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|  CITY OF GRAND RAPIDS | | City of Grand Rapids Environmental Services Department Policies and Procedures |
| Title: Element 2 – Biosolids Management Policy | Created by: Dave Harris Approved by: William R. Kaiser | |
| Policy Number: 1103-2 Version: 9.0 | Effective: 11/8/2017 | |

General

This element of the Biosolids BMP details the organizations commitment to upholding the principles set forth in the National Biosolids Partnership (NBP) code of good practice.

Biosolids Mission Statement

"It is the goal of the City to manage biosolids processing, handling, and final disposal in a manner which meets public acceptance and to produce a product that complies with all state and federal regulatory requirements"

Objectives

The above mission statement will be achieved through application of the following objectives:

1. Abide by the "Code of Good Practice" for biosolids developed by the NBP.
 - *Compliance* – To commit to compliance with all applicable federal, state, and local requirements regarding production at the wastewater treatment facility, and management, transportation, storage, and use or disposal of biosolids away from the facility.
 - *Product* – To provide biosolids that meet the applicable standards for their intended use or disposal.
 - *Biosolids Management Plan* - To develop a biosolids management plan for biosolids that includes a method of independent third-party verification to ensure effective ongoing biosolids operations.
 - *Quality Monitoring* – To enhance the monitoring of biosolids production and management practices.
 - *Quality Practices* – To require good housekeeping practices for biosolids production, processing, transport, and storage, and during final use or disposal operations.
 - *Contingency and Emergency Response Plans* – To develop response plans for unanticipated events such as inclement weather, spills, and equipment malfunctions.
 - *Sustainable Management Practices and Operations* – To enhance the environment by committing to sustainable, environmentally

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acceptable, biosolids management practices and operations through an environmental management system.

- *Preventive Maintenance* – To prepare and implement a plan for preventive maintenance for equipment used to manage biosolids and wastewater solids.
 - *Continual Improvement* – To seek continual improvement in all aspects of biosolids management.
 - *Communication* – To provide methods for effective communication with gatekeepers, stakeholders, and interested citizens regarding the key elements of each environmental management system, including information relative to system performance.
2. Maintain a pretreatment program consistent with state and federal regulations identified in the NPDES permit^A.
 3. Monitor mercury in the plant influent and effluent and maintain existing pollutant minimization plan^A (PMP) practices and procedures identified in the NPDES permit.
 4. Develop Biosolids systems support contract specifications and contracts which emphasize product handling and final disposal^A.

Procedures

1. The BMP coordinator^B is responsible for ensuring that the biosolids management policy is communicated to employees, contractors, and other interested parties^C, using one or more of the communication tools listed in Element 9 of the BMP.
2. The BMP coordinator is also responsible for incorporating the BMP into procedures and practices which are a part of the biosolids value chain and can impact the quality of the biosolids by integrating the principles of the Biosolids BMP into SOP's, contracts, policies, and training activities.

References

Appendix A Glossary

Appendix B Tables, Figures, Forms

Appendix C CCP Postings

Commission resolution committing to NBP Code of Good Practice

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^A Reference Element 4 Legal and Other Requirements – Table 4.1 “Legal and Other Requirements”

^B Reference Element 7 Roles and Responsibilities – Table 7.1 “Roles and Responsibilities – Internal BMP Team” and Table 7.3 “Internal BMP Team”

^C Reference Element 9 Communication & Public Outreach