

## GE02 Waste management, storage and disposal checklist

<b>Company name</b>		<b>Project title</b>	
<b>Location</b>		<b>Contract no.</b>	
<b>Waste management, storage and disposal</b>			
		<b>Yes</b>	<b>No</b>
<b>1.</b> Has a site waste management plan been prepared, identifying waste types and quantities for the project?			
Is it being maintained and updated?			
<b>2.</b> Have a waste target and any relevant objectives been set for the project?			
<b>3.</b> Have the project waste procedures and requirements been included in the contracts with sub-contractors and suppliers?			
<b>4.</b> Are the project waste procedures and requirements included in the site induction?			
<b>5.</b> Have waste responsibilities been defined to identify who is disposing of what, where and when?			
<b>6.</b> Has a designated area(s) been established on site to segregate and reuse waste materials?			
<b>7.</b> Have recycling facilities been established to segregate office or canteen waste (such as paper, cans and plastics)?			
<b>8.</b> If required, has the site been registered for hazardous waste with the relevant environment agency?			
<b>9.</b> Are waste management permits, licences or exemptions in place for any processing of waste on site (such as crushing and soil treatment)?			
<b>10.</b> Is the DoWCoP quality protocol being complied with for the production of aggregates from waste?			
<b>11.</b> Is the CL:AIRE Code of Practice being complied with for the treatment and use of contaminated soils (such as appointment of qualified person, materials management plan, and so on)?			
<b>12.</b> Are hazardous wastes (oil, fuel, paints, and so on) collected and stored separately from general wastes?			
<b>13.</b> Is the burning of rubbish on site prohibited, unless a permit/licence has been obtained?			
<b>14.</b> Are registered waste carriers used to remove waste from site and are these checked on a regular basis?			
<b>15.</b> Does the tip where the waste is taken have a licence for the type of waste?			
<b>16.</b> Do waste transfer documents include the right information (six-digit waste codes, licence number of carrier, tip location and declaration regarding the waste hierarchy)?			
<b>17.</b> Are waste transfer documents being retained for two years for non-hazardous and three years for hazardous waste?			
<b>18.</b> Are skips protected and enclosed to avoid waste being blown across site?			
<b>Comments</b>			
<b>Name</b>		<b>Position</b>	
		<b>Signature</b>	
		<b>Date</b>	