

Waste Compound Audit

To be completed weekly with non-compliance actions signed off when complete.

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| **ITEM/AREA/LOCATION** | **PASS/FAIL** | **ACTION/COMMENT** |
| WASTE COMPOUND – GENERAL AREA |  | IF FAIL CONSIDER IF A NEAR MISS/HAZARD |
| IS THE FLOOR CLEAN: NO VISIBLE DEBRIS OR DISCARDED WASTE BAGS |  |  |
| PALLETS STACKED HORIZONTALLY AND NOT TRIPPING /FIRE HAZARD |  |  |
| CAGES STORED ORDERLY AND SAFELY |  |  |
| 770L, 360L,240L BINS STORED NEATLY AND NOT OVERFLOWING |  |  |
| 770L BINS CLEARLY SEGREGATED AND LOCKED SHUT |  |  |
| ALL WASTE STREAMS SEGREGATED AND NOT OVERFLOWING |  |  |
| WASTE BAGS IN BINS FROM WASTE ROOMS CLEARLY SEGREGATED.   * HAZARDOUS WASTE NEEDS CLEAR SEGREGATION. MIXED WASTE TREAT AS HIGHER WASTE STREAM. * REPORT TO MANAGER * ALL NON-COMPLIANCE HIGHLIGHTED IN CONTROLS AND ACTIONS TAKEN |  |  |
| SHARP BINS SEGREGATED AND SEALED WITH ORIGINATING AREA   * TAPE – STACKED SAFELY FOR COLLECTION. * IDENTIFY ANY ISSUES- REPORT TO MANAGEMENT (These could include:) * Mixed sharp waste * Failure to seal container * Lid not locked /slider not closed. * ID tape missing or unreadable. |  |  |
| **ITEM/AREA/LOCATION** | | |
| CARDBOARD |  |  |
| AREA CLEAN AND DEBRIS SWEPT UP TO PREVENT TRIPPING HAZARDS |  |  |
| AREA CLEARLY SEGREGATED TO PREVENT UNAUTHORISED ACCESS |  |  |
| IS CARDBOARD BROKEN DOWN/FLAT |  |  |
| BINS CLOSED AND NOT OVERFILLED |  |  |
| COMPACTOR |  |  |
| CLEAN |  |  |
| NO LEAKAGE FROM THE COMPACTOR – REPORTAND REVIEW LEVEL OF LIQUID FOOD WASTE DISPOSAL /SEGREGATE |  |  |
| CONTROLS CLEAR AND ABLE TO BE LOCKED OFF WHEN NOT IN USE |  |  |
| **ITEM/AREA/LOCATION** | **PASS/FAIL** | **ACTION/COMMENT** |
| CHEMICAL STORAGE - WASTE |  | IF FAIL CONSIDER IF A NEAR MISS/HAZARD |
| STORED IN BUNDED CONTAINER SUITABLE FOR CHEMICALS CONTAINED (VOLUME AND TYPE) |  |  |
| MSDS AND RISK ASSESSMENTS HELD ON FILE FOR CHEMICALS BEING STORED. |  |  |
| SPILL KIT PROVIDED NEAR STORE |  |  |
| FIRE EXTINGUISHERS HELD IN LOCATION AND CHECKED ANNUALLY |  |  |
| TRACEABILITY OF CHEMICAL UNDER THE POISONS AND EXPLOSIVE REGULATIONS:  IDENTIFY QUANTITY IN STORAGE MATCHES THE INVENTORY SHEET ONLINE FOR FOLLOWING CHEMICALS:   * NICTRIC ACID OVER 3% * SULFURIC ACID 15% * ARSENIC ALL * LEAD ALL * MERCURY ALL * OXIDISER 12% OR ABOVE ALL |  |  |
| BULK STORAGE /WEE STORAGE |  |  |
| STACKED SAFELY AND ABLE TO GET IN/OUT WITHOUT ITEMS FALLING |  |  |
| NO MIXED WASTE STORED |  |  |
| DOOR LOCKED |  |  |
| OPERATORS TRAINED IN USE OF BULK STORE UNITS |  |  |
| HOLDING LEVELS WITHIN LIMITS |  |  |
| FLORESENT TUBE/ LIGHT BULB STORED IN COFFIN/250L DRUM SECURE |  |  |
| MEDICAL GAS STORAGE |  |  |
| ALL CANNISTERS SECURE |  |  |
| CLEAR SEGREGATION OF FULL/EMPTY |  |  |
| CONTROL DOCUMENTATION FILLED IN AND MATCHES FINDINGS – ALL ACTIONS CHECKED AND SIGNED OFF BY MANAGER |  |  |
| HEALTH AND SAFETY COMPLIANCE |  |  |
| RISK ASSESSMENTS COMPLETED FOR ALL APPLIANCES AND TASKS IN OPERATION |  |  |
| SIGNAGE WARNING OF VEHICLE MOVEMENT CLEARLY DISPLAYED |  |  |
| ALL STAFF WEARING SUITABLE SLIP RESISTANT HARD TOE SAFETY BOOTS |  |  |
| **ITEM/AREA/LOCATION** |  |  |
| ALL STAFF WEARING HI VISABILITY OUTER WEAR (JACKET/WAISTCOAT) APPROPRIATE TO WEATHER CONDITIONS |  |  |
| ARE MANUAL LITTER PICKERS FOR RETREVING WASTE AVAILABLE (LONG HANDLED TONGS) |  |  |
| ALL STAFF WEARING SHARP RESISTANT LINERS AND RIGGER GLOVES TO HANDLE WASTE ( IF UNIT RISK LEVEL REQUIRED) |  |  |
| SPILL KITS AVAILABLE AND PPE IN CLEAN CONDITION |  |  |
| ALL TUG CHECKS BEING COMPLETED AND ACTIONS COMPLETED |  |  |
| PPE WORN FOR COLLECTION OF WASTE – SITE SPECIFIC ( include any HAZ waste detectors )  List site requirements: |  |  |
| OPERATORS SIGNED OFF FOR TASK BEING COMPLETED – TRAINING RECORD CARD CHECKED |  |  |
| ANY OTHER CONCERNS OR COMMENTS | | |
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| AUDIT COMPLETED BY :  PRINT NAME: SIGNATURE: | | |
| DATE COMPLETED: | | |
| AREA CHECKED AND SIGN OFF BY LINE MANAGER: | | |