

HEALTH AND SAFETY

HAZARDOUS WASTE POLICY

1. OVERVIEW AND PURPOSE

- 1.1 Hazardous waste is classified by the Environment Agency as needing specific control and disposal routes. Hazardous wastes are generally regarded as hazardous to the environment, and in many cases hazardous to human health. The management and disposal of hazardous wastes are subject to a specific regulatory framework. Other wastes are regulated

3.1.2 Hazardous wastetransfer notes must be stored in an identified place for three years (records may be electronic or hard copy).

3.1.3 Any breaches related to hazardous waste management or disposal (such as a rejected load) must be reported to the University using the incident reporting tool.

3.2 Schools and Divisions

3.2.1 Schools and divisions that directly process, store and dispose of University derived hazardous waste must do so in accordance with this policy.

3.2.2 Hazardous wastetransfer notes must be stored in an identified place for three years (records may be electronic or hard copy).

3.2.3 Any breaches related to hazardous waste management or disposal (such as a rejected load) must be reported to the University using the incident reporting tool.

3.3 Health and Safety Team

3.3.1 The University Health & Safety Team will maintain this policy and related procedures, listing the main University hazardous waste streams and providing advice and guidance on their safe handling, storage and disposal.

4 POLICY

4.1 All waste must be classified to check if it is hazardous.

4.2 Hazardous wastes should be separated and stored safely.

4.3 Only businesses authorised by the Environment Agency may be used to collect, recycle or dispose of hazardous waste. Authorised businesses must: (i) be registered, by the Environment Agency, as a waste carrier; and (ii) their waste sites must have environmental permits.

4.4 A member of a School or Division authorised by the University to dispose of hazardous waste (an 'authorised user'), must fill in the relevant parts of the consignment note (ones that apply to the University), keep one copy and give two copies to the carrier collecting the waste.

4.5 An authorised user must keep records (c)81 known

5 LEGISLATION AND GOOD PRACTICE

5.1

Review/ Contacts/ References	
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