



215 N Broad Street
P. O. Box 1249
Monroe, GA 30655
(770) 267-3429

Subject: City of Monroe –Transfer Station Standard Rules of Operation

Effective immediately, the following rules and regulations must be followed by all waste delivery vehicles, entering the facility.

1. All vehicles must reduce speed **entering** and **exiting** the facility at the posted speed limit. Current speed limit at **5 MPH!**
2. All vehicle loads must be secure, before entering and exiting the facility.
3. All vehicle tailgates must be closed, when entering and exiting the facility.
4. All vehicles must reduce speed before approaching scales and rest calmly to a complete stop.
5. All vehicles must **not** enter the scales until the vehicle in front of you, has completely left the scales.
6. All haulers must verify your company affiliation, with clearly marked decals and vehicle numbers when occupying the scales.
7. All drivers receiving weight checks must identify your company's name, when occupying the scales. **Note: Gross vehicle weights only! No split axle weights, due to traffic flow.**
8. Smoking is prohibited while on the scales and tipping floor.
9. Cell phone use is prohibited while on the scales and tipping floor.
10. Always obey all signs, signals and instructions!
11. Always wear the required Personal Protection Equipment (PPE) while at the facility.
12. Do not enter the facility building, without receiving direction from the operator.
13. Do not bring vehicles or containers into the facility building, that have defective or unsafe equipment.
14. All drivers and occupants must stay within 5 feet of their vehicle while on the tipping floor and not to be left unattended.
15. Do not dump in the loader operating work zone area.
16. All vehicles must dump within 10 feet of the rear wall of the tipping floor, when the facility building is empty.
17. All drivers must open and close vehicle doors (tailgates), unplug and plug all drains, inside the facility building before and after dumping their load.
18. All vehicle outbound traffic must exit the facility at the Transfer Station gate and not at the **Public Works main gate, with the exception of Plus Recycling Network.**
19. Scavenging is prohibited at all times!
20. No tires are accepted at the facility!
21. No C & D (Construction & Demolition debris) are accepted at the facility!
22. No limbs, grass clippings or vegetation are accepted at the facility.
23. Liquid waste of any type is prohibited!

Failure to comply with these rules will subject the delivery vehicle occupants, to be suspended from the facility, until further notice.

It is the policy of the City of Monroe to provide for a safe workplace environment.