



## WASTE MANAGEMENT POLICY

Greenlite Lighting Solutions Limited recognises that in pursuing its business objectives it has a responsibility to, and should take the opportunity to, protect and nurture the environment.

A significant part of this obligation is the control of waste

By exercising proper control over its activities, the Company will promote the use of sustainable resources and discourage wasteful or damaging practices. Greenlite Lighting Solutions Limited makes the commitment:

We will continue to promote, develop and implement waste prevention, reduction, reuse and recycling on-site in a systematic and cost-effective manner.

We will use appropriately regulated waste management contractors to ensure safe management of hazardous and non-hazardous waste sent off-site in accordance with best environmental practice.

Name.....JACKSON HALL.....  
Signed.....JHall.....  
Position.....Co-Managerial Director.....  
Date.....April 2023.....  
Review Date.....April 2024.....

### **Responsibilities of Project Manager:**

- Ensure waste carriers are registered and copies of registration certificates are held on site
- All waste transfers are accompanied by a correctly completed waste transfer / consignment note
- Transfer notes are retained for a minimum of 2 years
- Consignment notes are retained for a minimum of 3 years
- Sufficient quantity and quality of skips and waste containers are on site
- Special Waste and Controlled waste is not mixed in skips
- Duty of Care visits are undertaken of the disposal facilities

### **Responsibilities of Site Manager:**

- Measures shall be taken to minimise the amount of waste produced on site. This shall include reuse of materials where possible
- A Waste Coordinator shall be appointed whose duty will be to control waste produced by the project and organise skips, ensure tickets for carriage are issued, keep records and submit the system of disposal. Trade contractors should obtain annual transfer notes for general waste where practicable
- All waste emanating from site should be controlled, recorded, transferred and disposed of in accordance with applicable waste management legislation
- All waste material to be transported off site shall be disposed of by licensed waste carrier trade contractor, using vehicles licensed for transport of those waste materials and taken to licensed disposal facilities.
- A high standard of housekeeping shall be maintained at all times and waste materials will be stored in waste bins or skips only.
- If any hazardous waste arising are to be produced on site such arising will be classified and disposed of accordingly
- Controlled and hazardous waste shall not be mixed

### **Toolbox Talks**

- Always place waste in the correct skip.
- If you are unsure which the correct skip to use is, ask your foreman.
- Never overfill a skip.
- Keep the area around a skip tidy.
- Waste can either be controlled or special waste:-
  - *Controlled waste is any kind of household and most kinds of construction waste*
  - *Special waste is usually that is dangerous to life; e.g. asbestos, acids, chemicals, etc.*
- Never mix controlled and special waste in the same skip.
- If there are skips for recyclable materials, only place the correct materials in that skip.
- Personal or canteen waste must be placed in the bins provided.
- Always store materials that you use safely so that they will not be damaged.