



Pannier Corporation
Health and Safety Handbook
Marking System Group



General Waste Management (US)

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General Waste Management Plan

This outlines the General Waste Management Plan for the management of waste and recyclables generated at Pannier Corporation in Glenshaw, PA.

The purpose of this Waste Management Plan is to :

- ♣ Minimize the environmental impact of waste generation and disposal
- ♣ Provide a standard for segregation
- ♣ Protect public health and safety
- ♣ Provide a safe work environment

Responsibilities

All persons including site employees / volunteers / contractors have a general environmental duty to protect the environment through safe and approved waste management practices.

Waste Generating Areas

For segregation purposes, this WMP recognizes the waste generating areas and has separated these into two areas.

- ♣ **Administrative areas**
- ♣ **Shop manufacturing areas**

Administrative areas

- ♣ Recyclables
- ♣ General Waste

Bins are clearly marked with labels, color coding, symbols and/or words. Signs will be highly visible.

Clear communication to the site staff is required to best control waste and recycling.

The servicing of the bins will ensure that all litter is contained and bins will not overflow or contribute to litter.

Shop manufacturing areas

- ♣ Recyclables
- ♣ General Waste
- ♣ Hazardous Waste

Shop manufacturing employees will be instructed by the department foreman on separation of waste.

Waste will be estimated prior to work being performed. Additional containers and/or waste removal will be planned as needed.



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Bins may vary in size from small trash bins to steel industrial bins to waste compactors.

Bins are clearly marked with labels, color coding, symbols and/or words. Signs will be highly visible.

The servicing of the bins will ensure that all litter is contained and bins will not overflow or contribute to litter.

Hazardous waste will be disposed of in accordance with federal, state and local regulations. Proper PPE will be worn as necessary. Work instructions will be provided when necessary for the proper removal and disposal of hazardous material.

Segregation

Segregation of waste into the appropriate container will occur as close as possible to the point of generation as per categories. Waste segregation and the use of clearly labeled containers will enable waste to be handled, treated and disposed of correctly and in accordance with this waste management plan.

Waste treatment and disposal

This site is responsible for its waste from generation to final disposal.

Waste materials will be stored and handled in a way as to minimize potential environmental impacts.

Outdoor receptacles will be maintained and covered as necessary to prevent dispersion of waste materials and to control the potential for run-off.

Documentation is kept on the amount of waste disposed, date of disposal, where the waste is disposed, contractors and the transporters used.

Employers legal responsibilities

This site has a number of legal responsibilities which include:

- ♣ Developing and maintaining a safe work environment and safe work practices
- ♣ Ensuring the site activities do not breach environmental standards, prescribed in the State and Federal legislation , including the general environmental duty to prevent or minimize environmental harm by taking all reasonable and practicable measures
- ♣ Providing staff awareness for the safe handling of waste

Employee's Responsibilities

Employees also have responsibilities, which include:

- ♣ Complying with safety instructions and using safe work practices for their own protection and for the protection of other staff and the public
- ♣ Actively supporting environmental initiatives introduced by management
- ♣ Being aware and complying with the requirements for the handling of chemical substances according to Material Safety Data Sheets (MSDS)
- ♣ Following a general environmental duty to prevent or minimize environmental harm by taking all reasonable and practicable measures



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Education and Training

Pannier has compiled this waste management plan to provide a means of knowledge and application of the core principles for waste management to the appropriate employees.

Training will be provided as needed or at least annually.