



Division of Materials & Waste Management

Municipal Solid Waste Landfill Daily Log of Operations

{as required by O.A.C. 3745-27-19(E)(10)}

Yearly Cover Sheet

(Form 1)

This daily log cover sheet should be completed at the beginning of each license year and should be kept on file at the beginning of the daily log file for that year. Attach amendments to this form as necessary.

Annual Log for Year: _____ License #: _____ Phone #: _____

Name of Facility: _____

Mailing Address: _____
(Street) (City) (State) (Zip)

Location of Facility: _____
(Street) (City) (State) (Zip)

Owner of Facility: _____ Licensee Name: _____

Name of Site Manager: _____

Method(s) of Measuring Amount of Incoming Materials:

_____ Scales _____ Visual Estimate _____ Capacity of Hauling Vehicle

This form should be retained on file for inspection by the local health department, Ohio EPA, or an authorized representative. Failure to provide accurate daily operations information may be considered a violation of Ohio Revised Code § 2921.13.



Municipal Solid Waste Landfill Facility Daily Log of Operations - Form 2

{Log Required by OAC 3745-27-19(E)(10)}

Facility: _____

Date: _____

Unique vehicle ID #	Waste Type: <small>*A, CD, DC, EW, ISW, MSW, OGT; RSW, SSR, U</small>	Amount of Waste (Tons or yd ³)			Transfer Facility or Direct Haul?	Waste Origin (if direct hauled) <u>OR</u> Location of Transfer Facility (if transferred waste)			Generator (for all but MSW)	Name of Hauling Company
		Within District (a)	Out of District (b)	Out of State (c)		Waste from Transfer Facility? (Y or N)	Name of Transfer Facility	City (optional)		

* Waste Types: A = Asbestos; CD = Construction and Demolition Debris; DC = Drill Cuttings; EW = Exempt Waste, specify (i.e. nontoxic fly ash, nontoxic foundry sand); ISW = Industrial Solid Waste; MSW = Municipal Solid Waste; OGT = Oil & Gas Waste (TENORM); RSW = Residual Solid Waste; SSR = Source Separated Recyclables; U = Unauthorized Waste (indicate refusal)

	Within District	Out of District	Out of State	Totals
Total Amount of Waste for This Sheet:	(a)	(b)	(c)	(a+b+c)
Cumulative Total From Previous Sheet: (Same Day)	(d)	(e)	(f)	(d+e+f)
Cumulative Total Waste for This Day:	(g)	(h)	(i)	(g+h+i)
Total Amount of Solid Waste (This Day)	(j)	(k)	(l)	(j+k+l)
Total Amount of C&DD (This Day)	(m)	(n)	(o)	(m+n+o)

This form should be retained on file for three years for inspection by the local health department, Ohio EPA, or an authorized representative. Failure to provide accurate daily operations information may be considered a violation of Ohio Revised Code § 2921.13.

Signature of Person Completing Form

Print Name of Person Completing Form



Municipal Solid Waste Landfill Facility Daily Log of Operations - Form 3

{Log Required by OAC 3745-27-19(E)(10)}

Facility Name: _____ Today's Date: _____

Facility Opened Today at (time): _____ Facility Closed Today at (time): _____

List Equipment in Operation at the Facility Today: _____

List Weather Conditions on this Day: _____

The Facility Operator shall inspect the facility daily for compliance with the applicable regulations including but not limited to the following:

Place an (X) on the line next to all aspects of facility operations which have been inspected today.

3745-27-05 Prohibited Disposal Methods

____ (B) No Open Burning _____

- ____ (f) Acceptance of yard waste
- ____ (g) Acceptance of scrap tires
- ____ (h) Acceptance of low level rad. waste
- ____ (i) Acceptance of semi-solid material w/free liquid

3745-27-19 Operation of a Facility

- ____ (E)(2)(a) Maintain access roads _____
- ____ (b) Limited access to facility _____
- ____ (c) Signs posted _____
- ____ (d) Exclusion of animals _____
- ____ (3)(a) Adequate fire equipment _____
- ____ (b) Operable and adequate equipment _____
- ____ (4) Improper salvaging _____
- ____ (5) Trained employees _____
- ____ (6) Preparation for inclement weather _____
- ____ (7)(a) Leachate treatment/disposal _____
- ____ (b) Phased operation _____
- ____ (c) Confined unloading _____
- ____ (d) Separation/control of flammable waste _____
- ____ (e) Waste disposed at working face _____
- ____ (f)(i) Compacting bulky items _____
- ____ (ii) Minimizing dust generation _____
- ____ (8)(a) NESHAP reg. asbestos disposal _____
- ____ (b) Acceptance of liquids _____
- ____ (c) Acceptance of hazardous waste _____
- ____ (d) Acceptance of PCBs _____
- ____ (e) Acceptance of infectious waste _____

- ____ (9) Control of scattered litter
- ____ (10) Keeping of daily logs
- ____ (11)(a) Daily inspection of facility for ponding, erosion, leachate outbreaks
- ____ (F) Daily cover
- ____ (G) Intermediate cover
- ____ (H) Final cover
- ____ (I) Scales
- ____ (J)(1) Surface water diversion
- ____ (2) Design in operating record
- ____ (4) Surface water monitoring
- ____ (K)(1) Leachate control
- ____ (2) Lift station back-up pumps
- ____ (3) Collection pipe network (inspection)
- ____ (L) PCB and hazardous waste prevention

3745-37-01 License

____ (A) Valid license

Corrective Actions Taken and Other Comments:

Signature of Person Completing Form

Print Name of Person Completing Form

Date

This form should be retained on file for three years for inspection by the local health department, Ohio EPA, or an authorized representative. Failure to provide accurate daily operations information may be considered a violation of Ohio Revised Code § 2921.13.



Municipal Solid Waste Landfill Facility Daily Log of Operations - Form 4

- Weekly Sedimentation Pond and Discharge Structure Inspection - OAC Rule 3745-27-19(E)(11)(b)
{Log Required by OAC 3745-27-19(E)(10)}

Facility Name: _____ Today's Date: _____

List Weather Conditions on this Day: _____

For any problems identified, locate and number on site map and explain. Document all corrective actions after deficiencies are corrected. Place an (X) on the line next to all aspects of facility operations which have been inspected today. Mark "N/A" if not applicable.

Sedimentation Ponds

- ___ Structural Integrity of Berms
- ___ Vegetation
- ___ Primary Spillway(s)
- ___ Emergency Spillway(s)
- ___ Water Quality
- ___ Sediment Volume
- ___ Discharges

Erosion Control

- ___ Permanent Controls
- ___ Temporary Controls
- ___ Hillsides
- ___ Vegetation
- ___ Stability
- ___ Checkdams
- ___ Roadways

Ditches/Channels

- ___ Vegetated
- ___ Riprap
- ___ Freeboard
- ___ Scour
- ___ Water Quality
- ___ Clogging

Pipes/Culverts

- ___ Structural Integrity
- ___ Crushing
- ___ Adequate Cover
- ___ Water Quality
- ___ Clogging
- ___ Head/Endwalls

Description of Water Quality Samples Taken

Description of Corrective Actions Taken and Other Comments

Signature of Person Completing Form

Print Name of Person Completing Form

Date

This form should be retained on file for three years for inspection by the local health department, Ohio EPA, or an authorized representative. Failure to provide accurate daily operations information may be considered a violation of Ohio Revised Code § 2921.13.



Division of Materials & Waste Management

Instructions for Completing Municipal Solid Waste Landfill Daily Log of Operations

Form 1 - Cover Sheet

Complete Form 1 at the beginning of each license year. If a section does not apply, indicate so with the notation N/A. If any of the information contained on Form 1 changes during the license year, attach an addendum to the form with the corrections and the date on which they occurred. Maintain Form 1 at the beginning of the complete Daily Log.

Form 2 - Daily Log of Operations

Form 2 is the actual record of waste received for disposal on a particular day. Enter the Date, Day of Week, and Facility Name in the appropriate spaces in the top right corner of the form at the beginning of each day. The body of the form contains several columns and rows. A separate, complete entry (row) must be made on the form for each individual load of waste received for disposal. As many copies of Form 2 as necessary to record all loads received for disposal may be used for each day.

Column 1 - Unique vehicle/trailer ID #: This number should be a unique number that can identify each vehicle/trailer and is clearly marked on the vehicle/trailer. This could include license plate number, trailer number, rail car number, rolloff box number, etc.

Column 2 - Type of Waste: Record the type of waste received for each load in this column. Codes and descriptions for waste types are as follows:

A - Asbestos - is NESHAP regulated asbestos waste.

CD - Construction and Demolition Debris - is waste material resulting from the alteration, construction, destruction, rehabilitation, or repair of any physical structure built by humans, and includes particles and dust created during demolition activities, as defined in ORC Section 3714.01(C).

NOTE: Only C&DD that meets the definition of OAC Rule 3745-400-11(F) may be classified as C&DD. Material that is not readily identifiable as C&DD may not be logged as C&DD nor logged as Exempt Waste.

DC - Drill Cuttings - includes the soil, rock fragments, and pulverized material that are removed from an unconventional oil and gas well borehole which have come in contact with a refined oil-based substance. Drill cuttings may only include a de minimus amount of fluid that results from a drilling process. Drill cuttings are classified as naturally occurring radioactive material (NORM).

EW - Exempt Waste - includes, but is not limited to, nontoxic fly ash and bottom ash, spent nontoxic foundry sand, and earth or materials from mining. Specify the type of waste received on the form.

ISW - Industrial Solid Waste - includes any non-hazardous solid waste which results from or is the residue of a manufacturing or industrial process. (Industrial Solid Waste is defined in OAC 3745-29-01). Examples include industrial sludges, filter cake, etc.

MSW - Municipal Solid Waste - includes all "solid waste" as defined in OAC 3745-27-01 except Industrial and Residual Solid Wastes.

OGT - Oil & Gas Waste (TENORM) - includes any waste substances resulting from the drilling, exploration, and production of unconventional oil and gas wells, which is defined as technologically enhanced naturally occurring radioactive material (TENORM). TENORM does not include "drill cuttings" that contain a de minimus amount of drilling fluids. Solid waste landfills are not allowed to dispose of TENORM waste contaminated with radium-226, radium-228, or any combination of radium-226 and radium-228 at concentrations equal to or greater than five picocuries per gram above natural background.

NOTE – The solid waste landfill facility operator must obtain representative analytical results prior to acceptance and disposal of waste substances from unconventional wells that are TENORM.

RSW - Residual Solid Waste - As defined in OAC 3745-30-01(B)

SSR - Source Separated Recyclables - includes recyclable materials separated at the point of generation.

U - Unauthorized Wastes - includes untreated infectious waste, waste oils, hazardous wastes, yard waste, lead acid batteries, waste tires, bulk containerized liquids, and any other materials not authorized for disposal at a solid waste facility. All loads delivered to the facility that are refused due to the presence of Unauthorized Wastes should be logged on the form with a notation that the load was refused.

Column 3 - Amount of Waste: Each load of waste received at the facility for disposal must be measured. Column 3 is divided into "Within District", "Out of District", and "Out of State" sections for recording the amount of waste in a particular load for each division. To avoid confusion, be sure to circle the appropriate unit of measure at the top of the column on each new page. When the facility closes for the day, or when all rows on a sheet have been completely filled (7 loads can be recorded on each sheet) total the amount of waste from all entries and place the figures in the "Total Amount of Waste for This Sheet" spaces at the bottom of the page. If only one sheet was used for a day, or for the first sheet in a day requiring multiple sheets, copy the "Total Amount of Waste for This Sheet" entries to the "Cumulative Total Waste for This Day" row at the bottom of the page. For subsequent sheets, copy the "Cumulative Total Waste for This Day" entry from the preceding page to the "Cumulative Total from Previous Sheet" row at the bottom of the page. The "Cumulative Total Waste for This Day" for that page is the sum of the "Total Amount of Waste for This Sheet" and "Cumulative Total From Previous Sheet" sections. As each sheet is completed for a given day, indicate the page number of the sheet in the space provided (note: you will not be able to indicate the total number of sheets used until the end of the day). For those facilities that use electronic daily log forms, the "Cumulative Total" boxes (boxes d through I) at the bottom of the page are optional. For the "Total Amount of Solid Waste (This Day)" row, enter the total amount of asbestos, MSW, ISW, & RSW received by the facility that day.

Column 4 - Transfer Facility or Direct Haul: Identify whether or not the waste was received from a transfer facility by marking "Y" for "yes" or "N" for "no" in the appropriate column. If the waste was received from a transfer facility, enter "Y" and record the name of the transfer facility in the appropriate column (Note: a listing of all licensed transfer facilities in Ohio is available on the Ohio EPA web page at <http://epa.ohio.gov/dmwm/Home.aspx>). If the waste was direct hauled (did not originate from a transfer facility), enter "N" in the appropriate column. Note: the total amount of waste transferred to the facility is not required to be totaled on this form, but this information will be needed for the annual report.

Column 5 - Waste Origin or Location of Transfer Facility: If the waste load is direct hauled, record the county and state where the waste load originated for each load received for disposal at the facility (the city can be entered as well, although it is optional). If the waste load was received from a transfer facility, record the county and state where the transfer facility is located for each load received for disposal at the facility (the city can be entered as well, although it is optional). Enter the appropriate information in this column.

Column 6 - Generator: If the waste is any type but MSW, the generator's name must be recorded.

Column 7 - Name of Hauling Company: For each load, record the name of each company which brings wastes to the facility for disposal. The operator may use a code to designate specific companies on this form provided the local health department, Ohio EPA, or an authorized representative can be supplied with records in order to determine the actual company name of each hauler.

Signature: At the conclusion of each day, the person completing the form shall sign in the space provided at the bottom right of the final daily log sheet used. Print the name of the person completing the form in the space provided.

Form 3 - OAC Rules Daily Inspection Check List

The facility must be inspected each day in order to determine compliance with OAC 3745-27-05, OAC 3745-27-19, and OAC 3745-37-01. Form 3 is a check list for use while inspecting the facility as noted above. The facility must describe the corrective actions taken on the daily log form. The check list should be completed, signed, and dated at the close of business each day. Place the completed check list at the end of each daily log.

Form 4 - Weekly Sedimentation Pond and Discharge Structure Inspection

The facility must inspect sedimentation ponds and sedimentation pond discharge structures, including pipes, ditches, and culverts at least weekly for erosion, clogging, or failure and take prompt corrective action, if necessary. Place an (X) on the line next to all aspects of facility operations which have been inspected today. Written results of the inspections, including a discussion of any corrective actions taken and any water quality samples taken pursuant to OAC Rule 3745-27-19(E)(11), must be recorded in the space provided on Form 4 (use the back of the page or attach additional pages if necessary). The date and the weather conditions must also be noted in the appropriate places at the top of the form.

DRAFT