# Resource Recovery Facility Operation

This playbook describes the essential sequence of steps for operating a Resource Recovery Facility, which is dedicated to extracting useful materials or energy from waste products.

### Step 1: Intake

Accept and weigh incoming waste at the facility. Check the waste to ensure it meets the facility's acceptance criteria, and sort it accordingly.

### Step 2: Pre-sorting

Conduct an initial sort to remove large items and contaminants that may interfere with the recovery process.

### Step 3: Processing

Mechanically and/or manually separate waste into various categories – organic material, metals, plastics, paper, etc. – for recovery.

### Step 4: Recovery

Utilize appropriate technologies and processes to extract and process the recoverable materials. This might include composting organic waste, melting down plastics, or bailing cardboard and paper.

### Step 5: Preparation

Prepare the recovered materials for sale or further manufacturing processes. This could involve cleaning, shredding, or packaging the materials.

### Step 6: Dispatch

Sell or distribute the processed materials to companies or facilities that will use them for making new products or for energy generation.

### Step 7: Disposal

Dispose of any residual waste that is not recoverable following environmental guidelines and regulations.

### Step 8: Maintenance

Perform regular maintenance on the facility's equipment to ensure continuous and efficient operation. This includes both scheduled preventive maintenance and any necessary repairs.

## General Notes

### Environmental Compliance

Ensure all steps comply with local and national environmental regulations to avoid penalties and reduce environmental impact.

### Safety Measures

Maintain high safety standards to protect workers and visitors, including the use of personal protective equipment and safe operation of machinery.

### Market Demand

Keep abreast with market trends and demands to know which recovered materials are most valuable and in demand.

### Regular Audits

Conduct regular audits of the facility operations to identify areas for improvement and to ensure efficiency and compliance with all standards.