

Retire Your Ride - Inspection Sheets

Basic Yard Information

Name of Yard:

Address:

Phone:

email:

Auditor:

Date:

Environmental Coordinator:

Summary of Inspection Results

Section	2010 Score	Total Possible Score	Normalized Score	Number of "F's"
1: Administration	0	200	0%	0
2: ELV Receiving Area	0	100	0%	0
3: Dismantling Area	0	200	0%	0
4: Hulk Storage/Crusher Areas	0	100	0%	0
5: Wet Part Storage Area(s)	0	100	0%	0
6: Hazardous Materials Mgt	0	250	0%	0
7: Equipment and Infrastructure	0	50	0%	0
Totals	0	1,000	0%	0

Section 1: Administration

Site Activity	Code	Failing Practice	Acceptable Practices	Best Practice	Max Score	Actual Score	Fails
Selling Internal Engine Parts	7.1	Engines or Internal Engine Parts Sold Fail=1		Engines Scrapped to Steel Recycler Score=20	20		
		Vehicles in National Scrapage Program not "Tagged" Fail=1	Vehicles Tagged for Clear Recognition Score=5	Engines Labelled - Do Not Sell Score=10	10		
		Customers have Unsupervised Access to Hulks Fail=1	Customers have Supervised Access to Hulks Score=10	Customers do not have access to Hulks Score=20	20		
Licences, Manifests and Log Books	7.2.1		Copy of Transport Licence for Waste Oil Not On Site Score=0	Copy of Transport Licence for Waste Oil on Site Score=5	5		
		Manifests for Waste Oil Not On Site Fail=1		Manifests for Waste Oil Kept for 2 yrs Score=5	5		
			Copy of Transport Licence for Waste Antifreeze Not On Site Score=0	Copy of Transport Licence for Waste Antifreeze On Site Score=5	5		
		Manifests for Waste Antifreeze Not On Site Fail=1		Manifests for Waste Antifreeze Kept for 2 yrs Score=5	5		
			Copy of Transport Licence for Lead-Acid Batteries Not On Site Score=0	Copy of Transport Licence for Lead-Acid Batteries On Site Score=5	5		
		Manifests for Lead-Acid Batteries Not On Site Fail=1		Manifests for Lead-Acid Batteries Kept for 2 yrs Score=5	5		
			Copy of Transport Licence for Contamin. Waste Not On Site Score=0	Copy of Transport Licence for Contamin. Waste On Site Score=5	5		
Site Activity	Code	Failing Practice	Acceptable Practices	Best Practice	Max Score	Actual Score	Fails

Licences, Manifests and Log Books	7.2.1	Manifests for Cont. Soils Not On Site Fail=1				Manifests for Cont. Soils Kept for 2 yrs Score=5	5		
			Copy of Transport Licence for Waste Solvent Not On Site Score=0			Copy of Transport Licence for Waste Solvent On Site Score=5	5		
		Manifests for Waste Solvent Not On Site Fail=1				Manifests for Waste Solvent Kept for 2 yrs Score=5	5		
		Copy of Refrigerant Technician Licence Not On Site Fail=1				Copy of Refrigerant Technician Licence On Site Score=5	5		
		Log Book of Refrigerant Technician Not On Site Fail=1		Log Book of Mobile Technician not on Site Score=2.5		Log Book of Qualified Refrigerant Technician On Site Score=5	5		
Training	7.2.2	No One on Site Has Taken Training Program Fail=1		One Person on Site Has Taken Training Program Score=2.5		At Least Two People on Site Has Taken Training Program Score=5	5		
Registration	7.2.3	Recycler Not Authorized with National Program Fail=1				Recycler Registered with National Program Score=5	5		
Small Spills	7.3	Not Cleaned Up Fail=1	Cleaned Up Anually Score=0	Cleaned Up Monthly Score=10	Cleaned Up Weekly Score=15	Cleaned Up Immediately Score=20	20		
			Employees Not Trained To Notify Mgr or Owner of Spills Score=0			Employees Trained To Notify Mgr or Owner of Spills Score=5	5		NA
			Spill Kit Inadequate to deal with Small Spills Score=0			Spill Kit Adequate to deal with Small Spills Score=5	5		NA

Site Activity	Code	Failing Practice	Acceptable Practices	Best Practice	Max Score	Actual Score	Fails
Large Spills	7.3.3	Large Spills Not Reported to Authorities Fail=1		Large Spills Reported to Authorities Score=15	15		
			Employees Not Trained on How to Respond to Large Spills Score=0	Employees Trained on How to Respond to Large Spills Score=15	15		NA
		Spill Kit Inadequate to deal with Large Spill Fail=1	Spill Kit Marginal to deal with Large Spills Score=0	Spill Kit Adequate to deal with Large Spill Score=15	15		
			Emergency Phone Numbers not posted Score=0	Emergency Phone Numbers Posted Score=5	5		NA
Summary For Administration					200	0	0

Section 2: Receiving Area

Site Activity	Code	Failing Practice	Acceptable Practices			Best Practice	Max Score	Actual Score	Fails
Small Spills	7.5.1	Not Cleaned Up Fail=1	Cleaned Up Anually Score=0	Cleaned Up Monthly Score=20	Cleaned Up Weekly Score=25	Cleaned Up Immediately Score=30	30		
Runoff	7.5.1	Surface Runoff Contaminated Fail=1		Surface Runoff not Contaminated Score=10		No Surface Runoff Score=20	20		
Outside Surface				Paved Score=5		Gravel or Soil Score=10	10		NA
Inspection of ELVs			New ELVs not Inspected for Leaks Score=0			ELVs Inspected for Leaks Score=10	10		NA
Removal of Wet Parts			Wet Parts Removed in Area Score=0			Wet Parts Not Removed In Receiving Area Score=10	10		NA
Spill Prevention			No Spill Prevention Supplies in Receiving Area Score=0			Drip Pans and Absorbent Pads Available Score=20	20		NA
Summary For Receiving Area							100	0	0

Section 3: Dismantling Area

Site Activity	Code	Failing Practice	Acceptable Practices			Best Practice	Max Score	Actual Score	Fails
Pad	7.5.2	Dirt or Gravel Fail=1	Asphalt Score=0	Concrete with Cracks Score=15		Concrete with no Cracks Score=30	30		
Roof	7.5.2	Outside with No Cover Fail=1		Covered Shed or Structure Score=15		Building Score=30	30		
Flooding	7.5.2	Pad Floods During Average Precip Fail=1		Pad Floods During Extreme Conditions Score=10		Pad Will Never Flood Score=20	20		
Drains			Drains to O/W Separator Score=0	Drains to Container or UST Score=10		No Drains Score=20	20		N/A
Berming			Pad Not Capable of Retaining 25L Spill Score=0			Pad Capable of Retaining 25L Spill Score=20	20		N/A
Washing			Pad Pressure Washed Score=0			Pad Swept with Absorbent Score=20	20		N/A
Removal of Wet Parts and Fluids			Wet Parts and Fluids Removed in Other Areas Score=0			All Wet Parts and Fluids Removed in Dismantling Area Score=30	30		N/A
Clean-Up of Small Spills			Small Spills Not Cleaned Up Score=0			Small Spills Cleaned Up Immediately Score=20	20		N/A
Spill Prevention			No Spill Prevention Supplies in Receiving Area Score=0			Drip Pans and Absorbent Pads Available Score=10	10		N/A
Summary For Dismantling Area							200	0	0

Section 4: Hulk Storage / Crusher Areas

Site Activity	Code	Failing Practice	Acceptable Practices			Best Practice	Max Score	Actual Score	Fails
Clean-Up of Small Spills	7.5.3	Not Cleaned Up Fail=1	Cleaned Up Anually Score=0	Cleaned Up Monthly Score=20	Cleaned Up Weekly Score=25	Cleaned Up Immediately Score=30	30		
Runoff	7.5.3	Surface Runoff Contamin. Fail=1		Surface Runoff not Contamin. Score=10		No Surface Runoff Score=20	20		
Removal of Wet Parts and Fluids			Wet Parts and Fluids Removed in Hulk Storage Area Score=0			All Wet Parts and Fluids Removed in Dismantling Area Score=15	15		N/A
Refrigerants		Vehicles not tagged after refrigerant removed Fail=1				Vehicles Tagged after Refrigerant Removed: Score=10	10		
Fluids From Crusher			Fluids From Crusher Not Treated Score=0	Fluids From Crusher Filtered Through Absorbant Pads Score=5		Fluids From Crusher Stored In Tanks and Removed From Site Score=10	10		NA
Crushing of Hulks	7.5.4	All Hazardous Materials NOT Removed Before Crush Fail=1				All Hazardous Materials Removed Before Crush Score=15	15		
Summary For Hulk Storage / Crusher Areas							100	0	0

Section 5: Wet Parts Storage Area(s)

Site Activity	Code	Failing Practice	Acceptable Practices			Best Practice	Max Score	Actual Score	Fails
Clean-Up of Small Spills	7.5.5	Not Cleaned Up Fail=1				Cleaned Up Immediately Score=30	30		
Leaking Dry Parts	7.5.5	Not Treated as Wet Parts Fail=1				Treated as Wet Parts Score=10	10		
Floor			Wood, metal or Plastic Score=5	Asphalt Score=10	Cracked Concrete Score=15	Concrete with no Cracks Score=20	20		N/A
Roof			Outside with No Cover Score=0	Covered Shed or Structure Score=15	Shipping Container Score=25	Building Score=30	30		N/A
Drains			Drains to O/W Separator Score=0			No Drains Score=10	10		N/A
Summary For Wet Part Storage Areas							100	0	0

Section 6: Hazardous Materials Management

Site Activity	Code	Failing Practice	Acceptable Practices			Best Practice	Max Score	Actual Score	Fails
Clean-Up of Small Spills To Ground	7.5.6	Not Cleaned Up Fail=1				Leaks and Small Spills Cleaned Up Immediately Score=30	30		
Storage of Hazardous Fluids	7.5.6		Not Covered or Has Tarps Score=0	Covered Shed or Structure Score=15	Shipping Container Score=25	Building Score=30	30		N/A
			No Secondary Contain. Score=0	Larger Container Provides Contain. Score=15		Built-In Secondary Contain. Score=30	30		N/A
Containers				Not Labelled Score=2.5		Labelled Score=5	5		N/A
			No Lid Score=0	Make-Shift Lid Score=2.5		Proper Fitting Lid Score=5	5		N/A
				Plastic Score=2.5		Steel Score=5	5		N/A
				Poor Condition Score=2.5		Good Condition Score=5	5		N/A
				Not in Secure Area Score=2.5		In Secure Area Score=5	5		N/A
				Not in Dismantling Area Score=2.5		In Dismantling Area Score=5	5		N/A
Flooding of Storage Area(s)			Prone to Flooding During Average Precip Event Score=0			Not Prone to Flooding During Average Precip Event Score=20	20		N/A
Waste Oil		Discharged To Ground Fail=1		Burned On-Site for Energy Recovery Score=5		Recycled Score=10	10		
Other Lubricants		Discharged To Ground Fail=1				Treated as Waste Oil Score=5	5		
Solvent		Discharged To Ground Fail=1				Recycled Score=10	10		
Waste Antifreeze		Discharged To Ground Fail=1		Disposed as a Hazardous Waste Score=5		Reused or Recycled Score=10	10		
Lead-Acid Batteries		Landfilled Fail=1				Reused or Recycled Score=10	10		
Lead Tire Weights		Landfilled Fail=1				Reused or Recycled Score=10	10		
Lead Battery Cable Ends		Landfilled Fail=1				Reused or Recycled Score=10	10		

Site Activity	Code	Failing Practice	Acceptable Practices			Best Practice	Max Score	Actual Score	Fails
Mercury Switches		Not Removed Before Crushing Fail=1				Enrolled in Recognized Hg Recovery Program Score=10	10		
Tires		Landfilled Fail=1				Reused or Recycled Score=10	10		
Refrigerants		Not Removed Before Crush Fail=1				Recovered and Recycled Score=10	10		
Runoff	7.7	Contamin. Above Thresholds Fail=1			Surface Runoff Not Contamin. Score=10	No Surface Runoff Score=15	15		

Summary For Hazardous Materials

250 0 0

Section 7: Equipment and Infrastructure

Site Activity	Code	Failing Practice	Acceptable Practices			Best Practice	Max Score	Actual Score	Fails
Spill Kit(s)	7.6.1		No spill kits Score=0			Spill Kits in Receiving Area, Dismantling Area and Wet Parts Storage Area(s) Score=10	10		
Oil/Water Separators	7.6.2	Discharge Does Not Meet WQ Thresholds Fail=1				Discharge Meets WQ Thresholds Score=10	10		
Solvent Tanks	7.6.3		Not located in a covered area with secondary contain. Score=0			Located in a covered area with secondary contain. Score=10	10		
Pressure Washers	7.6.4	Overspray of Oil and Grease to Ground Not Contained Fail=1				Overspray of Oil and Grease Contained Score=10	10		
Equipment	7.6.5		Equipment Leaking on Ground Score=0	Equipment Leaking but Contained Score=5		Equipment Not Leaking Score=10	10		

Summary For Equipment and Infrastructure

50 0 0