
**KENNEDY SPACE CENTER (KSC)
SCHWARTZ ROAD ACTIVE AND CLOSED CLASS III
LANDFILLS
TRAINING PLAN**

Prepared for:

**NATIONAL AERONAUTICS AND SPACE ADMINISTRATION
Kennedy Space Center, Florida 32899**

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1. PURPOSE

The Purpose of the Kennedy Space Center (KSC) Schwartz Road Class III Landfill Training Plan is to ensure that operators (monitors) and spotters employed at the facility are properly trained to operate the facility and to identify and properly manage any hazardous or prohibited materials which are received at this landfill.

2. REGULATORY REQUIREMENT

A landfill operations employees training plan is a requirement of the Florida Department of Environmental Protection (FDEP) landfill permit and Rule 62-701.730 Florida Administrative Code (F.A.C.); covering landfill(s) and solid waste landfill activities. This training plan becomes part of the Operations Plan, and also the landfill permit.

3. DEFINITIONS

NOTE: For the purpose of this document Base Operations & Spaceport Services (BOSS) will be referred to as the contract. For the purpose of this document the following clarification is presented to avoid confusion in nomenclature between regulatory language and the terminology of the contract Collective Bargaining Agreement (CBA) language, and the contract Landfill Operation Training Plan.

3.1 The term "Operator is the same as "Monitor." The term Operator in this document in no way refers to a person who operates equipment.

3.2 The term "Landfill" is the same as "Facility."

3.3 The term "Owner" is the same as "Manager/Supervisor."

If terms used in this document are not clearly understood please contact the contract Quality, Safety & Environmental (QSE).

"Approved" Operator (Monitor) Training Course: An educational course designed to train operators (monitors) of landfills which has been developed or reviewed by the Solid Waste Management Training Committee and approved by the Secretary of the FDEP.

Department: The Florida Department of Environmental Protection (FDEP).

Interim Landfill Operator (Monitor): A person who has, in the opinion of the facility manager, shown competency in his/her chosen occupation through a combination of work experience, education and training and who has at least one year of experience at that facility or a similar facility. An interim operator (monitor) must

become a trained operator (monitor) within one year of employment as an interim operator (monitor).

Landfill Operator (Monitor): Any person, including the owner, who is principally engaged in, and is in charge of, the actual operation, supervision, and maintenance of a solid waste management facility and includes the on-site person in charge of a shift or period of operation during any part of the day, such as facility managers or supervisors.

Landfill: Solid waste disposal facility, which is an area of land or an excavation where wastes are or have been placed for disposal, for which a permit, other than a general permit, is required by Section 403.707, Florida Statutes (F.S.). The term shall not include a land-spreading site, injection well, or a surface impoundment or a construction and demolition debris disposal site regulated by Rule 62-701.730, F.A.C.

Spotter: A person responsible for inspecting incoming waste shipments to the landfill for unauthorized wastes. A person who has shown competency in his/her chosen occupation through a combination of work experience, education, training and successful completion of workplace related experience. The spotter is responsible to inspect all loads as required by the permit to detect unauthorized waste from being disposed of in the landfill.

Working Face: The active portion of a landfill where waste is currently being deposited, spread, and compacted before placement of initial cover.

4. CLASSIFICATION OF LANDFILLS

General Criteria for Landfills: Landfills or solid waste disposal units are classified according to the types of waste received.

- 4.1 Class I landfills are those which receive Class I waste.
- 4.2 Class I waste means solid waste that is not hazardous waste, and that is not prohibited from disposal in a lined landfill under Rule 62-701.300, F.A.C.
- 4.3 Class III landfills are those which receive only Class III waste. The Department shall exempt Class III landfills from some or all of the requirements for liners, leachate controls, and water quality monitoring in subsections 62-701.400(3) and (4), and Rule 62-701.510, F.A.C., if the applicant demonstrates that no significant threat to the environment will result from the exemption based upon the types of waste received, methods for controlling types of waste disposed of, and the results of the hydrogeological and geotechnical investigations required in Rule 62-701.410, F.A.C. Such a demonstration must include a CCA treated wood

management plan as described in subsection 62-701.730(20), F.A.C., if the landfill will not have a constructed liner system.

- 4.4 Class III waste means yard trash, construction and demolition debris, processed tires, asbestos, carpet, cardboard, paper, glass, plastic, furniture other than appliances, or other materials approved by the Department, that are not expected to produce leachate that poses a threat to public health or the environment.

5. RESPONSIBILITIES OF LANDFILL MANAGERS/SUPERVISORS

Landfill Operation Requirements

- 5.1 Employment of Landfill Operator (Monitor): Except as provided in 5.2, below, an Owner of a landfill may not employ a person to do the duties of a Landfill Operator (Monitor) unless that person is a trained operator (monitor) or an interim operator (monitors). Proof of training, including continuing training, shall be maintained at each facility and shall be available for inspection by Department personnel.
- 5.2 Interim Operators (Monitors): An Owner of a landfill may employ an Interim Operator to perform the duties of a trained operator. The landfill Owner shall ensure that the "Interim Operator (Monitor)" attends an approved operator training course within one year after being hired as an operator (monitor).

6. TRAINING REQUIREMENTS

Class III Landfills:

Owners and Operators (Monitors) of the landfill facilities shall ensure that Operators (Monitors) and Spotters employed at the facility are properly trained to operate the facility, and to identify and properly manage any hazardous or prohibited materials which are received at the facility. To achieve this, FDEP requires landfill owners to provide a training plan for the purposes of educating employees on the proper operation of the landfill. The Training Plan should consist of one of the following types of training programs: (1) a listing and schedule of those classes offered to the public which will be attended by the facility's operators (monitors) and spotters, or (2) a description of the facility's in-house training program and a demonstration that this program can be expected to adequately train operators (monitors) and spotters to operate the facility and to identify and properly manage any hazardous or prohibited materials which are received at the facility. The training plan, along with records documenting how the training plan is being implemented, shall be kept at the facility at all times and be made available for inspection by Department staff.

7. QUALIFICATION FOR LANDFILL OPERATORS (MONITORS)

Training and Training Verification/Certification Requirements for Landfill operators (monitors):

- 7.1 To be considered trained and have that training verified, an operator (monitor) must demonstrate the skill, knowledge, and experience necessary to operate the appropriate type of facility by qualifying for and passing the appropriate examination.
- 7.2 Before receiving Training Verification, an operator (monitor) shall complete at least 24 hours of approved training (an educational course designed to train operator (monitor) on landfills which has been developed or reviewed by the Solid Waste Management Training Committee and approved by the Secretary of the Department). Within each three-year period after completing this initial training, the operator (monitor) shall complete at least 16 hours of continuing training that is described in the Training Plan.
- 7.3 The operator (monitor) should have at least one year of work related experience in landfill operations and also:
 - 7.3.1 Have a high school diploma or equivalent; or
 - 7.3.2 Have at least two years of work experience at a Class I, or III landfill.
- 7.4 Landfill Operators (Monitors) shall possess a current BOS451CN Landfill Operator (Monitor) certification prior to operational assignment as a Landfill Operator (Monitor).

8. REQUIREMENTS FOR LANDFILL OPERATOR (MONITOR) TRAINING COURSES

Examination and Verification of Training for Landfill Operators (Monitors):

- 8.1 An approved operator (monitor) training course shall include an examination which shall accurately reflect the materials presented in the training course. The examinations shall test the applicant's knowledge in the following areas:
 - 8.1.1 Basic mathematics
 - 8.1.2 Sciences appropriate to the course
 - 8.1.3 Public health and environmental protection
 - 8.1.4 Rules and laws relating to solid waste management in Florida

8.1.5 Facility operation and maintenance

8.1.6 Environmental monitoring

8.2 The training provider shall administer the approved examination in accordance with the following conditions:

8.2.1 The examination shall be closed book

8.2.2 A minimum grade to pass the examination shall be established by the FDEP Solid Waste Management Training Committee

8.2.3 The training provider shall notify the applicant in writing of the examination results. Examinations shall not be returned to the applicant. However, upon request by the applicant within 180 days after transmittal of grades, the applicant may be allowed to review the examination.

8.3 The training provider shall issue a "Verification of Training" document to all applicants who successfully complete an approved operator (monitor) training course and pass the examinations. "Verification of Training" documents for operators (monitors) who terminate their employment at a solid waste management facility are valid for the period of issuance.

9. QUALIFICATION FOR THE INTERIM LANDFILL OPERATOR (MONITOR)

9.1 The Interim Landfill Operator (Monitor) must attend an approved operator (monitor) training course within one year after being hired as a Landfill Operator (Monitor).

9.2 Interim Landfill Operator (Monitor), at KSC, shall possess a current BOS450CN Interim Landfill Operator (Monitor) local certification prior to assuming assignment to operational areas.

10. QUALIFICATIONS FOR THE LANDFILL OPERATIONAL SPOTTER

62-701.500 Landfill Operation Requirements

10.1 Spotters must meet similar training requirements as operators (monitors) except that in order to be considered trained, spotter shall complete 8 hours of initial training of courses described in the facility's training plan. Within three years after attending the initial training, and every three years thereafter, spotters shall complete an additional 4 hours of continued training. The Department will maintain a list of relevant training courses which are available in this state.

- 10.2 Spotters, at KSC, shall possess a current BOS452CN Landfill Operational Spotter local certification prior to assuming assignment to operational areas.

11. APPROVED INITIAL TRAINING COURSES

For the most up to date list of approved initial training courses, go to the University of Florida TREEO Center web site at: <http://www.treeo.ufl>

12. CONTINUING TRAINING REQUIREMENTS

Continuing training requirements for Landfill Operators (Monitors):

Within each three-year period after receiving a "Verification of Training" document, an Operator (Monitor) shall complete at least 16 hours of continuing training and spotters shall complete at least 4 hours of continuing training course. The training provider shall provide proof of such continuing training. Failure of any operator (monitor) or spotter to complete such continuing training shall result in the individual no longer being considered as trained for the purposes of Rule 62.701 F.A.C. Upon successful completion of continuing training a renewal "Verification of Training" document shall be issued by the training provider. No examination is required for such continuing training courses. The following courses are the approved continuing education training courses for landfills and construction and demolition debris operators (monitors) and spotters.

13. EXAMPLES OF APPROVED CONTINUING EDUCATION TRAINING COURSES

For the most up to date list of approved continuing education training courses go to the University of Florida TREEO Center web site at: <http://www.treeo.ufl.edu>

14. TRAINING RECIPROCITY

C&D disposal operators (monitors) and C&D recycling facility operators (monitors) who were previously employed as operators (monitors) of Class I solid waste landfills and are current with the continuing education requirements for a Class I landfill operator (monitor) will be considered to be in compliance with the C&D disposal operator (monitor) and C&D recycling facility operator (monitor) training requirements provided a minimum of four contact hours are selected from the "Approved Training Course" list maintained by the Solid Waste section as the next continuing education courses selected.

15. SITE SPECIFIC TRAINING

FDEP recommends that all training plans shall contain at least four contact hours of initial or continuing training in one or more of the course topics listed below.

This list includes those courses mentioned in the current Florida “Approved Training Course” list.

- 15.1 Waste Screening and Identification*
- 15.2 Asbestos Waste Disposal*
- 15.3 Temporary Storage*
- 15.4 Regulatory Requirements*
- 15.5 Landfill Leachate and Gas Management
- 15.6 Groundwater Monitoring, Analysis and Data Interpretation
- 15.7 Stormwater Management*
- 15.8 Inspection Procedures for Agrichemical Containers Offered for Recycling
- 15.9 Financial Assurance
- 15.10 Incineration
- 15.11 Alternate Procedures
- 15.12 Compaction and Grading
- 15.13 Inspections: FDEP Checklist and Correcting Violations*
- 15.14 Annual Reports
- 15.15 Implementing Operation Plans*
- 15.16 Recordkeeping*
- 15.17 Permitting
- 15.18 Construction*
- 15.19 Planning
- 15.20 Management Supervision
- 15.21 Design
- 15.22 Operation*
- 15.23 Maintenance*
- 15.24 Closure and Long Term Care

**Recommended for Spotters*

Since the KSC Schwartz Road Active Class III Landfill is permitted for, not currently accepting certain waste streams including Regulated Asbestos Containing Materials (RACMs), a number of the above courses do not apply to this operation. We currently accept non-friable asbestos materials with provided documentation.

16. TRAINING RECORDS

The contract Training and Certification and Record System (TCRS), shall maintain the Official Training Record for all landfill training required by the landfill permit and the current contract. Additional records and specific personnel training schedules are maintained at the Roads and Grounds Maintenance/Landfill Office of the operator (monitor). Copies of the most current credentialing and certification for the persons actively working the landfill are kept at the trailer/weigh/station office at the landfill.

17. CONTINUING EDUCATION (CONTACT HOURS) TRAINING

Operators (Monitors) are required to obtain a minimum number of continuing education hours every three years after they have successfully completed an approved initial course and required exam.

Spotters are required to have continuing education training every three years after completing an initial training course.

FACILITY TYPE	CONTINUING EDUCATION CONTACT HOURS
Operator (Monitor) Landfill – Class I, III	16 hours every 3 years
Spotter	4 hours every 3 years

17.1 Approved Courses

- 17.1.1 Courses are listed on the Florida's Approved Solid Waste Management Facility Operator (Monitor) and Spotter Training Course List.
- 17.1.2 Check each approved course for the number of hours given for each facility type.
 - 17.1.2.1 The approved list is available on UF TREEO website: www.treeo.ufl.edu
 - 17.1.2.2 To request a list by fax or mail call: (352) 392-9570 extension 127 or 130.
 - 17.1.2.3 Courses/conferences/seminars that are offered only once will include the course date.
 - 17.1.2.4 Courses and course providers are listed in alphabetical order. The number of contact hours awarded for each course is also provided.
 - 17.1.2.5 Sometime providers jointly offer training courses.
 - 17.1.2.6 Contact numbers for current training providers are listed at www.treeo.ufl.edu

17.2 Continuing Education (CE)

- 17.2.1 Operator (Monitor) CE training is required every 3 years and time to expiration starts with the date the operator (monitor) passed the course.
- 17.2.2 Spotter CE training is required every 3 years and time to expiration starts with the date the spotter takes the initial course.
- 17.2.3 NO CE credit will be given for courses taken before the initial course is successfully completed.
- 17.2.4 Initial course hours are not counted toward continuing education.
- 17.2.5 An initial course can be taken as a CE course only if it was taken previously as the operator's (monitor's) or spotter's initial training.
- 17.2.6 No CE credit will be given for the same course taken within the same 3-year period.
- 17.2.7 No CE credit will be given for courses not listed on the Florida's Approved Solid Waste Operator (Monitor) Training Course List. List is available at www.treeo.ufl.edu or call (352) 392-9570 ext. 127 or 130. If a course is not listed, the site provides information on "How to Have Training Approved / New Courses."
- 17.2.8 To maintain your database records for the next 3-year period, the operator (monitor) must have the minimum required number of contact hours.
- 17.2.9 Contact hours received above the minimum requirement do not rollover to the next 3 years. The new 3-year period starts at zero [0.0].
- 17.2.10 Operators (Monitors) who fail to achieve the required number of Contact Hours of CE by the end of their 3-year period may be considered out of compliance with Rule 62-701.320(15), F.A.C. If the operator (monitor) is a part of the Florida Solid Waste Operator (Monitor) /Spotter Database, they are then put on the "expired" list of operators (monitors).
- 17.2.11 Expired operators (monitors) may be reinstated to current status if they provide:

- 17.2.11.1 Proof of training taken during the last 3-year period that meets the number of hours needed Include: continuing Education Form and verification of attendance.
- 17.2.11.2 Or, the operator (monitor) may start over by taking an approved initial training course.
- 17.2.12 It is the operator's (monitor's) responsibility to submit the training forms and verification for upkeep on the landfill database, not the training provider's.

Forms and verification are submitted to:

Fax: (352) 392-6910 or by mail to:
Solid Waste Operator Training
University of Florida – TREEO Center
3900 SW 63 Blvd
Gainesville, FL 32608
- 17.2.13 Operators (Monitors) and Spotters are required to keep a copy of all training submitted or taken, including any in-house training, and make it available to FDEP instructors.
- 17.2.14 See Section "How to Have Training Added to your Transcript."

18. WHO APPROVES TRAINING

- 18.1 Training courses are approved by the FDEP Division of Waste Management in Tallahassee.
- 18.2 In-house training programs are approved by the FDEP District Offices as part of a facility's operation permit.
- 18.3 The Solid Waste Management Training Committee provides technical guidance to FDEP staff in reviewing courses and programs.

The following options are permissible with prior coordination and approval of the Contract Training Manager. If your facility wishes to receive approval for an innovative or complicated in-house training program, it may be advisable to ask the Training Committee to review and comment on your program prior to seeking Department approval in order to avoid delays in the permitting process.

If you would like to have your in-house training program added to the list of "approved courses" maintained by UF TREEO, you may submit it in accordance with the section "How to Have Training Approved."