

# RECEIPT

DATE

07/08/24

No.

654498

RECEIVED FROM

University of Delaware

\$ 950.00

Nine Hundred Fifty and 00/100

DOLLARS

FOR RENT  
 FOR

DE-SW-0204

ACCOUNT	
PAYMENT	
BAL. DUE	

- CASH
- CHECK
- MONEY ORDER
- CREDIT CARD

FROM # 00088875 TO

BY E.W.



STATE OF DELAWARE  
 DEPARTMENT OF NATURAL RESOURCES  
 AND ENVIRONMENTAL CONTROL  
 DIVISION OF WASTE AND HAZARDOUS SUBSTANCES  
 COMPLIANCE AND PERMITTING SECTION

89 KINGS HIGHWAY  
 DOVER, DELAWARE 19901

TELEPHONE: (302) 739-9403  
 FAX: (302) 739-5060

**SOLID WASTE TRANSPORTER PERMIT APPLICATION**

**Instructions:** You must complete this application in its entirety and attach all applicable documentation. (Note: For applicants renewing an existing permit, this application requires the submission of updated information and documentation. References to material submitted under previous applications are no longer accepted.)

The application must be signed by the company owner or a corporate officer. A check or money order payable to the **“State of Delaware”** must accompany this application and be sent to:

Delaware Department of Natural Resources and Environmental Control  
 Compliance and Permitting Section  
 89 Kings Highway  
 Dover, DE 19901

**1. Type of Permit**

- New – **SCRAP TIRES ONLY** Submit a check or money order, payable to the “State of Delaware,” in the amount of \$75.00.
- New – **ALL OTHERS** Submit a check or money order, payable to the “ State of Delaware” in the amount of \$350.00.
- Renewal: Permit # DE-SW- 0204 Expiration Date 6/30/2027

Please indicate the term for which you desire your permit to be issued. Submit a check or money order, payable to the “State of Delaware,” for the indicated permit fee.

**SCRAP TIRES ONLY**

- One Year - \$75.00
- Two Years - \$125.00
- Three Years - \$175.00
- Four Years - \$225.00
- Five Years - \$275.00

**ALL OTHERS**

- One Year - \$350.00
- Two Years - \$650.00
- Three Years - \$950.00
- Four Years - \$1250.00
- Five Years - \$1550.00

**2. Release to Public**

Do you wish to be included on the list of transporters that is provided to persons requesting a list of Delaware permitted solid waste transporters?  Yes  No

**3. Company Information**

Company Name University of Delaware

Location Address:	Mailing Address:
222 South Chapel Street	222 South Chapel Street
General Services Building, 132	General Services Building, 132
Newark, DE 19716-5699	Newark, DE 19716-5699

Contact: Kyle Johnston Title: Research & Environmental Compliance

Business Phone: 302-831-8475 Fax: 302-831-1528

E-mail: kylejj@udel.edu

24 hr Emergency Contact Phone: 302-831-2222

**4. Company Ownership Information**

(a). Please indicate the company type:

- Proprietorship
- Partnership
- Corporation - If company is a corporation, indicate city, state, and date of incorporation.

City: \_\_\_\_\_ State: \_\_\_\_\_ Date: \_\_\_\_\_

- Municipality
- Public institution
- Limited Liability Corporation (LLC) State: \_\_\_\_\_
- Other: (must specify) \_\_\_\_\_

(b). For each Owner, Partner, or Corporate Officer, attach a list with name, title, mailing address, date of birth, and % ownership. Include all stockholders owning greater than 5% outstanding shares.

Attachment A

(c). If company is owned by or affiliated with a parent company, attach parent company name, address & mailing address, and % ownership.

- Attachment \_\_\_\_\_
- No parent company

**5. Company locations in Delaware**

List name and street address of each company location, including freight terminals, within the State of Delaware.

- Attachment B  
 No Delaware locations

**6. Company Affiliates**

List name, location and mailing addresses, nature of business relationship of all company Affiliates, which affiliates are engaged in the business of waste transport, treatment, storage, disposal, recovery or reclamation. (Affiliated companies are defined as those companies owned by the same owners, corporate officers, or parent company.)

- Attachment \_\_\_\_\_  
 No affiliates

**7. Type of Waste to be Transported**

(a). Check all that apply. Refer to Delaware's *Regulations Governing Solid Waste* for definitions of waste categories.

- Residential waste  
 Commercial waste (from **non-manufacturing, non-processing** businesses and offices)  
 Industrial waste (from a manufacturing or industrial process)  
 Dry waste:  construction/demolition debris  
 trees/stumps  
 other (must specify) \_\_\_\_\_  
 Ash:  municipal incinerator  
 coal ash  
 other (must specify) pathological incinerator waste  
 Infectious waste  
 Non-hazardous petroleum-hydrocarbon contaminated soils  
 Asbestos-containing waste  
 Scrap Tires

(b). Does your company collect and transport residential (household) waste from single family homes, condominiums and apartment complexes in Delaware?  Yes  No

(c). If you answered "YES" to question 7.b., above, does your company provide recycling services to those customers?  Yes  No  N/A

(d). If you offer recycling services, does your company collect and transport the recyclables separately from the waste generated by your customers?  Yes  No

(e). If you offer recycling services, are the recyclables ultimately taken to an incinerator (waste-to-energy) or landfill?  Yes  No

### 8. Treatment, Storage, and Disposal Facilities

- (a). Do you cross state lines with the waste?  Yes  No
- (b). Identify in an attachment **all** solid waste Treatment, Storage, Disposal Facilities, Reclamation Facilities and Transfer Stations to which the waste will be transported.
- Delaware Solid Waste Authority locations: (attachment) C
  - Clean Earth of New Castle, Inc. (thermal treatment facility for PHC-soils)
  - Delaware Recyclable Products, Inc. (dry waste, commercial, industrial, and PHC-soils)
  - Other in-state solid waste facilities, including private facilities: (attachment) \_\_\_\_\_
  - Out of state solid waste TSD facilities: (attachment) \_\_\_\_\_

### 9. Other Transporter Permits

- (a). Attach a copy of your home state solid waste transporter permit. (N/A if Delaware is your home state.)
- Attachment \_\_\_\_\_
- Not applicable-No transporter permit required for these solid waste types in our home state.
- (b). List solid waste transporter permits held in other states.
- Attachment \_\_\_\_\_
- No transporter permits in other states
- (c). Indicate your Federal DOT number and Motor Carrier number:
- DOT# N/A MC# N/A
- N/A If N/A, please provide an explanation, on the following page, as to why you are not required to have a DOT or MC number.

Vehicles do not cross State lines while transporting waste. Vehicles GVW are under the threshold which requires DOT# or MC#

### 10. Proof of Financial Responsibility

The transporter must submit proof of financial responsibility as established in section 7.2.4 of Delaware's *Regulations Governing Solid Waste*. This proof may be established by a Certificate of Insurance, with MCS-90 endorsement where applicable, or by other means approved by the Department. (The Certificate of Insurance must identify the **Department of Natural Resources and Environmental Control, Compliance and Permitting Section** as the certificate holder.)

- (a). Are you for-hire in interstate commerce?  Yes  No (For-Hire means you are in the business of transporting, for compensation or payment, wastes generated by a company other than your own.)
- (b). Do you transport in the State of Delaware Only (Intrastate)?  Yes  No
- (c). Do you transport Interstate?  Yes  No

- (d). Certificate of Insurance must be attached and include minimum automobile liability coverage as follows: Attachment D

	<b>FOR-HIRE INTERSTATE</b>	<b>ALL OTHERS</b>
Residential Waste	\$750,000.00 + MCS-90 <input type="checkbox"/>	\$350,000.00 <input type="checkbox"/>
Commercial Waste	\$750,000.00 + MCS-90 <input type="checkbox"/>	\$350,000.00 <input type="checkbox"/>
Industrial Waste	\$750,000.00 + MCS-90 <input type="checkbox"/>	\$350,000.00 <input type="checkbox"/>
Dry Waste	\$750,000.00 + MCS-90 <input type="checkbox"/>	\$350,000.00 <input type="checkbox"/>
Ash	\$750,000.00 + MCS-90 <input type="checkbox"/>	\$350,000.00 <input type="checkbox"/>
Infectious Waste	\$1,000,000.00 + MCS-90 <input type="checkbox"/>	\$750,000.00 + MCS-90 <input type="checkbox"/>
Non-Hazardous Petroleum Contaminated Soils	\$750,000.00 + MCS-90 <input type="checkbox"/>	\$350,000.00 <input type="checkbox"/>
Asbestos	\$1,000,000.00 + MCS-90 <input type="checkbox"/> (For Hire & Private)	\$350,000.00 <input type="checkbox"/>
Scrap Tires Only	\$350,000.00 <input type="checkbox"/>	\$350,000.00 <input type="checkbox"/>

### 11. Spill Control and Safety

List all spill control and safety equipment which will be carried on each vehicle. (**Note:** Separate lists by type of vehicle and type of waste may be required.) Attach a copy of the Spill Control Plan. The Spill Control Plan **must** contain the following elements: (1) List of safety and spill control equipment carried in the vehicle, (2) Driver preventive measures, (3) Driver immediate corrective actions, (4) Company internal communications, (5) Company external communications including the **Delaware Emergency Reporting Numbers: 1-800-662-8802 and 302-739-9401**, and (6) Cleanup and decontamination measures.

✓ Spill Control Plan: Attachment E

### 12. Driver Training

**IN SUMMARY OR OUTLINE FORM**, describe the procedures that your company takes to ensure that all company drivers are safe and competent drivers. Small owner-operators may describe their years of experience and driving record in lieu of a formal program.

- (a). Include requirements for special licenses (e.g. CDL, including any special endorsements), any special training received, including dates training was received (e.g. asbestos training), and any ongoing company programs. (e.g. weekly safety meetings or annual refresher courses);
- (b). Include your company procedure for periodic checks of the driver's records for moving violations, and your company policy on progressive counseling/discipline based on points;
- (c). Describe how drivers are instructed in the following:
  - (i) Knowledge of proper handling procedures for the type of solid waste being transported.
  - (ii) Familiarity with the approved accidental discharge containment plan. (Spill Control Plan)
  - (iii) Familiarity with the conditions of the solid waste transporter's permit.

✓ Driver Training, attachment F

### 13. Vehicle Identification

On the form provided with this application, list **MAKE, MODEL, YEAR, SERIAL NUMBER, LICENSE PLATE NUMBER, STATE OF REGISTRATION, MANUFACTURER'S GVWR and OWNERSHIP** of all vehicles used for the transportation of solid waste. You must list both motorized and container units. (If you maintain a list of company vehicles in a computer database you may submit a print out of the vehicles provided it contains the information requested herein.)

**NOTE: You must notify CAPS in writing of any changes to information contained within this application, such as additions or deletions of vehicles, in accordance with conditions of the issued permit.**

Vehicle List Attached

### 14. Vehicle Operator Information

Is a list of all vehicle operators attached?  Yes

What tax form do you submit to the IRS for your vehicle operators?

- Form W-2  
 Form 1099-Misc  
 Other

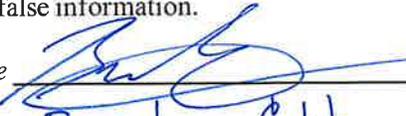
### 15. Environmental Record

List all criminal citations, arrests, convictions, civil or administrative violations, and civil or administrative enforcement actions, and the disposition(s) thereof for the violation or alleged violation of any environmental statute, regulation, permit, license, approval, or order, regardless of the state in which it occurred. Indicate whether it was a local, state, or federal violation or alleged violation. List all such items for the applicant, and if the applicant is other than an individual, for any employee while employed by the applicant, or any partner, officer, or director of the applicant as an individual or for any former business of such partner, officer, or director. For civil or administrative violations or alleged violations, list all such items for the last five (5) years from the date of the application. Information submitted under this section is subject to verification. **Failure to submit complete and accurate information may lead to permit denial or revocation.**

- Attachment I  
 No violations within the specified time period

### 16. Certification

I certify under penalty of law that I have personally examined and am familiar with the information submitted in this application and all attachments and that, upon personal knowledge and information, the information is true, accurate, and complete. I am aware that there are significant penalties for submitting false information.

\*\*Signature  Date 7/1/2024  
Print Name Brandon Celina Title Chemical Hygiene Officer

**\*\*A legal owner or corporate officer must sign the application\*\***

Attachment A

University of Delaware Executive Officers

**Dennis Assanis** - *President*

**Laura Carlson** - *Provost*

**John Long** - *Executive VP & Chief Operating Officer*

**Mary Remmler** – *Senior VP & Chief Financial Officer*

**Melissa Bard** – *VP & Chief Human Resources Officer*

**Angela Chen** – *VP of Information Technology & Chief Information Officer*

**Fatimah Conley** – *VP of Institutional Equity & Chief Diversity Officer*

**Brandon Calitree** – *Chemical Hygiene Officer & Associate Director of EHS*

## Attachment B

# University Locations

### Main & South Campus

- 210 S College Ave, Newark, DE 19716

### Wilmington

- Downtown Center  
13 E. 8<sup>th</sup> Street  
Wilmington, DE 19801
- Goodstay & Arsht Hall  
2600-2800 Pennsylvania Ave  
Wilmington, DE 19801

### Dover

- UD Academic Center  
700 Campus Drive  
Dover, DE 19904

### Georgetown

- Carvel Research Center  
16483 County Seat Highway  
Georgetown, DE 19947
- University of Delaware Associate in Arts Program  
21179 College Drive  
Room 115, Jason Technology Center  
Georgetown, DE 19947

### Lewes

- Hugh R Sharp Campus, Virden Center, et al  
700 Pilottown Rd  
Lewes, DE 19958

## Attachment C

# Delaware Solid Waste Authority Locations

- DSWA – Northern Cherry Island Landfill  
1706 East 12<sup>th</sup> Street  
Wilmington, DE 19809
- DSWA – Southern Jones Crossroads Landfill  
28560 Landfill Lane  
Georgetown, DE 19947

# Attachment D

## Certificates of Insurance

Delaware		INSURANCE IDENTIFICATION CARD	
COMPANY NUMBER 15105	COMPANY SAFETY NATIONAL CASUALTY COR	<input checked="" type="checkbox"/> COMMERCIAL (888) 476-2669	<input type="checkbox"/> PERSONAL
POLICY NUMBER CA6675887	EFFECTIVE DATE 07/01/2023	EXPIRATION DATE 07/01/2024	VEHICLE IDENTIFICATION NUMBER
YEAR "FLEET"	MAKE/MODEL "FLEET"		
AGENCY/COMPANY ISSUING CARD Marsh USA LLC Three Logan Square 1717 Arch St Ste 1100 Philadelphia, PA 19103			
INSURED University of Delaware 222 South Chapel Street General Service Building Room 117 Newark, DE 19716			
THE INSURANCE IDENTIFICATION CARD MUST BE CARRIED IN THE VEHICLE AT ALL TIMES			
SEE IMPORTANT NOTICE ON REVERSE SIDE			

THIS CARD MUST BE KEPT IN THE INSURED  
VEHICLE AND PRESENTED UPON DEMAND

IN CASE OF ACCIDENT: Report all accidents to your Agent/Company as  
soon as possible. Obtain the following information:

1. Name and address of each driver, passenger and witness.
2. Name of Insurance Company and policy number for each  
vehicle involved.

THE FRONT OF THIS DOCUMENT CONTAINS AN ARTIFICIAL WATERMARK - HOLD AT AN ANGLE TO VIEW

ACORD 50 WM (2007/03) ©ACORD CORPORATION 1993-2007. All rights reserved.

# Attachment D cont.



## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
03/11/2024

**THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.**

**IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).**

<b>PRODUCER</b> Marsh USA LLC 1717 Arch Street Philadelphia, PA 19103-2797 Attn: Philadelphia.Certs@marsh.com / Fax - 212-948-0360	<b>CONTACT NAME:</b> PHONE (A/C No. Ext): _____ FAX (A/C No.): _____ E-MAIL ADDRESS: _____ <b>INSURER(S) AFFORDING COVERAGE</b> INSURER A: Pinnacle Consortium of Higher Ed VT RRRG 11980 INSURER B: N/A N/A INSURER C: N/A N/A INSURER D: _____ INSURER E: _____ INSURER F: _____
CN102924005-DELAH-GAUP-23-24  <b>INSURED</b> University of Delaware 222 South Chapel Street General Services Bldg Rm 117 Newark, DE 19716	

**COVERAGES**      **CERTIFICATE NUMBER:** CLE-006274501-09      **REVISION NUMBER:** 5

**THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.**

INSA LTR	TYPE OF INSURANCE	ADOL	SUBR	INSR	WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER: _____					PCHE2023-04	07/01/2023	07/01/2024	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 2,000,000 MED EXP (Any one person) \$ 2,500 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 5,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 _____ \$ _____
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY								COMBINED SINGLE LIMIT (Ea accident) \$ _____ BODILY INJURY (Per person) \$ _____ BODILY INJURY (Per accident) \$ _____ PROPERTY DAMAGE (Per accident) \$ _____ _____ \$ _____
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> CED <input type="checkbox"/> RETENTION \$ _____								EACH OCCURRENCE \$ _____ AGGREGATE \$ _____ _____ \$ _____
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/ MEMBER EXCLUDED? (Mandatory in NJ) <input type="checkbox"/> Y <input checked="" type="checkbox"/> N If yes, describe under DESCRIPTION OF OPERATIONS below:					N/A			<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ _____ E.L. DISEASE - EA EMPLOYEE \$ _____ E.L. DISEASE - POLICY LIMIT \$ _____

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES** (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
 Re: Renewal application for the hazardous waste transporter.

<b>CERTIFICATE HOLDER</b> Delaware Dept. Natural Resources & Environmental Control Solid and Hazardous Waste Management Section 89 Kings Highway Dover, DE 19901	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE  <div style="text-align: right;"><i>Marsh USA LLC</i></div>
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# Attachment E

## Spill Control Plan

Attachment E  
Page 1 of 1

### University of Delaware Solid Waste Spill Response Plan

#### Introduction

Care must be taken to prevent a release of solid waste material. All waste must only be transported in an approved University vehicle referenced in the Solid Waste Transporter Permit. All solid waste must be tied down, covered or secured in a manner sufficient to prevent a release. The following procedures must be employed if a release occurs.

#### Spill Clean up Procedures

Each vehicle approved for solid waste transport must have the following clean up equipment:

Shovels	Plastic Trash Bags
Brooms	Rags

In addition the truck must be equipped with a radio or the operator must carry a University of Delaware issued cellular telephone.

In the event of an accident or other emergency notify dispatch immediately.

#### Solid Waste Release

In the event of a solid waste release, such as solid waste material falling out of a truck while moving or falling to the ground when emptying a dumpster, crews must use the clean up equipment to pick up all spilled material. Crew will first don safety glasses and leather work-gloves. The spilled material is to be placed in trash bag(s) if necessary, or back into the truck. If the spill is large and the crew cannot clean it up alone, radio or call back to the Operations Center and request help. If release occurs over the road, crew will take all precautions to assure that they are not at risk of injury from the surrounding traffic.

#### Asbestos Releases

If an Asbestos release occurs, crews will don all personal protective equipment (respirator, Tyvek Suits, safety glasses, etc.). Contaminated area will be cordoned off. Prudent practices will be used, such as wetting the material to clean up the spill. After the release is mitigated, the University of Delaware Asbestos Specialist will be immediately notified. The Asbestos Specialist will make all proper notifications to state and federal agencies. In the event that a spill might need to be reported to the State authorities, the University of Delaware Department of Environmental Health and Safety will make that determination and call the state.

#### University of Delaware, Department of Environmental Health and Safety

302-831-8475

#### State of Delaware Emergency Telephone Numbers:

911, 1-800-662-8802 or 1-302-739-9401



# University of Delaware Policies and Procedures Manual

**Section:** Facilities, Real Estate and Auxiliary Services Policies  
**Policy Name:** Driver's Requirements and Verification  
**Policy Owner:** Executive Vice President  
**Responsible University Office:** Facilities, Real Estate and Auxiliary Services  
**Origination Date:** June 5, 1989  
**Revisions:** September 1997; October 14, 2003; December 3, 2004;  
July 1, 2005; May, 2007  
**Legacy Policy Number:** 7-34

## I. PURPOSE

To provide reasonable assurance that each individual who operates any motor vehicle on university business possesses a valid license of the appropriate classification and to minimize the University's liability in motor vehicle accidents.

## II. POLICY

### A. Definition

1. A University Driver is a person who operates a University-owned, -rented, -leased, or personal vehicle on a pennant or intermittent basis on University business, including motor pool vehicles.
2. A *University Vehicle* is any owned, rented, or leased vehicle used on University business

### B. General

All University Drivers shall be in compliance with all applicable provisions found in Delaware Motor Vehicle Code Title 21 and Federal Motor Vehicle Regulations Title 49 Code of Federal Regulations, with respect to licensing and classification requirements. **iii**

### C. Specific

1. No person may drive any motor vehicle on University business without holding a valid driver's license, applicable endorsements and valid classification for the vehicle they are driving. The driver's license shall be in their possession while operating the motor vehicle.
2. No person whose license has been revoked or suspended shall operate a motor vehicle as a University Driver before obtaining a valid license through the proper reinstatement procedures.

3. A University Driver holding a driver license issued by any state, who is charged with violating any state law or local ordinance relating to motor traffic control, in this or any other state while driving a University Vehicle, shall notify their department of such charges before the end of the business day following the day of the violation. The University Driver shall provide a written report to their department within three business days of the violation upon returning to campus. The report shall include the time, date, and location of the violation, the names of passengers, and the name of the investigating authority.
4. Any University Driver who has their license or driving privileges suspended, revoked, or canceled or who has been issued an out-of-state order from driving a motor vehicle must notify his/her department of the fact immediately during operating hours or upon the start of the next business day. The department will report the information to the Office of Risk Management by the start of the next business day.
5. A University Driver holding a commercial driver license issued by any state who is convicted of violating any state law or local ordinance relating to motor traffic control, in this or any other state, other than parking violations, shall notify the Division of Motor Vehicles of the issuing state in writing within 30 days of the conviction.
6. All reports and violation records shall be held confidential and maintained by the University Driver's department for a period of three years.
7. Any University Driver in a University-owned, -rented, or -leased vehicle who is involved in an accident, no matter how minor, shall report it immediately to their department, during operating hours, or immediately upon the start of the next business day. The department shall notify Transportation Services immediately. The driver shall report personally to the Motor Pool to complete an accident report.

D. Departments shall audit and verify that each new University driver who operates a University Vehicle holds a valid driver's license of the appropriate classification. [See Section 11 .F.]

E. Motor Pool Vehicles - Rentals

1. No University motor pool vehicle shall be issued to any person without a valid driver's license in their possession.
2. Departments renting motor pool vehicles shall ensure that any person authorized or designated to operate a motor pool vehicle holds a valid driver's license of appropriate classification and that the license is in his/her immediate possession while operating the vehicle.

F. Semiannual Driver's License Audits

- I. During the months of September and March of each year, departments shall conduct driver's license audits of all employees who operate University Vehicles, except motor pool vehicles.
2. The audit record will contain the employee's verification of compliance with this policy and will contain the following information (which is found on the driver's license):
  - a. audit date;
  - b. name of driver;
  - c. driver's license number;
  - d. issuing state;
  - e. expiration date;
  - f. classification; and
  - g. signature of the auditor and the employee.
3. Audit records shall be held confidential and shall be maintained by the driver's department for a period of three years.

G. Violations

- I. A University Driver, while driving a University Vehicle, who is convicted of violating any state law or local ordinance relating to motor vehicle traffic control, in this or any other state, may have their driving record reviewed by their department or the Office of Risk Management.
2. A University Driver, while driving a University Vehicle, who has their license suspended, revoked, or canceled may be disciplined up to and including termination.
3. In accordance with University insurance coverage, a University Driver who has been convicted or has pled guilty to DUI/DWI or an offense of similar magnitude will not be permitted to operate any vehicle, including personal vehicles, on University business until that offense is completely cleared from the person's license, regardless of whether or not the person's license has been reissued, or they have been issued a work pennit. This process may take as long as five years.
4. All motor vehicle or parking violations by a University Driver in a University Vehicle shall be paid promptly. This does not prevent a University Driver from using the court process to contest motor vehicle or parking violations through established procedures.

(I) Questions pertaining to Driver's Licensing and classification can be referred to the Delaware Division of Motor Vehicles.

Questions pertaining to insurance coverage can be referred to the Office of Risk Management, 302-831-2971.

## University of Delaware Policies and Procedures Manual

<b>Section:</b>	Facilities, Real Estate and Auxiliary Services Policies
<b>Policy Name:</b>	State Insured University Owned Motor Vehicles
<b>Policy Owner:</b>	Executive Vice President
<b>Responsible University Office:</b>	Facilities, Real Estate and Auxiliary Services
<b>Origination Date:</b>	July 1, 1987
<b>Revisions:</b>	June 5, 1989; April 4, 1993; March 1998; July 1, 2005
<b>Legacy Policy Number:</b>	7-17

### I. PURPOSE

To manage and control motor vehicles which are owned by the University and insured by the State of Delaware.

### II. POLICY

All University owned motor vehicles are assigned to one of two classifications - service vehicles and staff vehicles. These classifications are determined on the basis of vehicle use and purpose.

#### A. Service Vehicles

This classification includes farm vehicles, grounds vehicles, maintenance vehicles, and vehicles used for moving and hauling. Public Safety vehicles are in this category, as are ambulances, tow trucks, garbage trucks, food vending trucks, buses, and other special purpose vehicles. Usually, these vehicles are used on-campus. The primary use and purpose are not for transportation of personnel beyond the University campus. These vehicles are assigned to a specific college, department, or other administrative units which has responsibility for:

1. controlling the use of the vehicle;
2. management of the vehicle, including proper maintenance, servicing, replacement when necessary, and meeting local, state and federal compliance regulations; and
3. budgeting for vehicle support (i.e., operating expenses, non-insured repairs and maintenance, and funding of a replacement account).

These vehicles are to be used for official University business only. They cannot be leased or loaned for personal use of University employees or to any third party.

When not in use, these vehicles will be parked in secured parking areas which are available to the controlling administrative unit.

While management and control of these vehicles is the responsibility of the unit to which they are assigned, Transportation Services will perform services and monitor maintenance schedules.

Transportation Services will be responsible for licensing, inspection, and will assist creating amortization schedules. Transportation will make recommendations relative to replacement. The Office of Risk Management is responsible for acquiring the appropriate insurance. Vehicles are not permitted to be operated in Canada or Mexico unless insurance has been arranged through the Office of Risk Management prior to departure.

These vehicles:

4. Will be white in color (with exceptions for unmarked police cars, emergency vehicles, off-the-road vehicles, farm equipment, etc.); Public Safety vehicles and police cars will be the only vehicles to have the addition of stripes running the length of the vehicle to increase visibility;
5. Will be marked by the University logo, coat-of-arms (shield only) version, with blue letters (except where vehicle use or vehicle type would prevent such marking);
6. May bear the name of service unit lettered on the lower part of the door under the logo in Times Roman font or similar serif, italic style;
7. Will be licensed/registered as "State-Owned" regardless of the source of funding (unmarked Campus Police cars will not carry the "State-Owned" tags);
8. Will be insured by the State of Delaware; and
9. Will bear an identification number.

#### B. Staff Vehicles

Staff vehicles are used primarily for transportation of people to and from off-campus locations.

All Staff vehicles are further classified into one of two sub-classifications:

1. Unit Assigned Vehicles
2. Motor Pool Lease Vehicles

The Motor Pool has responsibility for establishing maintenance and servicing schedules; for vehicle record management; and for administration of the Motor Pool vehicle replacement account. Vehicle replacement will be determined by the Motor Pool in consultation with the user (in the case of unit assigned vehicles).

All Staff Vehicles are insured by the State of Delaware and are licensed "State-Owned" vehicles. These vehicles are not permitted to be operated in Canada or Mexico unless insurance has been arranged through the Office of Risk Management prior to departure.

#### a. Unit Assigned Vehicles

These department assigned vehicles are restricted in use to official University business. Personal use is prohibited.

When not in use these vehicles are to be parked either in an approved location or in the Motor Pool parking lot.

In general, Motor Pool regulations will apply to the use of these vehicles, particularly those dealing with

weekly, monthly, and annual leases.

The user department will be charged the following costs:

1. insurance;
2. licensing/registration;
3. amortization (for replacement);
4. maintenance, servicing, and non-insured repairs;
5. fuel.

Units assigned these vehicles will be eligible to receive gasoline credit cards. These vehicles:

1. Will be painted white;
  11. Will bear the University logo in blue with the coat-of-arms (shield);
  111. May have the name of the service unit on lower part of door under each logo in blue caps and lower case letters;
  - 1v. Will have an identification letter;
  - v. Are not permitted to be operated in Canada or Mexico unless insurance has been arranged through the office of Risk Management prior to departure.
- b. Motor Pool Lease Vehicles

Motor Pool lease vehicles are for official University business only. They are made available on a daily/trip basis, as well as weekly, monthly, or annual rentals. Users of these vehicles pay rental fees in accordance with established schedules which include operational, maintenance, and amortization costs.

When not in use, regardless of the term of lease, these vehicles must be returned to the Motor Pool parking lot. In the case of monthly or annual leases a location at the site of the leasing unit may be approved.

These vehicles are subject to all current policies and procedures which have been established for management and control of the Motor Pool fleet.

These vehicles:

1. Will be painted white;
2. Will bear small University logo in blue letters without the coat-of-arms and without service unit designation;
3. Will carry an identification letter;
4. Are not permitted to be operated in Canada or Mexico unless insurance has been arranged through the Office of Risk Management prior to departure.

## University of Delaware Policies and Procedures Manual

**Section:** Facilities, Real Estate and Auxiliary Services Policies

**Policy Name:** Motor Vehicle Seat Belts and Shoulder Harnesses

**Policy Owner:** Executive Vice President

**Responsible University Office:** Facilities, Real Estate and Auxiliary Services

**Origination Date:** October 2, 1985

**Revisions:** June 5, 1989

**Legacy Policy Number:** 7-16

### I. PURPOSE

To provide a uniform policy regarding the use of seat belts and shoulder harnesses and to increase the safety of the University community through the use of these devices.

### II. POLICY

Where provided, seat belts and shoulder harnesses shall be worn by drivers and passengers in University vehicles whenever the vehicle is in motion on public or private thoroughfares and roads.

Seat belts, shoulder harnesses or other safety restraints shall not be removed from University vehicles or made otherwise inoperative.

Supervisors are responsible for ensuring employees under their supervision comply with this policy.

# University of Delaware Policies and Procedures Manual

<b>Section:</b>	Human Resources Policies
<b>Policy Name:</b>	Drug/Alcohol Testing - Commercial Driver's Licenses and Safety Sensitive Functions
<b>Policy Owner:</b>	Executive Vice President
<b>Responsible University Office:</b>	Office of Human Resources
<b>Origination Date:</b>	February 1999
<b>Revisions:</b>	July 2015; March 2016; July 2016
<b>Legacy Policy Number:</b>	7-44

## I. SCOPE OF POLICY

This policy applies to the Employees Subject to Testing identified below and is intended to comply with the Omnibus Transportation Employee Testing Act of 1991 ("OTETA") and in accordance with Title 49 Code of Federal Regulations, Part 382 and 391, Subpart H.

## II. DEFINITIONS

- A. Accident - Any on-the-job occurrence involving an employee defined above as being in a driving position, operating a University commercial motor vehicle which results in a fatality, bodily injury or property damage, where the driver's performance could have contributed to the accident.
- B. Alcohol - The intoxicating agent in beverage alcohol or ethyl alcohol or other low molecular weight alcohol, including methyl and isopropyl alcohol. Note: This also includes medications, prescription or non-prescription, which contain alcohol.
- C. Chain of Custody- Procedures to account for the integrity of each urine or blood specimen by tracking its handling and storage from the point of collection to its final disposition.
- D. Commercial Motor Vehicle- A motor vehicle or combination of vehicles used in commerce if the motor vehicle:
1. has a gross combination weight rating of 26,001 or more pounds inclusive of a towed unit with a gross vehicle weight rating of more than 26,001 or more pounds; or
  2. has a gross vehicle weight rating of more than 26,001 or more pounds; or
  3. is designed to transport more than 16 passengers, including the driver; or
  4. is of any size and is used in the transportation of materials found to be hazardous for the purpose of the Hazardous Materials Transportation Act and which require the motor vehicle to be placarded.
- E. Controlled Substances - Drugs required by OTETA to be included in the testing process. These drugs are as follows: marijuana, cocaine, opiates, phencyclidine (PCP) and amphetamines.

F. Driver-Any person who operates a University commercial motor vehicle, including but not limited to full-time, regularly employed drivers, casual, intermittent or occasional drivers, and *I* or any person who operates a University commercial motor vehicle at the direction or with the consent of the University.

G. Driving Function - Means any of those on-duty functions listed below. On-duty functions mean all time from when the driver begins to work or is required to be in a readiness to work until the time they are relieved from work and include:

1. All time at the facility waiting to be dispatched, unless the driver has been relieved from duty;
2. All time inspecting equipment as required by federal regulations or otherwise inspecting, servicing, or conditioning any commercial motor vehicle at any time;
3. All time driving;
4. All time, with the exception of sleep time in vehicles, other than driving time, in or upon any commercial motor vehicle;
5. All time loading or unloading a vehicle, supervising or assisting in the loading or unloading, attending a vehicle being loaded or unloaded, remaining in readiness to operate the vehicle, or in giving receipts for shipments loaded or unloaded;
6. All time spent performing the driver requirements related to an accident;
7. All time repairing, obtaining assistance, or remaining in attendance upon a disabled vehicle.

H. Employees Subject to Testing- Full-time, part-time, miscellaneous wage, casual wage, temporary or seasonal employees, who possess a commercial driver's license (CDL) with the intent of operating a University commercial motor vehicle (this includes any rented leased, or personal vehicle used as a requirement of their job function) requiring such license, as well as employees performing safety sensitive functions, are subject to testing. This includes, but is not necessarily limited to, employees in the following positions:

1. Arborist
2. Arborist Helper
3. Bus Driver
4. Caretaker
5. Casual Wage Bus Driver
6. Farm Assistant
7. Farm Manager
8. Groundskeeper (including employees who are not mandated to maintain a CDL, yet choose to do so)
9. Grounds Equipment Mechanic
10. Grounds Technician
11. Research Associate, AG
12. Research Associate II, Mechanical Engineering
13. Sr. Vehicle Technician
14. Sport Turf Technician
15. Sport Turf Technician Assistant
16. Vehicle Technician
17. Well Driller, DE Geological Survey

All Departments are required to advise the University's Department of

Transportation's (DOT) On-site Coordinator of all employees required to possess a COL, as a condition of employment.

- I. Medical Review Officer (MRO) - A licensed physician responsible for the collection of test results generated pursuant to this policy who has knowledge of substance abuse disorders and has appropriate medical training to interpret and evaluate an individual's confirmed positive result together with his/her medical history and any other relevant biomedical information.
- J. Performing-A driver is considered to be performing a driving function during the periods in which they are actually performing, ready to perform, or immediately ready to perform any of those on-duty functions (1) through (7) listed in the definition of driving functions.
- K. Reasonable Suspicion - Belief that the driver has or may be violating the alcohol or controlled substances prohibitions, based on specific, contemporaneous, articulated observations concerning appearance, behavior, speech, or body odors of the driver.
- L. Refusal to Submit to Testing - Includes:
  - 1. failure to provide adequate breath for testing without a valid medical explanation after receiving notice of the requirement of breath testing;
  - 2. failure to provide adequate urine for controlled substance testing without a valid medical explanation after receiving notice of the requirement of urine testing; or
  - 3. conduct that clearly obstructs the testing.
- M. Safety Sensitive Function - Means any of those on-duty functions listed below.
  - 1. Safety-sensitive function means all time from the time an employee/driver begins to work or is required to be in readiness to work until the time he/she is relieved from work and all responsibility for performing work. Safety-sensitive functions shall include: All time at an employer or shipper plant, terminal, facility, or other property, or on any public property, waiting to be dispatched, unless the driver has been relieved from duty by the employer;
  - 2. All time inspecting equipment as required by Sections 392.7 and 392.8 of the Department of Transportation's subchapter or otherwise inspecting, servicing, or conditioning any commercial motor vehicle at any time;
  - 3. All time spent at the driving controls of a commercial motor vehicle in operation; all time, other than driving time, in or upon any commercial motor vehicle except time spent resting in a sleeper berth (a berth conforming to the requirements of Sec. 393.76 of the Department of Transportation's subchapter);
  - 4. All time loading or unloading a vehicle, supervising, or assisting in the loading or unloading, attending a vehicle being loaded or unloaded, remaining in readiness to operate the vehicle, or in giving or receiving receipts for shipments loaded or unloaded; and
  - 5. All time repairing, obtaining assistance, or remaining in attendance upon a disabled vehicle.
- N. Substance Abuse Professional ("SAP") - A licensed medical doctor or a licensed or certified psychologist, social worker, employee assistance professional or addiction counselor (certified by the National Association of Alcoholism and Drug Abuse Counselors Certification Commission) with knowledge of and clinical experience in the diagnosis and treatment of alcohol and controlled substance-related disorders. The substance abuse professional is that person(s) assigned to maintain the records required by federal law regarding the implementation of OTETA.

0. Test Collection Site- That facility or facilities selected by the University to perform alcohol and/or controlled substances tests in full compliance with OTETA.

### III. POLICY STATEMENT

The University of Delaware recognizes the importance of safety protocols for employees operating University Commercial Motor Vehicles and other employees performing safety sensitive functions and intends to follow all laws, rules, and regulations applicable to such activities through application of this policy.

### IV. POLICY STANDARDS AND PROCEDURES

#### PROHIBITIONS

##### 1. Alcohol -No driver shall:

- a. report to duty or remain on duty while having an alcohol concentration of 0.02 or higher;
- b. possess alcohol while on duty;
- c. use alcohol while on duty;
- d. perform driving functions or safety sensitive functions within 4 hours of using alcohol;
- e. use alcohol within 8 hours after an accident or until undergoing an alcohol test;
- f. refuse to submit to an alcohol test.

##### 1. Refusal is proof of positive test results.

2. Controlled Substances - No University employee shall report for duty or remain on duty requiring the performance of driving or safety sensitive functions when the employee uses any controlled substance except when the use is pursuant to the instructions of a physician (and is verifiable) who has advised the employee that the substance does not adversely affect the employee's ability to safely operate a commercial motor vehicle. (Note: Burden of verifiable proof is on the employee, to the satisfaction of the employer.) No employee shall report for work, remain at work or perform a driving or safety sensitive function if he/she tests positive for controlled substance as defined.

#### A. TESTING PROCEDURES

All testing required by this policy will be conducted in accordance with OTETA. The testing will only be conducted by certified, qualified individuals who are contracted by the University for this purpose.

#### B. TYPES OF TESTING

##### I. Pre-employment/Promotion/Transfer

Testing that occurs before an applicant is hired, after a conditional offer has been extended to hire, or after an employee has been promoted or transferred, and before the employee actually performs a driving function in the position for the first time. No employee shall operate in a driving function unless their breath alcohol concentration is less than 0.02 and they have a negative controlled substance report.

##### 2. Reasonable Suspicion

Testing that occurs when a trained supervisor or other trained official believes an employee has violated this policy, based upon specific, contemporaneous, articulated observations concerning the appearance, behavior speech, or body odors of the driver. Ordinarily, testing based upon reasonable suspicion should be performed within two (2) hours following the observations, but in no instance shall testing be conducted after eight (8) or more hours have elapsed. Any employee whose breath alcohol content is greater than 0.02 will be prohibited from performing functions until their next scheduled workday and only after subsequent testing.

a. A reasonable suspicion determination shall only be made by a supervisor or other official that has completed the federally required training (*Federal regulations require at least 60 minutes of training on alcohol misuse and at least 60 minutes of training on controlled substances use before a person can be designated to determine whether reasonable suspicion exists to require a driver to undergo alcohol or controlled substances testing. The training covers the physical, behavioral, speech, and performance indicators of probable alcohol misuse and use of controlled substances.*) on the symptoms of alcohol or controlled substance abuse, or a police officer. Whenever possible, a supervisor's reasonable suspicion should be confirmed by a second trained observer, before requiring a driver to undergo alcohol or controlled substances testing. However, if a second trained observer is not available, any supervisor who has completed the federally required training on the symptoms of alcohol or controlled substance abuse may act as a trained observer. A police officer's determination of a reasonable suspicion does not require a second opinion.

b. When a supervisor, manager or department director has a reasonable suspicion that a CDL employee or an employee performing a safety sensitive function may be in violation of this policy, they will transport the employee to the test collection site.

c. Post-Accident Testing

Post-accident testing will be conducted for all accidents when:

1. the employee is cited for a moving violation of any kind;
2. any involved vehicle requires towing from the scene; or
3. any person involved requires medical treatment away from the scene of the accident.

Post-accident testing will be conducted in all fatal accidents, even if the driver is not cited for a moving violation. Any employee involved in an accident must remain available for testing, up to a maximum of eight hours. Any employee who refuses to remain available will be considered to have refused to submit to testing.

4. Random Testing

Testing that is conducted on an unannounced basis just before, during, or after the performance of a driving function or safety sensitive function.

- i. Rate of testing- random alcohol and controlled substance testing shall be administered at an annual rate of at least 50 percent of the average number of driver or safety sensitive positions, throughout the University.
- ii. Such testing will be unannounced and reasonably spread throughout the calendar year.
- iii. The selection of drivers shall be based upon a random computer-generated list. Each driver will have an equal chance of being selected each time a list is generated.
- iv. Any employee selected for testing will immediately report to the designated testing facility.

### C. REVIEW OF TEST RESULTS

All drug test results will be reviewed by the MRO designated by the University before the results are reported to the University. If the testing facility reports a positive test to the MRO, the MRO will contact the employee to determine if there is an alternative medical explanation for the positive test result. If the employee gives a reasonable and verifiable explanation, the results of the test are reported as negative to the University. In the event the employee is unable to give an alternative medical explanation for the positive test result, the MRO will report the positive test immediately to the University of Delaware's DOT on-site coordinator who will inform the employee's department head or designee.

### D. CONSEQUENCES OF A POSITIVE TEST

1. Any employee found to be in violation of the policy will be subject to discipline up to and including dismissal.
2. The University may condition continued employment of an employee found to be in violation of this policy upon the employee's treatment for alcohol or drug problems. In such cases, the University will require the employee to comply fully with all requirements and recommendations of the treatment facility. Failure on the part of the employee to comply with these recommendations will be considered a violation of this policy which may result in disciplinary action up to and including termination.
3. Rehabilitation with University assistance may be provided from outpatient counseling to admission to a treatment center selected by the University for a period of not more than 30 days or may include counseling sessions with a Substance Abuse Professional (SAP) while continuing normal duties of employment. An employee who consents to being admitted to a treatment center shall be placed on leave with pay status; provided the employee has accumulated sick leave and vacation days that shall be utilized when available. Employees must adhere to all follow-up guidelines established by an outside professional in rehabilitation counseling. This policy is in accordance with the established University's Substance Abuse Policy.

### E. RETURN TO WORK AND FOLLOW-UP

Before an employee has violated this policy returns to duty requiring the performance of a driving or safety sensitive, the employee shall undergo an alcohol test with a result indicating an alcohol concentration of less than 0.02 and a controlled substances test with a negative result. The employee must submit to a minimum of six (6) unannounced follow-up tests within the first twelve (12) months after returning to work as indicated by the Substance Abuse Professional (SAP). The fee of the initial evaluation is the responsibility of the employee and the fees of the minimum of (6) unannounced follow-up tests are paid by the University.

### F. UNION REPRESENTATION

Employees covered by a collective bargaining agreement who are required to submit to an alcohol or controlled substance test pursuant to this policy may request union representation at such testing,

provided such representation can be obtained within one-half hour of the employee being notified of the need for testing.

#### G. CONFIDENTIALITY

1. All employee alcohol and drug testing results and records will be kept with the strictest confidentiality by the University separate and apart from the employee's personnel file. The University will release the information to supervisors/managers on a need-to-know. Any other release of information by the University will be made only with specific written consent from the employee.
2. All records regarding this policy will be maintained by the University of Delaware's DOT on-site Coordinator.
3. In the event the employee initiates a grievance, lawsuit, or any other proceeding that will require a hearing, the University may release relevant information.
4. Relevant information may also be released by the University to any local, state, or federal agency to demonstrate compliance with all rules and regulations

#### H. EMPLOYEE ASSISTANCE PROGRAM

1. Employees are encouraged to voluntarily seek assistance in dealing with substance abuse. Confidential professional assistance, treatment, planning, and rehabilitation services are available through the University's Employee Assistance Program, hms, A Health Advocate Company at 800-343- 2186, or [hms.HealthAdvocate.com](http://hms.HealthAdvocate.com).
2. The request for assistance for a substance abuse problem will not, in itself, be considered grounds for disciplinary action. A request for assistance will not prevent the taking of appropriate disciplinary action for misconduct or performance problems which may be related to substance abuse.

Year	Make	Type	Vehicle Identification Number	License # State of Reg.	Capacity	Domicile Address	Owner	Vehicle Co. ID Number
2007	Chevy	C5500	1GBE5C1G47f412678	S8356 DE	24,000 GVW 3 cubic yard dump body	Grounds Maintenance Bldg. 28 New London Road Newark, DE 19716	UNIVERSITY OF DELAWARE	11
2014	Inter'ntl	7400	1HTWGAZTXFH512483	S2416 DE	60,000 GVM 25 cubic yard compactor	Grounds Maintenance Bldg. 28 New London Road Newark, DE 19716	UNIVERSITY OF DELAWARE	84
2019	Ford	F750	1FDXF7DE7KDF09912	C34741 DE	40,000 GVM 4 cubic yard dump body	Grounds Maintenance Bldg. 28 New London Road Newark, DE 19716	UNIVERSITY OF DELAWARE	107
2019	Freightliner	M2 106	1FVHCYFE6KHKR8767	C29741 DE	60,000 GVM 25 cubic yard compactor	Grounds Maintenance Bldg. 28 New London Road Newark, DE 19716	UNIVERSITY OF DELAWARE	269
2001	Dodge	1500 Pickup	1B74HC16X71S212744	S10271 DE	1,650 Pounds	General Services Building South Chapel Street Newark, DE 19716	UNIVERSITY OF DELAWARE	271
2013	Ford	E350	1FDWE3FL9DDA38786	S3482 DE	10,000 Pounds	General Services Building South Chapel Street	UNIVERSITY OF DELAWARE	186

Year	Make	Type	Vehicle Identification Number	License # State of Reg.	Capacity	Domicile Address	Owner	Vehicle Co. ID Number
						Newark, DE 19716		
2001	Dodge	3500	3B6MC36671M258394	S4251 DE	11,000 Pounds	Research & Education Center Route 9 Georgetown, DE	UNIVERSITY OF DELAWARE	130
1990	GMC	----	1GDM7HIJ3LJ601139	S6092 DE	32,000 Pounds	Research & Education Center Route 9 Georgetown, DE	UNIVERSITY OF DELAWARE	95
1974	Chevy	Dump Truck	CCE624V105164	S6629 DE	30,000 Pounds	Research & Education Center Route 9 Georgetown, DE	UNIVERSITY OF DELAWARE	98
2001	Dodge	Pick- up	3B7KC26Z91M258128	S4280 DE	8,800 Pounds	Research & Education Center Route 9 Georgetown, DE	UNIVERSITY OF DELAWARE	88
2006	Chevy	Cargo Van	1GBJG31U561273364	S7403 DE	12,000 Pounds	General Services Building South Chapel Street Newark, DE 19716	UNIVERSITY OF DELAWARE	215
2016	Ford	F-350 with box and lift gate	1FDRF3G66GEC25484	S7418 DE	14,000 Pounds	General Services Building South Chapel Street Newark, DE 19716	UNIVERSITY OF DELAWARE	229
2011	Dodge Ram	Pickup Truck W/ Cap	1D7RV1GP5B5583650	S5789 DE	6,700 Pounds	General Services Building South Chapel Street Newark, DE 19716	UNIVERSITY OF DELAWARE	200
2019	Freightliner	M2 106	1FVHCYFE9KHKR8763	C29744 DE	60,000 GVM	Grounds Maintenance Bldg. 28 New London Road	UNIVERSITY OF	134

Year	Make	Type	Vehicle Identification Number	License # State of Reg.	Capacity	Domicile Address	Owner	Vehicle Co. ID Number
					25 cubic yard compactor	Newark, DE 19716	DELAWARE	
2020	Ford	F-350 with box and lift gate	1FDRF3G63LEE27872	C104004 DE	14,000 Pounds	General Services Building South Chapel Street Newark, DE 19716	UNIVERSITY OF DELAWARE	276

## Attachment H

### **2024 Vehicle Operators:**

#### Grounds/Facilities:

1. Diane Muckle
2. John Jester
3. Damian Belabbas
4. David Yancey
5. Nie Schwander
6. Carlos Matthews
7. Julian Velasquez

#### EHS / Emergency Management

1. Brandon Calitree
2. Michelle Ferguson
3. Kyle Johnston
4. Antonio Haigler
5. Paul Jensen
6. Ryan Cale
7. Ann Woodall
8. Duane Reese

#### Georgetown

1. George Willey III
2. David Kyle Mitchell



# Detailed Facility Report

## Facility Summary

UNIVERSITY OF DELAWARE

222 SOUTH CHAPEL STREET, NEWARK, DE 19716

FRS (Facility Registry Service) ID: 110000787346

EPA Region: 03

Latitude: 39.67548

Longitude: -75.74335

Locational Data Source: FRS

Industries: Educational Services

Indian Country: N

## Enforcement and Compliance Summary

Statute	CAA
Compliance Monitoring Activities (5 years)	2
Date of Last Compliance Monitoring Activity	08/23/2022
Compliance Status	No Violation Identified
Qtrs in Noncompliance (of 12)	1
Qtrs with Significant Violation	0
Informal Enforcement Actions (5 years)	2
Formal Enforcement Actions (5 years)	--
Penalties from Formal Enforcement Actions (5 years)	--
EPA Cases (5 years)	--
Penalties from EPA Cases (5 years)	--
Statute	CWA
Compliance Monitoring Activities (5 years)	--
Date of Last Compliance Monitoring Activity	--
Compliance Status	No Violation Identified
Qtrs in Noncompliance (of 12)	0
Qtrs with Significant Violation	0
Informal Enforcement Actions (5 years)	--
Formal Enforcement Actions (5 years)	--
Penalties from Formal Enforcement Actions (5 years)	--
EPA Cases (5 years)	--
Penalties from EPA Cases (5 years)	--

Statute	RCRA
Compliance Monitoring Activities (5 years)	1
Date of Last Compliance Monitoring Activity	07/18/2022
Compliance Status	No Violation Identified
Qtrs In Noncompliance (of 12)	5
Qtrs with Significant Violation	3
Informal Enforcement Actions (5 years)	1
Formal Enforcement Actions (5 years)	1
Penalties from Formal Enforcement Actions (5 years)	\$9,000
EPA Cases (5 years)	--
Penalties from EPA Cases (5 years)	--

### Regulatory Information

**Clean Air Act (CAA):** Operating Major (DE0000001000300022)  
**Clean Water Act (CWA):** Non-Major, Permit Effective (DER040025)  
**Resource Conservation and Recovery Act (RCRA):** Active LQG, (DED000820704)  
**Safe Drinking Water Act (SDWA):** No Information

### Other Regulatory Reports

**Air Emissions Inventory (EIS):** No Information  
**Greenhouse Gas Emissions (eGGRT):** 1003722  
**Toxic Releases (TRI):** No Information  
**Compliance and Emissions Data Reporting Interface (CEDRI):** CEDRI2227

Go To Enforcement/Compliance Details

Known Data Problems <<https://epa.gov/resources/echo-data/known-data-problems>>

### Facility/System Characteristics

#### Facility/System Characteristics

System	Statute	Identifier	Universe	Status	Area	Permit Expiration Date	Indian Country	Latitude	Longitude
FRS		110000787346					N	39.67548	-75.74335
ICIS		3400033814					N	39.67569	-75.74342
ICIS-Air	CAA	DE0000001000300022	Major Emissions	Operating	CAANSPS, CAASIP, CAATVP		N	39.679721	-75.629167
CEDRI	CAA	CEDRI2227					N		
GHGRP	CAA	1003722	Direct Emitter	Reporting Year 2022: Emitter - Reporting and meeting Verification requirements.	General Stationary Fuel Combustion		N		
ICIS-NPDES	CWA	DER040025	Non-Major: General Permit Covered Facility	Effective		12/31/2028	N	39.67548	-75.74335
RCRAInfo	RCRA	DED000820704	LQG	Active (H)			N	39.677412	-75.73974

### Facility Address

System	Statute	Identifier	Facility Name	Facility Address	Facility County
FRS		110000787346	UNIVERSITY OF DELAWARE	222 SOUTH CHAPEL STREET, NEWARK, DE 19716	New Castle County
ICIS		3400033814	UNIVERSITY OF DELAWARE	222 SOUTH CHAPEL STREET, NEWARK, DE 19716	New Castle County
ICIS-Air	CAA	DE0000001000300022	UNIVERSITY OF DELAWARE, NEWARK	122 HULLIHEN HALL, NEWARK, DE 197160160	New Castle County
CEDRI	CAA	CEDRI2227	UNIVERSITY OF DELAWARE	222 SOUTH CHAPEL STREET, NEWARK, DE 19716	
GHGRP	CAA	1003722	UNIVERSITY OF DELAWARE	222 SOUTH CHAPEL STREET, NEWARK, DE 19716	New Castle County
ICIS-NPDES	CWA	DER040025	UD, UNIVERSITY OF DELAWARE	222 S. CHAPEL STREET, NEWARK, DE 19716	New Castle County
RCRAInfo	RCRA	DED000820704	UNIVERSITY OF DELAWARE	407 WYOMING ROAD, NEWARK, DE 19716	New Castle County

### Facility SIC (Standard Industrial Classification) Codes Facility NAICS (North American Industry Codes)

System	Identifier	SIC Code	SIC Description
ICIS-Air	DE0000001000300022	8221	Colleges And Universities

### Facility Industrial Effluent Guidelines

Identifier	Effluent Guideline (40 CFR Part)	Effluent Guideline Description
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No data records returned

### Classification System) Codes

System	Identifier	NAICS Code	NAICS Description
GHGRP	1003722	611310	Colleges, Universities, and Professional Schools
ICIS-Air	DE0000001000300022	611310	Colleges, Universities, and Professional Schools
RCRAInfo	DED000820704	61131	Colleges, Universities, and Professional Schools

### Facility Tribe Information

Reservation Name	Tribe Name	EPA Tribal ID	Distance to Tribe (miles)
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No data records returned

### Enforcement and Compliance

### RCRA (Hazardous Waste (Resource Conservation and Recovery Act ) Compliance Pipeline (Compliance Monitoring >> Violations >> Enforcement Actions) (10 Years)

This table shows how violations relate to compliance monitoring (CM) activities and enforcement. Currently available for RCRA only. Full CM history available below.

Source ID	Compliance Monitoring			Violation Type	Violations			Enforcement Actions			
	Compliance Monitoring Type	Compliance Monitoring Agency	Compliance Monitoring Date		Violation Agency	Violation Determined Date	Return to Compliance Date	Enforcement Type	Enforcement Action Date	Penalty Assessed	Comp Action Cost
DED000820704	Non-Financial Record Review	State	06/08/2023	270.A: Permits - General Information	DE	06/14/2023	07/13/2023	De Notice Of Admin Penalty / Order	01/03/2024	\$9,000	--
								Verbal Informal	06/14/2023	--	--
DED000820704	Compliance Evaluation Inspection	State	07/18/2022	262.A: Generators - General	DE	07/18/2022	08/08/2022	De Notice Of Violation (Nov)	10/26/2022	--	--
				262.A: Generators - General							
				262.A: Generators - General							
				262.D: Generators - Records/Reporting							
				262.D: Generators - Records/Reporting							
				262.A: Generators - General							
				262.A: Generators - General							
				262.A: Generators - General							
DED000820704	Non-Financial Record Review	State	06/29/2021	No Violation Identified	--	--	--				

Source ID	Compliance Monitoring			Violations				Enforcement Actions			
	Compliance Monitoring Type	Compliance Monitoring Agency	Compliance Monitoring Date	Violation Type	Violation Agency	Violation Determined Date	Return to Compliance Date	Enforcement Type	Enforcement Action Date	Penalty Assessed	Comp Action Cost
DED000820704	Compliance Evaluation Inspection	State	07/11/2016	262.C: Generators - Pre-transport	DE	07/11/2016	10/11/2016	De Notice Of Violation (Nov)	09/23/2016	--	--
				265.I: TSD IS- Container Use and Management							
				265.I: TSD IS- Container Use and Management							
				273.B: Universal Waste - Small Quantity Handlers							
				262.D: Generators - Records/Reporting							
				265.I: TSD IS- Container Use and Management							
				265.I: TSD IS- Container Use and Management							

Entries in italics are not counted as compliance monitoring strategy activities. For programs without compliance monitoring strategies, entries in italics are not counted as on-site activities within EPA's Annual Results.

### Compliance Monitoring History Last 5 Years

Statute	Source ID	System	Activity Type	Compliance Monitoring Type	Lead Agency	Date	Finding (if applicable)
CAA	DE0000001000300022	ICIS-Air	Inspection/Evaluation	PCE Off-Site	State	02/29/2024	
CAA	DE0000001000300022	ICIS-Air	Inspection/Evaluation	PCE Title V CCR	State	01/26/2024	Reviewed: 02/29/2024 Facility Reported Deviations
CAA	DE0000001000300022	ICIS-Air	Inspection/Evaluation	PCE Off-Site	State	09/13/2023	
CAA	DE0000001000300022	ICIS-Air	Inspection/Evaluation	PCE Off-Site	State	09/13/2023	
CAA	DE0000001000300022	ICIS-Air	Inspection/Evaluation	PCE Off-Site	State	09/13/2023	
CAA	DE0000001000300022	ICIS-Air	Inspection/Evaluation	PCE Title V CCR	State	03/23/2023	Reviewed: 09/13/2023 Facility Reported Deviations
CAA	DE0000001000300022	ICIS-Air	Inspection/Evaluation	PCE Stack Test	State	09/22/2022	Findings: N/A Pollutants: OTHER
CAA	DE0000001000300022	ICIS-Air	Inspection/Evaluation	PCE Off-Site	State	09/08/2022	
CAA	DE0000001000300022	ICIS-Air	Inspection/Evaluation	FCE On-Site	State	08/23/2022	
CAA	DE0000001000300022	ICIS-Air	Inspection/Evaluation	PCE Off-Site	State	04/13/2022	
CAA	DE0000001000300022	ICIS-Air	Inspection/Evaluation	PCE Title V CCR	State	03/16/2022	Reviewed: 04/13/2022 Facility Reported Deviations
CAA	DE0000001000300022	ICIS-Air	Inspection/Evaluation	PCE On-Site Record/Report Review	State	03/16/2022	
CAA	DE0000001000300022	ICIS-Air	Inspection/Evaluation	PCE On-Site Record/Report Review	State	03/07/2022	
CAA	DE0000001000300022	ICIS-Air	Inspection/Evaluation	PCE Off-Site	State	09/13/2021	
CAA	DE0000001000300022	ICIS-Air	Inspection/Evaluation	PCE Title V CCR	EPA	07/19/2021	Reviewed: 08/06/2021 Facility Reported Deviations
CAA	DE0000001000300022	ICIS-Air	Inspection/Evaluation	PCE Off-Site	State	06/01/2021	
CAA	DE0000001000300022	ICIS-Air	Inspection/Evaluation	PCE Title V CCR	State	05/26/2021	Reviewed: 06/01/2021 Facility Reported Deviations
CAA	DE0000001000300022	ICIS-Air	Inspection/Evaluation	PCE On-Site Record/Report Review	State	03/11/2021	
CAA	DE0000001000300022	ICIS-Air	Inspection/Evaluation	PCE Off-Site	State	10/08/2020	
CAA	DE0000001000300022	ICIS-Air	Inspection/Evaluation	PCE Title V CCR	EPA	07/16/2020	Reviewed: 09/11/2020 Facility Reported Deviations
CAA	DE0000001000300022	ICIS-Air	Inspection/Evaluation	FCE On-Site	State	07/01/2020	
CAA	DE0000001000300022	ICIS-Air	Inspection/Evaluation	PCE Off-Site	State	04/20/2020	
CAA	DE0000001000300022	ICIS-Air	Inspection/Evaluation	PCE Title V CCR	EPA	03/31/2020	Reviewed: 06/10/2020 Facility Reported Deviations
CAA	DE0000001000300022	ICIS-Air	Inspection/Evaluation	PCE Title V CCR	State	01/30/2020	Reviewed: 04/20/2020 Facility Reported Deviations
CAA	DE0000001000300022	ICIS-Air	Inspection/Evaluation	PCE Off-Site	State	09/09/2019	
RCRA	DED000820704	RCRAInfo		No Longer A Significant Non-Complier	State	01/08/2024	
RCRA	DED000820704	RCRAInfo		Significant Non-Complier	State	08/25/2023	
RCRA	DED000820704	RCRAInfo		Non-Financial Record Review	State	06/08/2023	Violations Or Compliance Issues Were Found
RCRA	DED000820704	RCRAInfo		Compliance Evaluation Inspection	State	07/18/2022	Violations Or Compliance Issues Were Found



Statute	Program/Pollutant/Violation Type	QTR 1	QTR 2	QTR 3	QTR 4	QTR 5	QTR 6	QTR 7	QTR 8	QTR 9	QTR 10	QTR 11	QTR 12+
RCRA	262.A: Generators - General	DE				07/18/2022-07/19/2022							
RCRA	262.D: Generators - Records/Reporting	DE				07/18/2022-07/19/2022							
RCRA	262.D: Generators - Records/Reporting	DE				07/18/2022-07/19/2022							
RCRA	270.A: Permits - General Information	DE							06/14/2023	07/13/2023			
RCRA	262.A: Generators - General	DE				07/16/2022-08/08/2022							

### Informal Enforcement Actions Last 5 Years

Statute	System	Source ID	Type of Action	Lead Agency	Date
CAA	ICIS-Air	DE000001000300022	Notice of Violation	State	03/29/2023
CAA	ICIS-Air	DE000001000300022	Notice of Violation	State	09/26/2022
RCRA	RCRAInfo	DED000820704	VERBAL INFORMAL	State	06/14/2023
RCRA	RCRAInfo	DED000820704	DE NOTICE OF VIOLATION (NOV)	State	10/26/2022

Entries in *italics* are not counted as "informal enforcement actions" in EPA policies pertaining to enforcement response tools.

### Formal Enforcement Actions Last 5 Years

Statute	System	Law/Section	Source ID	Type of Action	Case No.	Lead Agency	Case Name	Issued/Filed Date	Settlements/Actions	Settlement/Action Date	Federal Penalty Assessed	State/Local Penalty Assessed	Penalty Amount Collected	SEP Value	Comp Action Cost
RCRA	RCRAInfo	--	RCRAINFO/DED000820704	DE NOTICE OF ADMIN PENALTY / ORDER	--	State	--	--	1	01/03/2024	\$0	\$9,000	--	--	--

### Environmental Conditions

#### Watersheds

12-Digit WBD (Watershed Boundary Dataset) HUC (RAD (Reach Address Database))	WBD (Watershed Boundary Dataset) Subwatershed Name (RAD (Reach Address Database))	State Water Body Name (ICIS (Integrated Compliance Information System))	Beach Closures Within Last Year	Beach Closures Within Last Two Years	Pollutants Potentially Related to Impairment	Watershed with ESA (Endangered Species Act)-listed Aquatic Species?
020402050306	Upper White Clay Creek	--	No	No	--	Yes

#### Assessed Waters From Latest State Submission (ATTAINS)

State	Report Cycle	Assessment Unit ID	Assessment Unit Name	Water Condition	Cause Groups Impaired	Drinking Water Use	Ecological Use	Fish Consumption Use	Recreation Use	Other Use
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No data records returned

#### Air Quality Nonattainment Areas

Pollutant	Within Nonattainment Status Area?	Nonattainment Status Applicable Standard(s)	Within Maintenance Status Area?	Maintenance Status Applicable Standard(s)
Ozone	Yes	1-Hour Ozone (1979); 8-Hour Ozone (2008); 8-Hour Ozone (2015)	No	--
Lead	No	--	No	--
Particulate Matter	No	--	Yes	PM-2.5 (1997); PM-2.5 (2006)
Carbon Monoxide	No	--	No	--
Sulfur Dioxide	No	--	No	--

Pollutants

**Toxics Release Inventory History of Reported Chemicals Released or Transferred in Pounds per Year at Site**

Air Pollutant Report

TRI Facility ID	Year	Air Emissions	Surface Water Discharges	Off-Site Transfers to POTWs (Publicly Owned Treatment Works)	Underground Injections	Disposal to Land	Total On-Site Releases	Total Off-Site Transfers
-----------------	------	---------------	--------------------------	--	------------------------	------------------	------------------------	--------------------------

No data records returned

**Toxics Release Inventory Total Releases and Transfers in Pounds by Chemical and Year**

Chemical Name

No data records returned

**CWA (Clean Water Act) Discharge Monitoring Report (DMR) Pollutant Loadings**

DMR and TRI Multi-Year Loading Report

NPDES ID	Description
----------	-------------

No data records returned

**e-Manifest Hazardous Waste History (Public)**

**Hazardous Waste Shipped in Kilograms by Year (Through 2/17/2024)**

Source ID	Waste Description	2021	2022	2023	2024
DED000820704	Hazardous Waste	49,573	61,374	79,962	122
DED000820704	Acute Hazardous Waste	21 - 95	8 - 49	7 - 173	0
DED000820704	Pharmaceutical Hazardous Waste	0	0	0	0

"Pharmaceutical Hazardous Waste" refers to quantities managed under 40 CFR part 266 subpart P and thus excluded from the Hazardous and Acute Hazardous Waste quantities shown above.

Community

**Environmental Justice**

This section shows Indexes from EJScreen, EPA's screening tool for environmental justice (EJ) concerns. EPA uses these Indexes to identify geographic areas that may warrant further consideration or analysis for potential EJ concerns. Use of these indexes does not designate an area as an "EJ community" or "EJ facility." EJScreen provides screening level indicators, not a determination of the existence or absence of EJ concerns. For more information, see the EJScreen home page.

**Potential Environmental Justice Concerns**

- Supplemental/EJ index percentiles >= 90 (Census block group)
- Supplemental/EJ index percentiles >= 90 (1-mile average)

**EJScreen Indexes Shown**

**Related Reports**

Index Type

[EJScreen Community Report](#)

[Download Data](#)

Census Block Group ID: 100030145021	US (Percentile)			State (Percentile)		
	Facility Census Block Group	1-mile Avg	1-mile Max	Facility Census Block Group	1-mile Avg	1-mile Max
<b>Count of Indexes At or Above 90th Percentile</b>	9	3	9	12	7	12
Particulate Matter 2.5	80	70	80	94	87	94
Ozone	96	91	96	96	90	96
Diesel Particulate Matter	91	83	91	95	84	95
Air Toxics Cancer Risk	94	87	94	97	93	97
Air Toxics Respiratory Hazard Index	79	70	79	99	94	99
Toxic Releases to Air	93	86	93	90	84	90
Traffic Proximity	97	89	97	99	95	99
Lead Paint	89	73	89	96	82	96

Census Block Group ID: 100030145021	US (Percentile)			State (Percentile)		
	Facility Census Block Group	1-mile Avg	1-mile Max	Facility Census Block Group	1-mile Avg	1-mile Max
Risk Management Plan (RMP) Facility Proximity	93	85	93	98	91	98
Hazardous Waste Proximity	96	90	96	98	92	98
Superfund Proximity	98	93	98	98	90	98
Underground Storage Tanks (UST)	95	78	95	98	85	98
Wastewater Discharge	61	52	68	50	40	68

Map Display Based on:  US  State

Display Map Layer

Facility 1-mile Radius  Facility Census Block Group



## Demographic Profile of Surrounding Area (1-Mile Radius)

This section provides demographic information regarding the community surrounding the facility. ECHO compliance data alone are not sufficient to determine whether violations at a particular facility had negative impacts on public health or the environment. Statistics are based upon the 2010 U.S. Census and 2017 - 2021 American Community Survey (ACS) 5-year Summary and are accurate to the extent that the facility latitude and longitude listed below are correct. Census boundaries and demographic data for U.S. Territories are based on the "2020 Island Areas Demographic Profiles" from the U.S. Census Bureau. EPA's spatial processing methodology considers the overlap between the selected radii and the census blocks (for U.S. Census demographics) and census block groups (for ACS demographics) in determining the demographics surrounding the facility. For more detail about this methodology, see the DFR Data Dictionary <<https://epa.gov/help/reports/dfr-data-dictionary#demographic>>.

### General Statistics (U.S. Census)

Total Persons	13,486
Population Density	4,276/sq.mi.
Housing Units in Area	4,078

### General Statistics (ACS (American Community Survey))

Total Persons	12,582
Percent People of Color	26%
Households in Area	3,482

### Age Breakdown (U.S. Census) - Persons (%)

Children 5 years and younger	325 (2%)
Minors 17 years and younger	1,012 (8%)
Adults 18 years and older	12,474 (93%)
Seniors 65 years and older	927 (7%)

### Race Breakdown (U.S. Census) - Persons (%)

White	11,026 (82%)
African-American	1,188 (9%)

**General Statistics (ACS (American Community Survey))**

Households on Public Assistance	54
Persons With Low Income	5,204
Percent With Low Income	61%

**Geography**

Radius of Selected Area	1 ml.
Center Latitude	39.67548
Center Longitude	-75.74335
Land Area	100%
Water Area	0%

**Income Breakdown (ACS (American Community Survey)) - Households (%)**

Less than \$15,000	848 (24.39%)
\$15,000 - \$25,000	522 (15.01%)
\$25,000 - \$50,000	785 (22.58%)
\$50,000 - \$75,000	405 (11.65%)
Greater than \$75,000	917 (26.37%)

**Race Breakdown (U.S. Census) - Persons (%)**

Hispanic-Origin	888 (7%)
Asian/Pacific Islander	564 (4%)
American Indian	19 (0%)
Other/Multiracial	689 (5%)

**Education Level (Persons 25 & older) (ACS (American Community Survey)) - Persons (%)**

Less than 9th Grade	124 (3.03%)
9th through 12th Grade	182 (4.45%)
High School Diploma	1,039 (25.4%)
Some College/2-year	721 (17.63%)
B.S./B.A. (Bachelor of Science/Bachelor of Arts) or More	1,812 (44.3%)

## Davis, DaQuan (DNREC)

---

**From:** Johnston, Kyle <kylejj@udel.edu>  
**Sent:** Tuesday, July 16, 2024 7:43 AM  
**To:** WHStransporters  
**Cc:** Calitree, Brandon  
**Subject:** RE: Permit Application  
**Attachments:** cert\_CLE\_DNREC Compliance \_ Permitting\_7234936\_1.pdf

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Hello,

Here are the responses provided.

1. We use Advant-Edge Solutions of Middle Atlantic, Inc (17 Shea Way Newark, DE 19713) and waste is transported to Curtis Bay Energy (3200 Hawkins Point Rd. Baltimore, MD 21226) for final destruction.
2. I believe this was emailed directly on 7/12/2024. I have attached a copy to the email.
3. Regarding #12, we can provide the following:

All drivers have a State of Delaware Class B Commercial Driver's License which includes medical monitoring and drug and alcohol testing. This policy was included in the submission.

All drivers of University vehicles are also subject to a semi-annual drivers license audit. This review is conducted by Risk Management and the policy covers the requisite discipline for violations. This policy was also included in the original submission.

All hazardous waste generators at the University of Delaware undergo specific RCRA based training regarding proper disposal, which is managed under our hazardous waste transporter permit. All hazardous waste is properly tagged and does not get comingled with non-hazardous solid waste. All other solid waste is not tagged and therefore the solid waste vehicle operators can not comingle the waste streams. In addition, hazardous and infectious waste is managed exclusively by the Environmental Health and Safety department. All other solid waste is managed by our Facilities team.

Periodic safety talks, toolbox talks, meetings occur and consistently discussed are proper handling techniques for solid waste, proper hygiene considerations, spill control and emergency response.

All vehicles listed in this permit application have the following spill control equipment including, but not limited too: Broom, shovel, trash bags, rags.

Every permitted University vehicle has a copy of this permit and operators are aware of its existence, as well as the identification numbers on the outside of the permitted vehicle.

Regards,

Kyle Johnston  
Research & Environmental Compliance Officer  
University of Delaware - EHS  
222 South Chapel Street  
Newark, DE 19716



## DaQuan L. Davis

Environmental Scientist I

### Division of Waste and Hazardous Substances

☎ 302-739-9403

✉ [daquan.davis@delaware.gov](mailto:daquan.davis@delaware.gov)

📍 89 Kings Hwy SW, Dover, DE 19901

🌐 [dnrec.delaware.gov](http://dnrec.delaware.gov)





## Davis, DaQuan (DNREC)

---

**From:** Hayes, Lorraine <lhayes@udel.edu>  
**Sent:** Monday, July 22, 2024 11:38 AM  
**To:** Johnston, Kyle; Davis, DaQuan (DNREC); Grazier, Tara (DNREC)  
**Cc:** Cann, Sara  
**Subject:** RE: DNREC Compliance & Permitting (CLE-007234936) Ins: University of Delaware - MCS-90  
**Attachments:** University of Delaware 2024 MCS-90 Revised.pdf

The completed Form MCS-90 is attached. Please review it and let us know if it meets your requirements.



### Lorraine Hayes

*Administrative Assistant*  
Office of Risk Management  
University of Delaware  
[RiskManagement@udel.edu](mailto:RiskManagement@udel.edu)

**From:** Cann, Sara <scann@udel.edu>  
**Sent:** Thursday, July 18, 2024 8:50 AM  
**To:** Johnston, Kyle <kylejj@udel.edu>; Davis, DaQuan (DNREC) <daquan.davis@delaware.gov>; Grazier, Tara (DNREC) <tara.grazier@delaware.gov>  
**Cc:** Hayes, Lorraine <lhayes@udel.edu>  
**Subject:** Re: DNREC Compliance & Permitting (CLE-007234936) Ins: University of Delaware - MCS-90

We can send this to Marsh and have them assist. Will follow up after we speak with them. Thanks.

Get [Outlook for iOS](#)

---

**From:** Johnston, Kyle <kylejj@udel.edu>  
**Sent:** Thursday, July 18, 2024 7:36:26 AM  
**To:** Davis, DaQuan (DNREC) <daquan.davis@delaware.gov>; Grazier, Tara (DNREC) <tara.grazier@delaware.gov>  
**Cc:** Hayes, Lorraine <lhayes@udel.edu>; Cann, Sara <scann@udel.edu>  
**Subject:** FW: DNREC Compliance & Permitting (CLE-007234936) Ins: University of Delaware - MCS-90

Hi,

See the response below. Could you help clarify in any way?

Thank you.

Kyle Johnston  
Research & Environmental Compliance Officer  
University of Delaware - EHS  
222 South Chapel Street  
Newark, DE 19716

**From:** [NoReply.Certs@marsh.com](mailto:NoReply.Certs@marsh.com) <[NoReply.Certs@marsh.com](mailto:NoReply.Certs@marsh.com)>  
**Sent:** Friday, July 12, 2024 2:37 PM  
**To:** [tara.grazier@delaware.gov](mailto:tara.grazier@delaware.gov)  
**Cc:** Hayes, Lorraine <[lhayes@udel.edu](mailto:lhayes@udel.edu)>; Johnston, Kyle <[kylejj@udel.edu](mailto:kylejj@udel.edu)>  
**Subject:** DNREC Compliance & Permitting (CLE-007234936) Ins: University of Delaware

Reply To : [Philadelphia.Certs@marsh.com](mailto:Philadelphia.Certs@marsh.com)

PLEASE DO NOT REPLY TO THIS EMAIL. USE THE REPLY-TO EMAIL ADDRESS INSTEAD.

THIS IS A POST-ONLY MAILING. MAIL SENT TO THIS ADDRESS CANNOT BE ANSWERED.

*If you no longer need this COI or the contact email for this Certificate needs to be updated please respond to [USOperations.email@marsh.com](mailto:USOperations.email@marsh.com) with the attached Certificate confirming no longer needed status or the new email address and we will update the Certificate of Insurance record in our system accordingly.*

USDOT Number: \_\_\_\_\_ Date Received: \_\_\_\_\_

Please note, the expiration date as stated on this form relates to the process for renewing the Information Collection Request for this form with the Office of Management and Budget. his requirement to collect information as requested on this form does not expire. For questions, please contact the Office of Registration, Registration Division.

A Federal Agency may not conduct or sponsor, and a person is not required to respond to, nor shall a person be subject to a penalty for failure to comply with a collection of information subject to the requirements of the Paperwork Reduction Act unless that collection of information displays a current valid OMB Control Number. The OMB Control Number for this information collection is 2126-0008. Public reporting for this collection of information is estimated to be approximately 2 minutes per response, including the time for reviewing instructions, gathering the data needed, and completing and reviewing the collection of information. All responses to this collection of information are mandatory. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to: Information Collection Clearance Officer, Federal Motor Carrier Safety Administration, MC-RRA, Washington, D.C. 20590.



Endorsement for Motor Carrier Policies of Insurance for Public Liability under Sections 29 and 30 of the Motor Carrier Act of 1980

FORM MCS-90

Issued to UNIVERSITY OF DELAWARE of DELAWARE (Motor Carrier name) (Motor Carrier state or province) Dated at St. Louis, Missouri on this 1st day of July, 2017 Amending Policy Number: CA 6675687 Effective Date: 07/01/2024 Name of Insurance Company: Safety National Casualty Corporation

Countersigned by: [Signature] (authorized company representative)

The policy to which this endorsement is attached provides primary or excess insurance, as indicated for the limits shown (check only one): [Radio buttons] This insurance is primary and the company shall not be liable for amounts in excess of \$ 2,000,000 for each accident. This insurance is excess and the company shall not be liable for amounts in excess of \$ \_\_\_\_\_ for each accident in excess of the underlying limit of \$ \_\_\_\_\_ for each accident.

Whenever required by the Federal Motor Carrier Safety Administration (FMCSA), the company agrees to furnish the FMCSA a duplicate of said policy and all its endorsements. The company also agrees, upon telephone request by an authorized representative of the FMCSA, to verify that the policy is in force as of a particular date. The telephone number to call is: 314-995-5300

Cancellation of this endorsement may be effected by the company or the insured by giving (1) thirty-five (35) days notice in writing to the other party (said 35 days notice to commence from the date the notice is mailed, proof of mailing shall be sufficient proof of notice), and (2) if the insured is subject to the FMCSA's registration requirements under 49 U.S.C. 13901, by providing thirty (30) days notice to the FMCSA (said 30 days notice to commence from the date the notice is received by the FMCSA at its office in Washington, DC).

Filings must be transmitted online via the Internet at https://portal.fmcsa.dot.gov/UrsRegistrationWizard/.

(continued on next page)

<b>SCHEDULE OF LIMITS – PUBLIC LIABILITY</b>
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Type of carriage	Commodity transported	January 1, 1985
(1) For-hire (in interstate or foreign commerce, with a gross vehicle weight rating of 10,001 or more pounds).	Property (nonhazardous)	\$750,000
(2) For-hire and Private (in interstate, foreign, or intrastate commerce, with a gross vehicle weight rating of 10,001 or more pounds).	Hazardous substances, as defined in <a href="#">49 CFR 171.8</a> , transported in cargo tanks, portable tanks, or hopper-type vehicles with capacities in excess of 3,500 water gallons; or in bulk Division 1.1, 1.2, and 1.3 materials, Division 2.3, Hazard Zone A, or Division 6.1, Packing Group I, Hazard Zone A material; in bulk Division 2.1 or 2.2; or highway route controlled quantities of a Class 7 material, as defined in <a href="#">49 CFR 173.403</a> .	\$5,000,000
(3) For-hire and Private (in interstate or foreign commerce, in any quantity; or in intrastate commerce, in bulk only; with a gross vehicle weight rating of 10,001 or more pounds).	Oil listed in <a href="#">49 CFR 172.101</a> ; hazardous waste, hazardous materials, and hazardous substances defined in <a href="#">49 CFR 171.8</a> and listed in <a href="#">49 CFR 172.101</a> , but not mentioned in (2) above or (4) below.	\$1,000,000
(4) For-hire and Private (In interstate or foreign commerce, with a gross vehicle weight rating of less than 10,001 pounds).	Any quantity of Division 1.1, 1.2, or 1.3 material; any quantity of a Division 2.3, Hazard Zone A, or Division 6.1, Packing Group I, Hazard Zone A material; or highway route controlled quantities of a Class 7 material as defined in <a href="#">49 CFR 173.403</a> .	\$5,000,000

\*The schedule of limits shown does not provide coverage. The limits shown in the schedule are for information purposes only.

**DELAWARE HAZARDOUS WASTE TRANSPORTER PERMIT**  
**PERMIT NUMBER DE-HW-0576**

Effective Date:	October 01, 2024	EPA Identification Number: COR000005389
Date of Expiration:	September 30, 2029	
Permittee:	South Park Motor Lines dba CAST Transportation 9850 Havana Street Henderson, CO 80640	Street Address: 9850 Havana Street  Henderson, CO 80640

This permit, issued pursuant to the provisions of 7 Del. C. Chapters 60 and 63, shall remain in effect for the term stated above provided the permittee is familiar with, and complies with, all terms and conditions herein.

**Terms and Conditions:**

1. As specified in the application for this permit, the following wastes may be transported by the permittee: Part 261 characteristic or listed hazardous wastes; PCB contaminated hazardous waste.
2. A copy of this permit must be carried in each transport vehicle and presented upon request to any law enforcement officer or representative of the Delaware Department of Natural Resources and Environmental Control (DNREC).
3. Permits issued for a period greater than one year: Permittees holding multi-year permits have pre-paid the annual fees. The permit shall remain in effect until the expiration date identified above, unless the permit is cancelled by the permittee or revoked by the Secretary of the Department of Natural Resources and Environmental Control (DNREC).
4. Only those vehicles identified in the application for this permit may be used to transport the wastes identified in Condition 1. All vehicles shall be operated in accordance with Delaware's *Regulations Governing Hazardous Waste*, Section 263.105. Permittee shall also be responsible for all company vehicles operating under this permit.
5. Wastes identified in Condition 1 of this permit may not be transported to facilities that are not permitted or specifically approved by the receiving state to receive and manage those wastes.
6. The permittee's name shall be prominently displayed on both sides of the vehicle (motorized and containerized units) in figures at least 3 inches high, and of a color that contrasts with the color of the vehicle.
7. The permittee's permit number shall be prominently displayed on both sides and the rear of the vehicle (motorized and containerized units) in figures at least 3 inches high, and of a color that contrasts with the color of the vehicle.
8. Safety and Emergency Equipment: All vehicles shall carry the safety and emergency equipment contained in the application for this permit in addition to any equipment required by DOT 49 CFR