



# **Environmental Waste Management Policy**

**HS AGB 2015 – HSP 2015.1**

## ENVIRONMENTAL WASTE MANAGEMENT POLICY

### Waste Management

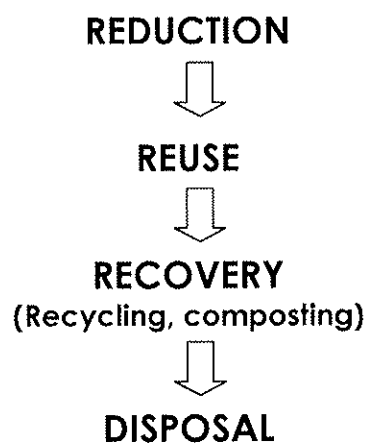
Recent legislation in the form of the EU Landfill Directive has changed the way we dispose of waste. The directive's main aim is "to prevent or reduce as far as possible negative effects on the environment, in particular the pollution of surface water, groundwater, soil and air, and on the global environment, including the greenhouse effect, as well as any resulting risk to human health, from the land filling of waste, during the whole life-cycle of the landfill".

AGB Small Contracts Limited is therefore committed to the protection of the environment through the implementation of an effective waste management programme that meets or exceeds all legislative and regulatory requirements placed on it.

### Principles of Waste Management

AGB Small Contracts Limited will apply the principles of the Waste Management Hierarchy to ensure that waste is dealt with in a way that impacts least on our environment.

### Waste Management Hierarchy



**REDUCE:** since all waste disposal options have some impact on the environment, the only way to avoid impact is not to produce waste in the first place. AGB Small Contracts Limited will therefore endeavour to reduce waste by judicious purchasing.

**RE-USE:** before discarding an item check that someone else cannot make use of it; examples include furniture, computers and peripherals.

**RECOVERY:** wherever possible AGB Small Contracts Limited will recycle. Staff will need to be fully engaged in this process to ensure that the recycling option used and that only waste that cannot be recycled goes into the bins and therefore to landfill.

**DISPOSAL:** waste sent to landfill is the worst option in environmental terms and AGB Small Contracts Limited will strive to keep this to a minimum.

## **Responsibilities**

The Managing Director of AGB Small Contracts Limited is responsible for the development and initial implementation of the policy.

All staff are responsible for the operation of the policy and for staying up to date with waste legislation affecting the Company.

Increasingly, more elements within the waste stream are prohibited by legislation from entering the general waste stream and should there be any doubt about how a particular item(s) should be dealt with, the Managing Director should be consulted.

### **Members of Staff**

All members of staff have a personal responsibility for the way their conduct impacts on the environment and should ensure that they think about all new purchases guidelines are adhered to.

## **What is Waste?**

### **General Waste**

General waste – ie - not hazardous etc. Items that are not general waste will incur a cost recovery disposal charge.

### **Confidential Waste**

Particular care must be taken in the disposal of all confidential waste.

### **Hazardous Waste**

Any hazardous waste must be disposed of according to the relevant legislation:

The WEEE (Waste Electrical and Electronic Equipment) Directive aims to conserve landfill and support more sustainable development by providing an impetus to boost recycling. The RoHS (Restriction of Hazardous Substances) legislation aims to reduce environmental impacts of waste and improve recyclability.

Hazardous waste includes:

- IT and telecommunications equipment
- Consumer equipment
- Lighting equipment
- Electrical and electronic tools
- Leisure and sports equipment
- Monitoring and control devices

## **Recycling**

All other waste should be recycled. Containers clearly marked with what can be disposed of are sited throughout the premises and can be used to recycle:

- Paper
- Newspapers
- Envelopes
- Cardboard
- Cans and glass

Please do not place any other items in the bins as this can lead to the contamination of an entire recycling load, which will then be taken to landfill!

Toner and printer cartridges can be recycled via the provider. Furniture can be re-used or recycled via charitable organisations.

Signed :   
Allan Brown

Date : 1st September 2015



T 01738 587 610

E [office@agb-developments.co.uk](mailto:office@agb-developments.co.uk)

Unit 10, Nether Friarton Industrial Units, Friarton Road, Perth PH2 8DF

VAT No: 933 7548 00 Reg No: SC342599

[www.agb-developments.co.uk](http://www.agb-developments.co.uk)