

Asphalt Shingles

Recycling

Training Guide for

Suppliers

PROVIDED BY:

E.T. Simonds Materials Company

ROOFS TO ROADS



E.T. SIMONDS MATERIALS COMPANY

WHAT TO COMPLETE BEFORE BRINGING SHINGLES TO EACH FACILITY?

Complete, Sign and Submit:

1. Supply Training Manual/Supply Certification Form
2. IDOT Supplier Certification Form
MUST be completed and turned in for every drop off.

WHO IS REQUIRED TO COMPLETE TRAINING?

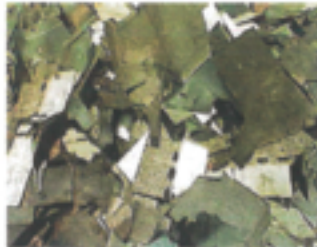
Suppliers Requiring Training:

1. General Contractors
2. Roofing Contractors
3. Homebuilders
4. Homeowners
5. Permitted C&D Facilities
6. Waste Management Facilities



ACCEPTABLE MATERIALS

- ✓ Asphalt Shingles
- ✓ Felt Attached to Shingles
- ✓ Nails Mixed with Shingles



UNACCEPTABLE MATERIALS

- Cedar Shingles
- Built-up Asphalt Roofing & Flat Roofing Shingles
- Rolls / Sheets of Felt Paper
- Asbestos / Any Material Containing Asbestos
- Household Trash



YOUR BEST EFFORT MUST BE MADE TO REMOVE THE FOLLOWING:

- Wood (Plywood, Pallets, Etc.)
- Metal (Gutters, Flashing, Etc.)
- Plastic Wrap, Paper



HOW TO COMPLETE THE REQUIRED FORMS

1. Supply Training Manual / Supply Certification Form:
 - ✓ Complete, sign and submit form by authorized agent of the company once you read this "Asphalt Shingles Recycling Training Guide For Suppliers" (**ONE TIME ONLY – FORM IS ATTACHED**)
2. IDOT Supplier Certification Form for Manufacturer's Salvaged and Post-Consumer (Tear-Off) Asphalt Shingles:
 - ✓ Complete, sign and submit form by authorized agent of the company (**FOR EVERY DROP OFF**) Forms are included for you use. Please make additional copies as needed.



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REQUIREMENTS FOR EACH LOAD

1. Staff visually inspects each load.
2. IDOT Supplier Certification Form completed and given to the E.T. Simonds Materials Company's on-site staff inspector.
3. The on-site Illinois Certified Asbestos Inspector will monitor activities and conduct sampling procedures to address concerns associated with Asbestos Containing Material
4. Any load rejected must be dealt with using Best Management Practices and it will be Suppliers responsibility to properly dispose of the rejected load.

srobertson@etsimonds.com

Fax No.: (618) 549-0131



CONGRATULATIONS

TRAINING COMPLETE!!!

- ✓ **Records will be kept at each facility of the dates of training and the names of employees trained.**

- ✓ **Additional training may be necessary based on future updates to the QCQA plan or as required.**

- ✓ **Do not forget to complete and submit required forms.**

THANK YOU!



E.T. SIMONDS MATERIALS COMPANY

FOR MORE INFORMATION:

Please Contact:

Scott Robertson: (618) 924-4846

srobertson@etsimonds.com

Chris Morhet: (618) 967-4474

cmorhet@etsimonds.com

E.T. Simonds Materials Company:

Main Office: (618) 457-8191

Fax: (618) 549-0131

DROP OFF LOCATIONS:

1500 N Oakland Avenue

Carbondale, IL 62901

Drop-Off Times: 7:30 am – 3:00 pm

BUD12-009

7652 Crites Road

Marion, IL 62959
Drop-Off Times: 7:30 am – 3:30 pm



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