MINIMUM STANDARD

Hazardous Waste Storage

SHEMS-MST-GR-0010

The following Minimum Standard is applicable across Unitas.

Introduction

It is Unitas's responsibility as a waste producer to identify whether the waste it generates is non-hazardous or hazardous (special waste in Scotland) and to ensure wastes are stored safely to prevent any harm to human health and / or the environment. Hazardous waste storage must be controlled to allow subsequent treatment and/or disposal and to avoid any cross-contamination between non-hazardous and hazardous wastes.

Planning

If storing hazardous wastes at a Unitas premises (i.e. site / depot / office), take the following steps:

- Obtain your site specific Hazardous Waste Premises Code from your SHE / Environmental Manager (England) or if your site is in Wales, from Natural Resources Wales and communicate it to all relevant subcontractors (not applicable in Scotland).
- Identify the type and volume of hazardous wastes that will be generated at your premises and where relevant, include this in the site waste management plan is forecast
- Ensure there are enough waste containers at your premises to allow safe segregation of hazardous wastes from non-hazardous wastes. It is illegal to mix hazardous wastes with non-hazardous wastes in the same container.
- Discuss waste collection, treatment and disposal options with your waste management contractor and agree in advance with on the minimum level of segregation required at your premises in order for them to collect and treat the wastes.
- **Ensure that different categories of hazardous waste are not mixed with each other** (e.g. oily rags with aerosols, resins and mastic tubes) except with the prior agreement of your Environmental Manager or Adviser.
- Ensure hazardous wastes are safely stored in appropriate containers with labels clearly identifying their contents. Containers must not leak; they should be protected from the rain and stored away from drains and watercourses.
- Asbestos waste must be stored separately to any other hazardous waste. Any waste that contains asbestos, or is contaminated with asbestos, must be double-bagged and placed in a covered, locked skip. This includes overalls, over-shoes, sampling wastes and respiratory protection equipment that have come into contact with asbestos.

Packaging that contains residues of a substance with hazardous properties is a hazardous waste and should be classified according to the substance and not the packaging, e.g. an empty drum of diesel still containing residue should be treated / disposed of as **13 07 01* waste diesel** rather than **15 01 10* packaging containing hazardous substances.**

Procurement

Removing, treating and disposing of hazardous waste are expensive. To reduce the likelihood of hazardous waste being generated, products and materials with fewer or no hazardous properties should be selected where possible, i.e. LED bulbs, water based paints, non-hazardous sealants etc. Where appropriate, alternative options should be communicated to subcontractors.

Competence / Training

Unitas must ensure site inductions cover hazardous waste segregation and storage.

Documentation

All offices and depots must complete and maintain a Waste Management and Hazardous Waste Register (SHEMS-FOR-GR-042) that records each collection of hazardous waste from the premises.

Premises in England that produce hazardous waste must use the Waste Management and Hazardous Waste Register (SHEMS-FOR-GR-042) to generate a unique Hazardous Waste Consignment code. For all premises in the UK, all movements of hazardous waste must be recorded on the Waste Management and Hazardous Waste Register (SHEMS-FOR-GR-042) (or in the Site Waste Management Plan for construction sites).

Any business or organisation responsible for the removal of hazardous waste from Unitas premises must provide details of their waste carrier registration certificate and the environmental permit for the site where the waste is being taken.

In England and Wales all hazardous waste removed from Unitas premises must be accompanied by a fully completed Hazardous Waste Consignment Note (HWCN), including the hazardous waste premises registration code. A further copy of the HWCN must be provided within three months showing acceptance of the waste at the facility named on Part E of the HWCN.

In Scotland, movements of special waste must be pre-notified to SEPA using a Special Waste Consignment Note (SWCN) before waste leaves the site. Parts A and B of the SWCN should be completed and issued to SEPA at least 72 hours before special waste is moved.

Further Guidance / Reference

- SHEMS-STD-GR-065 Waste Management Standard
- SHEMS-STD-GR-041 Asbestos Management
- SHEMS-FOR-GR-042 Waste Management and Hazardous Waste Register
- SHE Bulletin 2016-07a Hazardous Waste Premises Registration
- SHE Bulletin 2015-12 New Hazardous Waste Guidance
- Technical Guidance WM3 Classification of Waste
- https://www.gov.uk/guidance/hazardous-waste-segregation-and-mixing

OPERATION – CHECKLIST

Project / Premises:

Contract No: Date:

Name of Person Undertaking check or monitoring:

Check	Y	N
Have you agreed on hazardous waste segregation and collection with your relevant waste contractor(s)?		
Is hazardous waste segregation and storage covered in your site induction?		
Do you keep an up to date Waste Management and Hazardous Waste Register (SHEMS-FOR-GR-042)?		
Are hazardous waste containers clearly labelled to identify their contents?		
Are hazardous waste containers securely stored to prevent unauthorised access?		
Are hazardous waste containers of good quality and stored in designated areas so as to prevent damage?		
Are hazardous waste storage areas and containers located away from watercourses and drains?		
If you have answered no to the previous question, are the watercourses and drains protected from any potential spill?		
Are hazardous waste storage areas included on regular monitoring / site inspections?		
Prior to sending hazardous / special waste off site:		
Have you obtained the Unitas hazardous waste premises code for your site / depot / office (for England) or the premises code issued by Natural Resource Wales (for Wales)?		
In Scotland, have you notified SEPA by issuing the white copy of the consignment note to the local SEPA office at least three working days prior to the expected date of collection (for single movements of special waste)?		
In Scotland, for a succession of movements of special waste, have you pre-notified the first collection to SEPA as above?		