

**THE ROYAL GROUP OF HOSPITALS AND DENTAL HOSPITAL  
HEALTH AND SOCIAL SERVICES TRUST**

**Trust Policy**

**TP 6/01  
Supersedes TP 26/95**

**Waste Disposal**

**Rationale**

The Royal Hospitals are committed to ensuring the health, safety and welfare of its employees and of others who may be affected by the waste materials, which are produced as a result of our work. All waste must be disposed of regularly, safely and in accordance with statutory requirements

The waste disposal arrangements, in consultation with staff will be reviewed at least annually. Recycling initiatives will be undertaken where reasonably practicable in order to help protect the environment and make better use of resources.

**Objectives**

- To ensure that waste is disposed of safely and in accordance with statutory requirements.
- To prevent waste accumulating it will be moved regularly to properly marked suitable containers.
- To ensure compliance with the Duty of Care imposed by all relevant waste regulations.
- To report any problems regarding waste or waste disposal immediately to a line manager or Patient and Environmental Services Manager responsible for wastes.

**Policy**

Managers must ensure that this policy and associated procedures are adhered to within their department or ward areas.

Special arrangements regarding disposal of waste products must be organised in association with the Patient and Environmental Services Manager responsible for wastes.

All employees must ensure that they dispose of waste products in receptacles specifically provided for that purpose taking note of any segregation requirements (see Safe System of Work, APPENDIX I). If an appropriate container is not available, this must be reported to a manager who will make suitable arrangements.

The use of personal protective equipment may be necessary during the handling of some wastes. Any requirements must be established before the waste handling activity commences.

Employees should be aware that under the Health & Safety at Work (NI) Order 1978 they have a general 'Duty of Care' to look after their own health and safety, their fellow employees and the general public. Employees must report any problems that arise regarding waste disposal to the Patient and Environmental Services Manager responsible for waste so that corrective action can be taken. Suitable and sufficient information and training will be provided, as necessary, to ensure that this policy and procedures are fully understood and adhered to and that no person is put at risk by the inappropriate disposal of wastes.

## **Legislation**

All waste produced by the Royal Hospitals must be handled, packaged, transported and disposed of in accordance with:

- Health & Safety at Work (NI) Order 1978
- The Management of Health & Safety at Work Regulations (NI) 2000
- The Control of Substances Hazardous to Health (COSHH) (Amendments) Regulations (NI) 1999
- Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (NI) 1997
- The Waste Collection and Disposal Regulations (NI) 1992
- The Waste and Contaminated Land (NI) Order 1997
- The Carriage of Dangerous Goods (Classification, packaging and Labelling) and Use of Transportable Pressure Receptacles (NI) 1997 and amendment Regulations 1997 No 360
- The Special Waste Regulations (NI) 1998
- The Environmental Protection Act 1990
- Dangerous Goods( Safety Adviser) Regulations (NI) 2000
- The Carriage of Dangerous Goods by Road (Driver Training) Regulations (NI) 1997
- The "Certificate of Authorisation for Accumulation and Disposal of Radioactive Waste" as issued by the chief Radiochemical Inspector in accordance with the Radioactive Substances Act 1993
- The Radioactive Substances (Carriage by Road) Regulations (NI) 1983 and amendments 1986
- Radioactive Material (Road Transport) (Great Britain) Regulations 1996

## **Guidance Document**

- Health & Safety Commission, Health Services Advisory Committee and Environmental Agency 'Safe Disposal of Clinical Waste.' Stationary Office, 1999.

This policy should be read in conjunction with the Trusts Waste Disposal Procedures Manual, which gives clear instruction on the packaging and disposal methods to be used.

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**Chief Executive**  
**December 2001**

**Review date**  
**Authors:**



## **APPENDIX I**

### **SAFE SYSTEM OF WORK**

This system of work has been designed to ensure that disposal of waste at the Hospital is carried out safely and in accordance with the law.

1. Use only designated receptacles for holding waste products as per Packaging Policy Document. Do not put waste materials in receptacles that have not been allocated for that specific purpose. Containers must be approved to meet a United Nations Standard. Take note of any segregation requirements, e.g., for hazardous waste or recyclable materials.
2. Do not discard waste carelessly into receptacles; place it properly inside the unit.
3. Do not overfill waste containers. Inform a Line Manager when additional resources are likely to be required.
4. Report any leakage or overflow of waste from a waste container to your line manager or Waste.
5. Ensure that any spillage of substances at the workplace is cleared in an approved manner and that any materials used for cleaning are disposed of in the correct way.
6. Make a note of any special arrangements or precautions that will have to be taken by the authorised waste remover.
7. Do not use disposal preparation equipment and machinery unless you are trained and authorised to do so.
8. Wear any personal protective equipment that is required for the safe handling of waste products.