

**EG 7-1: General Waste Management**

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Document Owner:

CCDOA Environmental Specialist

**I. Activity Description:**

This guideline represents a general classification process to direct the reader to more specific guidelines for the type of waste generated. It is critical to understand the various types of wastes and the associated management practices required to prevent environmental impact, regulatory violations and unnecessary costs

**II. Potential Environmental Risks**

- A. The Clark County Department of Aviation (CCDOA) - Environmental, Health & Safety (EHS) office has identified the following environmental concerns associated with these activities:
  - 1. Illegal handling and disposal of waste materials
  - 2. Improper or inappropriate management and disposal wastes
- B. Potential consequences from performing the activity incorrectly:
  - 1. Property damage
  - 2. Personal injury
  - 3. Long term damage to thee
  - 4. Citations, Notices of Violation and related (financial & non-financial) penalties

**III. Critical Operating Requirements**

- A. Prohibited Activities
  - 1. Disposal of hazardous or universal waste materials on CCDOA property is prohibited
  - 2. Casual disposal or recycling, or offering for disposal or recycling of wastes without identification of classification material handling, recordkeeping and final disposal requirements, is prohibited
  - 3. Open burning, dumping and burying of wastes is prohibited
- B. Required Activities
  - 1. Maintain personnel safety
  - 2. Proper storage, labeling and disposal of wastes
  - 3. Waste storage areas are to be kept clean
- C. General Considerations
  - 1. Each operator and tenant conducting recycling and reuse activities is responsible for understanding the applicable regulations and managing their

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- activities accordingly. This Environmental Guideline is meant as guidance only and does not supersede any regulations
2. The contents of drums and containers must be completely used prior to disposal of the empty container. A container is considered empty when there is less than 3% of the volume remaining or less than 1inch remaining in a drum. The removal and disposal methods of drums will vary depending on the contents.
  3. CCDOA, EHS encourages all tenants and contractors to recycle as much of their solid waste as possible
  4. All areas are to be kept clean and free of debris
  5. Identify and implement measures to minimize the quantity of solid waste generated
  6. Replace products and materials with alternatives that are less hazardous or environmentally friendly
  7. Make efforts to completely utilize chemicals and materials as opposed to disposal of these products
  8. Small amounts of spill cleanup materials (less than approximately 5 gallons) for lavatory waste, oils, antifreeze, deicers, firefighting agents, etc., can be placed in the commercial general waste landfill dumpster. **THIS IS NOT APPLICABLE** for any type of fuels or other potentially hazardous material, which must be handled in accordance with Environmental Guideline EG 7-3, Management of Hazardous Wastes
  9. Spill cleanup material is excess of approximately (5) five gallons, must be handled as "Special Waste". Refer to Environmental Guideline EG 7-5, Management of Special Wastes
  10. Occasional small animals may also be placed in the commercial waste dumpster unless there is evidence of disease. The proper disposal of large or diseased animals should be coordinated with the Nevada Department of Agriculture. Southern Nevada Health District or Clark County Animal Control Services. Discovery of any dead animals should be reported to the Airport Control Center or appropriate customer service desk.
  11. Open burning is PROHIBITED anywhere in Clark County. Burying of wastes is PROHIBITED on Department of Aviation property. Waste can only be buried in approved landfills
  12. All employees, airlines and tenants must comply with the burning, burying & dumping prohibition. Proper handling is mandatory for the use and/or disposal of any product, material or waste used or generated
  13. Wastes cannot be abandoned, dumped or buried. Re-using, recycling and repurposing of wastes and waste items, where applicable, is strongly encouraged
  14. Used oil must be stored and properly labeled separately from other wastes to prevent accidental mixing

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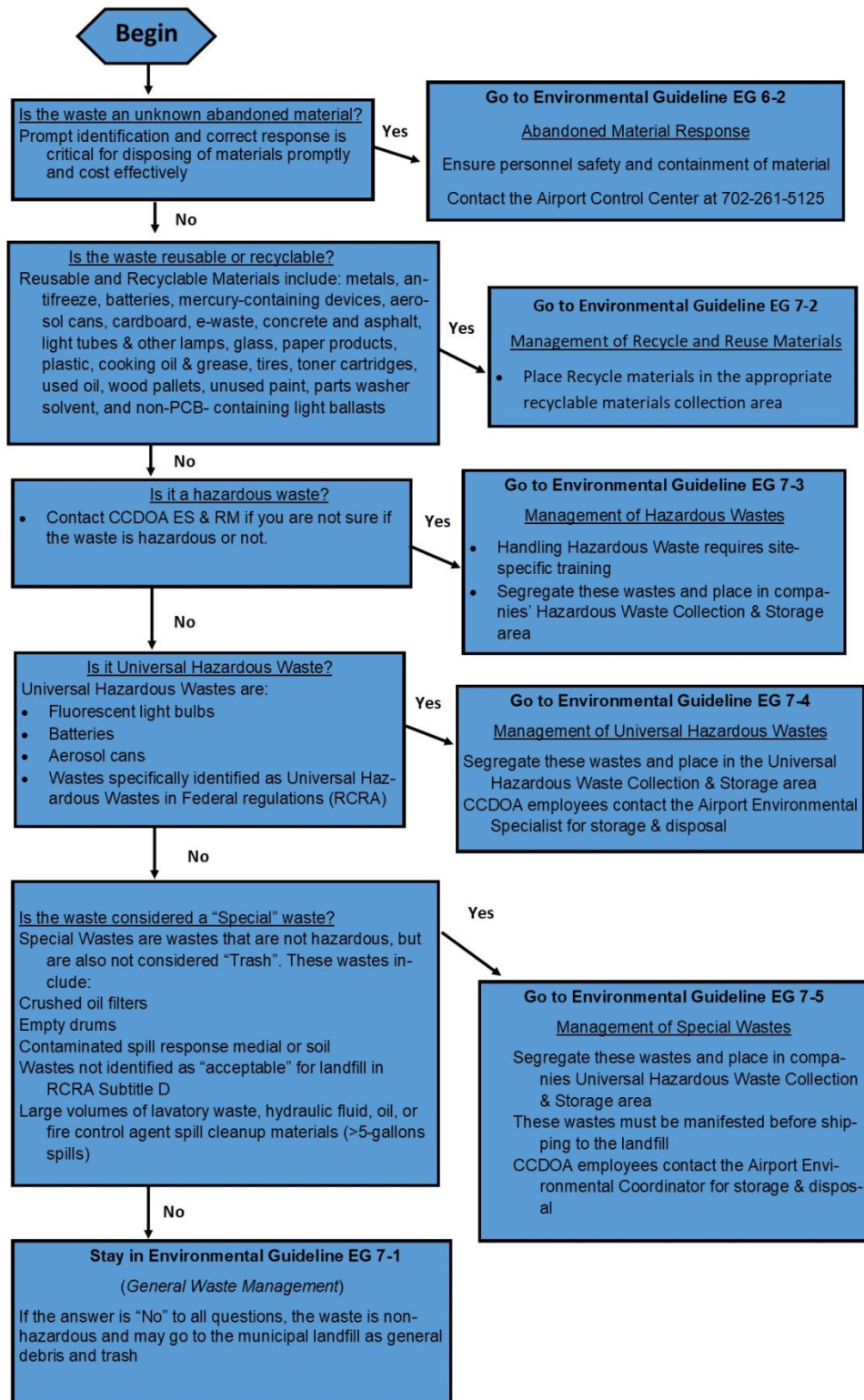
D. Training Requirements

1. Each employee who is involved with the disposal or the recycling of waste should receive site-specific training. This includes:
  - a. Discussion of the materials that are considered hazardous and/or universal wastes
  - b. Storage and handling requirements
  - c. Disposal restrictions
2. Employee training programs shall inform personnel at all levels of responsibility who are involved in industrial activities that may impact storm water runoff. Storm water pollution prevention (SWPP) training shall address topics such as spill response, good housekeeping and material management practices. Contractor or temporary personnel shall be informed of facility operation and design features in order to prevent discharges or spill from occurring

E. Storage and Materials Management Requirements

1. Waste containers must remain covered when not in use unless the container is specifically designed to be uncovered
2. Maintain legible labels and markings on all containers and tanks in accordance with the Globally Harmonized System of classification and labeling of chemicals (GHS)
3. Prior to generation of waste, use knowledge of the process of waste generation to classify the waste and determine proper handling and disposal requirements. The classification scheme in the following section provides direction to relevant Environmental Guidelines for each waste. On request, the CCDOA, EHS office will assist generators with determination of waste types
4. Consider the preparation of a Waste Management Plan. This document is not required, but highly recommended for fully understanding and controlling the waste generation and disposal for wastes generated by the operator's activities. The plan would cover the wastes being the available process knowledge, waste characterization and classification, waste management practices and disposal selection process and plans. It is recommended that wastes be identified and segregated as early in the process as possible to avoid the problems associated with co-mingling and cross contamination
5. Ensure adequate secondary containment for all bulk storage containers, and that all containers and containment are in good operating condition

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#### **IV. Emergency Response**

- A. If a spill occurs, immediately stop the source of the spill if possible. Refer to Environmental Guideline EG 6-1, Spill Response.
- B. Call the Airport Control Center (702) 261-5125 or the appropriate Customer Service Desk for the area (see phone numbers in Section IX below), immediately, for all spills
- C. Use absorbent materials to manage spills. Contain used materials and dispose offsite at a permitted disposal facility
- D. Prevent contamination from entering any sewer, drainage waterway or soil area using whatever means available (i.e., barriers, blocking devices, etc.). In the event that spills enter any sewer or storm drain system, the drainage line must be accessed and contamination collected utilizing absorbent materials
- E. Control spills to eliminate risk to human health and the environment and to minimize property damage
- F. Complete the CCDOA Spill Reporting Form and return the completed form to the CCDOA, EHS office within 24-hours of the release

#### **V. Inspection and Maintenance Requirements**

- A. Maintain good recordkeeping of inspections, waste management decisions and maintenance activities

#### **VI. Expected Records and Outputs**

- A. Waste Management Plan (Recommended by CCDOA, EHS)
  - 1. This guidance document serves only to direct the reader to more specific guidelines oriented towards the waste type addressed therein
- B. Waste Management Records (profiles, manifests, sample results, etc.)
  - 1. Based on disposal profile, manifests and related forms may be required. Manifests and profile forms must be provided by the disposal facility for off-site disposal activities (manifests are required for hazardous wastes)
- C. Operators must maintain waste management records on-site for a minimum of 3 years

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## VII. References

- A. Phone Numbers
  - 1. CCDOA (Airport) Control Center (spill and release reporting).....(702) 261-5125
  - 2. Henderson Executive Airport Customer Service Desk.....(702) 261-4800
  - 3. North Las Vegas Airport Customer Service Desk.....(702) 261-3806
  - 4. CCDOA Environmental, Health & Safety (EHS).....(702) 261-5692
  - 5. NDEP Spill Reporting Hotline(for spills 25 gallons or greater)..... 1(888) 331-6337
- B. Guidance Materials (list is not limited to the following)
  - 1. CCDOA Storm Water Pollution Prevention Plan (SWPPP)
  - 2. Product Safety Data Sheets (SDSs) for materials being stored
  - 3. The Globally Harmonized System (GHS) of classification and labelling of chemicals
- C. Training (list is not limited to the following)
  - 1. University of Nevada Business Environmental Program Provides free and confidential environmental management assistance to businesses in Nevada ([www.unrbep.com](http://www.unrbep.com))
- D. Related Environmental Documents (list is not limited to the following)
  - 1. All Environmental Guidelines apply to airport tenants and others who may be conducting the activities described in each Guideline
- E. Applicable Regulations (list is not limited to the following)
  - 1. NAC 444/NRS 444 Sanitation
  - 2. NAC 459/NRS 459 Hazardous Materials
  - 3. NAC 590 Motor Vehicle Fuel, Petroleum Products and Antifreeze
  - 4. NAC 445A Water Controls
  - 5. NRS 459.748-459.773 Responding to Spills, Accidents and Incidents
  - 6. NRS 618.750-618.850 Control of Asbestos
  - 7. 40 CFR Protection of the Environment
  - 8. 49 CFR Transportation
  - 9. 29 CFR 1910 Occupational Safety and Health Standards
  - 10. 29 CFR 1926 Safety and Health Regulations for Construction
  - 11. Uniform Fire Code/NFPA
  - 12. Nevada State Fire Marshal requirements
  - 13. Clark County Fire Department Hazardous Materials requirements
  - 14. CCDOA Rules and Regulations
  - 15. Nevada Division of Environmental Protection Solid Waste Division regulations and guidance
  - 16. Southern Nevada Health District Solid Waste and Compliance Program
- F. Other Documents (list is not limited to the following)

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1. CCDOA Spill Report Form
2. Disposal Manifests
3. The Globally Harmonized System (GHS) of classification and labelling of chemicals

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