	<b>CONOCOPHILLIPS ALASKA</b> <b>Health Safety and Environmental</b> <b>Contractor Responsibility for Waste Management</b> <b>Standard Operating Procedure</b>		Issued: 04/17/2010
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<b>Retention Code</b> <b>AD01</b>	<b>Procedure Owner/Author</b> <b>Wells Environmental Coordinator</b>	<b>SOP Number:</b> <b>W-001</b>	<b>Review Frequency:</b> <b>3 years</b>

## ***Contractor Responsibility for Waste Management***

### **SCOPE**

This Standard Operating Procedure (SOP) applies to contractors providing services to ConocoPhillips Alaska Inc. (CPAI) on the North Slope, including exploration drilling, seismic and remote work.

### **PURPOSE**


The purpose of this SOP is to outline responsibilities for proper waste and material management. Additional information may be found in the following references:

- *North Slope Environmental Field Handbook*
- *Alaska Waste Disposal and Reuse Guide (Redbook)*
- Field-specific SOPs for hazardous waste management
- Field or Project Waste Management Plans
- Alaska Waste Management Plan (AWMP)

### **PROCEDURE**

1. The CPAI project lead and contractor will work with the Field Environmental Coordinator (FEC) as the single point-of-contact for all material and waste management issues. For projects that generate hazardous waste, the contractor may be tasked to directly manage accumulation areas, conduct inspections, report hazardous waste volumes generated and arrange for packaging, transportation, and disposal of hazardous waste at CPAI-approved sites.
2. FECs and the contractor will review the project work plan to determine whether excess material or waste is likely to be generated. If a Waste Management Plan is required, it must incorporate items 3-11 below and be approved by FECs prior to implementation.
3. The contractor will supply FECs and the Industrial Hygienist with a list of chemicals/products that will be brought to the job site including, but not limited to: products in aerosol cans, gases in cylinders, solvents, paints, adhesives, epoxies or coatings, oils, or other substances. Safety Data Sheets must be provided for any

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	<b>CONOCOPHILLIPS ALASKA</b> <b>Health Safety and Environmental</b> <b>Contractor Responsibility for Waste Management</b> <b>Standard Operating Procedure</b>		Issued: April 17, 2010
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products new to the field, and a New Chemical Evaluation must be completed and approved prior to shipping to the field

4. FEC will assist with identifying accumulation areas at or near the point of waste generation, if appropriate. Hazardous or Universal Wastes must be managed according to 40 CFR Part 262 Subpart A and other appropriate CPAI SOP's such as W-008 Alpine Hazardous Waste Management and W-009 Kuparuk Hazardous Waste Management.
5. The contractor shall not mix materials or wastes together without approval from FEC.
6. The contractor shall not dry unused excess paint or epoxy by spreading it on plywood or leave paint cans to dry and harden unless they are RCRA empty. This practice may be considered treatment of hazardous waste.
7. FEC will determine whether samples for material recycling or waste characterization are necessary and identify the analytical tests required.
8. If samples are required, the contractor will coordinate with FEC to perform sampling in accordance with regulatory requirements.
9. If the contractor moves Hazardous Wastes from a Satellite or Universal Accumulation Area (SAA/UAA), they will complete an Internal Waste Manifest form to document the movement to a Hazardous Waste Central Accumulation Area (HWCAA).
10. Wastes will remain in a HWCAA until laboratory results are received, if sampled, or until shipment offsite. Sampled wastes shall be labeled "Hold, pending analysis" and do not dispose of or move materials or wastes without permission from FEC.
11. FEC will interpret the laboratory data results and characterize the wastes being held for disposal in accordance with RCRA. If necessary, FEC will consult with the contractor for more information prior to characterizing the waste.
12. Following characterization, FEC will assure the wastes are properly labeled, stored, transported, and disposed.

**Contact Environmental at ext. x4200 (Alpine), ext. x7212 (Kuparuk), x4943 (Wells Environmental), if you have any questions.**

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