

OPERATIONAL DIRECTIVE NO. 25 - 01

Effective: March 20, 2025

SUBJECT: DISPOSAL OF WASTE AND RECYCLABLE MATERIAL FROM THE AIR OPERATIONS AREA AT MIAMI INTERNATIONAL AIRPORT

PURPOSE: To establish a policy and procedures for collecting and properly disposing of waste and recyclable materials, including pallets, from the Air Operations Area (AOA) at Miami International Airport (MIA).

I. AUTHORITY:

- A. Operational Directive No. 99-03, Aviation Department Written Directive System
- B. Operational Directive No. 99-2, Aviation Department Operational Directives
- C. Chapter 25-1.2 - Miami-Dade County Code, Chapter 25 Miami-Dade Aviation Department Rules and Regulations
- D. Chapter 25-2.17 – Miami-Dade County Code, Chapter 25 Miami-Dade Aviation Department Rules and Regulations, Endangering Aircraft or Vehicle Operations
- E. Chapter 25-2.17.1 (c) – Miami-Dade County Code, Chapter 25 Miami-Dade Aviation Department Rules and Regulations, Foreign Objects on AOA

II. DEFINITIONS:

- A. Miami Dade Aviation Department – MDAD or the Department.
- B. Air Operations Area (AOA) – All airport areas where aircraft can operate, either under their own power or while in tow. The AOA includes runways, taxiways, apron areas, and all unpaved surfaces within the airport's perimeter fence.
- C. Domestic Waste – Refers to the trash that is removed from passenger aircraft, including discarded waste left by passengers or used by in-flight food services to and from domestic U.S. destinations. This also includes trash generated throughout the airport's domestic terminal areas (all restaurants, dining areas, retail stores, all office locations, etc.).
- D. Foreign Object Debris/Damage (FOD) – Defined by the Federal Aviation Administration as any object, living or not, located in an inappropriate location in the airport environment that has the capacity to injure airport or air carrier personnel and damage aircraft.
- E. International Waste – Refers to the waste removed from aircraft, including items that are forfeited or voluntarily surrendered by international travelers, outside of the United States. International waste falls under two jurisdictions: the U.S. Department of Agriculture (USDA) and/or the U.S. Customs and Border Protection (CBP) which are responsible for preventing the spread of agricultural or animal disease into the United States. This does not include hazardous waste as defined by the USDA.

- F. Pallet – Wooden platforms on which goods are stored and are used to lift and move materials using a forklift.
- G. Recyclable Materials – Refers to waste items that can be reprocessed for use in new products or materials. Items include aluminum cans, glass bottles and containers, plastic bottles and containers, paper products, and flattened cardboard boxes.

III. POLICY:

The Miami-Dade Aviation Department, along with all airlines, tenants, concessionaires, service providers, and business partners at MIA, jointly share the responsibility of maintaining a safe airport environment. Improper disposal of waste, garbage and recyclables generated by airport users creates a safety hazard that may cause injury to personnel and passengers, damage to aircraft and/or impact the overall safety of airport operations. Therefore, MIA policy requires all waste generated by airport users be collected and disposed of in designated receptacles located throughout the airport property, as outlined in this policy, in a timely and complete manner. There are no exceptions to this policy.

To further emphasize the importance of this mandate, the Department reserves the right to require all new and renewing MIA identification badge applicants to participate in an interactive training program regarding the proper manner to dispose of airport operations garbage and waste.

For clarification, construction debris and discarded items such as office furniture, fixtures, equipment and kitchen appliances from leased premises are not considered waste material under this policy and therefore using designated airport waste or recycling containers for these materials is strictly prohibited. Disposal of such items must be arranged at the sole expense of the applicable airline, tenant, concessionaire, service provider or business partner under a separate contract or service agreement. For further guidance and information regarding disposal of debris from leased premises, contact the MDAD Property Manager assigned to the leasehold and/or the Department's Permit Section to obtain a list of companies permitted to perform such disposal services.

Construction contractors performing activities within MDAD properties must adhere to provisions stated in respective contracts for the disposal of construction debris off-site in accordance with all applicable laws, rules, and regulations.

This policy does NOT apply to nor describe the procedures for discarding hazardous waste and materials.

Violations of this policy by individuals or companies can incur sanctions to include but is not limited to, fines, fees, and the confiscation of airport identification badges.

IV. PROCEDURES:

A. Identification and Classification of Trash and Waste:

Generated waste must be identified and classified to determine the appropriate receptacle where it must be discarded.

1. Domestic Waste, as defined in Section II above and consisting of trash removed from domestic flight operations and from the airport's terminal areas, food and retail concessions and offices, is to be discarded in the **YELLOW** domestic trash compactors (shown below) located on the AOA at the following gates:



- a) **Gate D-11**
 - b) **Gate D-21**
 - c) **Gate D-31**
 - d) **Gate D-47**
 - e) **Gate G-1**
2. International Waste, defined in Section II above and consisting of waste collected through flight operations originating outside of the United States, is to be discarded in the **RED** international trash compactors (shown below), located on the AOA at the following gates/sites:



- a) **Gate D-14**
- b) **Gate D-43**
- c) **Gate E-30**
- d) **Gate F-8**
- e) **Gate H-12**
- f) **Gate J-4**
- g) **General Aviation Center**

3. Recyclable Materials, defined in Section II above and broadly consisting of paper, aluminum cans, glass, plastic containers (soda bottles, water bottles, milk jugs, etc), are to be discarded in the **GREEN** recycling dumpsters with yellow lids (shown below), located at all compactor sites and other locations throughout MIA.

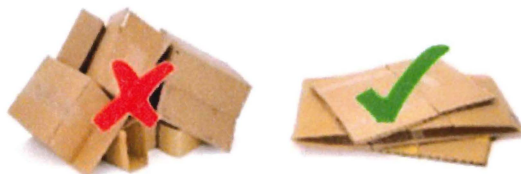


B. Use of Domestic and International Trash Compactors:

1. It is the responsibility of each user to activate the compactor after disposing of applicable waste by pressing the green button located on the power unit either on the side, or in the rear, of the compactor. This process ensures that the hopper compartment is cleared after each use and safeguards against overflow of trash or waste inside compactors and Foreign Object Debris (FOD) on the AOA.
2. Each user is responsible for ensuring that the hopper compartment is clear and that any loose trash that has fallen on the ground is collected and discarded.
3. Cardboard and other recyclable materials should not be discarded in domestic or international compactors and instead placed in the **GREEN** recycling dumpsters.

C. Disposing Recyclable Materials:

1. It is the responsibility of each user to ensure that recyclable items are discarded inside the recycling containers established throughout the AOA.
2. All cardboard boxes MUST be disassembled and flattened before they are placed inside the recycling container.



D. Disposing of Pallets:

1. There are two (2) pallet collection sites (signage is depicted below) available on the AOA in the following locations:
 - a) Behind **Gate D-31** at the Domestic Compactor site.
 - b) Behind blast fence at **Gate G-1**.



2. All pallets **MUST** be stacked in an orderly fashion and should not be stacked higher than 6 feet in height.
3. Avoid tossing or throwing pallets into the collection area as pallets may break apart generating FOD which is a hazard that may cause injury to personnel and/or damage to aircraft.
4. ONLY pallets are to be disposed of at the pallet collection sites.
5. Pallet collection sites are monitored through video surveillance by Department personnel. Fines will be issued for each illegal dumping infraction witnessed on the AOA.
6. The Department will ensure the appropriate service provider or contractor is notified when collection sites are full.

E. Pick-up Schedules and Reporting Problems:

1. **YELLOW** domestic compactor pick-up schedule:

MDAD's Waste Transfer Station team picks up Monday through Saturday, every other day, depending on the pressure of the compactor. If the compactor is **FULL**, it will be replaced immediately. For all domestic compactor issues please contact:

MDAD Waste Transfer Facility
(305) 876-7354

2. **RED** international compactor pick-up schedule:

The waste contractor is responsible for collecting three (3) out of seven (7) sites each day, Monday through Saturday. For international compactor issues, please contact:

MDAD Waste Transfer Facility
(305) 876-7354

3. **RECYCLING** containers pick-up schedule:

The contractor is responsible for one daily pick-up, except in certain areas that have been designated for two daily pick-ups. For any further information on recycling at MIA, please contact:

MDAD Civil Environmental Engineering Division
(305) 876-0268 or (305) 586-6437

4. **PALLET** collection sites:

Once the sites are full, the MDAD Waste Transfer Facility will notify the MDAD Maintenance Public Works Section to clear out the sites.

MDAD Waste Transfer Facility
(305) 876-7354

MDAD Maintenance Public Works Section
(305) 876-0626

Additional pick-ups may be performed as necessary and upon request by contacting the MDAD Waste Transfer Facility daily between the hours of 4:00 a.m. and 7:00 p.m. at (305) 876-7354. Between the hours of 7:00 p.m. and 4:00 a.m., please contact MDAD Maintenance One at (305) 606-0099.

F. Illegal Dumping:

LEAVING TRASH OR ANY DEBRIS ON THE GROUND NEAR COMPACTORS, RECYCLING CONTAINERS, OR ANYWHERE ON THE AOA IS PROHIBITED AND CAN RESULT IN APPLICABLE SANCTIONS.

If compactors and/or containers are full, the procedure for contacting appropriate personnel for assistance detailed above should be followed. As authorized, the Department will impose fees, fines, and other punitive measures, including confiscating airport identification badges, for any company and/or individual who is identified or observed violating this policy.

V. AMENDMENTS:

The Department reserves the right to amend this operating policy at any time based on current law, Miami-Dade County policies and operating needs.

VI. REVOCATION:

Revocations and removal of established Department policies require written justification by requesting division management for review and concurrence by the Department's Aviation Regulatory Compliance and Audit Division. Upon written concurrence, the revocation request will be submitted, by the Aviation Regulatory Compliance and Audit Division, for approval by the Aviation Director. Should the written directive be an Operational Directive, the authorized revocation justification will be sent to the Clerk of the Board for filing with the original Operational Directive under revocation. All approved revocation justification memoranda shall be posted to the Department's Written Directives Log to identify why the directive has been revoked to maintain ongoing operational accountability.

VII. SEVERABILITY:

If any court of competent jurisdiction determines that any provision in this policy is illegal or void, that provision shall be nullified, and the remainder of this policy shall continue in full force and

effect. If such court rules that any charge, fee, or security deposit requirement is illegal or void, the Aviation Director is authorized and directed to impose a charge, fee, or security deposit requirement that complies with the court order or applicable provisions of law, which shall become effective on the date of imposition and shall continue until modified by the Miami-Dade County Board of County Commissioners.

VIII. EFFECTIVE DATE:

This operational directive shall become effective 15 calendar days subsequent to its filing with the Miami-Dade County Clerk of the Court and Comptroller as Clerk of the County Commission. This Operational Directive shall remain in effect until revoked or amended.

Approved By:



Ralph Cutié, Aviation Director

Date: 3/5/25