

Talk 2: Waste Management



Why This Matters

Improper waste management leads to environmental pollution, attracts pests, creates safety hazards, and can result in significant fines. Everyone's participation in proper waste handling is essential for a safe, clean, and compliant workplace.

Types of Waste We Generate

- ✓ **General Waste:** Non-recyclable, non-hazardous materials
- ✓ **Recyclables:** Paper, cardboard, plastics, metals, glass
- ✓ **Hazardous Waste:** Chemicals, oils, batteries, contaminated materials
- ✓ **Organic Waste:** Food scraps, vegetation
- ✓ **E-Waste:** Electronic equipment and components

Waste Segregation - The Right Way

- ✓ Know your bins – use the correct bin for each waste type
- ✓ Never mix hazardous waste with general waste
- ✓ Keep recyclables clean and dry when possible
- ✓ Flatten cardboard boxes to save space
- ✓ Place waste inside bins, not beside them
- ✓ Don't overfill bins – arrange for collection if needed

Hazardous Waste - Special Care Required

Hazardous waste must be:

- Stored in designated hazardous waste containers
- Clearly labeled with contents and date
- Kept in bunded areas away from drains
- Removed by licensed waste contractors only
- Never mixed with other waste types

What NOT To Do

- ✓ ✗ Never bury waste on site
- ✓ ✗ Don't burn waste materials
- ✓ ✗ Never dump waste in unauthorized areas
- ✓ ✗ Don't pour liquids down drains unless authorized
- ✓ ✗ Never leave waste scattered around your work area

The 3 R's: Reduce, Reuse, Recycle

- ✓ **Reduce:** Order only what you need, minimize packaging
- ✓ **Reuse:** Use materials multiple times, share excess with others
- ✓ **Recycle:** Separate recyclables and ensure they're clean

Your Personal Responsibility

- ✓ Take your personal rubbish home or dispose of it properly
- ✓ Keep your work area clean throughout the day
- ✓ Report overflowing or damaged bins
- ✓ Set a good example for others

Discussion Points

- ✓ Where are the different waste bins located on our site?
- ✓ Has anyone noticed waste management issues we should address?
- ✓ What can we do better as a team to reduce waste?
- ✓ Any questions about what goes in which bin?

Remember: Waste Costs Money!

Every bin we fill costs the company money. By reducing, reusing, and recycling, we save money and protect the environment.