

**ENVIRONMENTAL PROCEDURE**

**ENVIRONMENTAL MANAGEMENT  
PROCEDURE FOR  
WASTE MANAGEMENT**

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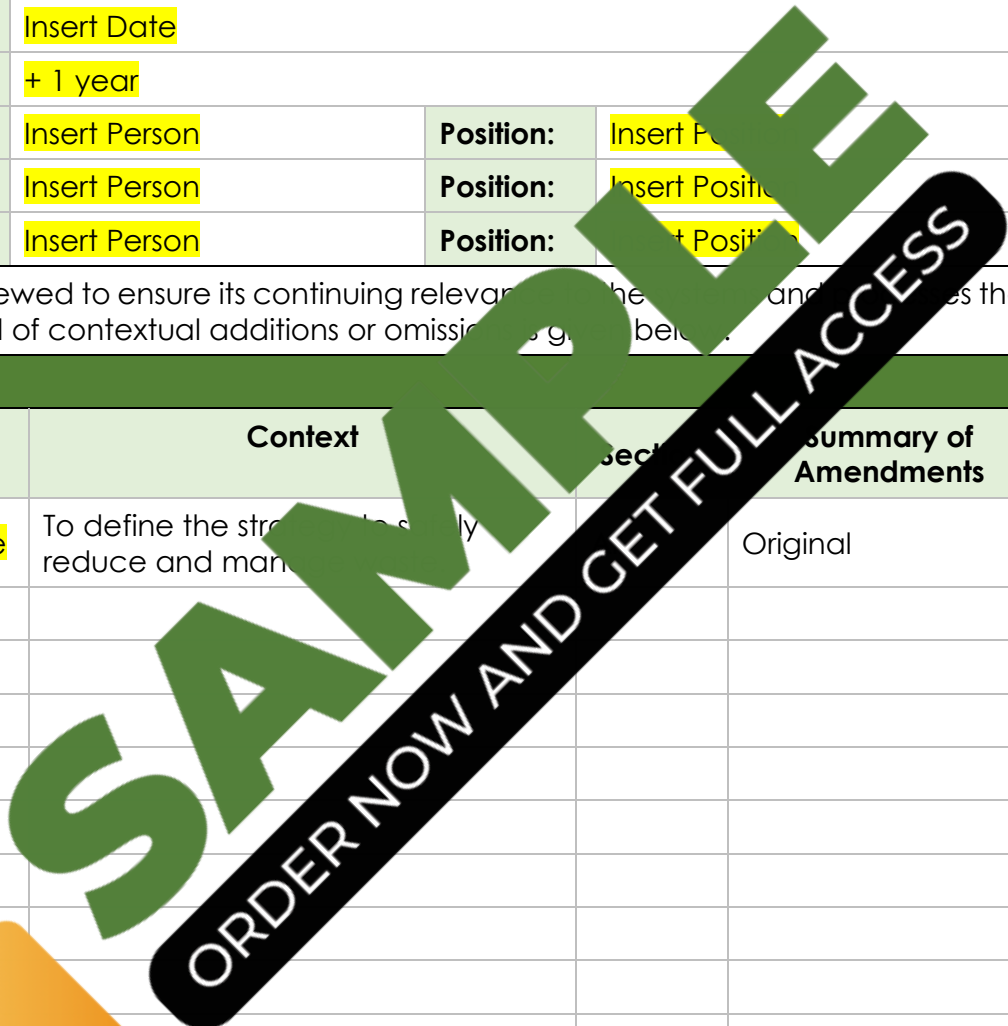
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# 1. APPROVAL

Document Control			
<b>Document:</b>	E-MP-12 – Waste Management		
<b>Version:</b>	1.0		
<b>Released:</b>	Insert Date		
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This procedure is reviewed to ensure its continuing relevance and accuracy and that it describes a record of contextual additions or omissions as given below.			
Amendment Record			
Version	Date	Context	Summary of Amendments
1.0	Insert Date	To define the structure to reduce and manage	Original
The latest revision of this procedure is on <b>Insert Your Company</b> intranet site. It is the responsibility of the individual to ensure that any hardcopy is the current revision. A printed version of this procedure is uncontrolled, except when provided with a document title and revision number in the field below and marked as 'Controlled Copy.'			
<b>Document Title:</b>	Waste Management	<b>Rev:</b>	1.0
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## 2. PURPOSE

The purpose of this procedure is to define the strategy to safely reduce and manage wastes within the control of **Insert Your Company**.

This procedure details the objectives and processes to enable compliance with state and national standards to safely manage waste, whilst ensuring operational needs are met.

## 3. SCOPE

This procedure applies to the processes by which waste is handled, transported and disposed of at **Insert Your Company** workplaces, to minimise the impact on the environment and the safety and health of personnel. This procedure may be applied to hazardous waste.

## 4. TERMS AND DEFINITIONS

Term	Definition
<b>General Waste</b>	Material, free of pathogens, infectious, flammable, explosive or hazardous chemical components. Examples of general waste include cloth, plastic, styrofoam.
<b>Hazardous Waste</b>	Discarded material which, due to its quantity, concentration, physical, chemical, or infectious characteristics, may: <ul style="list-style-type: none"> <li>• Pose a substantial present or potential hazard to human health or the environment when improperly treated, stored, transported, disposed of, or otherwise mismanaged.</li> <li>• Contribute to an increase in mortality, or an increase in irreversible or incapacitating illness.</li> </ul>
<b>Petroleum Waste</b>	Products that have been made from crude oil or its derivatives. These include all oils, greases, organic cleaning solvents or solutions.
<b>Special Waste</b>	Hazardous wastes, and wastes that can affect amenity (e.g. odor), generated by industry and listed in relevant legislation (e.g. Prescribed Waste Regulations).
<b>Recyclable Waste</b>	Any discarded material which can be reprocessed for re-use. Recyclable items include paper, cardboard, aluminum cans, glass bottles, scrap metal and recyclable plastic.
<b>Regulated Waste</b>	Wastes that are non-domestic waste generated on-site, as defined by the Environmental Protection Regulation. These wastes must be handled by a registered waste transporter and require disposal at an appropriately licensed facility.