



OPERATIONAL CONTROL PROCEDURE

Doc. No.: HSEOCP:27

Rev. No.: 00

Rev. Date: 10/01/2018

OCP No. : 27

WASTE DISPOSAL

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Purpose	To define procedure for waste disposal and response plan establishment for the same	Scope	ISG
Responsibility	Concerned HOS / Safety co-ordinator		
Performance criteria	Exception points at management reviews.		
Cross reference	ISO : 14001		

PPEs and Precautions

	Insulated rubber gloves		Appropriate insulated rubber footwear		Good safety helmet secured with chin strap
	Respiratory protection as required				

Procedures and Controls

S. No.	Activity	Responsibility
1.	Identification of type of waste by certain characteristics that they possess such as being corrosive, flammable, reactive or toxic	Supervisor
2.	Segregation of waste in different category depending on their disposal mode and characteristics	Supervisor
3.	Disposal	Supervisor
4.	Re-use or return- If the material can't be re-used at the facility where it is waste, it may be useful at a nearby facility. Alternatively, the manufacturer may accept return of unused product.	HOD
5.	Recycle- Can the waste be returned to the manufacturers for recycle	HOD
6.	Reject- Waste may be properly disposed of at provincially licensed landfills or by licensed haulers at licensed waste facilities. In this regard "handling and disposal advice" sheets are to be developed. These sheets will recommend a disposal practice for various type of waste	HOD

Site Safety department to identify all possible Hazard Areas related to waste disposal activity, and ensure control as per this OCP.

In addition, relevant records pertaining to actions taken to be prepared and kept.



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Records:

Record Title	Record No.	Location	Responsibility	Retention Period

Verification, Corrective and Preventive Action:

HOD / Site In-charge shall ensure effective implementation of the above procedure. In case of any deviation, shall take suitable corrective and preventive action.

Revision History

Revision Date	Revision No.	Old Text	New Text	Reason	Revised by (with sign)