

General Waste Management Program

1.1 Purpose, Scope, and Policy

1.1.1 Purpose

The purpose of the General Waste Management Program is to establish requirements for management of job-generated waste, debris, and trash and to inform employees of their responsibilities in meeting the expectations of this program.

1.1.2 Scope

This program applies to all employees when job activities generate waste, debris, and trash that may pose safety, health, and environmental hazards in the workplace as well as in the disposal of those products.

1.1.3 Policy

COMPANYNAME shall make every reasonable effort to re-use or recycle any job-generated waste and debris for the purpose of minimizing impact on landfills and incinerators. Waste management shall also be exercised to minimize employee exposure to slip, trip, fall, and other related safety and health hazards.

1.2 Roles and Responsibilities

1.2.1 Employer

1.2.1.1 Management

COMPANYNAME will ensure employees are properly trained on their responsibilities in complying with this program.

1.2.1.2 Supervisor

COMPANYNAME supervisors, along with the Project Manager, will evaluate the potential for the generation of project waste and identify control measures to maintain waste at safe levels, address proper disposal methods and ensure employees are properly trained on their responsibilities in complying with this program.

1.2.2 Employee

Employees will follow all established policies and procedures and make every reasonable effort to fulfill the intent and expectations of the measures established in this program.

1.3 Definitions

See Definitions Chapter at the end of the Safety and Health Manual.ⁱ

1.4 Control Measures

1.4.1 General Waste Management

In order to reduce exposure to slip, trip, and fall hazards, and other hazards related to the accumulation of waste, trash, and debris in the workplace the following measures will be employed.

Measures may include (but are not limited to):

- Development and implementation of a Waste Management Plan.
- Exercise techniques to minimize generation of waste, debris, and trash.
- Sorting and separating of waste materials.
- Salvage of existing materials for reuse or resale.
- Recycling of materials that cannot be reused or sold.

The following materials shall be diverted from landfills whenever possible:

- Soil
- Inert materials such as concrete, masonry, and asphalt
- Clean lumber
- Green waste such as biodegradable landscaping materials
- Engineered wood products such as plywood, particle board, etc.
- Metal products such as rebar, wire, steel, aluminum including beverage containers, etc.
- Paper products such as packaging materials, cardboard, wraps, and other clean paper products
- Plastics including packaging materials, beverage, and food containers, etc.

COMPANYNAME shall develop and implement procedures to reuse, resell, and recycle new materials.

1.4.2 Minimizing Waste Production

Employees shall practice efficient waste management when sizing, cutting, and installing to ensure the generation of as little waste as possible.

Job-generated waste can be caused by (but is not limited to) the following:

- Excess or unusable construction materials
- Poor planning and/or layout
- Construction error
- Over ordering
- Weather damage
- Contamination
- Mishandling
- Breakage

The Project Manager should conduct a site assessment to estimate the types of materials that will be generated by the work.

1.4.3 Designated Staging Area

A staging area should be established in which all waste and debris can be sorted. Sorting is done for the purpose of reducing impact on landfills, identifying materials that can be re-used in another project or application, recycled, salvaged, or returned, and to reduce overall cost of the job. The goal is to limit impact on landfills as much as possible.

1.4.4 Designated Disposal Area

A designated dump area should be established in coordination with the Project Manager for all non-salvageable waste. All accumulated waste should be removed to the dump area and provided dump receptacles at the end of the workday. If work extends beyond one shift, then the waste should be removed to the designated dump location at the end of the shift to provide a clean and safe work environment for the oncoming shift.

1.4.5 Waste Removal

Waste accumulation shall be continually maintained by removing to the designated staging area for separation. This process shall continue throughout the workday as waste accumulates to the level where it begins to pose the identified hazards.

1.4.6 Waste Collection

Waste collection should be done with the intent of identifying which products can be reused, recycled, or resold. The remainder will be designated as non-recoverable and disposed of appropriately.

- Provide containers, bins, and storage areas to facilitate effective waste management.

- Clearly identify containers as to their intended purpose so that designated materials are easily identified as to their category. Ensure recyclable materials are separated from trash for transport to appropriate recycling facilities for processing.

- All hazardous waste shall be handled, separated, stored, and disposed of according to local, state, and federal regulations.

- Sort waste materials to identify which can be returned to storage for later use, which can be recycled, and which can be disposed. After sorting reusables and recyclables from the accumulated waste, remove the remainder to the designated disposal area.

1.4.7 Waste Disposal

Responsibility for the removal and legal disposal of waste materials shall be coordinated with the General Contractor if applicable. Where no established responsible party is identified,COMPANYNAME shall arrange for the proper legal disposal of all recyclable or disposable items. Facilities used for recycling, reuse, and disposal shall be permitted for the intended use to the extent required by local, state, federal regulations.

1.5 Training

1.5.1 Initial

Employees will receive initial training prior to their working assignment. Emphasis should be placed on maintenance of the worksite for the purpose of reducing exposure to safety and health hazards. All workers must be informed of established procedures, proper disposal methods, and staging and disposal areas.

COMPANYNAME shall provide training and supervision of separation, handling, salvaging, recycling, reuse, and return methods implemented for the management of waste, debris, and trash.

1.5.2 Refresher

Refresher training will be administered when the following situations occur:

Changes in equipment, the workplace, or the type of work being performed renders previous training obsolete

When company policies and procedures are added or revised

Employee demonstrates inadequacies in their compliance, knowledge, understanding, or skill in performing the tasks properly

Reference

OSHA 29 CFR 1926.252

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Clean - Untreated, unpainted, uncontaminated with adhesives, oils, solvents, and similar products.

Construction and Demolition Waste - Includes all non-hazardous remnants resulting from construction, remodeling, alterations, repair, and demolition operations.

Disposal - Removal of solid wastes to a legally operating facility for the purpose of land filling including Class III landfills and inert fills.

Inert Solids/Inert Waste - Non-liquid solid remnants including (but not limited to), soil and concrete that does not contain hazardous waste or soluble pollutants and does not contain significant quantities of decomposable solid resources.

Mixed Debris - Loads that include co-mingled recyclable and non-recyclable job-generated materials.

Mixed Debris Recycling Facility - A solid resource processing facility that accepts loads of mixed construction and demolition debris for the purpose of recovering re-usable and recyclable materials and disposing of non-recyclable materials.

Recycling - The process of sorting, cleaning, treating, and reconstituting materials for the purpose of using the recovered form in the manufacture of a new product.

Recycling Facility - An operation that can legally accept materials for the purpose of processing into an altered form for the manufacture of new products.

Reuse - Materials recovered for use in the same form, on- or off-site.

Return - To give back reusable items or unused products to vendors for credit.

Salvage - To remove waste materials from the site for resale or re-use by a third party.

Solid Waste - Materials that have been designated as non-recyclable and are discarded for the purposes of disposal.