



EN-03-03	Prepared by: Maurice Guimond	Issue Date: Sept. 13, 2010
ENV SOP 3	Approved by: Rick Hunt	Rev. # 2 / Rev Date: Oct, 2016

ENV SOP 3 – MANAGEMENT OF WASTE BATTERIES

Purpose

The purpose of this procedure is to document the tasks and responsibilities related to the management of waste batteries on QEC properties to ensure they are handled and disposed of in a manner which complies with regulations and minimizes the potential for spills, leaks and environmental damage.

Scope

This procedure applies to the proper handling and disposal of waste batteries throughout QEC (operational areas, office buildings, staff houses).

Details of the Procedure

Responsibility	Task
Environmental Specialist	Provide White Quatrex collapsible boxes (with instructions enclosed) to each power plant. (These boxes are specifically for waste batteries and include an attached pallet)
Plant Superintendent Operators/ Assistants	Clean posts on waste batteries with 3 parts baking soda and 1 part water rinse and tape up or cover with plastic plug
Plant Superintendent Operators/ Assistants	Fully wrap waste batteries in heavy plastic around the bottom and tied or taped at the top to form a bag. Sprinkle baking soda into the bag to neutralize any residual acid or in case of any small leak
Plant Superintendent Operators/ Assistants	Place waste batteries in white Quatrex box. If it is necessary to stack them, do not stack more than 2 high and separate the layers with thick cardboard or plywood
Plant Superintendent Operators/ Assistants	If a white Quatrex box is not available, strap batteries securely or crate them. If it is necessary to stack them, do not stack more than 2 high and separate the layers with thick cardboard or plywood



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Responsibility	Task
Plant Superintendent Operators/ Assistants	Label the boxes as per Figure 1
Plant Superintendent Operators/ Assistants	Place the filled Quatrex boxes into secure storage in a designated area of the plant yard (if yard is fenced, place boxes inside gated area and lock gate. If yard is not fenced, place boxes on pallets and strap them down)
Plant Superintendent	Record amount of waste batteries stored on Monthly Waste Products Form
Env Specialist	Maintain GIS maps of wastes at each plant
Env Specialist	Prepare a Request for Proposals for disposal of the waste batteries (in conjunction with the disposal of other wastes)
Env Specialist	Manage disposal contract with licensed contractor

Figure 1



Class 8– Batteries, wet filled with acid

1. **Batteries**

UN number 1830

Markings: Batteries, wet, filled with acid, class 8

Label: Class 8, corrosive substance