Brooklyn Resource Recovery
5811 Preston Ct., Brooklyn, NY 11234

RE: Inbound Scrap Acceptance Program **January 1, 2018**

Dear Supplier:

Brooklyn Resource Recovery (BRR) is dedicated to recycling your materials in a safe, efficient and environmentally responsible manner that complies with federal, state and local laws. To this end, BRR is obligated to ensure that the materials we receive are managed in compliance with several different environmental regulations, including CFC, PCB and Hazardous Waste laws. One requirement includes written certification from our suppliers that their material is free from refrigerants (CFCs, HCFCs, Freon, etc).

Enclosed, you will find Brooklyn Resource Recovery's Supplier Refrigerant Removal Certification Form. Please complete/sign this form and return it in the attached stamped, self-addressed envelope. You will also find the Brooklyn Resource Recovery Ferrous Scrap Acceptance Guidelines. Please review this list and keep it for your reference.

Brooklyn Resource Recovery, LLC appreciate your continued business and your support for our quality control program. Our goal is to provide quality products and services in a safe, efficient and environmentally sound manner.

Respectfully,

Patrick Christopher

Enclosures (Supplier Refrigerant Removal Certification Form, Scrap Acceptance Guidelines)

Company/Supplier Letterhead

[Date]

[Yard Manager Name]
[Yard Name]
[Yard Address]
[Yard City, State, Zip Code]

Dear [Yard Manager]:

Subject: Agreement to remove all refrigerants from scrap metal supplied to Brooklyn Resource Recycling, LLC

[Yard Manager/Company] aka "Seller" certifies that all refrigerant (including but not limited to chlorofluorocarbons (CFCs), hydrochlorofluorocarbons (HCFCs), and hydrofluorocarbons (HFCs), as defined in 40 CFR Part 82, Subpart F, pursuant to the Clean Air Act Amendments), that has not leaked previously will be recovered from appliances to be delivered under this contract of sale prior to delivery. Seller further certifies that Seller either will recover any remaining refrigerant from the appliance or shipment of appliances under this contract in accordance with 40 CFR Part 82.155(a) prior to delivery, or verify that the refrigerant had been properly recovered prior to receipt by the Seller. Seller further agrees to indemnify and hold Brooklyn Resource Recovery, LLC harmless from any claim, penalty, fine, fee, cost, attorney's fees, or other liability resulting in whole or in part from seller's breach of this certification."

Very truly yours,

_____
(Company Name)

_____
(Company Representative)

_____ _____
(Title) (Date)

Brooklyn Resource Recovery

Ferrous Scrap Acceptance Guidelines and Specifications

This document clarifies our guidelines for accepting recyclable metals. These requirements reflect our commitment to responsible environmental management. Please be aware that many of our guidelines are controlled by state and federal environmental regulations, which apply both to us and to our customers.

This list is not inclusive; other items not listed may be inappropriate for recycling as scrap metal. Please read this guideline carefully, and contact us if you have questions about specific items. **Remember that any load may be rejected at your cost if these guidelines are not followed.**

The following materials will NOT be accepted at our facilities:

- Refrigerants (including CFCs and HCFCs) in refrigerators and air conditioners. Please note that Clean Air Act regulations (§608(b)(1) and §608(c)) prohibit any release of refrigerants to the atmosphere, and require persons handling refrigerants to follow specific procedures. Our customers are REQUIRED to sign a statement certifying that all refrigerants have been properly removed (40 CFR §82).
- Asbestos or asbestos containing materials, such as pipe insulation, acetylene tanks and surfacing material commonly found on I-beams, tanks, and other structural and demolition debris (40 CFR §61.150).
- Oils, gasoline, other petroleum products and antifreeze. This includes hydraulic fluids, gear oils and grease. Hydraulic equipment must have hydraulic hoses removed and cylinders cut open and drained.
- Lead-acid or NiCad batteries or battery parts, including automobile batteries (40 CFR §273).
- Items that contain or have contained PCBs, including small capacitors, fluorescent light ballasts and electrical transformers or transformer components and paint (TSCA and 40 CFR §258 and §261).
- Paint cans or other paint containers.
- Fluorescent lights, neon, high intensity mercury vapor lights, high pressure sodium, metal halide and associated ballasts.
- Circuit boards.
- Any material containing hazardous or toxic substances.
- Military scrap of any kind, unless approved in advance.
- Explosives or explosive residues.
- Radioactive materials of any kind.
- Tires, wood, dirt, yard debris, concrete, asphalt, glass, rubber, or other non-metallic materials.
- Computers, tv's, computer monitors, CRT, LCD

The following items will be accepted ONLY if prepared as described:

- Appliances: motors and compressors must be removed.
- Automobiles: ALL fluids, including refrigerants, must be drained. Batteries, lead wheel weights, mercury switches, and undeployed air bags must be removed. Tires will only be accepted in accordance with the Shredder In-feed Guidelines and Procedures as identified below.
- Air conditioning compressors: MUST be removed from item, cut in half, and drained.
- Drums, barrels and other containers: MUST be thoroughly cleaned and the entire top removed and open for inspection. Gas cylinders including air bottles, propane and other gas cylinders, and shock absorbers must have one end removed, a minimum of two large holes broach the sealed portion of the container, or the container is cut in half.
- Cable and wire: Must be cut in 3-foot lengths, or coiled and banded with ¾ inch steel banding in at least four places.
- Metal banding: MUST be cut in 1-foot lengths.
- Chain-link fencing: MUST be cut in sections no larger than 18 feet by 4 feet.
- Aerosol cans: MUST be empty and crushed or punctured. Plastic caps must be removed.

Metal Theft

In an effort to curtail the rising incidence of metal theft, Brooklyn Resource Recovery operations refuse to accept the following materials unless ownership is clearly established:

- New production scrap or new materials that are part of a manufacturing process that are being sold by an individual, not a company.
- Items used only by governments, utilities, railroads or for very specific purposes. This includes guardrails, manhole covers, certain cables used only in high voltage transmission lines, historic markers, cemetery plaques and artwork.
- Full sized, new materials such as those used in construction or equipment tools used by contractors.
- Materials that may not be new but are clearly suspect such as bleachers from an athletic field or traffic signs.
- Beer kegs, soda cylinders and shopping carts.
- End-of-life vehicles from an unknown customer unless a written record of title is presented. (In some locations, end-of-life vehicles are accepted only from licensed dismantlers and hulk haulers.)
- Materials that have been reported stolen.

Brooklyn Resource Recovery maintains records of all transactions and cooperates fully with local law enforcement in the prosecution of metal theft.

General Specifications

- *Sealed Containers:* All scrap grades shall not contain *closed, enclosed or sealed containers.* Such containers may be accepted providing they have been prepared in a manner such that: one end has been removed, a minimum of two large holes broach the sealed portion of the container, or the container is cut in half. *Closed, enclosed or sealed containers* include, but are not limited to:
    - Hydraulic or gas cylinders
    - Shock absorbers
    - Air, Freon, acetylene, oxygen, propane tanks
    - Closed ball valves
    - Automotive rear ends (sold has HMS)
    - Sealed units, e.g. refrigerant compressors
    - Any vessel which contains and retains gases, oils or fluids
- *Cleanliness:* All scrap grades shall be free of excessive dirt, corrosion, rust, oil and grease. No mill scale, grinding swarf, torch drippings, slag, municipal waste or incinerated scrap in any amount is acceptable, and will be cause for rejection.
- *Inspection:* All material must be suitable and acceptable to Brooklyn Resource Recovery
- *Hazardous Materials:* All grades shall not contain any hazardous materials including, but not limited to Materials Explosives, radioactive materials in any form, medical waste, oil filled devices (e.g. Transformers – even if drained may contain PCB residue), asbestos, etc.
- *Loading:* Scrap must be capable of being loaded and unloaded by electromagnet or grapple unless previously arranged for other unloading techniques.
- *Mercury:* All grades shall have zero Mercury and Mercury containing materials. Mercury containing materials include, but are not limited to: Mercury wetted or containing relays, switch gear, rectifiers, gauges, manometers, barometers, fluorescent lighting fixtures, thermostats, etc.
- *Lead:* All scrap grades are not allowed to contain any amount of lead. Such items containing lead include, but are not limited to: batteries, lead-based paints, gasoline tanks, terne plate, wheel balancing weights, metal guttering, mufflers, tailpipes, Babbit, solder, radiators, leaded joints in soil pipe, equipment counterweights, bearing journals, etc.
- *Tin:* All grades shall be free of tin coated or tin containing materials with exception of tin cans/tin can bundles which are bought as a separate grade.
- *Stainless Steel:* All prepared grades shall be free of stainless steel materials.
- *Non Ferrous:* All prepared grades are to be free of Non-ferrous materials. Non-ferrous materials include, but are not limited to: Copper (wiring, motors, piping and compressors), lead, aluminum, bronze, etc.
- *Non Metallic:* All scrap grades are to be free of non-metallic material. Non-metallic materials include, but are not limited to: wood, plastics, paper, rubber, slag, concrete, dirt, grease, oil, etc.
- *Radioactivity:* All grades of scrap shall <u>not</u> contain radioactive material. Such scrap found with radioactive material shall be handled pursuant to Brooklyn Resource Recovery

Industries Radioactive guidelines. Under no circumstances shall any radioactive scrap be accepted through downgrading.