

RECYCLING CENTER WEEKLY INSPECTION LOG

For use of this form, see the Integrated Solid Waste Management Plan; the proponent is DPW-ENRD

FORT NOVOSEL RECYCLING CENTER
 DPW ENVIRONMENTAL & NATURAL RESOURCES DIVISION
 BLDG 9322, MAYFIELD AVE, FORT NOVOSEL, AL 36362 / 334-255-0468

DATE: _____

INSPECTOR: _____

Summary Findings Report

Alabama Department of Environmental Management Land Division – Solid Waste Program Chapter 335-13-3-.03 Facility Design and Operation

The owner, operator or designated responsible person of each facility regulated under this chapter shall inspect the facility at least weekly. Such inspections shall be documented in an inspection log by date of inspection, person performing the inspection, areas of concern and corrective actions. Failure to maintain minimum standards and operational requirements may result in revocation of registration and may cause the facility to be subject to and regulated under this chapter as a Solid Waste Disposal Facility.

#	<u>Requirement</u>	<u>Pass/Fail</u>	<u>Corrective Actions (CAs) Required</u>	<u>Date CAs Implemented</u> <i>(within 48 hours of discovery)</i>
<i>Acceptance of Recyclable Materials: A facility may accept materials in accordance with the terms of this registration and in accordance with the materials listing provided by the facility with its registration application.</i>				
1	Have any recyclable materials been accepted into the facility which are not included in the materials listing? <i>The materials listing to be stored, processed or transferred include cardboard, mixed paper, ferrous metals, other metals, electronics, batteries and ink/toner cartridges.</i>			
2	Have recyclable materials accepted by the facility been documented with a receipt, AVCOE Form 2713, <i>Certificate of Reuse or Recycling</i> unless the exception below applies? <i>With the exceptions of materials delivered by a person in quantities as can be expected from normal individual household/organization generation or materials delivered to an unmanned drop-off or collection box location where no personnel would be available to complete a receipt.</i>			
<i>Material Segregation and Storage: Recyclable materials accepted by the facility must be properly segregated and stored.</i>				
3	Are materials segregated according to material type?			

Turn in completed forms to Brent Waters in Bldg. 1121 or email to brent.waters3.civ@army.mil

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AVCOE Form 2709 (28-MAR-25)

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4	Are recyclable materials commingled or combined in receptacles?			
5	Have all recyclable materials received by the facility been moved to the appropriate segregated storage area within seven (7) days of receipt?			
6	Are all receptacles or storage areas separated by a buffer?			
7	Can equipment operate to move recyclable materials without migrating materials from the proper receptacle or storage area?			
8	Are recyclable materials stored in a manner to protect the integrity and/or marketability of accepted materials and to prevent migration of materials off-site?			
9	Are all loose, unbaled newsprint, paper and corrugated paper and cardboard stored in closed container(s) or under a structure suitable to prevent intrusion of rainwater and stormwater and protected from the elements?			
10	Are outside recyclable material storage areas at least 50 feet from the property boundary to minimize migration of recyclable materials offsite?			

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<i>Recyclable Materials Receptacles:</i> Each facility should store materials in receptacles where necessary to protect the integrity and/or marketability of accepted materials and to prevent migration of materials off site.				
11	Are all receptacles utilized to store recyclable materials and those utilized to store contaminated and/or non-recyclable materials clearly marked with the type of material to be deposited? <i>Not including baled or bound materials.</i>			
12	Are the areas surrounding receptacles or storage areas maintained in a clean manner? Recyclable materials and waste materials of all kinds are not to overflow from or accumulate around any receptacles and/or storage areas?			
<i>Recyclable Materials Storage Areas:</i> Each facility should store recyclable materials and waste in proper storage areas to prevent migration, commingling and contamination of materials.				
13	Are storage areas maintained to prevent contamination of segregated materials?			
14	Are materials that are not intended for recycling and destined for disposal stored separately?			
15	Are materials received and packaged to be shipped out segregated and stored to prevent track-off and/or migration off-site?			

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16	Are there unauthorized drop-off of wastes or materials observed? <i>i.e., materials placed outside the facility boundary or any existing secured storage area and/or materials that are not included in the materials listing.</i>			
<i>Signage: Each facility shall have and maintain proper signage, clearly visible and legible from offsite.</i>				
17	Is the facility sign stating the name, address and telephone number of the owner/operator clearly visible from offsite?			
18	Are the facility operating hours posted and clearly visible from offsite?			
19	Is the facility sign stating list of materials accepted by the facility clearly visible from offsite?			
20	Is the name of the nearest permitted solid waste disposal facility and/or alternate materials recovery facility posted and clearly visible from ruoffsite?			

"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

Signature: _____

Date: _____

Notes:

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