future development.

Bid Bond

KNOW ALL MEN BY THESE PRESENTS that we Santek Environmental, Inc., 650 25th Street N.W., Suite 100, Cleveland, TN, 37311, Principal, and, Ohio Indemnity Company, 250 East Broad Street, 7th Floor, Columbus, OH 43215, the Surety, are hereby bound unto the County of Haywood, NC, 215 North Main Street, Waynesville, NC 28786, the Oblige, in the penal sum of Five Percent of the Greatest Amount Bid Dollars (\$5% GAB), for the payment of which we bind ourselves, our heirs, executors, administrators, successors, and assigns, jointly and severally, by these presents.

WHEREAS, the Principal is herewith submitting a bid or proposal for **Landfill operations management contract for the County owned Haywood County Municipal Solid Waste Landfill.**

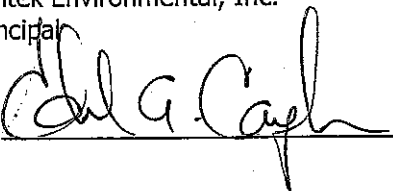
NOW, THEREFORE, the condition of this obligation is that if the Principal shall be awarded the contract and the Oblige shall so notify the Surety, and if within the period specified in the contract, or if no period be specified, within twenty (20) days after the Principal's receipt of notice of award, the Principal enters into a contract and gives bond for the faithful performance of the contract, then this obligation shall be null and void; otherwise, the Principal and the Surety will pay to the Oblige the difference between the Principal's bid and the next lowest bid; or in the event the Oblige does not award the contract and resubmit the project for bidding, the Principal and the Surety will pay the Oblige an amount equal to the costs of the resubmission including the printing of new contract documents, and advertising, printing, and mailing notices to prospective bidders; but in no event shall the liability hereunder exceed the penal sum hereof; nor shall the Surety be obligated to give a bond for performance.

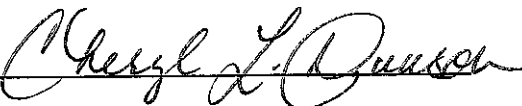
If the Oblige makes no award within ninety (90) days of the execution date hereof, then this bond shall be null and void unless extended by written consent of Surety.

No liability of the Surety shall arise hereunder unless and until the Oblige delivers written notice of a claim to the Surety within fifteen (15) days after the alleged breach giving rise to such claim; and no suit under this bond by or for the benefit of the Oblige may be instituted sooner than thirty (30) days or later than ninety (90) days after the Surety receives such notice.

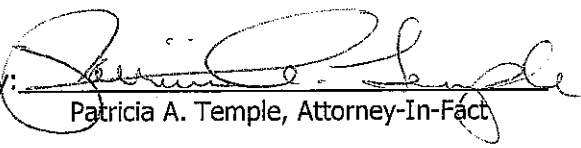
Signed, sealed and executed this 8th day of October 2010.

Santek Environmental, Inc.  
Principal

By: 

Witness: 

Ohio Indemnity Company  
Surety

By:   
Patricia A. Temple, Attorney-In-Fact

Witness:   
Sandra Cikraji

STATE OF NORTH CAROLINA DEPARTMENT OF INSURANCE

LICENSE

NUMBER: 2971

Initial Effective Date: November 27, 1989

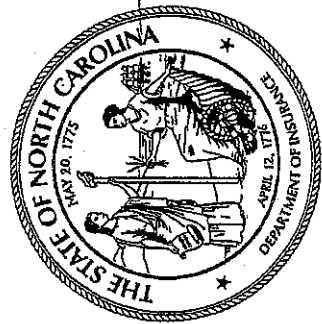
Ohio Indemnity Company

an Insurance Company Domiciled in Ohio

Ohio Indemnity Company has complied with the necessary requirements pursuant to Chapter 58 of the North Carolina General Statutes to transact, subject to all provisions of the laws of this State, the following kinds of insurance as defined in N.C.G.S. 58-7-15:

- 04 12a 13a 14a 16 19a 19b
- 19c 19d 19e 20a

This license shall continue in force and in effect, subject to timely payment of the annual license continuation fee in accordance with N.C.G.S 58-6-7 and subject to any other applicable provision of the insurance laws of this state.



*James E. Long*  
 Commissioner of Insurance





# OHIO INDEMNITY COMPANY

## OHIO INDEMNITY COMPANY

Certificate

2009

The following financial information was excerpted from the Statutory Annual Statement filed by Ohio Indemnity Company with the Ohio Department of Insurance on February 24, 2010:

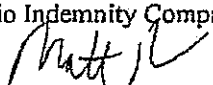
### STATEMENT OF INCOME

Direct Written Premium	68,032,252
Reinsurance Assumed	5,018,514
Reinsurance Ceded	<u>(31,608,265)</u>
Net Written Premium	41,442,501
Change in Unearned	<u>2,247,505</u>
Net Earned Premium	43,690,006
Losses and LAE Incurred	21,230,926
Other Underwriting Expenses	<u>17,517,452</u>
Underwriting Gain	4,941,628
Net Investment Gain	2,286,320
Other Income	<u>163,023</u>
Income Before Federal Income Tax	7,390,971
Federal Income Tax	<u>2,090,010</u>
<b>Net Income</b>	<b><u>\$ 5,300,961</u></b>

### BALANCE SHEET

<u>Assets</u>	
Cash and Invested Assets	\$ 93,018,697
Accrued Investment Income	1,085,096
Uncollected Premium and Agents' Balances	4,264,852
Reinsurance Recoverable	1,446,362
Net Deferred Tax Asset	1,950,735
Other Assets	<u>278,303</u>
<b>Total Assets</b>	<b><u>\$102,044,045</u></b>
<u>Liabilities and Surplus</u>	
Loss and LAE Reserves	\$10,520,543
Reinsurance Payable	4,450,000
Commissions Payable	2,050,439
Unearned Premium	21,467,998
Other Liabilities	<u>18,366,859</u>
<b>Total Liabilities</b>	<b>56,855,839</b>
Surplus	<u>45,188,206</u>
<b>Total Liabilities and Surplus</b>	<b><u>\$ 102,044,045</u></b>

I hereby certify that the above information is that contained in the Statutory Annual Statement filed by Ohio Indemnity Company with the Ohio Department of Insurance for the year ending December 31, 2009.

  
Matthew C. Nolan, CFO

250 East Broad Street  
Tenth Floor  
Columbus, OH 43215-3708  
(614) 228-2800 • (800) 628-8581  
www.ohioindemnity.com



## Corporate History

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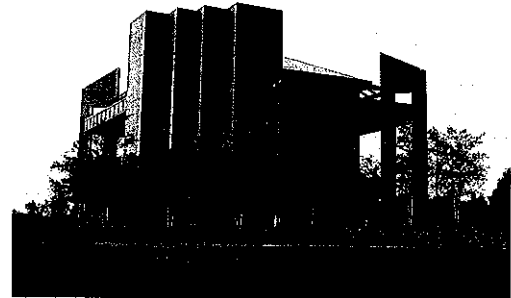
### **SANTEK ENVIRONMENTAL, INC.**

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**Telephone** (800) 467-9160

**Address** 650 25th Street NW  
Suite 100  
Cleveland, TN 37311  
[www.santekenviro.com](http://www.santekenviro.com)



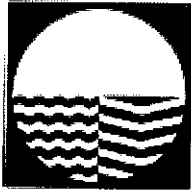
**Contact** Cheryl L. Dunson

**Corporate Officers** Kenneth D. Higgins, Chief Executive Officer  
Edward Caylor, President & Chief Operations Officer  
Robert D. Burnette, Executive Vice President of Engineering  
Matt Dillard, Executive Vice President of Operations  
Cheryl L. Dunson, Executive Vice President of Marketing

**Date of Incorporation** April 3, 1987

**Subsidiaries** Santek Environmental of Virginia, LLC  
Santek Environmental of Arkansas, LLC  
Santek Environmental of Kentucky, LLC  
Santek Environmental of Ohio, LLC  
Santek Environmental of Georgia, LLC  
Santek Environmental of Alabama, LLC  
Santek Environmental of Texas, LLC  
Santek Engineering, P.C.  
Waste Services of Tennessee, LLC  
Waste Services of Georgia, LLC  
Waste Services of Texas, LLC  
SanServices, LLC

**Corporate History** Santek Environmental, Inc. is a full-service manager of publicly-owned solid waste landfills, focusing on design, construction and management. Santek currently manages 14 disposal facilities in an eight-state region and employs approximately 250 personnel. Santek subsidiary, Waste Services, currently provides waste collection and disposal services throughout the Southeast United States.



## Corporate History

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### Experience

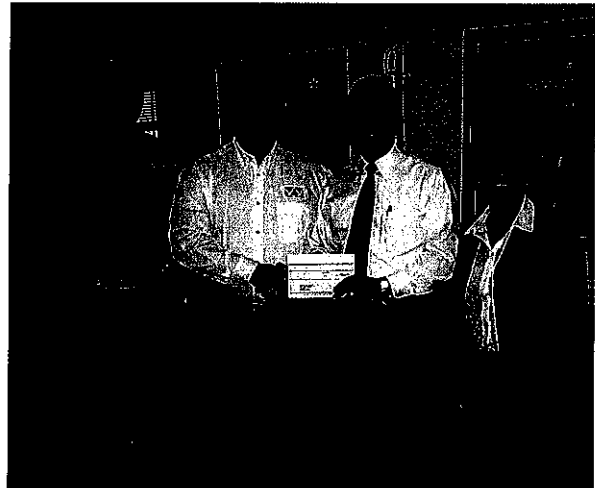
- Engineering, design and surveying
- Project financing
- Cell excavation and construction including installation of liners and leachate collection systems
- Daily operations
- Environmental monitoring and compliance
- Closure and post-closure responsibilities
- Waste reduction
- Market development
- Community affairs

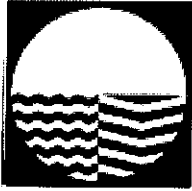
### Professional References

Scott Thomas  
Bass Berry & Sims  
(615) 742-6243  
Environmental Law

Scott McGinness  
Miller & Martin  
(423) 785-8284  
Corporate Law

Dee Anderson Jr.  
Willis of Tennessee  
(865) 588-8101  
Risk Management & Insurance Services





## Santek Engineering, P.C.

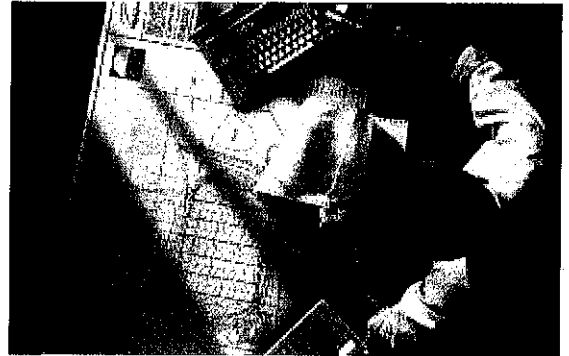
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Santek Engineering, P.C., is an affiliate of Santek Environmental, designed to be an internal helpmate to Santek's construction and operation teams. Under the direction of Rob Burnette, P.E., Santek Engineering's staff consists of professional engineers, geologists, environmental monitoring specialists, estimators and AutoCAD designers.

Santek Engineering provides a variety of services to enhance Santek Environmental's quality landfill management programs. Services include:

- Landfill Design and Permitting
- Hydrogeological Surveys
- Construction Management
- Construction Specifications
- Construction Quality Control
- Groundwater Monitoring, Analysis & Reporting
- Methane Gas Monitoring, Analysis & Reporting
- Stormwater Monitoring, Analysis & Reporting
- Leachate Monitoring & Collection
- Aerial and Topographical Surveying
- Stormwater Management Programs
- Operations Manuals
- Closure & Post-Closure Care Plans
- Construction Certification
- Financial Assurance Certification
- Density Studies
- Emergency Manuals



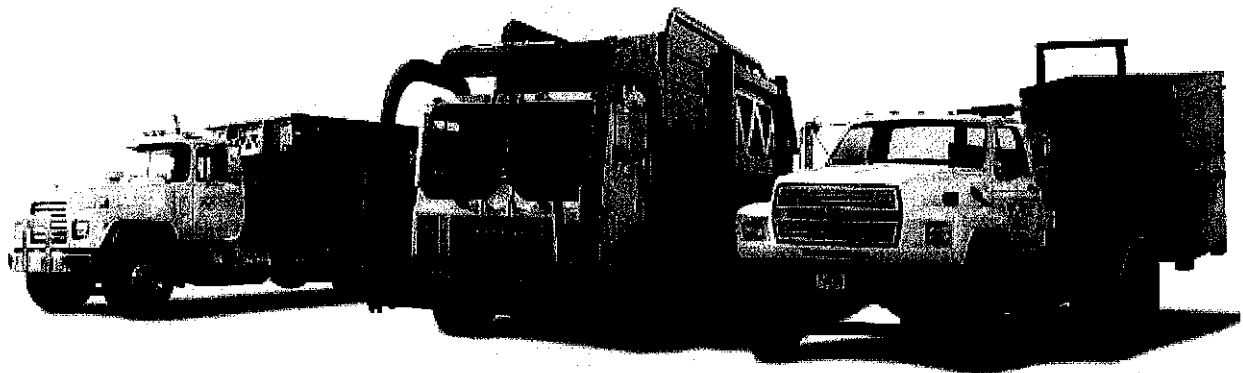


**Waste Services, LLC**

Santek's waste collection subsidiary, Waste Services, LLC is strategically providing local governments with secured waste volume and additional revenue. Created to compliment Santek's landfill partnerships with local governments, Waste Services provides residential, commercial and roll-off waste collection services in the geographic regions where Santek manages landfills. In January 2006, Waste Services acquired the largest independent waste hauler in North Georgia.

A full-time fleet of rear-end loaders, front-end loaders, and roll-off trucks service a multitude of residential, commercial and industrial customers within a 60-mile radius of Santek-managed landfills. Waste Services currently collects waste in Tennessee, Georgia, Alabama, and Texas.

Having the expertise of a landfill management team also provides Waste Services' customers with a comfort level that their waste is being disposed of in an environmentally secure facility.



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**SANTEK**  
ENVIRONMENTAL

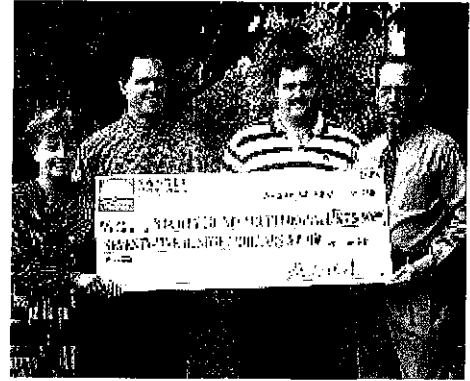
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## Community Involvement and Participation

A vital aspect of Santek's successful landfill management partnerships is, as a corporation, to become actively involved in the communities in which we work. Like landfills, every community is different. So, we tailor our participation to fit the needs of each individual community.

In Cleveland, Tennessee, the home of Santek's corporate headquarters, we have been responsible for a number of community improvement projects. In fact, Santek was honored in 2001 with the Tennessee Recreation and Parks Association's Four Star Award for its involvement in building a new baseball and softball complex for the Bradley County Parks and Recreation Department.



### **Other community projects include:**

- Funding for Bradley County Youth Football Program - Cleveland, Tenn.
- Funding for Tri-State Exhibition Center - Cleveland, Tenn.
- Design and construction of the Ocoee Regional Nature Center- Bradley County, Tenn.
- Adoption of Tennessee Christian Academy, a non-denominational K-12 school - Cleveland, Tenn.
- Five-time winner of Cleveland/Bradley Keep America Beautiful Public Education Award
- Construction of Walker Valley High School Softball Field - Cleveland, Tenn.
- Purchase of School Playground Equipment - Greenwood, Miss. & Cleveland, Tenn.
- Adoption of Spring Hill Elementary School - Chatsworth, Ga.
- Annual Sponsor of Strawberry Festival, Dayton, Tenn.
- Construction of Baseball Field - Loudon, Tenn.
- Construction of Entrance, Loudon County Park - Loudon, Tenn.
- Charter Sponsor, Loudon County Education Foundation, Loudon, Tenn.
- Construction of Baseball Field and Industrial Park Road - Spring City, Tenn.
- Charter Member, Keep Loudon Beautiful, Loudon, Tenn.
- Repeat Winner, Business Recycling Award, Cleveland/Bradley Keep America Beautiful
- Sponsor, Polk County Area Go Texas event - Livingston, Texas
- Sponsor, FFA Trinity-Neches Livestock Show - Livingston, Texas
- Free Waste Removal Services, Annual Spring Clean-ups, Roane County Keep America Beautiful, Kingston, Tenn.
- Funding of New Public Waste Disposal Convenience Center-Dayton, Tennessee



## Contractor Qualifications

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### Bradley County Landfill

Santek has managed the Bradley County Landfill, located in Cleveland, Tennessee, since July 1, 1987. The facility is owned by Bradley County.

In 1994, Santek permitted, designed, financed and constructed a 28-acre extension to the landfill, making it the first publicly owned landfill in the state of Tennessee to meet Subtitle D regulations and serve the needs of a single county.

In 2007, Santek secured a permit extension from the Tennessee Department of Environment and Conservation for an additional 508 acres, resulting in a total permitted footprint of 78.9 acres.

The landfill's Subtitle D phase consists of a composite liner with 60-mil high density polyethylene and a geo-clay membrane barrier. The landfill has approximately 11 groundwater monitoring wells and four methane gas wells.

The facility has a gross permitted capacity of 16.7 million cubic yards of airspace and receives approximately 200,000 tons of solid waste annually from local industries and waste generators within a 60-mile radius of Bradley County. Based on current waste volumes, the landfill has an estimated life span of 47.7 years.

In 1998, Santek completed 45 acres of closure on portions of the old, unlined landfill, installing a geo-textile liner and a compacted clay cap with an impermeability factor of  $1 \times 10^{-7}$  cm/ps.

In 2005, Santek became one of only two landfill managers in the state of Tennessee to secure a new permit for a construction and demolition landfill to be constructed atop portions of the landfill's unlined areas. The 40.4-acre area has a life expectancy of 14 years, based on the receipt of approximately 200 tons of waste per day.

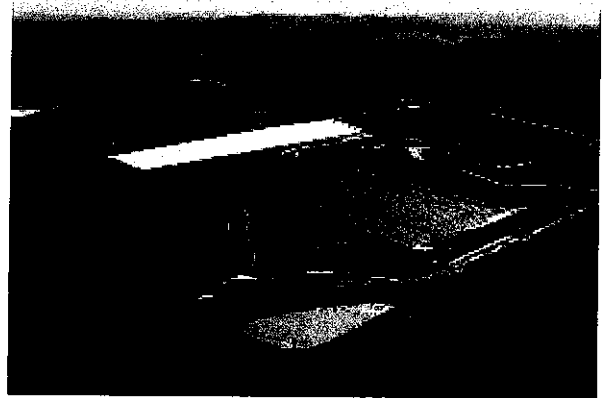
Since Santek has been managing the site, it has never received a notice of violation or consent order.

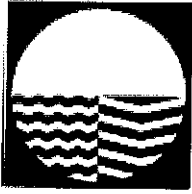
As part of its contractual relationship with Bradley County, Santek establishes tipping fees and returns a portion of its revenues to Bradley County. At the county's request, Santek markets the landfill to waste generators within a 60-mile radius of the county and can accept up to 200,000 tons per year.

Santek's services include site location, engineering, site analysis and design, project financing, billing and collections, cell excavation and construction, daily operations, all scale house activity, site access and control, soil and erosion compliance, surveying, closure and post-closure care, hazardous and infectious waste screening, groundwater monitoring, storm water monitoring, methane gas monitoring, fully-manned public convenience and waste recycling center, and full-time community affairs.

Contact: **D. Gary Davis**  
Bradley County Mayor  
Post Office Box 1167  
Cleveland, TN 37364  
(423) 728-7146

**Frank Fritts, Superintendent**  
Santek Environmental, Inc.  
282 Nature Way  
McDonald, TN 37353  
(423) 476-8118





## Contractor Qualifications

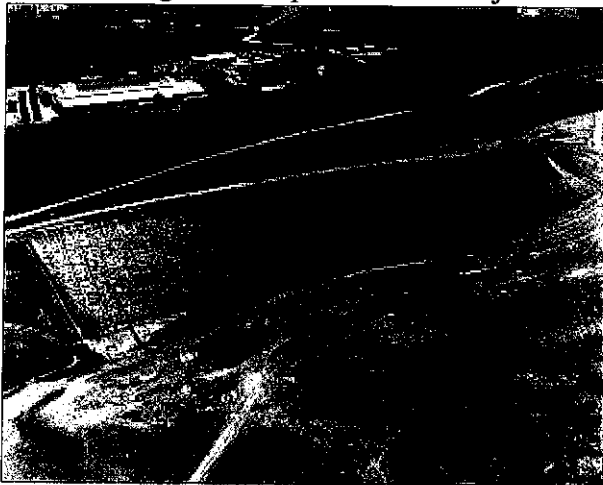
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### Matlock Bend Landfill

The 85.6-acre Matlock Bend Landfill has been under Santek's management since July 1, 1988. Located in Loudon, Tennessee, the facility is owned by the Loudon County Solid Waste Disposal Commission (LCSWDC), a quasi-governmental entity comprised of officials from Loudon County and the cities of Loudon and Lenoir City.

Following a seven-acre extension in 1994 to upgrade the site to Subtitle D standards, Santek designed and permitted a major modification to the landfill in 1997. The facility has a



gross permitted capacity of 5,000,000 cubic yards, and incorporates a 60-mil composite liner of  $1 \times 10^{-7}$  cm/s natural clay and 60-mil HDPE. The landfill averages approximately 430 tons of municipal solid waste daily and Santek emphasizes the use of alternative daily covers to maximize landfill life.

In 2007, LCSWDC renewed Santek's contract for an additional 20 years.

LCSWDC contracts with Santek to provide all engineering, site analysis and design, project financing, cell excavation and construction, surveying, daily operations, closure and post-closure maintenance, soil and erosion

compliance, waste stream analysis, hazardous and infectious waste screening, scalehouse activity, control of site access, household hazardous waste collection center, and full-time community affairs.

**Contact:** Steve Field, Chairman  
LCSWDC  
1240 Donna Drive  
Lenoir City, TN 37771  
(865) 576-1057

Levi Higdon, Superintendent  
Santek Environmental, Inc.  
21712 Hwy. 72 North  
Loudon, TN 37774  
(423) 458-2651





## Contractor Qualifications

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### Rhea County Landfill

Santek assumed operation of the Rhea County Landfill in July 1, 1997. The facility is owned by Rhea County and overseen by the Rhea County Commission in Dayton, Tenn.

The facility was originally permitted in the mid-1970s and encompasses 134 acres. In 1996, the Rhea County Commission agreed to pursue an extension for the landfill and constructed its first Subtitle D cell. Santek recently secured a major modification permit from the Tennessee Department of Environment and Conservation expanding the landfill's gross permitted capacity to 7.6 million cubic yards.

The landfill's Subtitle D phase will cover approximately 40 acres of composite liner with 60-mil HDPE, a geo-clay membrane liner and 10 groundwater monitoring wells. Santek recently completed the construction of the landfill's fifth 5-acre cell.

When Santek assumed operation of the landfill, the facility's daily volume averaged approximately 80 tons of waste. Through its waste collection subsidiary, Waste Services, Santek markets the landfill to neighboring counties as part of its contractual obligations. For the past five years, the landfill has averaged between 500 to 800 tons per day of municipal solid waste and has 7.6 million cubic yards of remaining capacity.

Santek's other contracted scope of services includes construction and engineering, daily operations, all scalehouse activity, controlling site access, soil and erosion compliance, surveying, hazardous and infectious waste screening, groundwater and surface water monitoring, operation of a public convenience center, billing and collection, and full-time community affairs.

Santek's contract with Rhea County reflects a life-of-landfill agreement, estimated at 20+ years.

Landfill activities are administered by Santek's full-time resident landfill superintendent who is MOLO-certified and directs a staff of 14, which includes landfill and waste collection employees.



**Contact:** **George Thacker**  
Rhea County Executive  
375 Church Street, Suite 215  
Dayton, TN 37321  
(423) 775-7801

**Frank Fritts, Superintendent**  
Santek Environmental, Inc.  
207 Sanitary Drive  
Dayton, TN 37321  
(423) 570-8920



## Contractor Qualifications

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### Polk County Landfill

Santek assumed management responsibilities of the Polk County Landfill in Leggett, Texas, December 1, 2001. The facility is owned by the Polk County Commissioners Court.

Santek is responsible for all aspects of landfill management including the operation of five citizen collection stations through its subsidiary, Waste Services of Texas.

Santek recently secured a major permit modification to meet Subtitle D regulations resulting in the addition of 10 million cubic yards of airspace.

Santek has a life-of-landfill contract and there is currently more than 11.3 million cubic yards of remaining airspace.

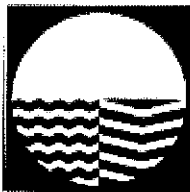
In 2003, Waste Services of Texas secured a residential contract with the City of Livingston. Santek also secured a waste disposal agreement with the City of Huntsville, resulting in an additional 130 tons of waste daily. The landfill currently averages 330 tons per day.

Santek's services include site location, engineering, site analysis and design, project financing, billing and collections, cell excavation and construction, daily operations, all scalehouse activity, site access control, soil erosion compliance, surveying, closure and post-closure, hazardous and infectious waste screening, groundwater and surface water monitoring, the operation of five manned citizen collection stations, and full-time community affairs.



**Contact: John P. Thompson**  
Polk County Judge  
Polk County Courthouse, 3rd Floor  
101 W Church Street  
Livingston, TX 77351  
(936) 327-6813

**Jeff Hunter, Superintendent**  
Santek Environmental of Texas, LLC  
3477 FM 942 West  
Leggett, TX 77350  
(936) 327-6829



## Contractor Qualifications

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### Murray County Landfill

The Murray County Landfill is located in Chatsworth, Georgia, a community in the northwest region of the state approximately 20 miles east of Dalton. The facility is owned by



Murray County which contracted operational responsibilities to Santek in July 2002 for the life of the landfill.

The 80-acre landfill was permitted in November of 1996 and has a gross permitted capacity of 18.2 million cubic yards. At the current rate of fill, the landfill has a 60 year life span and almost 17 million cubic yards of remaining airspace.

The 40-acre waste footprint incorporates a composite liner of 1 x 10<sup>-7</sup> cm/sec natural clay and 60-mil HDPE liner, 29 groundwater monitoring wells

and an alternative daily cover.

When Santek assumed operation of the facility, the landfill's daily volume was approximately 90 tons per day. Within one week of assuming management responsibilities, Santek increased waste streams to 500 tons per day and continues to grow the volume as part of its contractual obligations. In 2007, Santek secured a permit for an expansion of the landfill from Georgia EPD.

Santek's other scope of services includes construction and engineering, daily operations, all scalehouse activity, controlling site access, soil and erosion compliance, surveying, hazardous and infectious waste screening, groundwater and surface water monitoring, operation of a public convenience center, billing and collection, and community affairs.

Landfill activities are administered by Santek's full-time resident landfill superintendent who is MOLO-certified and who directs a staff of six.

**Contact: David Ridley**  
Commissioner of Murray Co.  
P.O. Box 1129  
Chatsworth, GA 30705  
(706) 695-2413

**Chris Johnson, Superintendent**  
Santek Environmental, Inc.  
6585 Highway 411 South  
Chatsworth, GA 30705  
(706) 695-0062



## Contractor Qualifications

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### Crawford County Landfill

Santek has managed the Crawford County Landfill, located in Bucyrus, Ohio, since May 17, 2004. The facility is owned by Crawford County.

The landfill's total footprint is 243 acres, 48.5 acres of which encompasses the Subtitle D phase including a composite liner of 60-mil high density polyethylene, a geo-clay membrane liner, and 15 groundwater monitoring wells and piezometers.

The facility has a gross permitted capacity of 4,357,792 cubic yards and receives its permitted maximum daily allowance of 1200 tons of waste. Current life estimates are approximately 13 years based on existing waste volumes and 3.1 million cubic yards of remaining capacity.



In 2006, Santek secured a permit from the Ohio EPA to construct a construction and demolition landfill.

Santek's services include engineering, site analysis and design, project financing, billing and collections, cell excavation and construction, daily operations, all scalehouse activity, controlling site access, soil and erosion compliance, surveying, closure and post-closure care, hazardous and infectious waste screening, groundwater and surface water monitoring, marketing and community affairs.

**Contact:** Gary Miller  
Crawford County Commissioner  
112 E. Mansfield Street  
Bucyrus, Ohio 44820  
(419) 563-1806

Gary Adkins, Superintendent  
Santek Environmental of Ohio, LLC  
5128 Lincoln Hwy. East  
Bucyrus, Ohio 44820  
(419) 562-4039



## Contractor Qualifications

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### Catoosa County Transfer Station

In February 2005, Santek Environmental and the Catoosa County Board of Commissioners entered into a 20-year agreement for Santek to construct and operate a transfer station on the county's behalf. The facility is owned by Catoosa County and is located in Ringgold, Georgia.

After four months of construction, the 5,000-square-foot building opened its doors to the general public, municipalities and independent waste collection companies July 11th. The \$600,000 facility is permitted to handle up to 500 tons per day.

As part of its agreement with Catoosa County, Santek provides for the transportation and disposal of waste from the transfer station at one of its company-managed landfills. Santek has guaranteed Catoosa County 20 years of disposal capacity.

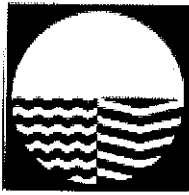
In addition to its transfer station responsibilities, Santek also manages a public convenience center for bagged waste, an inert debris program, and a recycling operation for newsprint, corrugated cardboard, aluminum, plastics, white goods and tires.

The facility is open six days per week, from 7 a.m. until 5:00 p.m. Monday through Friday, and from 8:00 a.m. until 2 p.m. Saturday.



**Contact:**     **Mike Helton**  
Catoosa County Administrator  
7694 Nashville Street  
Ringgold, Georgia 30736  
(706) 965-2500

**Mr. Levi Higdon, Superintendent**  
Santek Environmental of Georgia, LLC  
755 Shope Ridge Road  
Ringgold, Georgia 30736  
(706) 937-4654



## Contractor Qualifications

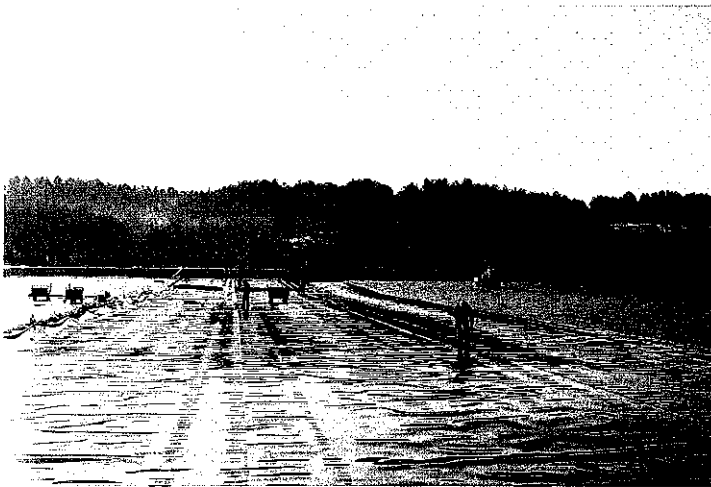
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### Redbone Ridges Landfill

Santek assumed management responsibilities of the Redbone Ridges Landfill February 1, 2006. The facility is owned by Gordon County, Georgia.

The landfill has been in operation since 1998 and encompasses 172 acres. The facility's Subtitle D phase includes a composite liner of geo-clay membrane and a 60-mil HDPE protective barrier. The landfill has 18 groundwater monitoring wells and six surface water points.



The facility has a gross permitted capacity of 17.5 million cubic yards which, at maximum contractual waste volumes of 2000 tons per day, provides Gordon County in excess of 25 years of space.

Santek affiliate Santek Engineering is currently working on a modification to the landfill's closure plan to reduce Gordon County's long-term closure liability and reassess the

landfill's active methane gas monitoring system.

Santek's services include site location; engineering; site analysis and design; project financing; billing and collections; cell excavation and construction; daily operations; all scale house activity; controlling site access; soil and erosion compliance; surveying; accrual of closure and post-closure care funds; hazardous and infectious waste screening; groundwater, surface water and methane gas monitoring; recycling activities, and full-time community affairs.

In addition to managing the landfill, Santek is also responsible for fully manning six public convenience centers located throughout the county.

**Contact:**     **Alvin Long, Chairman**  
Gordon County Commission  
201 North Wall Street  
Calhoun, GA 30703

**Chris Johnson, Superintendent**  
Santek Environmental of GA.,LLC  
1224 Pleasant Hill Road, Ext. NE  
Ranger, GA 30734



## Contractor Qualifications

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### Mount Olive Landfill

The Mount Olive Landfill is located in Gardendale, Alabama, and is one of two solid waste landfills owned by the Jefferson County Commission. Santek assumed operational responsibilities of the facility March 6, 2006 as part of a life-of-landfill agreement with the commission.

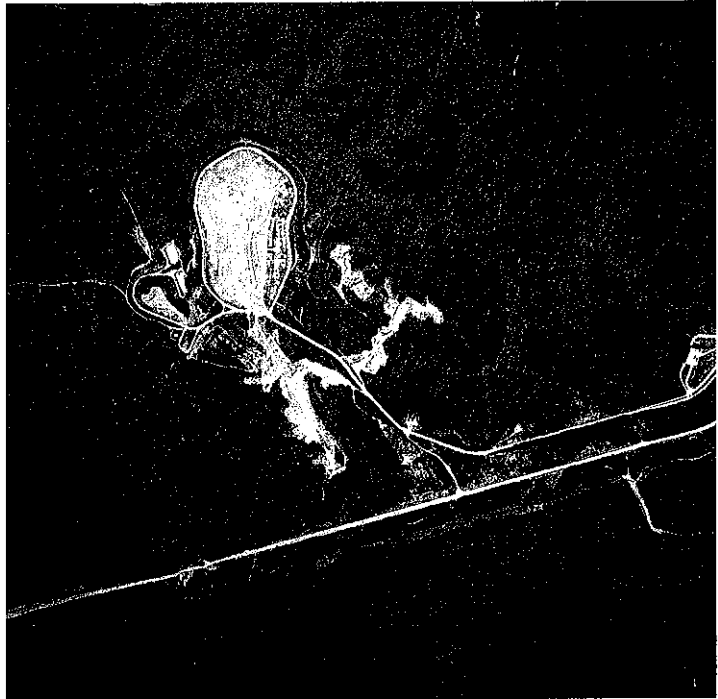
The landfill encompasses a total of 2,105 acres with 62 acres currently permitted for waste disposal. The entire footprint has a total airspace volume of approximately 3,400,000 cubic yards. Santek subsidiary, Santek Engineering, is currently pursuing a permit modification to expand the permitted footprint which will eventually result in an excess of 50 million cubic yards of airspace.

The Mount Olive Landfill currently receives approximately 600 tons of waste per day generated by county residents, local municipalities and a large independent waste hauler.

In addition to its operational responsibilities, Santek is responsible for managing the Peabody Convenience Center, the John's Transfer Station, and the Turkey Creek Landfill.

Santek's scope of services include site location, engineering, site analysis and design, project financing, billing and collections, cell excavation and construction, daily operations, all scale house activity, controlling site access, soil and erosion compliance, surveying, closure and post-closure care, hazardous and infectious waste screening, groundwater, methane gas and surface water monitoring, maintenance of an on-site public convenience center, marketing the landfill to in-county waste generators, and community affairs.

Santek's activities are administered by Santek's full-time resident landfill superintendent who is MOLO-certified and directs a staff of 17 which includes employees at the Turkey Creek Landfill and the John's Transfer Station.



**Contact: Jim Carns**  
Jefferson County Commission  
716 Richard Arrington Blvd. N.  
Birmingham, AL 35203  
(205) 325-5055

**Tim Watts, Superintendent**  
Santek Environmental of AL., LLC  
101 Mary Buckelew Parkway  
Gardendale, AL 35071  
(205) 631-8258



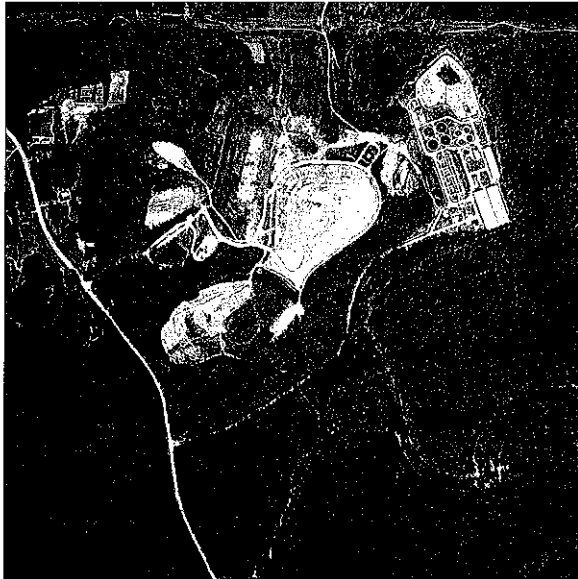
## Contractor Qualifications

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### Turkey Creek Landfill

The Turkey Creek Landfill is located in Pinson, Alabama and is one of two solid waste landfills owned by the Jefferson County Commission. Santek assumed operation of the facility March 6, 2006 as part of a landfill management agreement with the commission.



The landfill totals approximately 215 acres with 45 acres permitted for waste disposal. The landfill has approximately 4.4 million cubic yards of airspace and receives approximately 300 tons of waste from county residents, local municipalities and waste from the county-owned John's Transfer Station.

Santek's scope of services include site location, engineering, site analysis and design, project financing, billing and collections, cell excavation and construction, daily operations, all scalehouse activity, controlling site access, soil and erosion compliance, surveying, closure and post-closure care, hazardous and infectious waste screening, groundwater, methane gas and surface water monitoring, marketing the landfill to in-county waste generators, and community affairs.

Santek's activities are administered by Santek's full-time resident landfill superintendent who is MOLO-certified and directs a staff of 17 which includes employees at the Mount Olive Landfill and the John's Transfer Station.

**Contact:**     **Jim Carns**  
Jefferson County Commission  
716 Richard Arrington Blvd. N.  
Birmingham, AL 35203  
(205) 325-5055

**Tim Watts, Superintendent**  
Santek Environmental of AL., LLC  
101 Mary Buckelew Parkway  
Gardendale, AL 35071  
(205) 631-8258





## Contractor Qualifications

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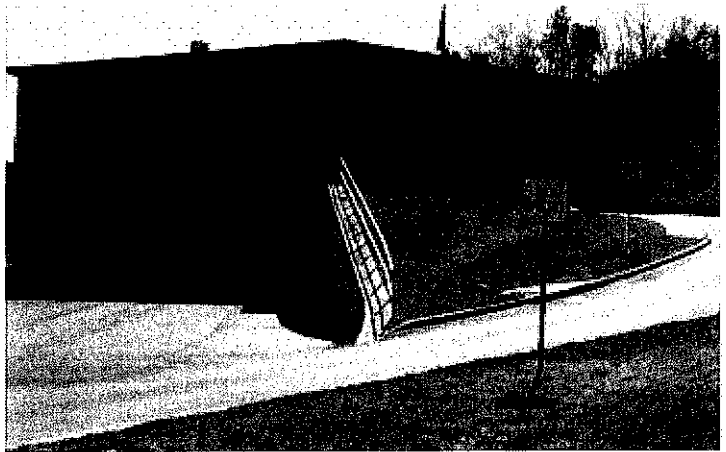
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### John's Transfer Station

In February 2006, Santek Environmental and the Jefferson County Commission entered into a 60+-year agreement for Santek to assume management responsibilities of the John's Transfer Station in Bessemer, Alabama.

The facility is owned by Jefferson County and Santek assumed management responsibilities March 6, 2006 as part of its agreement to manage the Turkey Creek Landfill, the Mount Olive Landfill, and the Peabody Convenience Center.

The 30,000-square-foot building accepts municipal solid waste from in-county municipalities located in the southern portions of Jefferson County as well as from independent waste haulers who operate under a residential franchise agreement with the county. The facility averages approximately 200 tons per day and the waste is disposed of in the county's Turkey Creek Landfill in Pinson.



**Contact:**     **Jim Carns**  
Jefferson County Commission  
716 Richard Arrington Blvd. N.  
Birmingham, AL 35203  
(205) 325-5055

**Tim Watts, Superintendent**  
Santek Environmental of AL., LLC  
101 Mary Buckelew Parkway  
Gardendale, AL 35071  
(205) 631-8258



## Contractor Qualifications

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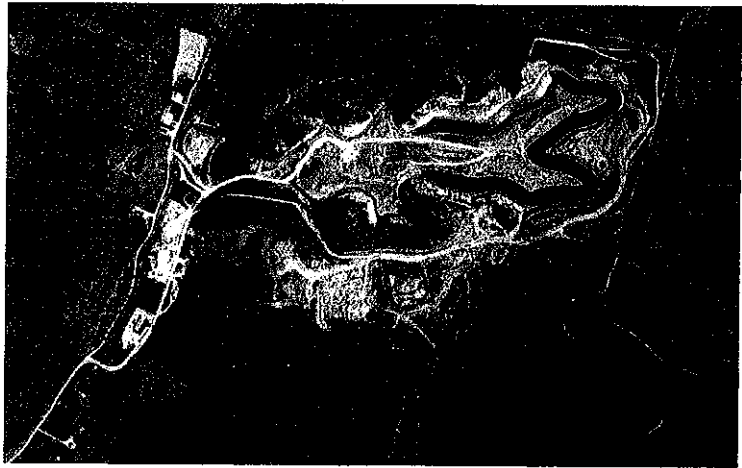
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### Pearl Hollow Landfill

Santek assumed management responsibilities of the Pearl Hollow Landfill September 29, 2008. The facility is located in Elizabethtown, Kentucky and is owned by the Hardin County Fiscal Court.

The landfill encompasses a total of 1,584 acres with 65 acres currently permitted for waste disposal. Originally permitted for a 20-year lifespan, the entire footprint has a total airspace volume of approximately 7,900,000 cubic yards of airspace, with approximately 4,000,000 cubic yards of remaining airspace. Hardin County has initiated a major permit modification to horizontally expand the landfill to 135 acres, which would more than triple the originally permitted airspace.

The Pearl Hollow Landfill currently receives approximately 550 tons per day generated by residents and commercial entities located within a multi-county service area. The contained unit is permitted to accept waste from 38 Kentucky counties and two Indiana counties

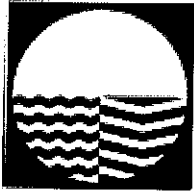


Santek's services include daily operations, all scale house activity, controlling site access, soil and erosion compliance, hazardous and infectious waste screening, leachate disposal, marketing and community affairs.

In addition to its management responsibilities, Santek must maintain a minimum compaction density of 1,500 pounds per cubic yard.

**Contact:**     **Harry L. Berry**  
Judge Executive  
P.O. Box 568  
Elizabethtown, Kentucky 42702  
(270) 765-2350

**Steve Smith, Superintendent**  
Santek Environmental of Kentucky, LLC  
1620 Audobon Trace  
Elizabethtown, Kentucky 42701  
(513) 685-2636



## Contractor Qualifications

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### Crittenden County Landfill

Santek began managing the Crittenden County Landfill October 1, 2008. The facility is located in West Memphis, Arkansas and is owned by the Crittenden County Quorum Court.

The landfill encompasses a total of 100 acres with 40 acres permitted for waste disposal. When originally permitted, the landfill had 4.16 million cubic yards of airspace and approximately 1.5 million cubic yards remains available at this time.

Santek anticipates completing a major permit modification to the landfill's existing footprint which will result in approximately 5 million cubic yards of additional airspace.

The Crittenden County Landfill currently receives approximately 200 tons per day generated by county residents, several municipalities, and independent waste haulers.

Santek's scope of services include site location; engineering; site analysis and design; permitting; project financing; billing and collections; cell excavation and construction; daily operations; all scale house activity; controlling site access; soil and erosion compliance; leachate disposal; surveying; closure and post-closure care; hazardous and infectious waste screening; groundwater, methane gas and surface water monitoring; marketing; and community affairs



**Contact:** **Mr. Melton Holt, Judge**  
Crittenden County Quorum Court  
100 Court Street  
Marion, Arkansas 72364  
(870) 739-3200

**Tommy Griffin, Superintendent**  
Santek Environmental of Arkansas, LLC  
1299 Kuhn Road West  
West Memphis, Arkansas 72301  
(513) 685-2636



**Edward A. Caylor**  
*Chief Operations Officer & President*

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**Education**

SWANA, Manager Of Landfill Operations Certification, 1992  
Landfill Operator Training, Tennessee Division of Solid Waste, 1989  
Drainage & Hydrology Certification, Tenn. Surveying Council, 1989  
Soil & Hydrology Certification, Chattanooga State College, 1985  
Construction/Inspection Certification, Chattanooga State College, 1985  
A.A., Surveying, Chattanooga State Technical College, 1985  
University of Tennessee, 1982 - 1984

**Experience**

Mr. Caylor is a 25-year veteran of construction management with 22 years devoted to the development and operation of solid waste landfills.

Mr. Caylor began his tenure with Santek in 1986, assisting Santek CEO Ken Higgins with the creation of Santek. He served as manager of the company's first publicly owned waste disposal facility, the Bradley County Landfill, and then moved to the Matlock Bend Landfill to oversee Santek's management start-up activities.

In 1992, Mr. Caylor put his skills in landfill management to use in the marketing department and became Santek's Director of Marketing. Soon after, he secured a contract with the Roane County Solid Waste Authority (TN) for the operation of the Roane County Landfill.

In 1994, Mr. Caylor played the key role in securing the Wake County (NC) Landfill Agreement. He was rewarded for his dedication, loyalty and knowledge of the company a year later when he was promoted to Chief Operations Officer and President.

Under Mr. Caylor's direction, Santek has grown from a \$5 million company to a \$50 million corporation. Today, Santek is the largest privately held company in the United States dedicated to the management of publicly owned landfills.

All corporate executives and officers report directly to Mr. Caylor who is ultimately responsible for managing all Santek departments.

**Professional  
Affiliations**

National Solid Wastes Management Association

Technical Committee, North Carolina Chapter of the Solid Waste Association of North America

Tennessee Chapter, Solid Waste Association of North America



**Matt Dillard**

*Executive Vice President of Operations*

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**Licenses**

Licensed General Contractor (TN, NC, MS), 1997

**Education**

SWANA Manager of Landfill Operations Certification, 1993  
Landfill Operator Training, Tennessee Division of Solid Waste, 1991  
Permit-Required Confined Space Refresher Training, 1999  
Dale Carnegie, 1991  
Environmental Safety and Health Training, 2005  
The Basics of Managing Multiple Locations, 2006  
Federal Motor Carriers Safety Regulations Training, 2007

**Experience**

Mr. Dillard is a 24-year veteran of heavy equipment and construction management with more than 21 years devoted to landfill development and operation.

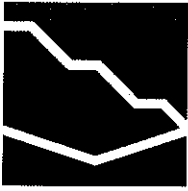
Mr. Dillard began his tenure with Santek Environmental in 1987 when he was enlisted to assist with management start-up and operational responsibilities of the Bradley County Landfill. His construction experience and management expertise eventually earned him the position of landfill manager. Soon after, he was promoted to regional landfill manager for all Santek-managed facilities.

Since 1994, Mr. Dillard has coordinated the construction of 60 acres of new landfill space, including the simultaneous construction of two Subtitle D landfills in record time. He also coordinated the closure of 45 acres of landfill under Subtitle D requirements. His proficient scheduling and management coordination earned him the rank of Vice President of Operations a year later, and an appointment to Santek's Executive Committee.

Today, Mr. Dillard oversees all corporate landfill activities including design and construction, landfill managers and personnel, facility engineers, fleet procurement, and equipment preventive maintenance programs. He currently has 15 direct reports and also oversees all of Santek subsidiary, Waste Services' activities.

**Professional  
Affiliations**

North Carolina Chapter, Solid Waste Association of North America  
Tennessee Chapter, Solid Waste Association of North America



**Robert D. Burnette**  
*President, Santek Engineering, P.C.*

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**Registrations**

Professional Engineer, Alabama, License No. 27189-E  
Professional Engineer, Arkansas, License No. 13607  
Professional Engineer, Florida, Registration No. 60554  
Professional Engineer, Georgia, Registration No. 028993  
Professional Engineer, Kentucky, License No. 26157  
Professional Engineer, Mississippi, Registration No. 13623  
Professional Engineer, Missouri, License No. 2005000006  
Professional Engineer, North Carolina, Registration No. 022328  
Professional Engineer, Ohio, Registration No. 69007  
Professional Engineer, Tennessee, Registration No. 00101720  
Professional Engineer, Texas, Registration No. 90571  
Professional Engineer, Virginia Registration No. 0402 039445  
Tennessee Contractor's License No. 3962  
North Carolina General Contractor's License No. 40220  
Classification: H (Grading and Excavation)

**Education  
& Certifications**

M.E., Civil Engineering, University of Florida, 1990  
B.S.E., Civil Engineering, University of Tennessee, 1988  
Permit-Required Confined Space Refresher Training, 1999  
Sanitary Landfill Design, University of Wisconsin, 1993  
Designing with Geosynthetics, Drexel University, 1993

**Experience**

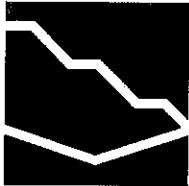
Since joining Santek in 1992, Mr. Burnette has played a pivotal role in Santek's engineering department, culminating in his promotion to Vice President of Engineering for Santek Environmental, Inc. and President of Santek Engineering, P.C.

His proficient and expeditious workmanship earned his appointment to Santek's Executive Committee in 1995.

Mr. Burnette's accomplishments in engineering, design and permitting of solid waste landfills span all aspects of landfill development and include:

**Corporate**

- **Project Engineer** for landfill privatization/acquisition team – perform environmental and financial due diligence, aid in preparation of Performa's, and assist in contract language for landfill management opportunities. Aid in start-up, transition, and integration of operational, construction and engineering (permitting) issues on new landfill contracts.
- **Lead Engineer** for annual airspace and cover soil utilization calculations for all of Santek's landfill facilities. Calculate amortization of landfill capital construction expenditures based on airspace utilization analysis. Presentation of amortization for annual financial audits.



**Robert D. Burnette**  
*President, SanteK Engineering, P.C.*

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### Compliance

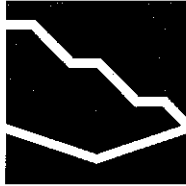
- **Division President**, all environmental monitoring provided as landfill management contractual obligations including sampling, analysis and reporting of semi-annual groundwater monitoring and stormwater monitoring, and quarterly gas monitoring
- **Project Manager**, all internal engineering staff and subcontractors performing Title V permitting at several landfills including initial capacity reports and Tier II sampling, analysis and reporting
- **Lead Engineer**, NPDES permits for stormwater runoff compliance
- **Lead Engineer**, three waste water discharge permits for leachate disposal to locally owned POTWs

### Closure

- **Engineering Manager**, design and permitting for 45-acre closure plan, closure construction oversight and coordination of certification documents, Bradley County, TN.
- **Engineering Manager**, modification to 28-acre closure plan, closure construction oversight and coordination of certification documents Matlock Bend Landfill, Loudon Co., TN.
- **Lead Engineer**, design of alternate closure cap of North Wake Landfill, utilizing synthetic components to enhance cap's barrier and drainage functions
- **Lead Engineer**, modification of seven-acre closure plan of Feltonsville Landfill, requiring the removal of 30,000 cubic yards of in-place waste

### Permitting

- **Project Manager & Design Engineer**, site suitability & property acquisition of 62 acres for Landfill Expansion – Crawford County, OH. Oversight for the permit to install 7,500,000 cubic yards of airspace
- **Project Manager** for 40 acre construction and demolition (C&D) landfill for Crawford Co. Landfill, OH.
- **Project Manager**, site suitability and property acquisition of 125 acres for Landfill Expansion – Murray County, GA. Oversight of permit package 18,000,000 cubic yards of airspace
- **Project Manager** for 50-acre site suitability study and permit package for a 15,000,000 cubic yard landfill expansion – Bradley County, TN.
- **Project Manager & Design Engineer** for 40 acre Construction and Demolition (C&D) Landfill in Bradley County, TN. Design allowed C&D material to be disposed of on top of closed unlined MSW Landfill. Assisted with contract negotiations
- **Engineering Manager**, design of 44-acre, Subtitle D landfill extension, Rhea County, TN.



**Robert D. Burnette**  
*President, Santek Engineering, P.C.*

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- **Lead Engineer & Project Manager**, modification of 43-acre closure plan of Roane County, TN, resulting in an additional year of life.
- **Engineering Manager**, design of 55-acre, Subtitle D landfill extension, Leflore County, MS.
- **Engineering Manager**, design and permitting of 30-acre modification to the permit for the Polk County, TX landfill.
- **Engineering Manager**, design of 100-acre, Subtitle D landfill extension, Polk County, TX.
- **Engineering Manager**, 10-acre modification to the permit for the Leflore County Landfill
- **Lead Engineer**, design, permitting and construction of 40-acre, Subtitle D landfill extension, Matlock Bend Landfill, Loudon Co., TN
- **Lead Engineer**, design and permitting of 28-acre, Subtitle D landfill extension, Bradley County, TN; achieved in less than 18 months

#### **Construction**

- **Management of Construction Quality Assurance and Certification Team**, development of 5 acres of Subtitle D landfill construction for Leflore County, MS.
- **Project Manager, Design Engineer & Certifying Engineer**, permitting modifications to, and construction oversight of AlliedSignal Industrial landfill Cleveland, TN. (2 acres)
- **Project Manager, Design Engineer & Certifying Engineer**, construction oversight for development of three construction phases (10 acres) and constructed appurtenances for Rhea County, Tennessee Subtitle D landfill. Engineering for this project required approval of an alternate bottom liner profile and modification of the geometry of the landfill's base grades.
- **Project Manager & Certifying Engineer**, Matlock Bend Landfill construction certification team (18 acres total, three construction phases).
- **Project Manager & Certifying Engineer**, Bradley County Landfill construction certification team (22 acres total, three construction phases).

#### **Renewable Energy**

- **Engineering Project Manager**, Bradley County Landfill gas extraction system on a 60-acre cell. The system design will facilitate the sale of carbon on the voluntary market prior to becoming a renewable energy project.
- **Engineering Project Manager**, Rhea County Landfill gas extraction system on a \_\_-acre cell. The system design will facilitate the sale of carbon on the voluntary market prior to becoming a renewable energy project.





**Robert D. Burnette**  
*President, Santek Engineering, P.C.*

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### **Renewable Energy**

- **Engineering Project Manager**, Murray County, GA Landfill gas extraction system on a \_\_\_-acre cell. The system design will facilitate the sale of carbon on the voluntary market prior to becoming a renewable energy project.
- **Project Manager**, feasibility studies for carbon and renewable energy project for 10 landfills.
- **Project Manager**, negotiations of several gas right agreements with local government landfills.

### **Appurtenances**

- **Design Engineer**, design of automated leachate conveyance system at Leflore County Landfill
- **Project Manager**, design and construction oversight for 2500-foot leachate forcemain at Bradley County Landfill
- **Project Manager**, design and construction oversight for 4000-foot leachate force main at Loudon County Landfill
- **Project Manager & Design Engineer** for 40-acre leachate Recirculation (Deep Well Injection) System, Three Rivers Landfill, Pontotoc, MS.
- **Project Manager & Design Engineer**, for a waste transfer station in Catoosa, County, GA. Managed privatization contract from initial presentation through start-up. Responsibilities included presentation of commission meetings, contract negotiations, site layout and design, procurement of construction subcontractors, and construction oversight.

### **Presentations**

Guest Speaker, Annual Technical Seminar, NC Chapter, SWANA, 2002  
Guest Speaker, Annual Solid Waste Conference, TDEC, 2001  
Guest Speaker, Technical Focus and Training Sessions for Landfill Operator's Certification Program, TDEC, 1999  
Guest Speaker, Annual Technical Seminar, NC Chapter, SWANA, 1997  
Guest Speaker, Annual Solid Waste Conference, TDEC, 1995

### **Professional Associations**

ASCE  
SWANA



**Cheryl L. Dunson**  
*Executive Vice President of Marketing*

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**Education**

B.A., Communications - Journalism, University of Alabama, 1986

**Experience**

Ms. Dunson joined Santek in 1991 after serving as the corporate spokesperson for the largest Waste Management, Inc. partner company in the nation, Waste Away Group, Inc., Montgomery, AL

Upon joining Santek, Ms. Dunson assisted Santek's corporate development department with the renewal of two of its existing agreements and the acquisition of a third. She played a principal role in securing the Wake County (NC) agreement and, subsequently, worked to finalize a 10-year contract extension. In 1995, Ms. Dunson was promoted to Director of Marketing. In 1997, she successfully negotiated Santek's fifth landfill management contract with Rhea County (TN) and, a year and a half later, renegotiated the agreement with county leaders to reflect a total turn-key, life-of-landfill contract. In 1998, she assisted the corporate development with the acquisition of Santek's first publicly owned landfill in the State of Mississippi followed by Santek's first contract to manage an industrial landfill.

In 2000, she successfully negotiated a contract to manage Santek's second landfill in the state of Mississippi, the Three Rivers Regional Landfill in Pontotoc and was promoted to Vice President of Marketing. In 2001 and 2002, respectively, she successfully negotiated privatization contracts with the Polk County Commission in Livingston, Texas and the Murray County Commissioner in Chatsworth, Georgia. In 2004, Ms. Dunson negotiated a privatization contract with the Crawford County Commission in Bucyrus, Ohio resulting in a life-of-landfill operating agreement, estimated at 38 years.

In 2005, Ms. Dunson worked with Bradley County officials to extend the life of the existing landfill, which resulted in a 40-year contract extension to Santek.

In 2006, following a 22-month procurement process, Ms. Dunson secured a 67+ year contract with the Jefferson County Commission in Birmingham, Alabama, which resulted in Santek assuming management responsibilities of the Mount Olive Landfill, Turkey Creek Landfill, and the John's Transfer Station. The Agreement is the largest solid waste privatization contract in the State of Alabama.

In 2007, Ms. Dunson successfully extended Santek's second oldest contract with the Loudon County Solid Waste Disposal Commission for a 20-year period.

In 2009, Ms. Dunson negotiated landfill gas rights agreements with four of its governmental partners, paving the way for Santek to construct renewable energy projects at the company-managed landfills.



## Cheryl L. Dunson

*Executive Vice President of Marketing*

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### **Experience**

In addition to her role in marketing and corporate development, Ms. Dunson serves as Santek's corporate spokesperson, and in 1995 testified before the U.S. House of Representatives Small Business Committee on behalf of local governments and their right to legally enforce flow control ordinances. She has been a regular contributor to *Waste Age* magazine and is an occasional speaker at trade organization events.

### **Professional Achievements & Affiliations**

Multiple Paul Harris Fellow, Past President, Rotarian of the Year, Bradley Sunrise Rotary Club, 1997 - Present  
Elected, Vice President of Membership, Cleveland/Bradley Chamber of Commerce, 2008-2010  
Appointed, Board of Directors, Cleveland/Bradley Chamber of Commerce, 2006-2009  
Elected, Chairman, Junior Achievement of the Ocoee Region, 2009 - 2011  
Appointed, Board of Directors, Junior Achievement of the Ocoee Region, 2005-2007  
Elected, Secretary, Cleveland Bradley Keep America Beautiful System, 2009-2010  
Appointed, SWANA Tennessee Volunteer Chapter, East Tennessee – Private Director, 2006-2008; 2008-2010  
Appointed, Keep Tennessee Beautiful Advisory Council, Governor Don Sundquist, 2003-2005  
Appointed, Tennessee Solid Waste Task Force, Governor Don Sundquist, 2003-2005  
Foundation Award for Editorial Excellence, Intertec Publishing, 2001  
Witness in Support of H.R. 1085, U.S. House of Representatives, Small Business Committee, Sept. 13, 1995  
Award of Merit, Total Public Relations Program, Public Relations Council of Alabama, 1991



## Publications

**Cheryl L. Dunson**  
*Executive Vice President of Marketing*

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- "Destined to be Different," Waste Age, March 2000  
"Waste Industry 2000: Constructing the Future," Waste Age, Jan. 2000  
\*"Waste and Wealth," Waste Age, Dec. 1999  
"The Middle Man," Waste Age, Nov. 1999  
"At the Top of the Game: Rumpke Consolidated Companies," Waste Age Product News, Aug./Sept. 1999  
"Consolidation: Rearranging the Pieces," Waste Age, July 1999  
"All in the Family: E. L. Harvey & Sons," Waste Age, June 1999  
"The Top of the Heap: Award-Winning Landfill Management," World Wastes, Dec. 1998  
"Leafing Through the Options," Waste Age, May 1999  
"Landfill Efficiencies: What's Brewing on Baker Road?" World Wastes, Nov. 1998  
"Small-Town Paper Processing," World Wastes, Oct. 1998  
  
"Shopping for the Best Waste Disposal Bargain," Shopping Center World, Sept. 1998  
"Landfill Management: Buying Time, Selling Air," World Wastes, Dec 1997  
"Hunker Down on Funky Town," World Wastes, Nov. 1997  
"Landfills: Uncovering Your Top Options," World Wastes, Sept. 1997  
"Maintenance Plans Extend Equipment Longevity," World Wastes, July 1997  
"Landfills: Rocking to the Right Heavy Metal," World Wastes, June 1997  
"Laundering Leachate," World Wastes, May 1997  
"Regs Ignite Methane Market," World Wastes, April 1997  
"Controlling Leachate When Your Juice Gets Loose," World Wastes, March 1997  
"Are You a Member of the Methane Generation," World Wastes, Feb. 1997  
"When a Landfill's Airspace Isn't Dirt Cheap," World Wastes, Jan. 1997  
"Technology Today: Landfills With Vision," World Wastes, March 1996  
"Who's Got the Power? Jockeying Over Flow Control," World Wastes, Dec. 1995  
"Landfill Operators Still Struggle with State & Federal Regs," World Wastes, Sept. 1995  
"Small Haulers Struggle to Survive Carbone," World Wastes, April 1995  
"Building the Foundation for Tomorrow's Landfills," World Wastes, December 1993

\*Foundation Award for Editorial Excellence, Intertec Publishing



**Chris A. Parker**  
*Assistant Vice President of Operations*

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**Registration**

Licensed Professional Geologist, Tennessee, Registration No. TN4239  
Licensed General Contractor, Tennessee, Registration No. 00040586  
Licensed General Contractor, Mississippi, Registration No. 13527  
Licensed General Contractor, North Carolina, Registration No. 40220

**Education &  
Certifications**

B.S. Environmental Science – Geology, University of Tennessee at  
Chattanooga, 1997

Permit-required Confined Space Refresher Training, 1999, 2006

**Experience**

Mr. Parker joined Santek in 1994 as an environmental project manager and was promoted to Operations Manager in 2003.

During his tenure as environmental project manager, he was responsible for overseeing all of the environmental monitoring activities at Santek-managed facilities including groundwater, methane gas, and storm water monitoring programs. In addition to performing sampling events, his duties included the compilation of statistical analysis for submission to state regulators; pollution prevention plans; and acquiring waste water discharge permits with local utilities.

Because of his extensive geological training and expertise, Mr. Parker also coordinated and assisted in the management of Construction Quality Assurance (CQA) programs during closure phases of more than 95 acres of landfill and the construction of 75 acres of Subtitle D cells. He also played an instrumental role in the closure certification documents of three Santek-managed landfills.

In 2003, Mr. Parker was promoted to Operations Manager, which involves the oversight of all Santek construction projects, as well as serving as interim facility superintendent on an as-needed basis.

In 2005, Mr. Parker received another promotion to Assistant Vice President of Operations and he is responsible for all operations in Ohio and Georgia, as well as all construction projects.

Other roles and responsibilities have included:

Assistant Project Manager, Title V permitting at several landfills including initial capacity reports and Tier II sampling, analysis and reporting

Project Manager, NPDES permitting for storm water runoff compliance for all Santek-managed landfills



**Chris A. Parker**  
*Assistant Vice President of Operations*

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**Experience**

Project Manager, wastewater discharge permits for leachate disposal to locally owned POTWs

Construction/Project Manager, Installation of automated leachate conveyance system at the Leflore County Landfill

Assistant Project Manager, Construction oversight of AlliedSignal Industrial Monofill

Project Manager, Hydro geological investigation at Rhea County Landfill for a 40-acre expansion

Project Manager, Construction of 18-acres Subtitle D Cells at Bradley County Landfill

Project Manager, Construction of 20-acres of Subtitle D Cells at Matlock Bend Landfill

Project Manager, Construction of two 17-acre cells at the Rhea County Landfill

Project Manager, Construction of 5-acre cell at Leflore County Landfill

Project Manager, Construction of 9-acre cell at Three Rivers Regional Landfill

Project Manager, Construction of 13 acres at Murray County Landfill

Project Manager, Construction of transfer station building and all infrastructures in Catoosa County, Georgia

Project Manager, Construction of 9-acres of Subtitle D Cells at Polk County Landfill

Project Manager, Construction of 10-acres of Subtitle D Cells at Crawford County Landfill

Project Manager, Construction of a 6-acre Subtitle D Cell at Gordon County Landfill

Project Manager, Construction of transfer station building and all infrastructure in Catoosa County, Georgia



**Chris A. Parker**  
*Assistant Vice President of Operations*

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**Experience**

Project Manager, Start-up operations at the Catoosa County Transfer Station

Project Manager, Start-up operations at the Gordon County Landfill

Project Manager, Provided oversight and implementation of machine controlled GPS system into construction fleet



**Raymond Givens**  
*Director of Fleet Management*

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**Certification**

Manager of Landfill Operations Certification, Solid Waste Association of North America, 1996

**Experience**

Mr. Givens joined Santek in 1996 following a long career in the heavy equipment industry.

He began his tenure as an equipment operator and part-time scalehouse attendant at the Matlock Bend Landfill before being promoted to Landfill Superintendent in 1999.

In 2003, Mr. Givens was selected to assist with the strengthening of Santek's corporate equipment preventive maintenance program and was ultimately promoted to Director of Fleet Management. He coordinates efforts with mechanics and landfill superintendents at 14 Santek-managed landfills, and oversees a computerized equipment preventive maintenance program for more than 192 pieces of heavy equipment.

Mr. Givens is also responsible for purchasing new pieces of equipment and manages vendor relations in eight different states. He currently manages an annual equipment budget of \$4.5 Million.





**Levi Higdon**  
*Regional Landfill Superintendent*

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**Education &  
Certifications**

Manager of Landfill Operations Certification, University of Georgia, 2005  
Cardiac Pulmonary Resuscitation Certification

**Experience**

Mr. Higdon joined Santek in 2007 to assume management responsibilities of the Murray County Landfill in Chatsworth, Georgia.

Prior to joining Santek, Mr. Higdon was the Foreman and Senior Lead Operator at Waste Management, Inc.'s Pine Bluff Landfill in Ball Ground, Georgia. He has a long history in the heavy equipment industry, having worked extensively in the earth-moving business for himself and for other private companies.

Mr. Higdon's management responsibilities in Chatsworth include overseeing all daily landfill operations; management of facility employees; regulatory compliance; equipment and employee safety programs; coordination of the facility's hazardous and infectious waste screening programs; and site access and control. He manages a staff of seven who are responsible for disposing of more than 400 tons of solid waste per day. During a inspection of his facility approximately six months after joining Santek, Mr. Higdon and his staff received a perfect score of 100 from the Georgia Environmental Protection Division.

Mr. Higdon also played instrumental roles in the operation of the Matlock Bend Landfill in Loudon, Tennessee and the Rhea County Landfill in Dayton, Tennessee during management transition issues. He maintained uninterrupted facility operations and employee morale during the sudden loss of key on-site managers.

In addition to his management responsibilities, Mr. Higdon has proven quite capable of assisting Santek's corporate team during the transition of acquiring new facilities. He is a valued and valuable member among Santek's team of landfill superintendents.



## **Technical Qualifications**

### **Proposal for Solid Waste Management Development and Operations**

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#### **Permission to Contact Santek References**

Santek encourages and grants permission to Haywood County representatives to contact any or all of our local government references.

#### **Civil Penalties**

Santek began managing the Rhea County Landfill in Dayton, Tennessee in 1996. Since that time, Santek has received two consent orders from the Tennessee Department of Environment and Conservation (TDEC) for solid waste and storm water management. The solid waste order has been resolved and Santek is diligently working with TDEC officials to resolve the storm water order. Please call TDEC officials Glen Pugh (615) 532-0818 or Guy Moose at (423) 634-5745.

Santek began managing the Crawford County Landfill in 1994. In 2007, the Ohio Environmental Protection Agency cited Santek for not submitting the landfill's Title V renewal application by the 180-day notification period. Santek submitted the renewal within 90 days of the application's renewal and received an \$18,000 penalty.

#### **Citizen Suits**

Santek has not been involved in any citizen suits during the last five years and is unaware of any pending civil suits.

**Santek Environmental, Inc.**

**Safety Program**

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# **COMPANY POLICY/PHILOSOPHY/RESPONSIBILITIES**

## ***Company Policy***

It is the policy of Santek Environmental Inc. that an active, continuous and aggressive safety program designed to protect personnel from injury or occupational illness and property from loss or damage be implemented and sustained within all landfills and divisions of the organization.

## ***Philosophy***

Our safety program is based upon the philosophy that all accidents can be prevented and that accident prevention is an inherent function of management at all levels. Accidents are caused by poor planning, unsafe actions and disregard of standard operating practices. Accidents are not simply the cost of doing business!

## ***Goal***

The goal of our safety program is to prevent injury to personnel and destruction of property. A zero lost time accident and occupational illness rate is desired.

Management is responsible for:

- Enforcing the safety rules and regulations.
- Properly planning the work to be accomplished.
- Providing a safe work environment.
- Identifying and correcting hazards in the work place.
- Providing adequate resources and tooling to perform the work assigned.
- Investigating accidents to determine cause and corrective actions.

Employees are responsible for:

- Adhering to safety rules and regulations.
- Wearing personal protective equipment or devices.
- Reporting unsafe operating practices.
- Identifying and reporting hazards in the work place.
- Assisting in determining the cause of accidents.
- Identifying corrective actions to prevent future accidents.

## **CORPORATE SAFETY DIRECTOR**

A Corporate Safety Director will be designated to administer the company safety program. The Landfill Managers will assist the Corporate Safety Director in the administration of the safety program. Each Landfill Manager will be designated as a safety coordinator to assist and work with the Corporate Safety Director. The Corporate Safety Director and Landfill Safety Coordinator will work with Chief Operations Officer, Vice President of Operations on all safety matters. Access to the Company President will be as needed. Safety problems and concerns will be handled at the lowest possible management level.

### ***Responsibilities:***

- Implement and sustain the company safety program.
- Provide topics for monthly safety meetings.
- Conduct quarterly inspections of Company Landfills.
- Review accident reports for completeness and cause of accident.
- Maintain safety files and statistics.
- Provide agenda items for executive committee meetings.
- Recommend corrective actions for safety deficiencies.
- Become familiar with and keep Santeck in compliance with OSHA Regulations.

## **SAFETY MEETINGS/BRIEFINGS**

Periodic safety meetings are essential to a strong overall safety program. This approach encourages an organized and effective means of communicating information relative to safety, health and hazardous materials. The following types of meetings will be conducted:

### ***Safety Meetings***

The purpose of this meeting is to:

- Review current safety performance.
- Discuss problem areas and determine courses of action.
- Review program and procedure changes.
- Establish company policy.
- Plan long and short-range safety goals and objectives.

An agenda should be published prior to each meeting with minutes taken during the meeting.

## ***Management Team Briefing***

Each Landfill will be responsible for conducting a monthly safety meeting for all personnel. Several meetings may be necessary to ensure complete attendance by all required personnel. The Landfill Manager will act as chairman for these meetings. The Landfill Managers and the Corporate Safety Director will ensure that the monthly meetings are conducted and attended.

The purposes of these meetings are to:

- Help reinforce a positive safety attitude.
- Provide a forum to review and discuss safety issues.
- Instruct and train employees in safe working procedures.
- Review accidents that have occurred throughout the company.
- Actively involve people in our accident prevention and loss control program.

A record of attendance and meeting content must be maintained at each location. A copy of each attendance sheet will be sent to the Corporate Safety Director. Effective safety meetings should last approximately 15 to 20 minutes.

## ***Employee Safety Committees***

Each Landfill Manager in cooperation with the Corporate Safety Director will be responsible for ensuring that an employee safety committee is functioning at their Landfill. The committee make-up, meeting time and length, etc. is to be based on the needs of each location. Employee safety committees will include employees from the Landfill. A Landfill Manager will act as the chairman of the committee. The purpose of these committees is to improve the safety performance of the company by identifying and solving safety and health problems at each Landfill. A monthly inspection of each Landfill will be made with discrepancies noted. A copy of discrepancies will be provided to the appropriate manager and Corporate Safety Director. Discrepancies will be corrected and resolved at the lowest management level possible. Safety discrepancies that cost more than \$100.00 each or \$300.00 collectively to correct will be forwarded to the appropriate Corporate Safety Director for approval.



## **SAFETY INSPECTIONS**

Each Landfill Manager in cooperation with the Corporate Safety Director is responsible for conducting a formal written safety inspection of their Landfill at least once per month.

The Landfill Manager should decide on the best approach for their Landfill by asking the following questions:

- Who should accompany me during the inspection?
- Should I involve both hourly and salary personnel?
- Should I request the involvement of upper management and staff groups?
- Do I involve the safety committee?
- What should we really be inspecting for?

A well-thought and planned inspection program with the appropriate people will improve the safety performance at a landfill significantly.

During the inspection, unsafe conditions and practices should be identified and corrected.

Examples of items to include in the inspection are:

- Personal protection equipment (eye, ear, foot, hand)
- Hand tools/power tools
- Oxygen and acetylene equipment
- Cranes, hooks, and lifting devices/load test/services
- Mobile equipment
- Safe job procedures
- Lock outs
- Electrical safety/cords/drop lights/outlets
- Ladders/work stands
- Grinders
- Fire extinguishers
- Machine guarding
- Emergency equipment
- Hazardous materials
- Fire hazards
- Lifting
- Compressed air use/outlets/hoses
- Piling and storage of parts and equipment
- Signs
- General housekeeping

Written inspections must be kept on file at each location. Effective safety inspections should last from 15 to 45 minutes. Remember that 85% of all accidents are attributed to employee acts or practices; therefore, concentrate on people-related issues. A copy of the inspection report will be sent to the Chief Operations Officer, Vice President of Operations and the Corporate Safety & Health Director.

The Corporate Safety Director and site Manager will inspect each facility quarterly.

## **ACCIDENT REPORTING AND INVESTIGATION**

### ***Reporting***

Employees will report all accidents, injuries or illnesses that occur while on the job immediately to their manager. The Manager will determine if medical treatment is required and will arrange for such. The Manager will immediately report the accident, injury or illness to the Corporate Safety Director and the worker's compensation clerk. Managers will ensure that injured employees who cannot perform their normal job functions will have light duty assignments that meet their restricted duties. Every effort will be made to have employees return to work for their next scheduled shift.

### ***Investigation***

It is imperative that all accidents be investigated as soon as possible. Even though our goal is accident prevention, when an accident occurs a thorough and timely investigation must be conducted. All investigations are to be recorded on the appropriate form. A copy of this report is to be forwarded to the Corporate Safety Director within 48 hours. The information gathered on this report will be analyzed to help determine what future accident prevention programs will be needed.

**The types of accidents that must be investigated are:**

- Disabling injury accidents (lost time or restricted duty).
- Non-disabling injury accidents that require first aid or medical treatment.
- Non-injury, property damage accidents including fires.
- Near-miss accidents with potential for serious injury or property damage.

Accident investigations are **fact finding, not fault finding**. Always remember that every accident is important because today's first aid case or non-injury accident, if not investigated properly and corrective action taken, may occur again to produce tomorrow's disabling injury or property damage accident.

## GENERAL SAFETY RULES

1. If you are unsure of the safest way of doing a job, ask your Landfill Manager to review the safety procedures with you before you start.
2. Any injury, however slight, must be reported immediately to your Landfill Manager. Your Manager will arrange appropriate medical attention (if needed) and will complete the Managed Care Forms / Vehicle Accident Report correctly and legibly **ASAP**.

**NOTE:** Santek requires a drug/alcohol test if you are involved in an accident or a workers compensation injury/occurrence.

3. You are expected to keep your tools and working area clean and free of hazards at all times. Hazards include oil spills, old parts, trash and dirt.
4. Safety glasses, face shields, helmets, or goggles are mandatory while performing the following operations or while working within an area where these operations are taking place:
  - Grinding, chipping, scrapping or hammering.
  - Steam cleaning or high-pressure washers.
  - Using compressed air.
  - Drilling or boring.
  - Using parts cleaners.
  - Chemical handling or filling operations, battery servicing, or SOS Laboratory.
  - Hose cutting and fitting areas.
  - Wire rope cutting areas.
  - Welding or acetylene cutting.
  - Operating any mechanical or hydraulic press, including track presses.
  - Operating any machine shop equipment.
  - Working on a running engine.
  - Painting.
  - Working under a vehicle or machine.
5. Safety shoes or boots with steel toes that meet ANSI requirements are mandatory for all employees while performing work for Santek.

6. Hearing protection is mandatory in the following instances and is a job requirement:
  - While operating any equipment rated above 85 Db for 8 hours.
  - While in areas where grinding, hammering or banging is occurring.
  - Anytime an uncomfortable noise level is reached.
  
7. SMOKING - Smoking is prohibited in the following areas:
  - Paint shop.
  - All diesel fuel and gasoline storage and pump areas.
  - All combustible gas storage areas.
  - Any area where volatile fuels and fumes are present.
  
8. Seat belts are required to be worn by all employees while operating a company vehicle.
  
9. Contact lenses are not authorized to be worn while welding or while within an area where welding is taking place. Contact lenses may become fused to the eye.
  
10. Respirators must be properly fitted and worn while painting and sanding or while in extremely dusty areas or while handling or operating around any materials considered hazardous (such as asbestos etc.)
  
11. Do not **DRINK** and **DRIVE**. (This is cause for termination)

## **OPERATING PROCEDURES**

1. Before any machinery or mechanized equipment becomes operational, it shall be inspected and tested by a competent mechanic and certified to be in safe operating condition. Records of tests and inspections shall be maintained at the site by the manager and shall be made available upon request of the designated authority.
2. The Landfill Manager shall designate a competent person to be responsible for the inspection of all machinery and equipment daily and during equipment use to ensure its safe operating condition. Tests shall be made at the beginning of each shift to determine that brakes and operating systems are in proper working condition.
3. Employees will follow all manufacturers-recommended preventive maintenance procedures.
4. Any machinery or equipment found by the Manager or designated authority to be unsafe shall be dead lined and its use prohibited until unsafe conditions are corrected.
5. Inspections or determinations of road conditions and structures shall be made in advance to assure that clearances and load capacities are safe for the passage or placing of any machinery or equipment.
6. Machinery and mechanized equipment shall be operated only by designated personnel. Equipment deficiencies observed at any time affecting safe operation shall be corrected before continuing operation.
7. Seats or equal protection must be provided for each person required to ride on equipment.
8. Getting off or on any equipment while it is in motion is prohibited.
9. Machinery or equipment requiring an operator shall not be permitted to run unattended.
10. Machinery or equipment shall not be operated in a manner that will endanger persons or property nor shall safe operating speeds or loads be exceeded.
11. All machinery or equipment shall be shut down and positive means taken to prevent its operation while repairs or manual lubrications are being done. Exemption: Equipment designed to be serviced while running.
12. All repairs on machinery or equipment shall be made at a location which will provide protection from traffic for repair person.

13. Heavy machinery, equipment, or parts thereof which are suspended or held apart by slings, hoist, or jacks also shall be substantially blocked or cribbed before personnel are permitted to work underneath or between them.
14. Bulldozer and scraper blades, end-loader buckets, dump bodies, and similar equipment shall be either fully lowered or blocked when being repaired or when not in use. All controls shall be in a neutral position with the engines stopped and brakes set unless work being performed on the machine requires otherwise.
15. Equipment operated on the highway shall be equipped with turn signals visible from the front and rear.
16. All machinery or equipment and material hoists operating on rails, tracks or trolleys shall have positive stops or limiting devices either on the equipment, rails, tracks or trolleys to prevent overrunning safe limits.
17. Stationary machinery and equipment shall be placed on a firm foundation and secured before being operated.
18. All points requiring lubrication during operation shall have fittings accessibly located or guarded to prevent hazardous exposure.
19. When necessary, all mobile equipment and the area in which they are operated shall be adequately illuminated while work is in progress.
20. Service or maintenance equipment which will be parked or moving slower than normal traffic on haul roads at night shall have a yellow flashing light visible from all directions.
21. Mobile-type equipment operating within an off-highway job site not open to public traffic shall have a service brake system capable of stopping and holding the equipment fully loaded on the grade of operation. Braking systems shall be in accordance with the following SAE recommended practices.
22. Certain heavy duty haulage equipment shall, in addition to complying with number 21 above, have an emergency brake system. The emergency brake system shall automatically stop the equipment upon failure in the service brake system. The system shall also be manually operable from the driver's position. Emergency brake systems for off-highway equipment shall comply with Industry and SAE recommended practices. On highway or on/off highway equipment shall meet applicable SAE and DOT requirements.
23. No one shall be permitted in the truck cab during loading operations except the driver and then only if the truck has a cab protector.
24. Fill hatches on water haul vehicles shall be secured or the opening reduced to a maximum 8 inches.

25. Mechanized equipment shall be shut down prior to and during fueling operations. Closed systems with automatic shut-off to prevent spillage if connections are broken may be used to fuel diesel powered equipment left running.
26. All towing devices used on any combinations of equipment shall be structurally adequate for the weight drawn and securely mounted.
27. Persons shall not be permitted to get between towed equipment until the towing equipment has been stopped.
28. All machinery or equipment operating on rails, tracks, or trolleys (except railroad equipment) shall be provided with substantial track scrapers or track clearers effective in both directions on each wheel or set of wheels.
29. All equipment with windshields shall be equipped with powered wipers. Vehicles that operate under conditions that cause fogging or frosting of windshields shall be equipped with operable defogging or defrosting devices.
30. All equipment left unattended at night, adjacent to a highway in normal use, or adjacent to construction areas where work is in progress, shall have lights or reflectors, or barricades equipped with lights or reflectors to identify the location of the equipment.
31. The parking brake shall be set on all parked equipment. Equipment parked on inclines shall have the wheels chocked or track mechanism blocked and the parking brake set.
32. Lift trucks, stackers, etc., shall have the rated capacity posted on the vehicle so as to be clearly visible to the operator. When auxiliary removable counterweights are provided by the manufacturer corresponding alternate rated capacities also shall be clearly shown on the vehicle. The ratings shall not be exceeded.
33. No modifications or additions which affect the capacity or safe operation of equipment shall be made without the manufacturer's written approval. If such modifications or changes are made, the capacity, operation, and maintenance instruction plates, tags, or decals shall be changed accordingly. At no time shall the original safety factor of the equipment be reduced.
34. Steering or spinner knobs shall not be attached to the steering wheel unless the steering mechanism prevents road reactions from causing the steering hand wheel to spin. When permitted the steering knob shall be mounted within the periphery of the wheel.
35. All industrial trucks in use shall meet the requirements of design, construction, stability, inspection, testing, maintenance, and operation, defined in ANSI B 56.1, Safety Standards for Powered Industrial Trucks.

36. The installation of live booms on material and personnel hoists is prohibited.
37. Safeguards shall be provided to prevent equipment such as rubber-tired bulldozers, front-end loaders, and land cranes operating on floating plant from going into the water.
38. The controls of loaders, excavators, or similar equipment with folding booms or lift arms shall not be operated from a ground position unless so designed.
39. Personnel shall not work or pass under the buckets or booms of loaders in operation.
40. Tire service vehicles shall be operated so that the operator will be clear of tires and rims when hoisting operations are being performed. Tires large enough to require hoisting equipment will be secured from movement by continued support of the hoisting equipment unless bolted to the vehicle hub or otherwise restrained.
41. Each bulldozer, scraper, dragline, crane, motor grader, front-end loader, mechanical shovel, backhoe, and other similar equipment shall be equipped with at least one dry chemical or carbon-dioxide fire extinguisher, having a minimum UL rating of 5-B:C.

## **GUARDING AND SAFETY DEVICES**

1. All self-propelled construction equipment, except light service trucks, panels, pickups, station wagons, crawler cranes, power shovels, and draglines, whether moving alone or in combination, shall be equipped with a reverse signal alarm. Alarm shall be audible and sufficiently distinct to be heard under prevailing conditions. Alarm shall operate automatically upon commencement of backward motion. Alarm may be continuous or intermittent (not to exceed 3-second intervals) and shall operate during the entire backward movement. Electrical alarms shall meet SAE J994b. Equipment that is designed and operated for the operator to be always facing the direction of motion does not require reverse signal alarms.
2. The reverse signal alarms shall be in addition to requirements for signal persons.
3. All belts, gears, shafts, pulleys, sprockets, spindles, drums, flywheels, chains, or other reciprocating, rotating or moving parts of equipment shall be guarded when exposed to contact by persons that otherwise create a hazard. Guarding shall meet the requirements of ANSI B15.1, Safety Standards for Mechanical Power Transmission Apparatus.
4. All hot surfaces of equipment, including exhaust pipes or other lines, shall be guarded or insulated to prevent injury and fire.



5. Fuel tanks shall be located in a manner which will not allow spills or overflows to run onto engine, exhaust, or electrical equipment.
6. Exhaust or discharges from equipment shall be directed so that they do not endanger persons or obstruct view of operator.
7. All equipment having a charging skip shall be provided with guards on both sides and open end of the skip area to prevent persons from walking under the skip while it is elevated.
8. Platforms, foot walks, steps, handholds, guardrails, and toe boards shall be provided on machinery and equipment to provide safe footing and access ways.
9. Equipment shall be provided with suitable working platforms, guardrails, and handholds when attendants or other employees are required to ride for operating purposes outside the operator's cab or compartment. Platforms and steps shall be of non-skid material.
10. Hand operated power equipment such as power mowers, flails, floor finishers, power screens, and grinders shall have guards that contact the operator's foot before the operating head or blade.
11. Substantial overhead protection shall be provided for the operators of fork lifts and similar material handling equipment.
12. A safety tire rack, cage, or equivalent protection shall be provided and used when inflating, mounting, or dismounting tires installed on split rims equipped with locking rings or similar devices.
13. No guard, safety appliance or device shall be removed from machinery or equipment, or made ineffective except for making immediate repairs, lubrications, or adjustments, and then, only after the power has been shut off.
14. All guards and devices shall be replaced immediately after completion of repairs and adjustments, and before power is turned on.
15. A warning device or a signal person shall be provided where there is potential danger to persons caused by moving equipment, swinging loads, buckets, booms, etc.
16. Seatbelts and anchorages meeting the requirements of 49 CFR 571 (Department of Transportation Federal Motor Vehicle Safety Standards) shall be installed and worn in all motor vehicles. Two-piece seat belts and anchorages for construction equipment shall comply with applicable Federal specifications or SAE J 386a and shall be worn.

17. All high-rider industrial trucks shall be equipped with overhead guards which meet the structural requirements defined in paragraph 4.21 of American National Standards Institute B56.1, Safety Standards for Powered Industrial Trucks.
18. Suitable protection against the elements, falling or flying objects, swinging loads, and similar hazards shall be provided for operators of all machinery or equipment. Glass used in windshields or cabs shall be safety glass. Broken or cracked glass shall be replaced as soon as possible.
19. All bulldozers, tractors, or similar equipment used in clearing operations shall be provided with substantial guards, shields, canopies, and grills to protect the operator from falling and flying objects as appropriate to the nature of the clearing operations. The overhead covering on this canopy structure shall be of not less than 1/8-inch (3.175 mm) steel plate or 1/4-inch (6.35 mm) woven wire mesh with openings no greater than 1 inch (2.54 cm), or equivalent. The opening in the rear of the canopy structure shall be covered with not less than 1/4-inch (6.35 mm) woven wire mesh with openings no greater than 1 inch (2.54 cm).
20. Rollover Protective Structures (ROPS) and Falling Object Protective Structures (FOPS)
  - a. Seat belts and rollover protective structures (ROPS) shall be installed on crawler and rubber-tire tractors such as dozers, push and pull tractors, winch tractors, and mowers (except side boom pipe-laying equipment); off-highway, self-propelled, pneumatic-tire earth movers such as trucks, pans, scrapers, bottom dumps and end dumps; motor graders; water tank trucks having a tank height less than the cab; and other self-propelled construction equipment such as front-end loaders, backhoes, rollers, and compactors. ROPS are not required on trucks designed for hauling on public highways, crane-mounted dragline backhoes, tractors or front-end loaders only when used to unload materials from barges, sections of rollers and compactors of the tandem steel-wheeled and self-propelled pneumatic tired type that do not have an operators station, self-propelled rubber-tire lawn and garden tractors under 20 drawbar horsepower, cranes, draglines, or equipment on which the operator's cab and boom rotate as a unit. Note: ROPS may be removed from certain types of equipment when the work cannot be performed with the ROPS in place and when ROPS removal is approved in writing by the Designated Authority.
  - b. ROPS shall be installed in accordance with the manufacturer's or designer's recommendations. The operating authority shall furnish certification from the manufacturer or a Registered Professional Engineer that the ROPS complies with the applicable standards listed in paragraphs c, d, e and f below. The following information permanently affixed to the ROPS is acceptable in lieu of written certification (1) Manufacturer's or fabricator's name and address; (2) ROPS model number, if any; (3) Machine make, model or series number that the structure is designed to fit.

- c. ROPS for construction and grounds keeping equipment will comply with the following applicable SAE recommended practices:
- Operator Protective Structure Performance Criteria for certain Forestry Equipment
  - Overhead Protection for Agricultural Tractors-Test Procedures and Performance Requirements
  - Roll-Over Protective Structures (ROPS) for Wheeled Agricultural Tractors
  - Performance Criteria for Roll-Over Protective Structures (ROPS) for Construction, Earthmoving, Forestry, and Mining Machines.
- d. ROPS certified to meet SAE standards superseded by this standard are acceptable. ROPS shall also be acceptable if they meet the criteria of any state which has a DOL-approved OSHA program or meet Water and Power Resources Service requirements.
- e. FOPS for construction and grounds keeping equipment will be furnished when applicable and will comply with the following applicable SAE-recommended practices:
- Minimum Performance Criteria for Falling Object Protective Structures (FOPS).
  - Minimum Performance Criteria for Falling Object Protective Structure (FOPS) for Industrial Equipment.
  - Field welding on ROPS shall be performed by welders who are certified by the contractor as being qualified in accordance with American Welding Society Standards D1.1, Military Standard MIL-STD 248; or equivalent.
- f. Accessible areas within the swing radius of the rear of the rotating super-structure of a crane, either permanently or temporarily mounted, shall be barricaded to prevent an employee from being struck or crushed by the crane.

## **HOISTING EQUIPMENT - GENERAL**

All hoisting equipment must be capable of satisfactorily completing a performance (operating) test before being placed in service on a project. This test shall consist of maneuvering a specified test.

This list does not constitute a complete set of safety rules.

Each employee is expected to give full cooperation in following good housekeeping practices while at work and to follow all posted and written rules.

## **EYE PROTECTION PROGRAM**

Santek provides each employee with plain lens safety glasses or plain lens goggles for use as over-the-counter prescription glasses. Face shields, goggles or safety glasses will be provided at all grinders, wash racks, solvent tanks, and battery filling and charging locations. The above eye protection devices are provided free of charge and are replaced when they are damaged or worn. To obtain a replacement, the employee must give the damaged equipment to his supervisor; the supervisor will initiate replacement action.

## **SAFETY SHOE/BOOT PROGRAM**

Santek will pay the cost (up to \$100.00 per year) of a pair of safety shoes or boots for employees affected by the safety shoe/boot requirement. These safety shoes and boots will be of a style and design approved by the Corporate Safety Director. Several sources who offer discounts are being identified and will be used. Safety shoes/boots must be worn at all times. Employees who do not wear safety shoes/boots may be sent home and not be paid for the time away to get required shoes/boots. If you are terminated or voluntarily resign in the 90 day Introductory Period of employment, the entire cost of the work boots will be deducted from your final paycheck.

## **HEARING PROTECTION PROGRAM**

Santek will provide at no cost either foam-type ear plugs or sound-barrier ear muffs or a combination of both in extremely noisy areas to each employee in the affected work areas. Foam ear plugs are available from the scale house.

## **HAND PROTECTION PROGRAM**

Santek will provide leather welding gloves for welders and work gloves for any other jobs that require them.

# **AWARDS/INCENTIVE PROGRAMS**

## ***Safety Policy Statement***

As a service company, Santek recognizes that the safety of our employees, the environment, our customers, and the general public is our primary concern. Safety is paramount; therefore, safety will take precedence over all activities including expediency or shortcuts. We as a company will reduce the possibility of accident occurrence by complying with all state, Federal, and local laws and regulations as well as by making a full-hearted commitment to providing an accident free environment for our employees and our community.

## ***Award Policy***

As an incentive for Landfills achieving a zero reportable accident rate, Santek has adopted the following award policy:

- 12 Months.....Dinner on Santek
- 24 Months.....Jacket
- 36 Months.....1 day off with pay
- 48 Months.....\$100.00 or 1-1/2 days off
- 60 Months.....2 days off
- 60+ Months.....2 days off (never to exceed)

The above awards will apply to full-time and part-time or seasonal employees who meet the 50% employment eligibility. All time off must first be scheduled with the employee's Landfill Manager. Other incentives will be given at the management level when a certain goal or job well done by employees is accomplished.

# **DISCIPLINARY ACTIONS**

Santek takes its responsibilities to maintain a safe working environment seriously. It is equally as important that you recognize your responsibilities to work safely. Those employees who willfully or negligently disregard safe operating practices and safety rules or who operate equipment or vehicles in a reckless manner will be referred to their manager for appropriate disciplinary actions, up to and including possible dismissal.

# **LOCK OUT - TAG OUT PROCEDURES**

## ***Purpose***

This procedure establishes the minimum requirements for the lock out or tag out of energy isolating devices. It shall be used to ensure that the machine or equipment is isolated from all potentially hazardous energy, and is locked or tagged out before employees perform any servicing or maintenance work where the unexpected energization, start-up or release of stored energy could cause an employee injury.

## ***Basic Rules for using Lock Out or Tag Out Procedures***

All equipment shall be locked out or tagged out to protect against accidental or inadvertent operation when such operation could cause injury to personnel. Do not attempt to operate any switch, valve, or other energy-isolating device that is locked or tagged.

## ***Responsibility***

Employees shall be instructed in the safety significance of the lock out and/or tag out procedure. Each affected employee and other employees whose work operations are or may be in the area shall be instructed in the purpose and use of the lock out or tag out procedure. Managers are responsible for providing employee training of the lock out and tag out procedure.

## ***Preparation for Lock Out or Tag Out***

Survey the work to be performed to locate and identify all isolating devices to be certain which switch(s), valve(s) or other energy-isolating devices apply to the equipment to be locked or tagged out. More than one energy source (electrical or mechanical) may be involved.

## ***Sequence of Lock Out or Tag Out System Procedure***

1. Notify all affected employees that a lock out or tag out system will be utilized and the reason therefore. Employees shall know the type and magnitude of energy that the machine or equipment utilizes and shall understand the hazards thereof.

2. If the machine or equipment is operating, shut it down by the normal stopping procedures.
3. Operate the switch, valve or other energy-isolating device(s) so that the equipment is isolated from its energy source(s). Stored energy (such as that in springs, elevated machine parts, rotating flywheels, hydraulic systems, and air) must be dissipated or restrained by methods such as repositioning, blocking, or bleeding down. Example: remove ignition key - disconnect battery cables.
4. Lock out and/or tag out the energy isolating devices with assigned individual lock(s) or tag(s).
5. After ensuring that no personnel are exposed, and as an additional check to ensure energy source are dissipated, operate the push button or other normal operating controls to make certain the equipment will not operate. **CAUTION:** Return operating control(s) to "neutral" or "off" position after test.
6. The equipment is now locked out or tagged out.

### ***Restoring Machines or Equipment to Normal Production Operations***

1. After servicing and/or maintenance are complete and equipment is ready for normal operations, inspect the area around the machines or equipment to ensure that no one is exposed.
2. After all tools have been removed from the machine or equipment, guards and battery cables have been re-installed, and employees are in the clear, remove all lock out or tag out devices. Operate the energy-isolating devices to restore energy to the machine or equipment.

### ***Procedure Involving More Than One Person***

In the preceding steps, if more than one individual is required to lock out or tag out equipment, each shall place his/her own personal lock out device or tag out device on the energy-isolating device(s).

### ***Santek Lock Out Procedure for All Machines***

The following lock out procedure must be followed when repairing or servicing all off-highway equipment:

1. Know the equipment/review in the Service Manual.
2. Notify Landfill Manager/Oilers/Operators.
3. Shut off power. Remove the ignition key. Disconnect the battery cables, if applicable. Block out all energy sources. Ensure it cannot be set into motion without your control, block and brace all hydraulics in operated implements.

4. Place "Danger: Men at Work" tag or a padlock on the control in a secure manner. If more than one employee is working on a job, each person is required to tag out the equipment.
5. Verify the lock out.
6. Inspect the machine for deactivation.
7. When work is complete, remove your tag or padlock and blocking. Never permit someone else to remove it for you.
8. Finish safely.

## **HAZARDOUS COMMUNICATION PROGRAM**

### ***General Company Policy***

The purpose of this notice is to inform you that our company is complying with the OSHA Hazard Communication Standard Title 29 Code of Federal Regulations 1910.1200. by compiling a hazardous chemicals list, by using MSDS's, by ensuring that containers are labeled, and by providing you with training.

This program applies to all work operations in our company where you may be exposed to hazardous substances under normal working conditions or during an emergency situation.

The Corporate Safety Director is the program coordinator, acting as the representative of the Landfill Manager, who has over-all responsibility for the program. The Corporate Safety Director will review and update the program, as necessary. Copies of the written program may be obtained from the Corporate Safety Director at the Corporate Office.

Under this program you will be informed of the contents of the Hazard Communication Standard, the hazardous properties of chemicals with which you work, safe handling procedures, and measures to take to protect yourselves from these chemicals. You will also be informed of the hazards associated with non-routine tasks.

### ***List of Hazardous Chemicals***

The Landfill Manager will make a list of all hazardous chemicals and related work practices used in the Landfill, and will update the list as necessary. Our list of chemicals identifies all of the chemicals used in our work areas. A separate list is available for each facility and is kept there. Each list also identifies the corresponding



MSDS for each chemical. A master list of these chemicals will be maintained by, and is available from the Corporate Safety Director at the Corporate Office.

### ***Material Safety Data Sheets (MSDS)***

MSDS provide you with specific information on the chemicals you use. The Corporate Safety Director will maintain a binder in their office with an MSDS on every substance on the list of hazardous chemicals. The MSDS will be a fully completed OSHA Form 174 or equivalent. The Landfill Manager will ensure that each work site maintains and MSDS for hazardous materials in that area. MSDS will be made readily available to you during your work shift.

The Corporate Safety Director is responsible for acquiring and updating MSDS. They will contact the chemical manufacturer or vendor if additional research is necessary or if an MSDS has not been supplied with an initial shipment. All new procurements for the company must be cleared by the Corporate Safety Director. A master list of MSDS is available from the Corporate Safety Director at the Corporate Office.

### ***Labels and Other Forms of Warning***

The Landfill Manager will ensure that all hazardous chemicals at the Landfill are properly labeled and updated, as necessary. Labels should list at least the chemical identity, appropriate hazard warnings, and the name and address of the manufacturer, importer or other responsible party. The Corporate Safety Director will refer to the corresponding MSDS to assist you in verifying the label information. Containers that are shipped from the Landfill will be checked by the Manager.

If there are a number of stationary containers within a work area that have similar contents and hazards, signs will be posted on them to convey the hazard information.

If you transfer chemicals from a labeled container to a portable container that is intended only for your immediate use, no labels are required on the portable container. Pipes or piping systems will not be labeled but their contents will be described in the training sessions.

### ***Non-Routine Tasks***

When you are required to perform hazardous non-routine tasks (e.g., cleaning tanks, entering confined spaces, etc.), a special training session will be conducted to inform you regarding the hazardous chemicals to which you might be exposed and the proper precautions to take to reduce or avoid exposure.

## **Training**

Everyone who works with or is potentially exposed to hazardous chemicals will receive initial training on the Hazard Communication Standard and the safe use of those hazardous chemicals by the Corporate Safety Director. A program that uses both audiovisual materials and classroom type training has been prepared for this purpose. Whenever a new hazard is introduced, additional training will be provided. Regular safety meetings will also be used to review the information presented in the initial training. Managers will be trained regarding hazards and appropriate protective measures so they will be available to answer questions from employees and provide daily monitoring of safe work practices.

The training plan will emphasize these items:

1. Summary of the standard and this written program.
2. Chemical and physical properties of hazardous materials (e.g., flash point, reactivity) and methods that can be used to detect the presence or release of chemicals (including chemicals in unlabeled pipes).
3. Physical hazards of chemicals (e.g. potential for fire, explosion, etc.)
4. Health hazards, including signs and symptoms of exposure, associated with exposure to chemicals and any medical conditions known to be aggravated by exposure to the chemical.
5. Procedures to protect against hazards (e.g., personal protective equipment required, proper use, and maintenance, work practices or methods to assure proper use and handling of chemicals; and procedures for emergency response).
6. Work procedures to follow to assure protection when cleaning hazardous chemical spills and leaks.
7. Where MSDS are located, how to read and interpret the information on both labels and MSDS and how employees may obtain additional hazard information.

The Corporate Safety Director or designee will review our employee training program and advise the facility manager on training or retraining needs. Retraining is required when the hazard changes or when a new hazard is introduced into the workplace, but it will be company policy to provide training regularly in safety meetings to ensure the effectiveness of the program. As part of the assessment of the training program, the Corporate Safety Director will obtain input from employees regarding the training they have received, and their suggestions for improving it.

### ***Contractor Employers***

The Landfill Manager will advise outside contractors in person of any chemical hazards that may be encountered in the normal course of their work on the premises, the labeling system in use, the protective measures to be taken, and the safe handling procedures to be used. In addition, the Landfill Manager will notify these individuals of the location and availability of MSDS. Each contractor bringing chemicals on-site must provide us with the appropriate hazard information on the substances, including the labels used and the precautionary measures to be taken in working with these chemicals.

### ***Additional Information***

All employees, or their designated representatives, can obtain further information on this written program, the hazard communication standard, applicable MSDS, and chemical information lists at the Corporate Office.

## **Checklist**

	Yes	No
1. Listed all of the hazardous chemicals in our workplace.	_____	_____
2. Established a file for information on hazardous chemicals.	_____	_____
3. Obtained an MSDS for each hazardous chemical use.	_____	_____
4. Developed a system to ensure that all incoming hazardous chemicals are labeled.	_____	_____
5. Reviewed each MSDS to be sure it is complete.	_____	_____
6. Made sure that MSDS's are available where necessary.	_____	_____
7. Developed a written hazard communication program.	_____	_____
8. Developed a method to communicate hazards to employees and others.	_____	_____
9. Informed employees of protective measures for hazardous chemicals used in the workplace.	_____	_____
10. Alert employees to other forms of warning that may be used.	_____	_____

The above checklist is to be used and completed by the Landfill Manager. Managers will survey the landfill's shops, scale houses, trailers, etc. and compile a list of hazards and hazardous chemicals. It should be sent to the Corporate Office Attention Corporate Safety Director. The checklist will be reviewed and MSDS sheets checked and updated. Copies will then be mailed back out. Necessary training materials, MSDS sheets, etc. will be ordered for training to begin.

## **Equipment Preventive Maintenance Program**

### **Santek Environmental, Inc.**

Santek's preventive maintenance program is directed by Raymond Givens and his site mechanics who utilize the View Point computer software system.

Scheduled every 250 hours, service intervals consist of sampling and changing equipment fluids as well as inspecting equipment for immediate repairs. During this time, major repair events are also scheduled for the purposes of rebuilding engine components or replacing equipment tracks. All oil samples are forwarded to local Caterpillar labs where they are analyzed for any potential problems.

Component power train rebuilds are performed by certified Caterpillar mechanics who replace engines, transmissions, hydraulic systems or final drives. Component rebuilds are scheduled between 10,000 and 12,000 hours. Certified rebuilds are scheduled every 20,000 hours and upon completion, the machine receives a new serial number and warranty.

Equipment operators and site mechanics also inspect machines daily during the re-fueling of equipment and monitoring of fluids and air filters.

Attached in this section are samples of several work orders and preventive maintenance checklists.

### **Waste Services, LLC**

Waste Services' preventive maintenance program is directed by Dwight Robinson and his site mechanics, and is modeled on DOT conformance standards.

Drivers and mechanics complete Daily Driver Inspection & Vehicle Condition Reports (DVCR) which consists of pre-trip and post-trip inspections. Reports are kept on file electronically for 90 days, after which time they're purged from the system.

If vehicles are in need of repair or service, drivers complete work orders which serve multiple purposes. The orders allow mechanics to track the purchase of equipment parts as well as to serve as evidence work was performed to correct the repair.

A two-part preventive maintenance and inspection (PMI) program is conducted on vehicles every 150 hours and 300 hours, respectively. The majority of inspected items are performed in accordance with DOT standards which are required annually.

Finally, all vehicles are inspected annually, per DOT regulations.

Attached in this section are samples of DVCR forms, work orders and PMI reports.

250 Hour Service

### EM Work Order Drilldown

Status Codes: First - Last

OPEN Work Orders Only?: N

Work Orders: First - Last

Categories: First - Last

Equipment: 1 - 9999999999

Shops: First - Last

Mechanics: First - Last

Date Range: All Dates

**8- COMPACTORS**

8/130 2003 CAT 826G COMPACTOR AYH00563

Work Order	--- Items ---		Shop	Created	Due	Scheduled
	Open	Complete				
236 Auto-Init WO -07/12/2010	9		AL1	07/12/10	07/12/10	07/19/10

Item	Description	Status	Dates:	Created	Due	Scheduled	Completed
1	CHANGE ENGINE OIL AND FILTER	1 OPEN WORK ORDEF		07/12/10	07/12/10	07/19/10	
2	SAMPLE OIL	1 OPEN WORK ORDEF		07/12/10	07/12/10	07/19/10	
3	COKPLETE WALK AROUND INSP.	1 OPEN WORK ORDEF		07/12/10	07/12/10	07/19/10	
4	CHECK ALL BELTS AND HOSES	1 OPEN WORK ORDEF		07/12/10	07/12/10	07/19/10	
5	CHECK OIL IN FINAL DRIVES	1 OPEN WORK ORDEF		07/12/10	07/12/10	07/19/10	
6	CHECK REAR AXLE MOUNTING BOLTS	1 OPEN WORK ORDEF		07/12/10	07/12/10	07/19/10	
7	STEAM CLEAN MACHINE	1 OPEN WORK ORDEF		07/12/10	07/12/10	07/19/10	
8	CHEC AIR FILTER CHG.IF NEEDED	1 OPEN WORK ORDEF		07/12/10	07/12/10	07/19/10	
9	CHECK ALL FLUIDS	1 OPEN WORK ORDEF		07/12/10	07/12/10	07/19/10	

Completed in Virginia 4945.

# Work Order 237

Work Order: 237 Auto-Init WO-07/12/2010		Date Done : _____
Equipment: 8135 2009 CAT 836H COMPACTOR	Serial#: BXD00753	Odometer : _____
Mechanic: _____	Location: _____	Hour Meter : _____
Current Job: AL100- 10 /MT OLIVE 2010 LF OPERATIONS		

Item	IN/OUT	Hrs/Quote	Status	Employee	Hours	Status	Note
1 CHANGE ENG.OIL&FILTER	IN	0.00	1-OPEN WORK ORDERS	_____	_____	_____	_____
2 SAMPLE ENG.OIL	IN	0.00	1-OPEN WORK ORDERS	_____	_____	_____	_____
3 CECK OIL IN DIFF.&FINALS	IN	0.00	1-OPEN WORK ORDERS	_____	_____	_____	_____
4 TEST BRAKING SYSTEM	IN	0.00	1-OPEN WORK ORDERS	_____	_____	_____	_____
5 CLEAN BATTERIES	IN	0.00	1-OPEN WORK ORDERS	_____	_____	_____	_____
6 INSPECT ALL BELTS&HOSES	IN	0.00	1-OPEN WORK ORDERS	_____	_____	_____	_____
7 CLEAN ALT.VENT LINE&SCREEN	IN	0.00	1-OPEN WORK ORDERS	_____	_____	_____	_____
8 LUBE ARTICULATION BEARINGS	IN	0.00	1-OPEN WORK ORDERS	_____	_____	_____	_____
9 CHANGE TRANS.OIL&FILTER	IN	0.00	1-OPEN WORK ORDERS	_____	_____	_____	_____
10 SAMPLE TRANS.OIL	IN	0.00	1-OPEN WORK ORDERS	_____	_____	_____	_____
11 INSPECT ROPS	IN	0.00	1-OPEN WORK ORDERS	_____	_____	_____	_____
12 LUBE DRIVE LINES	IN	0.00	1-OPEN WORK ORDERS	_____	_____	_____	_____
13 REPLACE CASE DRAIN OIL FILT	IN	0.00	1-OPEN WORK ORDERS	_____	_____	_____	_____
14 CHANGE DIFF.&FINAL DRIVE OIL	IN	0.00	1-OPEN WORK ORDERS	_____	_____	_____	_____
15 SAMPLE DIFF.&FINALS	IN	0.00	1-OPEN WORK ORDERS	_____	_____	_____	_____
16 RUN OVERHEAD ON ENGINE	IN	0.00	1-OPEN WORK ORDERS	_____	_____	_____	_____
17 CHANGE COOLANT/SAMPLE	IN	0.00	1-OPEN WORK ORDERS	_____	_____	_____	_____
18 INSPECT ELECTRONICUNIT INJI	IN	0.00	1-OPEN WORK ORDERS	_____	_____	_____	_____
19 CHANGE HYD.OIL/SAMPLE	IN	0.00	1-OPEN WORK ORDERS	_____	_____	_____	_____
20 REPLACE REFRIGERANT DRYEI	IN	0.00	1-OPEN WORK ORDERS	_____	_____	_____	_____

Parts Needed:	UM	Status	Inventory Location	Required	Quantity Needed	Quantity Used
Part						

*2000 Hour Service*

1000 Hour Service

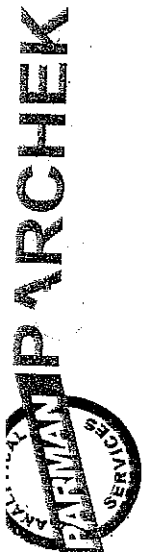
## Work Order 20003130

<b>Work Order:</b> 20003130 Auto-Init WO-07/26/2010 <b>Equipment:</b> 4141 2003 DRESSER TD20H DOZER <b>Mechanic:</b> <b>Current Job:</b> GA300- 10 / GORDON 2010 LF OPERATIONS	<b>Serial#:</b> 1P052505 <b>Location:</b> <b>Date Done:</b> _____ <b>Odometer:</b> _____ <b>Hour Meter:</b> _____
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Item	IN/OUT	Hrs/Quote	Status	Employee	Hours	Status	Note
1	IN	0.00	1-OPEN WORK ORDER				
2	CHK BATTERIES AND TERMINAL	IN	0.10 1-OPEN WORK ORDER				
3	PERFORM WALK AROUND INSP	IN	0.15 1-OPEN WORK ORDER				
4	CHK SEAT BELT/BACK-UP ALAR	IN	0.15 1-OPEN WORK ORDER				
5	LUBRICATE OSCILLATING PINS	IN	0.15 1-OPEN WORK ORDER				
6	CHECK BALL SOCKETS	IN	0.00 1-OPEN WORK ORDER				
7	CHECK SEAT BELT/BACK UP	IN	0.00 1-OPEN WORK ORDER				
8	PERFORM WALK AROUND	IN	0.00 1-OPEN WORK ORDER				
9	LUBRICATE TILT BRACE	IN	0.00 1-OPEN WORK ORDER				
10	LUB CYL. MNTS.& UPPER TRUNI	IN	0.00 1-OPEN WORK ORDER				
11	ADJUST ALTERNATOR & FAN	IN	0.00 1-OPEN WORK ORDER				
12	ADJUST TRACKS IF NEEDED	IN	0.00 1-OPEN WORK ORDER				
13	CHANGE ENGINE OIL AND FILTE	IN	0.00 1-OPEN WORK ORDER				
14	CLEAN FUEL CAP AND SCREEN	IN	0.00 1-OPEN WORK ORDER				
15	CHECK IDLER W/HEAT GUN	IN	0.00 1-OPEN WORK ORDER				
16	INSPECT EQUILIZER BAR	IN	0.00 1-OPEN WORK ORDER				
17	LUB. FAN & ADJUST PULLEY	IN	0.00 1-OPEN WORK ORDER				
18	SAMPLE OIL LEFT FINAL DRIVE	IN	0.00 1-OPEN WORK ORDER				
19	SAMPLE ENGINE OIL	IN	0.00 1-OPEN WORK ORDER				
20	SAMPLE HYDRUALIC OIL	IN	0.00 1-OPEN WORK ORDER				
21		IN	0.00 1-OPEN WORK ORDER				
22	SAMPLE TRANSMISSION OIL	IN	0.00 1-OPEN WORK ORDER				
23	LUBE EQUALIZER BAR	IN	0.00 1-OPEN WORK ORDER				
24	CK RECOIL SPRING COMPRESS	IN	0.00 1-OPEN WORK ORDER				
25	CHANGEHYD.FILTER	IN	0.00 1-OPEN WORK ORDER				
26	CHANGE TRANS.FILTER	IN	0.00 1-OPEN WORK ORDER				
27	WASH ENGINE CRANKCASE BR	IN	0.00 1-OPEN WORK ORDER				
28	INSPECT MACHINE COMPLETLI	IN	0.00 1-OPEN WORK ORDER				
29	CHANGE TRANS.OIL	IN	0.00 1-OPEN WORK ORDER				
30	TEST COOLANT	IN	0.00 1-OPEN WORK ORDER				
31	CLEAN TRANS.MANGNETIC SCF	IN	0.00 1-OPEN WORK ORDER				
32	STEAM CLEAN MACHINE	IN	0.00 1-OPEN WORK ORDER				

Parts Needed:	UM	Status	Inventory Location	Required	Quantity Needed	Quantity Used
Part						





UNIT: 01A61A7  
Final Drive  
4502

Unit No.

Unit: Caterpillar  
Model: D6H  
Serial No.: 9KJ00909  
Site:

Compartment: Left Final Drive  
Name: Left Final Drive  
Make:  
Model:  
Serial No.:  
Capacity: 0

Customer: ANTEK ENVIRONMENTAL  
477 Fm942 West  
eggett TX 77350  
USA

**DIAGNOSIS**

Oil wear rates normal. Abrasive and other contaminant levels are acceptable.

Action: Resample next service interval to further monitor.

ANALYST: Mark LaBenne



LEGEND  
SEVERE  ABNORMAL  CAUTION  NORMAL

DATE SAMPLED  
DATE RECEIVED  
DATE REPORTED

24-Jul-10  
08-Sep-10  
10-Sep-10

06-Mar-10  
23-Mar-10  
24-Mar-10

LAB NO. 41020092690  
SIF NO. 102423750656  
TIME ON UNIT 14203 Hrs  
TIME ON OIL 13746 Hrs

OIL BRAND Unidentified  
OIL TYPE Unidentified  
OIL GRADE Unidentified  
OIL ADDED Unknown  
FILTER Not Applicable  
OIL CHANGED Not Applicable  
WO NUMBER Not Provided

**Metals (ppm)**

Iron (Fe)	46	165
Chromium (Cr)	1	1
Lead (Pb)	1	<1
Copper (Cu)	<1	1
Tin (Sn)	<1	<1
Aluminum (Al)	3	4
Nickel (Ni)	1	<1
Silver (Ag)	<1	<1
Titanium (Ti)	<1	<1
Vanadium (V)	<1	<1

**Contaminants (ppm)**

Silicon (Si)	12	29
Sodium (Na)	19	8
Potassium (K)	5	<5
Water (%)	<0.05	<0.05

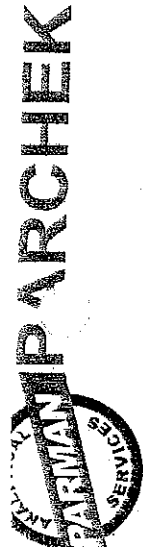
**Additives (ppm)**

Magnesium (Mg)	9	21
Calcium (Ca)	2875	2897
Barium (Ba)	<1	<1
Phosphorus (P)	812	1010
Zinc (Zn)	1384	1158
Molybdenum (Mo)	<1	20
Boron (B)	<5	25

**Physical Tests**

Viscosity (cSt 100C)	17.6
Solids	0.1





**UIN: 01A6175**  
**Diesel Engine**  
**7852**

Unit No. \_\_\_\_\_  
 Unit \_\_\_\_\_  
 Model \_\_\_\_\_  
 Serial No. \_\_\_\_\_  
 Site \_\_\_\_\_

Compartment: \_\_\_\_\_  
 Name \_\_\_\_\_  
 Make Diesel Engine  
 Model International  
 Serial No. 9400  
 Capacity 0

Customer: ANTEK ENVIRONMENTAL  
 477 Fm942 West  
 69961 TX 77350  
 USA

**DIAGNOSIS**

Oil wear rates normal. Abrasive and other contaminant levels are acceptable.

Recommendation: Resample next service interval to further monitor.

ANALYST: Mark LaBenne



LEGEND

SEVERE ABNORMAL CAUTION NORMAL

DATE SAMPLED	26-Jul-1*	16-Jul-09	23-Apr-09
DATE RECEIVED	08-Sep-	27-Aug-09	15-May-09
DATE REPORTED	10-Sep-10	28-Aug-09	18-May-09

LAB NO.	41020092885	41009143303	41009077961
SIF NO.	102423750662	9713967	9692819
TIME ON UNIT	Hrs	7658	7853
TIME ON OIL	Hrs		
OIL BRAND	80888	Chevron	Chevron
OIL TYPE	Unidentified	Unidentified	Unidentified
OIL GRADE	Unknown	Unknown	Unknown
OIL ADDED			
FILTER			
OIL CHANGED		Not Provided	Not Provided
WO NUMBER			

**Metals (ppm)**

Iron (Fe)	50	88	91
Chromium (Cr)	1	1	3
Lead (Pb)	1	<1	6
Copper (Cu)	1	3	10
Tin (Sn)	<1	<1	<1
Aluminum (Al)	4	8	12
Nickel (Ni)	2	<1	<1
Silver (Ag)	<1	<1	<1
Titanium (Ti)	<1	<1	<1
Vanadium (V)	1	<1	<1

**Contaminants (ppm)**

Silicon (Si)	6	8	22
Sodium (Na)	25	3	16
Potassium (K)	48	<5	<5
Water (%)	<0.05	<0.05	<0.05
Coolant	No	No	No

**Additives (ppm)**

Magnesium (Mg)	172	263	692
Calcium (Ca)	2592	2651	1375
Barium (Ba)	<1	<1	<1
Phosphorus (P)	1075	1319	1172
Zinc (Zn)	1658	1575	1293
Molybdenum (Mo)	86	116	38
Boron (B)	178	241	111

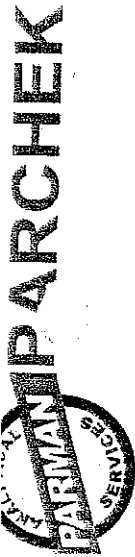
**Physical Tests**

Viscosity (cSt 100C)	13.6	15.2	13.7
Fuel (%)	<1	<1	<1
Soot (%)	1.6	2.4	1.1

**Physical / Chemical**

Base Number (mgKOH/g)	5.6	6.0	5.6
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UIN: 01BD383

Diesel Engine

4402

Unit No.

Unit: Caterpillar  
Model: D8R  
Serial No.: 7XM75005

Compartment: Diesel Engine

Make: Caterpillar  
Model: D8R  
Serial No.: 7XM75005

Capacity

Customer: SANTEK

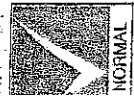
1620 Audobon Trace  
Elizabethtown KY 42701

**DIAGNOSIS**

Oil wear rates normal. Abrasive and other contaminant levels are acceptable. Viscosity within specified operating range.

Recommendation: Resample next service interval to further monitor.

ANALYST: Jim Lazroff



LEGEND

SEVERE  ABNORMAL  CAUTION  NORMAL

DATE SAMPLED	DATE RECEIVED	DATE REPORTED	LAB NO.	SIF NO.	TIME ON UNIT	Hrs	TIME ON OIL	Hrs	OIL BRAND	OIL TYPE	OIL GRADE	OIL ADDED	FILTER	OIL CHANGED	WO NUMBER	23-Jun-09	14-Sep-09	31-Jul-09	29-Jun-09	12-May-09	Apr-09
			41020052740	102358430088	3325	300	300	300	Conoco	Fleet Sprm EC	15W40					23-Jun-09	14-Sep-09	31-Jul-09	29-Jun-09	12-May-09	Apr-09
			82054750968	2032	248	250	250	250	Conoco	Fleet Sprm EC	15W40					23-Sep-09	23-Sep-09	21-Aug-09	29-May-09	28-May-09	Apr-09
			41009159829	82054750337	1547	386	287	287	Conoco	Fleet Sprm EC	15W40					23-Sep-09	23-Sep-09	21-Aug-09	29-May-09	28-May-09	Apr-09
			41009140390	82054750337	1547	386	287	287	Conoco	Fleet Sprm EC	15W40					23-Sep-09	23-Sep-09	21-Aug-09	29-May-09	28-May-09	Apr-09
			41009085070	82054750339	1161	248	248	248	Conoco	Fleet Sprm EC	15W40					23-Sep-09	23-Sep-09	21-Aug-09	29-May-09	28-May-09	Apr-09
			41009064440	82054750351	874	248	248	248	Conoco	Fleet Sprm EC	15W40					23-Sep-09	23-Sep-09	21-Aug-09	29-May-09	28-May-09	Apr-09

Metals (ppm)	23-Jun-09	14-Sep-09	31-Jul-09	29-Jun-09	12-May-09	Apr-09
Iron (Fe)	27	14	23	30	21	21
Chromium (Cr)	<1	<1	<1	<1	<1	<1
Lead (Pb)	<1	<1	4	1	<1	<1
Copper (Cu)	40	116	174	234	1	<1
Tin (Sn)	<1	<1	<1	<1	133	96
Aluminum (Al)	2	1	2	1	2	2
Nickel (Ni)	<1	<1	<1	<1	<1	<1
Silver (Ag)	<1	<1	<1	<1	<1	<1
Titanium (Ti)	<1	<1	<1	<1	<1	<1
Vanadium (V)	<1	<1	<1	<1	<1	<1
Contaminants (ppm)						
Silicon (Si)	7	5	6	5	7	5
Sodium (Na)	23	38	44	63	40	43
Potassium (K)	9	<5	<5	<5	<5	<5
Water (%)	<0.05	<0.05	<0.05	<0.05	<0.05	<0.05
Coolant	No	No	No	No	No	No
Additives (ppm)						
Magnesium (Mg)	370	164	149	145	161	199
Calcium (Ca)	1757	2386	2679	2629	2620	2817
Barium (Ba)	<1	1	<1	<1	<1	<1
Phosphorus (P)	1174	1192	1097	1131	1158	1194
Zinc (Zn)	1637	1412	1567	1522	1378	1506
Molybdenum (Mo)	77	28	20	24	22	17
Boron (B)	242	46	12	9	17	12
Physical Tests						
Viscosity (cSt 100C)	13.5	14.3	14.6	14.9	13.8	14.0
Fuel (%)	<1	<1	<1	<1	<1	<1
Soot (%)	0.3	0.1	0.1	0.4	0.2	0.1
Physical / Chemical						
Base Number (mgKOH/g)	5.1	6.7	7.2	7.1	5.4	6.8



Quarterly Inspection

Date \_\_\_\_\_

# VISUAL INSPECTION

Customer \_\_\_\_\_

Make \_\_\_\_\_

Model \_\_\_\_\_

S/N \_\_\_\_\_

Equip # \_\_\_\_\_

Hours \_\_\_\_\_

OK	Needs Attn:	CHECK SHEET INSPECTION	COMMENTS
		<b>ENGINE / COOLING SYSTEM</b>	
		Inspect for general condition, broken mounts and/or missing hardware.	
		Inspect engine and oil coolers for oil, fuel or coolant leaks.	
		Inspect turbo (intake and exhaust) tubing for damages, leaks and/or deterioration.	
		Check muffler system for conditions.	
		Check engine for broken or missing bolts and/or studs.	
		Cooling System for leaks, faulty hoses, clamps and trash build up.	
		Maintain 3-6% concentration level.	
		Belts and pulleys for worn, cracked or broken pieces.	
		Air Filter Indicator. (service if needed)	
		<b>HYDRAULIC SYSTEM</b>	
		Damaged and/or leaking parts:	
		Hoses and lines.	
		Tank-(check and maintain oil levels)	
		Cylinders.	
		Pump, lines and motors.	
		Inspect swing drive for oil leaks.	
		Inspect linkages for worn pins and bushings.	
		<b>CAB / ATTACHMENTS / ACCESSORIES</b>	
		Check batteries condition and electrolyte levels.	
		Inspect wiper blades and windshields.	
		Lights for broken bulbs and lenses.	
		<b>POWER TRAIN</b>	
		Test, adjust and check operations of braking system.	
		Check, maintain and record any additions in fluid levels.	
		<b>INSPECT FOR OIL LEAKS.</b>	
		Inspect for damaged, broken or loose linkages.	
		<b>BODY AND FRAME</b>	
		Inspect steps, ladders, handrails and walkway for broken or missing parts.	
		Inspect body and frame for any cracks, damages and or excessive wear.	
		<b>OPERATOR COMPARTMENT</b>	
		Check operators compartment for cleanliness.	
		Check instrument panel for broken gauge lenses and/or indicator lights.	
		Inspect seat belts.	
		<b>UNDERCARRIAGE / GET</b>	
		Check undercarriage for broken bolts, missing parts and/or excessively worn parts.	
		Inspect equalizer bar for lubricant and excessive wear on ends or center.	
		Inspect pivot shaft for leaks, damage or missing hardware.	
		Inspect major and minor boggies for damage and/or leaks.	
		Inspect roller frame for damages and/or broken parts.	
		<b>BUCKET / BLADE / GET</b>	
		Inspect blade linkage for excessive wear and/or broken parts.	
		Inspect get parts for breakage and/or excessive wear.	
		Graders: Inspect circle and shoes for damage or wear.	

Ask operator about any operational complaints. IF AREA NEEDS ATTENTION, A NOTE MUST BE ENTERED TO EXPLAIN

Notes/Comments

FF

SANTEK ENVIRONMENTAL, INC.  
PREVENTIVE MAINTENANCE CHECKLIST

**CAT D6R LGP DOZER**

EQUIP. #: 4302 SITE: CRAWFORD WEEK ENDING: 8/28/2010

HOURS	MON	TUES	WED	THU	FRI	SAT	SUN
BEGINNING	6489	6499	6504	6507	6510	6518	
ENDING	6499	6504	6507	6510	6518	6522	
OPERATOR							

	FUEL	ENG OIL	HYD OIL	TRANS	GEAR OIL	ANTIFREEZE
MON	53					
TUES	39					
WED						
THUR						
FRI	60					
SAT						
SUN						
TOTAL						

PERFORM THE ITEMS BELOW & INITIAL AT RIGHT. MAKE NOTES IN REMARKS CONCERNING ANY ITEM REQUIRING ATTENTION!

#	PERFORM DAILY	M	T	W	T	F	S	S
		O	U	E	H	R	A	U
		N	N	D	U	I	T	N
1.	Perform walk around inspection. Look for oil, fuel, & water leaks, Look for loose or missing bolts.	O	R	R	R	R	R	
2.	Check engine oil level.	O	R	R	R	R	R	
3.	Check coolant level in radiator.	O	R	R	R	R	R	
4.	Check hoses, clamps, & fan belts.							
5.	Check wiring for breaks or bare wires.	O	R	R	R	R	R	
6.	Check track tension. <i>DO NOT RUN TRACKS TIGHT!!/Check tire pressure.</i>	O	R	R	R	R	R	
7.	Grease machine.							
8.	Check engine air cleaner system. Check indicator.	O	R	R	R	R	R	
9.	Check hydraulic oil level.	O	R	R	R	R	R	
10.	Check condition of fire extinguisher.	O	R	R	R	R	R	
11.	Check fuel level. Fill tank at end of each day. Drain water & sediment each morning.							
12.	Crank engine. Check all instruments for proper operation. Determine cause of failure if any.	O	P	L	A	R	R	
13.	Measure oil level in pump drive. Look for leaks							
14.	Look at oil level in transmission. Look for leaks	O	R	R	R	R	R	
15.	Check oil level in final drives.							
16.	Clean mud & trash from roller frames & around carrier rollers. <i>PARK TRACTOR ON DRY MATERIAL.</i>	O	R	R	R	R	R	
17.	Check bellypans. Check bolts for tightness.							

REMARKS:

REVIEWED BY: Ryan Richards

DATE: 8-30-10



DAILY DRIVER'S INSPECTION & VEHICLE CONDITION REPORT DATE: \_\_\_\_\_  
(DOT 396.11 - 396.13)

Site \_\_\_\_\_

VEHICLE NUMBER: \_\_\_\_\_ DRIVER NAME (PRINT IN BLOCKS LETTERS): \_\_\_\_\_

HOURS START \_\_\_\_\_ FINISH \_\_\_\_\_ MILES START \_\_\_\_\_ FINISHED \_\_\_\_\_

**PRE-TRIP INSPECTION - DOT 396 13 (a)**

- Tires, Wheels, and Rims
- Engine Oil, Fuel and Coolant
- Service Brakes and All Connections
- Parking (hand) Brake (s)
- Steering Mechanism (s)
- Horn (s)
- Instruments and Gauges
- Lights and Reflectors
- Emergency Equipment
- Windshield Wipers
- Rear Vision Mirrors
- Coupling Devices
- License Plate (s) and Registration
- Vehicle Damage

I have performed the above inspection and found each item in proper working order or I have noted defects below.

Driver's Signature \_\_\_\_\_ Date \_\_\_\_\_

**POST-TRIP INSPECTION - DOT 396 11**

- Tires, Wheels, and Rims
- Engine Oil, Fuel and Coolant
- Service Brakes and All Connections
- Parking (hand) Brake (s)
- Steering Mechanism (s)
- Horn (s)
- Instruments and Gauges
- Lights and Reflectors
- Emergency Equipment
- Windshield Wipers
- Rear Vision Mirrors
- Coupling Devices
- License Plate (s) and Registration
- Vehicle Damage

I have performed the above inspection and found each item in proper working order or I have noted defects below.

Driver's Signature \_\_\_\_\_ Date \_\_\_\_\_

**FOR LOCAL DISTRICT USE**

Fuel  Diesel \_\_\_\_\_ Gals.  
 Gas \_\_\_\_\_

Power Steering Fluid \_\_\_\_\_ Qts.

Anti-Freeze \_\_\_\_\_ Qts.

Hydraulic Oil \_\_\_\_\_ Qts.

Motor Oil \_\_\_\_\_ Qts.

**WRITE SPECIAL INSTRUCTIONS HERE:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**VEHICLE CONDITION REPORT**

CHECK ALL DEFECTS \_\_\_\_\_ CHECK IF NO DEFECTS NOTED

- TIRES, WHEELS, & RIMS**
- Flat
  - Low Air Pressure
  - Marginal Tread
  - Loose Lug Nuts
  - Cracks, Cuts, or Damage
  - Grease Leaks
- ENGINE**
- Coolant Leaks
  - Fuel Leaks
  - Oil Leaks
  - Misses
  - Overheats
  - Noises
  - Smoking
  - Low Oil Pressure
- BRAKES**
- Service Brakes
  - Parking Brakes
  - Air / Hydraulic Leaks
  - Pulls to Left / Right
  - Adjust All Brakes
- STEERING**
- Loose
  - Shimmy
  - Steers Hard
  - Pulls to left / Right
- INSTRUMENTS AND GAUGES**
- Air Pressures Gauge / Alarm
  - Amp Meter / Volt Gauge
  - Temperature Gauge
  - Oil Pressure Gage

- INSTRUMENTS AND GAUGES (cont.)**
- Speedometer
  - Tachometer
  - Windshield Wipers / Washers
  - Horn (s)
- LIGHTS**
- Headlights
  - Stop & Tail Lights
  - Turn Signals
  - Marker Lights
  - Reflectors
  - Dash Lights
- CAB/ CHASSIS**
- Battery Box / Cover
  - Doors
  - Seat Belts
  - Mirrors and Cab Glass
  - Heater / Defroster
  - Triangle Reflectors
  - Fire Extinguisher
  - Coupling Device (s)
  - License Plate (s)
  - Registration
- SPRINGS**
- Broken
  - Loose U-Boilts
- CLUTCH**
- Noisy
  - Slipping
  - Adjust Clutch
- REAR AXLE**
- Noisy

- REAR AXLE (cont.)**
- Grease Leaks
- DRIVE LINE**
- Foreign Material
  - Noisy
  - Vibrations
- TRANSMISSION**
- Noisy
  - Jumps Out of Gear
  - Hard Shifting
  - Grease Leaks
- ELECTRICAL**
- Will Not Start
  - Will Not Charge
  - Will Not Shut Down
- BODY**
- Hydraulic Leaks
  - Left Side
  - Right Side
  - Front
  - Rear
  - Top Door
  - Rear Door
  - Will Not Pack Properly
  - Damaged Pins
  - Turnbuckle
  - Hydraulic Controls
  - Pump Leaks
  - PTO Leaks
  - Body Mounting Bolts
  - Crack /Damage on Body

TIRE CONDITION	
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>

- Cyl
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- Line
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- Line
- Valve
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- Valve
- Valve
- Valve
- Valve

CORRECTIVE ACTION /REPAIRS MADE AS PER DOT 396.11 (1) \_\_\_\_\_

I CERTIFY THAT:  ITEMS NOTED DO NOT EFFECT THE SAFE OPERATION OF THIS VEHICLE.  
 REPAIRS OF THE NOTED DEFECTS HAVE BEEN CORRECTED.

MECHANIC'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_

VEHICLE REPAIR ORDER NUMBER: \_\_\_\_\_ DATED: \_\_\_\_/\_\_\_\_/\_\_\_\_

I HAVE REVIEWED THIS VEHICLE CONDITION REPORT AS PER DOT 396.13 (b) & (c) DRIVER'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_



650 25th Street, NW  
Suite 100  
Cleveland, TN 37311

WasteServices (423) 476-9160  
OF TENNESSEE, LLC Fax (423) 479-1952

Job No.

**WST**

No 10851

PURCHASE ORDER _____	WORK ORDER _____	DATE _____	Date Completed _____
----------------------	------------------	------------	----------------------

VENDOR NO. 1 _____	INVOICE NO. _____
_____	INVOICE NO. _____
_____	INVOICE NO. _____

VENDOR NO. 2 _____	INVOICE NO. _____
_____	INVOICE NO. _____
_____	INVOICE NO. _____

VENDOR NO. 3 _____	INVOICE NO. _____
_____	INVOICE NO. _____
_____	INVOICE NO. _____

<b>EQUIPMENT INFORMATION</b>	<b>SANTEK SHOP</b> <input type="checkbox"/>	<b>COMPONENTS CODES</b>
EQUIP. NO. _____	HOURS _____	1. Engines <input type="checkbox"/> 2. U/C Tires <input type="checkbox"/> 3. Transmission <input type="checkbox"/> 4. Hydraulics <input type="checkbox"/>
MAKE _____	<b>REASON</b>	5. Frame-Structure <input type="checkbox"/> 6. Electrical <input type="checkbox"/> 7. Attachments <input type="checkbox"/>
MODEL _____	PARTS <input type="checkbox"/> LABOR <input type="checkbox"/>	8. Brks-Str-Sus <input type="checkbox"/> 9. Miscellaneous <input type="checkbox"/> 12. Equip Moving <input type="checkbox"/>
SERIAL NO. _____	COMP REBUILD <input type="checkbox"/>	<b>COMPONENTS LOCATION</b>
HOUR METER _____	OTHER _____	Front <input type="checkbox"/> Rear <input type="checkbox"/> Left <input type="checkbox"/> Right <input type="checkbox"/> Upper <input type="checkbox"/> Lower <input type="checkbox"/>
MILES _____		Other _____

REASON FOR FAILURE: BROKEN <input type="checkbox"/> WORN <input type="checkbox"/> ABUSE <input type="checkbox"/> LOOSE <input type="checkbox"/>	OPENED BY _____
OVERHEAT <input type="checkbox"/> SEIZED <input type="checkbox"/> PLANNED <input type="checkbox"/> CONTAM <input type="checkbox"/> LEAKING <input type="checkbox"/>	MECHANIC _____
NOISY <input type="checkbox"/> SCRATCH <input type="checkbox"/> SMOKES <input type="checkbox"/> SHORTED <input type="checkbox"/> VIBRATE <input type="checkbox"/>	SUPERVISOR _____

PROBLEM: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

REPAIRS: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**PARTS LIST**

Part Number	Description	Quantity	Price

**Waste Services Of Tennessee Inc.**  
**Preventive Maintenance and Inspection**  
 -B (Circle One)

\*A+ ALL A ITEMS B + ALL A & B ITEMS  
 D= ANNUAL DOT INSPECTION ITEMS

DATE: \_\_\_\_\_  
 UNIT# \_\_\_\_\_  
 ODOMETER \_\_\_\_\_  
 HOUR METER \_\_\_\_\_  
 MECHANIC \_\_\_\_\_

Check	OK	Needs Repair	Service Code	Notes
<b>CAB/DRIVE</b>				
<b>FRONT LOAD</b>				
Obivious signs of leakage under engine, transmission & rear axles			A/D	
Engine Oil & Coolant Levels			A	
Operation and adjustment of door, door latches, and hinges lubricate:			A	
Condition & operation of seats, seat adjusters & seat belts lubricate:			A	
<b>Clutch Pedal free play Travel top &amp; bottom</b>			A	
Air leaks on brake application not to exceed 3lbs in 1 minute			A/D	
Bleed down air pressure check low air alarm pressure setting should be 60 lbs			A/D	
Operation of engine shutdown and system			A	
<b>Air Governor cut out pressure should be 120 lbs</b>			A	
Operation of dash gauges, interior lights & dash lights.			A	
Winter oil pressure truck warm LO idle HI idle			A	
<b>Check engine for any unusal noise</b>			A	
Operation of heater, defroster, wipers, a/c			A/D	
Operation of city horn, air horn			A	
Operation of parking brake			A/D	
Operation of speedometer & Tachometer			A	
<b>Check for play in steering &amp; lube steer column</b>			A/D	
Condition of under dash wiring, check dash for bolts loose or missing fix if			A	
Condition of exterior mirrors, if loose or out of adjustment fix. If cracked replace.			A/D	
Safety Equipment Fire extinguisher check mounting & gauge. Reflectors are			A/D	
Check Handles for hoist & cable, PTO switch make sure working Correctly.			A	
<b>WALK AROUND</b>				
Wheels, nuts and studs for looseness or cracks or wheel slippage, cracked or			A/D	
Check Wheel Bearing reseriors for correct levels or leaks.			A/D	
Axle flange nuts gaskets & wheel seals looseness or leakage.			A/D	
<b>Irregular tire wear or mismatched tires.</b>			A/D	
Record tire pressure in pounds on tire chart correct pressure if needed.			A/D	
Front wheel bearings and kingpins for looseness with front end raised.			A/D	



**Waste Services Of Tennessee Inc.**

**Preventive Maintenance and Inspection**

A-B (Circle One)

\*A+ ALL A ITEMS B + ALL A & B ITEMS

D= ANNUAL DOT INSPECTION ITEMS

DATE: \_\_\_\_\_

UNIT# \_\_\_\_\_

ODOMETER \_\_\_\_\_

HOUR METER \_\_\_\_\_

MECHANIC \_\_\_\_\_

Check				
WALK AROUND	OK	Needs Repair	Service Code	Notes
<b>FRONT LOAD</b>				
Check PTO Shaft for wear lubricate. Hyd pump for leaks wear.			A/D	
All Exterior lights-including 4-ways directional back-up brake lights.			A/D	
Test Back-Up alarm			A	
License plates, mud flaps & mountings			A	
Clean & inspect battery box mounting hold downs, terminals and cables.			A	
Test batteries and disconnect switch, Test charging system record Amos _____ Volts.			B	
Fuel Tank- mounting, lines, vent & filter			A/D	
Drain Air Tanks and test one way check valves			A	
Steering assembly for looseness			A/D	
Set toe in to specifications			B	
Adjust Brakes & adjust all Brakes CHECK ALL BRAKE LINES AND HOSES			A/D	
Front springs, center bolts & U-bolts			A/D	
Drain Engine Oil- inspect & clean magnetic plug,			B	
Lightly lubricate clutch release bearing and check clutch return spring.			A	
Bell housing bolts & engine mounting			A	
Transmission Oil level: inspect for any signs of leakage Clean transmission breather Vent.			A	
Driveline slip yokes, flanges midship bearings and universal joints. grease			A/D	
Exhaust system, muffler pipes, brackets etc.			B/D	
Lubricate entire chassis Replace defective or missing fittings.			A/D	
While lubricating chassis: Check lines , Fittings hoses, bolts, etc. Replace if needed.			A/D	
While under chassis inspect frame & crossmembers for cracks or wear.			A/D	
Rear suspension system for damage, cracks or excessive wear.			A/D	
Differential pinion bearing for looseness or leaks. Check bolts, gaskets for looseness or leakage.			A/D	
Clean differential breather Vent			B	
Check Rear End Differential Oil Levels Add Oil if Needed.			A	

**Waste Services Of Tennessee Inc.**

**Preventive Maintenance and Inspection**

A-B (Circle One)

\*A+ ALL A ITEMS B + ALL A & B ITEMS

D= ANNUAL DOT INSPECTION ITEMS

DATE: \_\_\_\_\_

UNIT# \_\_\_\_\_

ODOMETER \_\_\_\_\_

HOUR METER \_\_\_\_\_

MECHANIC \_\_\_\_\_

<b>Check</b>				
<b>ENGINE</b>	<b>Ok</b>	<b>Needs Repair</b>	<b>Service Code</b>	<b>Notes</b>
<b>FRONTLOAD</b>				
Raise CAB Check mounting, pivot points, hinges & latches.			A	
Replace engine Oil & Fuel Filters			B	
Service Cooling Filter change if applicable			B	
Service power steering Filter top off System			B/D	
Coolant level Add water or antifreeze as required record degree protection.			A	
All Belts for condition & proper Adjustment			A	
Alternator mounting brackets & related wiring			A	
Air Compressor & Mounting Also look for Oil Leakage			A/D	
<b>Water Pump Bearing for Looseness</b>			A	
Check fan blade and fan shroud for cracks & condition			A	
Start Engine: inspect filters, gaskets & fuel lines for leakage.			A/D	
<b>Pressure test radiator cap</b>			A	
Pressure Test Cooling system			A	
Check for leaks & coolant hose condition while under pressure			A	
Check Air induction system for cracks or leaks : CHECK CLAMPS			A	
Check Air Cleaner Filter: Change if Needed.			A	
<b>Air Compressor intake hoses for cracks or wear</b>			A/D	
Throttle linkage & return springs:			A	

**Waste Services Of Tennessee Inc.**  
**Preventive Maintenance and Inspection**  
 A-B (Circle One)  
 \*A+ ALL A ITEMS B + ALL A & B ITEMS  
 D= ANNUAL DOT INSPECTION ITEMS

DATE: \_\_\_\_\_  
 UNIT# \_\_\_\_\_  
 ODOMETER \_\_\_\_\_  
 HOUR METER \_\_\_\_\_  
 MECHANIC \_\_\_\_\_

Check				
BODY INSPECTION	Ok	Needs Repair	Service Code	Notes
<b>FRONTLOAD</b>				
Inspect access ladder and door for damage Lubricate			A	
Inspect Floor & Channels for Damage or Wear			A	
Inspect Wear blocks and fasters			A	
Inspect Ejector Panel or Pushout blade for damage and Tracks Lubricate Pins.			A	
Inspect Cylinders for signs of leaking: Check Hoses and Fittings for wear.			A	
Check All Hyd valves for leaks and operate Blade make sure working properly.			A	
<b>TAILGATE INSPECTION</b>				
Inspect bottom sides, channels for Damage.			A	
Inspect cylinder hubs and anchors for damage			A	
Lubricate all cylinders, pivots, pins and bushings			A	
Inspect all Hyd lines and cylinders for wear or leakage			A	
<b>Check Tailgate Seal for leakage</b>			A	
Raise Tailgate check for cracks damage. Make sure Tailgate locks are operational			A	
Lubricate and inspect Forks and Arms for Damage or Wear. Lubricate			A	
Inspect Torque Arm behind Cab for Damage or wear Lubricate			A	
Check Arm Pads and Fork pad for wear or damage Replace If needed			A	
<b>Check Cab protector for damage or wear</b>			A	
Check all prox switches for proper settings			A	

**Waste Services Of Tennessee Inc.**  
**Preventive Maintenance and Inspection**  
**B (Circle One)**

\*A+ ALL A ITEMS B + ALL A & B ITEMS  
 D= ANNUAL DOT INSPECTION ITEMS

DATE: \_\_\_\_\_  
 UNIT# \_\_\_\_\_  
 ODOMETER \_\_\_\_\_  
 HOUR METER \_\_\_\_\_  
 MECHANIC \_\_\_\_\_

Check				
ENGINE	Ok	Needs Repair	Service Code	Notes
<b>ROLL OFF</b>				
Raise Hood Check mounting, pivot points, hinges & latches.			A	
Replace engine Oil & Fuel Filters			B	
Service Cooling Filter change if applicable			B	
Service power steering Filter top off System			B/D	
Coolant level Add water or antifreeze as required record degree protection.			A	
All Belts for condition & proper Adjustment			A	
Alternator mounting brackets & related wiring			A	
Air Compressor & Mounting Also look for Oil Leakage			A/D	
<b>Water Pump Bearing for Looseness</b>			A	
Check fan blade and fan shroud for cracks & condition			A	
Start Engine: inspect filters, gaskets & fuel lines for leakage.			A/D	
<b>Pressure test radiator cap</b>			A	
Pressure Test Cooling system			A	
Check for leaks & coolant hose condition while under pressure			A	
Check Air induction system for cracks or leaks : CHECK CLAMPS			A	
Check Air Cleaner Filter: Change if Needed.			A	
<b>Air Compressor intake hoses for cracks or wear</b>			A/D	
Throttle linkage & return springs: Lubricate			A	
<b>ROLL OFF HOIST</b>				
Lubricate and inspect all rollers: Replace pins or roller if needed.			A	
Lubricate and inspect cable blocks, pins and Cable for Damage.			A/D	
Inspect reeving cylinders for signs of leakage and Lubricate. Check Hoses for Chaffing.			A/D	
Check Hoist Alarm working properly.			A/D	
Check Tarp Arms and pins, hose lubricate.			A	
Check All hoist assembly pins Lubricate all case Fittings			A	

**Waste Services Of Tennessee Inc.**  
**Preventive Maintenance and Inspection**  
**A/B (Circle One)**

\*A+ ALL A ITEMS B + ALL A & B ITEMS  
D= ANNUAL DOT INSPECTION ITEMS

DATE: \_\_\_\_\_  
UNIT# \_\_\_\_\_  
ODOMETER \_\_\_\_\_  
HOUR METER \_\_\_\_\_  
MECHANIC \_\_\_\_\_

Check				
WALK AROUND	Ok	Needs Repair	Service Code	Notes
<b>ROLL OFF</b>				
Check PTO Shaft for wear lubricate. Hyd pump for leaks wear.			A/D	
All Exterior lights-including 4-ways directional back-up brake lights.			A/D	
Test Back-Up alarm			A	
License plates, mud flaps & mountings			A	
<b>Clean &amp; inspect battery box</b> <del>mounting hold downs terminals</del>			A	
Test batteries and disconnect switch, Test charging system record Amps			B	
Fuel Tank- mounting,lines,vent & filter			A/D	
Drain Air Tanks and test one way check valves			A	
<b>Steering assembly for looseness</b>			A/D	
Set toe in to specifications			B	
Inspect Brakes & adjust all Brakes			A/D	
<b>CHECK ALL BRAKE LINES AND</b>				
<b>Front springs, center bolts &amp; U- bolts</b>			A/D	
Drain Engine Oil- inspect & clean magnetic plug,			B	
Lightly lubricate clutch release bearing and check clutch return			A	
Bell housing bolts & engine mounting			A	
Transmission Oil level: inspect for any signs of leakage Clean			A	
<b>Driveline slip yokes, flanges</b> <b>midship bearings and universal</b>			A/D	
Exhaust system, muffler pipes,			B/D	
Lubricate entire chassis Replace defective or missing fittings.			A/D	
While lubricating chassis: Check lines, Fittings hoses, bolts etc.			A/D	
While under chassis inspect frame & crossmembers for cracks or wear.			A/D	
Rear suspension system for damage, cracks or excessive wear.			A/D	
Differential pinion bearing for looseness or leaks. Check bolts.			A/D	
Clean differential breather Vent			B	
Check Rear End Differential Oil Levels Add Oil If Needed.			A	

**Waste Services Of Tennessee Inc.**

**Preventive Maintenance and Inspection**

**B (Circle One)**

**\*A+ ALL A ITEMS B + ALL A & B ITEMS**

**D= ANNUAL DOT INSPECTION ITEMS**

DATE: \_\_\_\_\_

UNIT# \_\_\_\_\_

ODOMETER \_\_\_\_\_

HOUR METER \_\_\_\_\_

MECHANIC \_\_\_\_\_

Check				
ENGINE	Ok	Needs Repair	Service Code	Notes
<b>ROLL OFF</b>				
Raise Hood Check mounting, pivot points, hinges & latches.			A	
Replace engine Oil & Fuel Filters			B	
Service Cooling Filter change if applicable			B	
Service power steering Filter top off System			B/D	
Coolant level Add water or antifreeze as required record degree protection.			A	
All Belts for condition & proper Adjustment			A	
Alternator mounting brackets & related wiring			A	
Air Compressor & Mounting Also look for Oil Leakage			A/D	
<b>Water Pump Bearing for Looseness</b>			A	
Check fan blade and fan shroud for cracks & condition			A	
Start Engine: inspect filters, gaskets & fuel lines for leakage.			A/D	
<b>Pressure test radiator cap</b>			A	
Pressure Test Cooling system			A	
Check for leaks & coolant hose condition while under pressure			A	
Check Air induction system for cracks or leaks : <b>CHECK CLAMPS</b>			A	
Check Air Cleaner Filter: Change if Needed.			A	
<b>Air Compressor intake hoses for cracks or wear</b>			A/D	
Throttle linkage & return springs: Lubricate			A	
<b>ROLL OFF HOIST</b>				
Lubricate and inspect all rollers: Replace pins or roller if needed.			A	
Lubricate and inspect cable blocks, pins and Cable for Damage.			A/D	
Inspect reeving cylinders for signs of leakage and Lubricate. Check Hoses for Chaffing.			A/D	
Check Hoist Alarm working properly.			A/D	
Check Tarp Arms and pins, hose lubricate.			A	
Check All hoist assembly pins Lubricate all Case Fittings			A	

DATE

**RECORD OF ANNUAL INSPECTION**

(49 CFR, 396.17-23)

Prepare Separate Report for Each Vehicle Inspected

**07207391**

COMPANY NAME			VEHICLE TYPE <input type="checkbox"/> TRUCK <input type="checkbox"/> TRACTOR <input type="checkbox"/> TRAILER <input type="checkbox"/> CONVERTER <input type="checkbox"/> DOLLY		
STREET ADDRESS			VEHICLE MAKE		MODEL YEAR
CITY	STATE	ZIP	VEHICLE IDENTIFICATION (Company No., State Tag No. or VIN)		
INSPECTOR'S NAME (Please Print)				EMPLOYEE NO.	

**REPORT OF CONDITION** (For Detailed Information on Inspection Procedures see FMCSR Section 396, Appendix G)

	OK	REPAIR		OK	REPAIR		OK	REPAIR		OK	REPAIR
<b>BRAKES</b>			<b>EXHAUST</b>			<b>STEERING</b>			<b>FRAME</b>		
Adjustment			Leaks			Adjustment			Members		
Mechan. Compon.			Placement			Column/Gear			Clearance		
Drum/Rotor			<b>LIGHTING</b>			Axle					
Hose/Tubing			Headlights			Linkage			<b>TIRES</b>		
Lining			Tail/Stop			Power Steering			Tread		
Low Air Warning			Clearance/Marker			Other			Inflation		
Trailer Air Supply			Identification			<b>FUEL SYSTEM</b>			Damage		
Compressor			Reflectors			Tank(s)			Other		
Parking Brakes			Other			Lines					
Other									<b>WHEELS/RIM</b>		
			<b>CAB/BODY</b>			<b>SUSPENSION</b>			Fasteners		
<b>COUPLERS</b>			Access			Springs			Disc/Spoke		
Wheel & Mount			Eqpt./Load Secure			Attachments					
Pin/Upper Plate			Tie-Downs			Sliders			<b>WINDSHIELD</b>		
Pintle-Hook/Eye			Headerboard								
Safety Chain(s)			Other			<b>MIRRORS</b>			<b>WINDSHLD. WIP.</b>		

**REMARKS**

This vehicle has been inspected and repaired as needed to comply with 49 CFR Part 396, Appendix G.

QUALIFIED INSPECTOR'S SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

APPLY LABEL TO A CLEAN, DRY SURFACE.  
USE WITH AN OVERLAMINATE (221-SN) TO  
IMPROVE DURABILITY UNDER NORMAL  
WEATHER CONDITIONS.

AN INDELIBLE INK MARKER IS RECOMMENDED  
FOR USE WHEN FILLING OUT THE LABEL.  
INDELIBLE INK IS PERMANENT AND WILL NOT  
WASH OFF, BUT MAY FADE DUE TO EXPOSURE  
TO ULTRAVIOLET LIGHT OVER TIME. CAREFUL  
DISCRETION IS ADVISED REGARDING  
APPLICATION OF LABEL TO AN AREA NOT  
EXPOSED TO EXCESSIVE ULTRAVIOLET LIGHT  
AND/OR ELEMENTS AND IT IS RECOMMENDED  
THAT THE READABILITY OF THE LABEL BE  
CHECKED PERIODICALLY.

<b>FEDERAL ANNUAL INSPECTION</b>	
THIS VEHICLE HAS PASSED AN ANNUAL INSPECTION CONDUCTED IN ACCORDANCE WITH 49 CFR, PART 396, FMCSR	
MONTH _____ YEAR _____	<b>07207391</b>
VEHICLE ID (Company No.) _____	STATE/TAG NO. OR VIN _____
LOCATION OF RECORDS:	
Company _____	
Street Address _____	
City, State, Zip _____	

# **HAZARDOUS AND INFECTIOUS WASTE SCREENING PROGRAM & POLICIES**

For  
Santek Environmental, Inc.  
Disposal Facilities



# **PROCEDURES & PROTOCOL**

## **Hazardous & Infectious Waste Screening**

- **COMPLETE SOLID WASTE MANIFEST ON EVERY FACILITY USER**

It's your responsibility to know your customers. Do NOT accept waste from unknown, unlicensed or otherwise questionable haulers. All haulers must complete a solid waste manifest in order to receive disposal privileges. Retain a copy of the manifest for the landfill files. Return a copy to Corporate.

- **REQUIRE USER TO SIGN AFFIDAVIT ON WEIGHT TICKET**

By signing the affidavit, the hauler certifies he is "not transporting any hazardous, infectious or regulated waste." This further strengthens screening efforts and stresses to the hauler the importance of closely monitoring his customers' waste. This procedure also increases his awareness of shared liability.

- **RANDOM DAILY INSPECTIONS**

A random selection process ensures that anyone can be checked anytime. At least one load per day should be randomly inspected at different times during operating hours. "Suspicious" loads also may warrant additional inspections. Always complete the Random Inspection Manifest and require the signature of the hauler. Return the yellow copy to Corporate on a weekly basis. Retain the white copy for your landfill files.

- **UPON DISCOVERING PROHIBITED WASTE:**

- Use protective equipment before proceeding.
- Segregate the waste.
- Question the driver regarding the generator and origin.
- Review the Solid Waste Manifest for discrepancies.
- Document findings in print and with a camera.
- Identify and contact the generator.
- Instruct hauler to remove waste stream.

If the waste can't be removed:

- Contact proper local and state authorities.
- Notify response agency, if required.
- Prepare for alternative disposal methods.

- **24-HOUR CLOSED-CIRCUIT VIDEO MONITORING SYSTEM**

The use of the 24-hour, close-circuit video monitoring system is imperative! In order for the screening program to be effective, the system must be in operation at all times. It serves to identify haulers, vehicle numbers and times of waste arrivals.

- **COMMUNICATIONS**

The scalehouse attendant, the equipment operator and the on-site inspector must be in radio contact at all times.

- **SIGNAGE**

Visible signs must be present at the landfill entrance to instruct haulers of unacceptable wastes. A copy of this list should be readily available for the general public.

## **EMPLOYEE INSTRUCTION & TRAINING**

- **COMMONLY PROHIBITED WASTES**

There are several wastes which many states, provinces, local government and landfill managers may choose to prohibit from a landfill based upon their potential impact on human health or the environment. Many wastes which are not exempted under federal law (although some require special handling) still pose a potential danger. Managing these wastes is covered in Santek's Operations Manual. Listed below are some commonly prohibited wastes and some of the reasons why they cause concern:

- Biomedical wastes (health, public perception, injury)
- Asbestos (special federal handling requirements, health, equipment)
- Lead acid or other batteries (environmental, health, injury)
- Used oil (potential liquid, masks other contaminants, handling)
- Ash (health, hazardous vs. non-hazardous, equipment)

- **WASTES REQUIRING SPECIAL HANDLING**

- Bulky wastes (white goods, etc.) Note: may contain PCBs
- Clearing, grubbing, yard wastes
- Construction & demolition wastes
- Tires
- Extremely heavy objects
- Animal carcasses
- Recycables
- Containers which are hard to determine if they are empty

- **SCREENING FOR PROHIBITED WASTES (40 CFR 258.20)**

### **Overview**

Every landfill manager has the responsibility to act in a reasonable and prudent manner to assure that prohibited wastes are not entering his or her facility. The failure to do so may very well result in charges of malfeasance, misfeasance, criminal neglect, etc. Also, if damages occur, a manager who failed to take reasonable precautions to exclude illegal wastes could be financially liable.

### **Know Your Customers**

It is important to know the businesses in your landfill's service area which are likely generators of prohibited wastes. Some examples are the automotive industry which generates solvents, paint wastes, lead acid batteries, grease and oil; the dry cleaning industry which may generate filters containing dry cleaning solvents; metal platers which generate heavy metal wastes; and other industries

which generate a variety of undesirable wastes; e.g. chemical and related products, petroleum refining, primary metals, electrical and electronic machinery, etc.

Landfill managers should also know the haulers and trucks serving the businesses in your community which are likely to carry undesirable wastes. Some local governments and solid waste management agencies have enacted legislation requiring haulers to provide a "manifest" showing the customers whose wastes make up that particular load. Such a manifest is an extremely useful tool when a load is found to contain prohibited wastes. It is unwise to accept waste from unknown, unlicensed or otherwise questionable haulers.

### **Spotter and Equipment Operators**

Personnel working at the gate and the active face must be able to identify suspicious wastes based on visual (and olfactory) characteristics. Some indications are:

- Hazardous placarding or marking
- Liquids
- Powders or dust
- Sludges
- Bright or unusual colors
- Drums or commercial size containers
- "Chemical" odors

Landfill personnel should follow a specific and detailed procedure whenever a suspicious waste is found. Some items to be considered as part of such procedure are:

- Segregate suspicious waste
- Question driver
- Review manifest
- Contact possible source
- Call State Agency
- Use protective equipment
- Contact lab support if necessary
- Contact a response agency if required

### **Random Load Checking**

While knowing potential sources of prohibited wastes and having personnel watch for suspicious wastes at the working face is an essential part of an effective screening program, those activities alone are not sufficient. Many regulatory agencies have enacted, or are considering enacting, regulations to require the checking of a certain number of randomly selected loads each week or each day.

The number of loads selected depends upon the nature of your operation, but one load per day is considered to be a reasonable effort.

This activity requires:

- A separate or exclusive space away from the active working face.
- Protective clothing and equipment for personnel.
- Rakes, shovels, etc.
- Regular personnel training.
- Method of moving waste to fill area (if no prohibited waste is found).
- Pre-planned method or methods for transport or disposal of prohibited wastes.
- Decontamination procedures for the inspection area.

The methodology for selecting loads to be checked should, at a minimum, be based on:

- The probability that a load may contain prohibited wastes - based on type of businesses served or type of hauler involved.
- A random selection procedure which ensures that anyone can be checked anytime.
- The ability to check loads that are "suspicious" at any time.

In summary, the landfill is required to:

- Know sources
- Know haulers
- Train personnel
- Check random loads
- Consider all issues
- Take action to exclude the prohibited wastes

## ● **RECORDKEEPING & NOTIFICATION REQUIREMENTS**

If a prohibited waste is discovered during either continuous monitoring at the gate or working face, or during a random load inspection, the proper authorities must be notified. Procedures must be established by the landfill manager to protect human health and the environment in the event that a potentially dangerous material is encountered. Part of this process will be the notification of the proper authorities.

Organizations that may need to be notified include:

- Health Department
- Solid & Hazardous Waste Management Department

- Local Hazardous Materials Response Team
- Local Law Enforcement Agency

Numbers and contacts for each of the above should be kept (and updated periodically) on file at numerous locations at the landfill site. One employee from each shift should be designated as a "responsible party" in the event of prohibited waste being detected. This person should have access to the list of contacts to be made. He or she should also be trained in any procedures which must take place in the event a prohibited waste is detected.

Records must be kept pursuant to the finding or incident where prohibited waste was found at the landfill. As discussed earlier, federal regulations require hazardous waste screening at MSW landfills. The best way to prove compliance with this requirement is to document each inspection, as well as each incident where a prohibited waste was detected. Information which should be documented includes:

- Date and time of material detection
- Hauler name (company and driver)
- Material(s) detected
- Material generator(s) if able to identify
- Action(s) taken to manage or return materials(s)
- Efforts taken if extreme toxicity or hazard was discovered
- Landfill employee in responsible charge

Records should be maintained at the landfill site during its active life and as long as may be required by the appropriate state or local regulations.

## **PUBLIC INFORMATION AND EDUCATION**

When the decision has been made, from either the federal, state, local, or landfill level, to prohibit a waste from a landfill, there must be alternative management options available to the waste generator. If these alternatives are not provided the generator is left with only the option of illegal disposal. If waste prohibitions are not carefully thought out, the problems created may outweigh initial concerns. Banning automobile tires at the landfill rarely removes the disposal problem from the community. Some level of illegal disposal with the attendant costs is inevitably the result of such prohibitions unless a viable alternative is available and people are aware of it.

Public education (this includes businesses) must be an integral part of any waste management program. Information must be available at the local level which will allow citizens and small businesses to comply with the law in a relatively easy fashion. If there are restrictions on the disposal of certain wastes, this information must be made available on a regular basis. For hazardous waste in particular, information on alternatives to hazardous products should be kept at the local level. One of the most feasible ways to reduce illegal dumping of wastes is to sensitize the citizens and businesses within a

community to the potential impacts of their improper waste disposal. These impacts can be on their health, the environment, and, finally their pocketbooks.



## **Financial Qualifications**

### **Proposal for Solid Waste Management Development and Operations**

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#### **Financial Status**

Santek Environmental is a privately held Sub "S" corporation and considers its financial statements to be proprietary. Santek warrants to Haywood County it has the financial strength and capabilities to fulfill its contractual obligations if the county elects to pursue a partnership with Santek. Santek also commits to sharing its audited financial statements with County officials in a private interview.

Santek is not under any part of the Bankruptcy Act nor has ever filed under the Bankruptcy Act during its 21-year history.

#### **Insurance Policy**

Attached is a copy of Santek's insurance policy which we intend to use to satisfy the contractual requirements of Haywood County's Request for Proposals. Please be advised the current certificate of liability insurance does not include \$20 million of Pollution Liability Insurance which is considered exorbitant for any landfill currently under Santek's management. Santek can secure this amount of coverage, but it will result in additional cost to Haywood County.

#### **Royalties and Host Fees**

As stated in Section 2 of its proposal, Santek will share with Haywood County 5 percent of the landfill's adjusted gross revenues once Santek secures a permit modification to expand the facility's service area and the landfill has 325 tons of contracted waste per day.





# CERTIFICATE OF LIABILITY INSURANCE

Page 1. of 3  
DATE (MM/DD/YYYY)  
08/20/2010

PRODUCER  Willis of Tennessee, Inc. 26 Century Blvd. P. O. Box 305191 Nashville, TN 37230-5191	877-945-7378	THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.
INSURERS AFFORDING COVERAGE		
INSURED  Santek Environmental, Inc. 650 25th Street, NW Suite 100 Cleveland, TN 37311	INSURERA: Zurich American Insurance Company	16535-002
	INSURERB: Steadfast Insurance Company	26387-001
	INSURERC: American Guarantee and Liability Insuranc	26247-001
	INSURERD:	
	INSURERE:	

## COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR ADD'L LTR	INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS	
A	X	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	GLO382878609	8/24/2010	8/24/2011	EACH OCCURRENCE	\$ 2,000,000
						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,000
						MED EXP (Any one person)	\$ 5,000
						PERSONAL & ADV INJURY	\$ 2,000,000
						GENERAL AGGREGATE	\$ 5,000,000
						PRODUCTS - COMP/OP AGG	\$ 5,000,000
A		AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS	BAP382878408	8/24/2010	8/24/2011	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
						BODILY INJURY (Per person)	\$
						BODILY INJURY (Per accident)	\$
						PROPERTY DAMAGE (Per accident)	\$
		GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT	\$
						OTHER THAN AUTO ONLY: EA ACC	\$
						AGG	\$
B		EXCESS/UMBRELLA LIABILITY <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE  <input type="checkbox"/> DEDUCTIBLE <input checked="" type="checkbox"/> RETENTION \$ 10,000	SE0382878908	8/24/2010	8/24/2011	EACH OCCURRENCE	\$ 5,000,000
						AGGREGATE	\$ 5,000,000
							\$
							\$
							\$
C		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N (Mandatory in NH) If yes, describe under SPECIAL PROVISIONS below	WC382878808	8/24/2010	8/24/2011	<input checked="" type="checkbox"/> WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER	
						E.L. EACH ACCIDENT	\$ 1,000,000
						E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000
						E.L. DISEASE - POLICY LIMIT	\$ 1,000,000
B		OTHER Professional Liability and Contractors Pollution Liability	PEC382878008	8/24/2010	8/24/2011	\$1,000,000. Each Claim \$1,000,000. Total for all Claims \$100,000. Ded. for Prof. Liability \$ 10,000. Ded Contractors Pollution	

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS

## NAMED INSURED(S):

Santek Environmental of Alabama, LLC

Santek Environmental of Kentucky, LLC

Santek Environmental of Ohio, LLC

## CERTIFICATE HOLDER

## CANCELLATION

Sample Certificate for Bids  
c/o Santek Environmental, Inc.  
650 25th Street, NW Suite 100  
Cleveland, TN 37311

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

*John Smith, CEO*

PRODUCER  Willis of Tennessee, Inc. 26 Century Blvd. P. O. Box 305191 Nashville, TN 37230-5191	877-945-7378	THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.	
		INSURERS AFFORDING COVERAGE	NAIC#
INSURED  Santek Environmental, Inc. 650 25th Street, NW Suite 100 Cleveland, TN 37311		INSURERA: Zurich American Insurance Company	16535-002
		INSURERB: Steadfast Insurance Company	26387-001
		INSURERC: American Guarantee and Liability Insuranc	26247-001
		INSURERD:	
		INSURERE:	

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS

Waste Services of Georgia, LLC

Waste Services of Ohio, LLC

Santek Environmental of Arkansas, LLC

Santek Engineering, PC

Santek Environmental of Texas, LLC

Waste Services of Tennessee, LLC

Waste Services of Texas, LLC

Waste Services, LLC

San-Services, LLC

Santek Environmental of Georgia, LLC

Waste Services of Alabama, LLC

Certificate Holder is Additional Insured under General Liability for operation of Named Insured if required by written contract and subject to policy terms, forms, conditions and exclusions.

## IMPORTANT

If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

## DISCLAIMER

This Certificate of Insurance does not constitute a contract between the issuing insurer(s), authorized representative or producer, and the certificate holder, nor does it affirmatively or negatively amend, extend or alter the coverage afforded by the policies listed thereon.