

Reference No.

**SELF-ASSESSMENT GUIDE**

|                                                                                                                                                                                                                                   |                                                                                                                                               |           |  |
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| Qualification                                                                                                                                                                                                                     | <b>SANITARY LANDFILL OPERATIONS NC III</b>                                                                                                    |           |  |
| Units of Competency covered:                                                                                                                                                                                                      | <ul style="list-style-type: none"> <li>• Supervise in-coming waste in the active cell</li> <li>• Supervise and maintain closed SLF</li> </ul> |           |  |
| Instruction: <ul style="list-style-type: none"> <li>• Read each of the questions in the left-hand column of the chart.</li> <li>• Place a check in the appropriate box opposite each question to indicate your answer.</li> </ul> |                                                                                                                                               |           |  |
| <b>Can I?</b>                                                                                                                                                                                                                     | <b>YES</b>                                                                                                                                    | <b>NO</b> |  |
| <b>Supervise in-coming waste in the active cell</b>                                                                                                                                                                               |                                                                                                                                               |           |  |
| • Inspect condition, cleanliness, and passability of the road for incoming trucks in accordance with established procedures of the SLF Manual of Operations *                                                                     |                                                                                                                                               |           |  |
| • Inspect the readiness of the active cell to accept the garbage in accordance with National Solid Waste Management Commission (NSWMC) Manual on Establishment and Operations for Sanitary Landfill *.                            |                                                                                                                                               |           |  |
| • Inspect or check the assigned equipment in accordance with established procedures of SLF Manual of Operations *                                                                                                                 |                                                                                                                                               |           |  |
| • Orient and give instructions to all personnel working in the active cell in accordance with established procedures of Sanitary Landfill Facility (SLF) Manual of Operations.*                                                   |                                                                                                                                               |           |  |
| • Compare data manifests of dump trucks in accordance with actual wastes dumped. *                                                                                                                                                |                                                                                                                                               |           |  |
| • Perform corrective actions if the actual wastes are not in accordance with manifests entry *                                                                                                                                    |                                                                                                                                               |           |  |
| • Report to immediate supervisor and gate keeper on proper disposition of actual wastes dumped. *                                                                                                                                 |                                                                                                                                               |           |  |
| • Follow disposal procedures in accordance with established procedures of Sanitary Landfill Manual of Operations *.                                                                                                               |                                                                                                                                               |           |  |
| • Instruct the Spotter on how to position truck prior to dumping or unloading of wastes. *                                                                                                                                        |                                                                                                                                               |           |  |
| • Instruct the equipment operator to push, spread, and compact the dumped wastes *                                                                                                                                                |                                                                                                                                               |           |  |
| • Check and ensure that the spreading and compactions of dumped wastes and re-profiling of slopes are based on site requirements.*                                                                                                |                                                                                                                                               |           |  |
| • Instruct the equipment operator to apply or put daily soil cover in accordance with established SLF procedures *                                                                                                                |                                                                                                                                               |           |  |

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| <ul style="list-style-type: none"> <li>• Check the dumping area for cleanliness and readiness for the next day operations in accordance with established SLF procedures *</li> </ul>                             |  |  |
| <ul style="list-style-type: none"> <li>• Monitor and check if garbage trucks are properly sanitized /deodorized prior to exit from the SLF *</li> </ul>                                                          |  |  |
| <ul style="list-style-type: none"> <li>• Create corrective actions in cases of urgent needs when trucks and or equipment breakdown in areas that block the flow of in-coming waste.*</li> </ul>                  |  |  |
| <ul style="list-style-type: none"> <li>• Instruct the equipment operator to check if the equipment is cleaned properly and parked in designated area *</li> </ul>                                                |  |  |
| <ul style="list-style-type: none"> <li>• Inspect the equipment and refers for service when necessary *</li> </ul>                                                                                                |  |  |
| <ul style="list-style-type: none"> <li>• Accomplish daily equipment/site reporting in accordance with enterprise requirements *</li> </ul>                                                                       |  |  |
| <ul style="list-style-type: none"> <li>• Monitor and manage leachate production in accordance with established procedures of Sanitary Landfill manual of operations.*</li> </ul>                                 |  |  |
| <ul style="list-style-type: none"> <li>• Conduct water and leachate sampling on a regular basis in accordance with established procedures of Sanitary Landfill manual of operations</li> </ul>                   |  |  |
| <ul style="list-style-type: none"> <li>• Initiate or implement corrective measures for controlling seepage and spread of harmful leachate.</li> </ul>                                                            |  |  |
| <ul style="list-style-type: none"> <li>• Instruct assigned personnel to clean-up any litter found on the access roads and surrounding areas of the landfill cell each day before the site is closed *</li> </ul> |  |  |
| <ul style="list-style-type: none"> <li>• Instruct that litter nets are installed in accordance with established procedures of Sanitary Landfill manual of operations.</li> </ul>                                 |  |  |
| <b>Supervise and maintain closed SLF</b>                                                                                                                                                                         |  |  |
| <ul style="list-style-type: none"> <li>• Instruct site workers to plant appropriate vegetation on the slopes *</li> </ul>                                                                                        |  |  |
| <ul style="list-style-type: none"> <li>• Instruct site workers to grow and maintain the vegetation in accordance with site requirements *</li> </ul>                                                             |  |  |
| <ul style="list-style-type: none"> <li>• Prepare and submit status report on vegetation to site engineer using checklist or standard form *</li> </ul>                                                           |  |  |
| <ul style="list-style-type: none"> <li>• Check gas vents in accordance with established procedures of Sanitary Landfill Facility (SLF)*</li> </ul>                                                               |  |  |
| <ul style="list-style-type: none"> <li>• Check leachate piping systems in accordance with established procedures of Sanitary Landfill *</li> </ul>                                                               |  |  |
| <ul style="list-style-type: none"> <li>• Monitor and manage leachate production and recirculation in accordance with established procedures of Sanitary Landfill *</li> </ul>                                    |  |  |
| <ul style="list-style-type: none"> <li>• Submit report to site engineer using checklist *</li> </ul>                                                                                                             |  |  |
| <ul style="list-style-type: none"> <li>• Check perimeter fence and surroundings in accordance with the SLF manual of operations *</li> </ul>                                                                     |  |  |

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| <ul style="list-style-type: none"> <li>• Monitor and respond to problems of illegal entry, scavenging, and squatting in accordance with enterprise procedures *</li> </ul>                                                      |  |             |
| <ul style="list-style-type: none"> <li>• Determine conditions and areas which are probable causes of fires in accordance with SLF Manual of Operations *</li> </ul>                                                             |  |             |
| <ul style="list-style-type: none"> <li>• Implement appropriate action if there are fires or unusual movement in the slope in the SLF in accordance with established procedures*</li> </ul>                                      |  |             |
| <ul style="list-style-type: none"> <li>• Document all fires, unusual movement in the slope, and near-misses in the daily report in accordance with established procedures.*</li> </ul>                                          |  |             |
| <ul style="list-style-type: none"> <li>• Submit monthly report to the Supervisor on all aspects of the Environmental Management Plan, including complaints and monitoring results *</li> </ul>                                  |  |             |
| <ul style="list-style-type: none"> <li>• Report and submit landfill complaints to Supervisor in accordance with established procedures.*</li> </ul>                                                                             |  |             |
| <ul style="list-style-type: none"> <li>• Submit incident reports immediately to Supervisor in accordance with established procedures.*</li> </ul>                                                                               |  |             |
| <p>I agree to undertake assessment in the knowledge that information gathered will only be used for professional development purposes and can only be accessed by concerned assessment personnel and my manager/supervisor.</p> |  |             |
| <b>Candidate's Name and Signature</b>                                                                                                                                                                                           |  | <b>Date</b> |