

WASTE MANAGEMENT POLICY



APPROVED BY:

MR M NAKO
MUNICIPAL MANAGER
DATE: 23/06/21..

APPROVED BY:

CLLR JANDA
EXECUTIVE MAYOR
DATE: 23/06/21....

preference to the disposal of waste to landfill.

3.5. There is a legal requirement for all who produce, keep or dispose of waste of any type to comply with the various regulations and the Duty of Care under Environmental Protection legislation.

3.6. The recognises the importance of meeting these legal requirements and to manage its waste responsibly, reduce the volume of waste sent to landfill and maximise reuse and recycling where possible.

3. 3.7. The Mphashe Local Municipality requires all community members and anyone else living in Mphashe area to comply with this Policy and associated Mphashe Local Municipality Environmental Guidance Notes (EGN's), to ensure compliance with all waste legislation.

POLICY DEFINITION Best Practicable Environmental Option (BPEO)

The Best Practicable Environmental Option refers to the analysis of different methods of

waste disposal. The preferred option is the one which minimises harm to the environment as a whole, taking into account what is affordable and practicable.

2. Clinical Waste

Any waste which consists wholly or partly of:

human or animal tissue; blood or other body fluids; excretions;

drugs or other pharmaceutical products other than controlled or cytotoxic drugs

swabs or dressings; syringes, needles or other sharp instruments; which unless rendered safe may prove hazardous to any person coming into contact with it. It also includes any other waste arising from medical, nursing, dental, veterinary, pharmaceutical or similar practice, investigation, treatment, care, teaching or research, or the collection of blood for transfusion, being waste which may cause infection to any person coming into contact with it.

3. Environmental Protection Act 1990 (EPA 1990)

This is the single most important piece of environmental legislation and it controls many

aspects of how the environment is protected and regulated. The EPA 1990 (amended 1995) provides the main statutory framework in relation to waste.

The majority of waste leaving the Mphashe Local Municipality is controlled waste. This is

described in the EPA 1990 as the waste arising from household, commercial or industrial premises. Controlled waste includes waste from offices, food handling, shops

and other domestic activities.

EPA 1990 Section 34 imposes a "Duty of Care" on producers and handlers of waste, "to take reasonable measures to prevent the unauthorised deposit, treatment or disposal of waste." This means the following:

1. The Department of Community Services must keep records of how much waste it is generating.
2. The Department of Community Services must ensure that a registered carrier collects their waste.
3. The Department of Community must ensure that all transfer notes are completed and filed detailing the type of waste for disposal. These must be kept for three years.

4. Ensure that all waste is dealt with in accordance with the "Duty of Care".
Breach of the Duty of Care is a criminal offence and can incur penalties of up to R2 000.00 or an unlimited fine if convicted on indictment.

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4. Hazardous Waste

These are the most dangerous wastes as they can cause the greatest environmental damage or are dangerous to human health. Some common hazardous wastes are listed

below:

Acids Pesticides Fluorescent Tubes

Alkaline Solutions Photographic Chemicals Televisions

Batteries Waste Oils Paint

Solvents Computer Monitors

Other hazardous wastes, such as asbestos and radioactive substances, are subject to

their own specific legislation.

5. Recycling

The diversion of waste away from landfill or incineration and the reprocessing of those wastes either into the same product or a different one. This mainly includes non-hazardous

wastes such as paper, glass, cardboard, plastic and scrap metal.

6. Responsible Person

The person who oversees the wastes to be removed from the premises at which it was produced or is being held.

7. Waste

The legal definition of waste comes from Section 75(2) of the Environmental Protection Act 1990 (EPA 1990). It defines waste as any substance or object which the holder discards, intends to discard or is required to discard.

The EPA 1990 refers to 'controlled wastes' which are split into four categories:

Household, commercial, industrial and clinical waste. The University produce waste in all four categories. There are some waste which are exempted as they have their own separate legislation e.g. radioactive wastes.

8. Waste Hierarchy

The hierarchy lists the different ways of dealing with waste in order of preference.

1. Reduce

Also known as waste minimisation, to reduce the amount of waste materials being produced.

2. Re-use

To continually re-use an item in order to eliminate the use of resources in making new items.

3. Recovery

Recycling – The collection and reprocessing of wastes either into the same product or a different one.

Composting – biological decomposition of organic material to create a soil conditioner.

Energy – waste is incinerated and the heat is

recovered to generate energy.

4. Disposal

Waste is sent, untreated, to landfill.

4.

5. LEGISLATIVE FRAMEWORK

1. Constitution of the Republic of South Africa Act No 108 of 1996 Best Practicable Environmental Option (BPEO)

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2. Municipal Structures A

6. POLICY PROCEDURE

Organisation and Management

The responsibilities and organisational arrangements for this Waste Management Policy lie with a variety of personnel within the Department of Community Services.

Community Services Officers in the waste management section

Responsible for:

1. Coordinating the provision of waste management and recycling service for use by all facilities on the Municipality.
2. Signing of waste collection points on behalf of the institution of Mbashe Local Municipality.
3. Ensuring that all employees and the community members are advised that they must comply with the Duty of Care; that they must comply with the Mbashe Local Municipality Waste Management Policy; or, satisfy the Municipality that their own procedures will achieve legal compliance.
4. Ensuring that all transporters appointed to carry out works are from the Municipality Approved'.

Manager of Health, Safety & Environment

Responsible for:

1. Provision of advice and guidance to the Mphashe Local Municipality on waste management.
2. Setting Environmental Performance Indicators for waste management.
3. Reporting annually to the Mphashe Local Municipality on progress against the Environmental Performance Indicators.
4. Monitoring and auditing the management systems for all wastes, to ensure legal compliance.
5. Monitoring and auditing all waste personnel working for the Mphashe Local Municipality.
6. Provision of appropriate training for all personnel who have responsibilities for waste management.
7. Registering with appropriate enforcement agencies as a waste producer.
8. Coordinating the gathering of, and supplying all relevant information to appropriate enforcement agencies, when information relating to waste management is requested.
9. Investigation of any incidents or accidents relating to waste management.

Support Services Manager

Responsible for:

1. Overseeing the day to day delivery of general waste and recycling services.
2. Monitoring the performance of the transporters on the dumping in the landfill sites/dump sites.
3. Liaising with the Health, Safety and Environment Office to establish procedures for managing waste in the institution.
4. Operational monitoring of waste management systems across the Mphashe Local Municipality.
5. Compiling and holding annual Waste Transfer Notes for centrally managed waste and recycling collections.
6. Compiling waste data and statistics to enable annual benchmarking against established Environmental Performance Indicators.

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Supervisors on Waste Management

Responsible for:

1. Non-hazardous Wastes :

ensuring that no hazardous waste is disposed of through the general or waste recycling streams. (*N.B. There is no requirement to sign any Waste Transfer documentation or keep records for centrally managed waste and recycling services*).

2. Hazardous Wastes;

Nominating a 'responsible person' within the directorate to coordinate waste disposal for any hazardous or clinical wastes.

3. Informing the Health, Safety and Environment Office who the nominated 'responsible person' is and updating the HSEO if and when the 'responsible person' changes.

Nominated Responsible Person

Responsible for:

1. Signing all Directorate Waste Transfer Notes .

2. Establishing and maintaining a record keeping system in order that the movements of all wastes can be tracked.
3. Make these records available for audit by the Health, Safety and Environment Office.
4. Supplying information and paperwork on all wastes disposed of, when it is requested by the Health, Safety and Environment Office.
5. Attending appropriate training.

Staff

Responsible for:

1. Disposing of waste responsibly, through the appropriate waste stream, in accordance with Mbhashe Local Municipality policy and procedures.
2. Reporting any problems with waste collection schemes to the Management of Community Services.

Private transporters and Municipal Transporter

Responsible for:

1. Disposing of waste responsibly, through the appropriate waste stream. This must be either in accordance with Mbhashe Local Municipality policy and procedures, or, through a scheme approved by the institution. Copies of waste transfer notes must be made available to the Municipality.
2. The Mbhashe Local Municipality may grant the private business to dispose their waste in the land fill sites. Only people with the permit from the Municipality must be allowed to dispose their waste in the Municipal landfill sites/dumpsites.

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7. GENERAL POLICY PROVISIONS

1. The policy provide for the management of waste in entire Mbhashe Local Municipality.
2. To provide for the use of protective clothing in the implementation of waste management policy.
3. The policy will be provided for the internal stakeholders and external stakeholders in the policy implementation.
4. The rate payers in all units and the traditional leaders will be responsible for the monitoring of our work.

8. PROCEDURES FOR IMPLEMENTING POLICY

1. The policy will be implemented to the internal and external stakeholders.
2. The employees of the Department will be capacitated on how the waste management should be implemented.
3. The supervision on the implementation of the policy will be intensified.

POLICY GOVERNANCE

MBHASHE WASTE MANAGEMENT POLICY

Policy Governance

| | | |
|--|---|---|
| Policy Title | MBHASHE WASTE MANAGEMENT POLICY | |
| Policy Version | 2019/2020 | |
| <u>Role & Process</u> | <u>Responsible Individual Name and/or Date</u> | <u>Responsibility Accepted Signature</u> |
| Senior Manager Community Services | | |
| Policy Custodian | Mbhashe Local Municipality | |
| Policy Author | Manager Community Services | |
| | | |
| Mbhashe Community members and Traditional Leaders. | | |
| | | |
| Council Approval Date | 27 March 2019 | |
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| | | |
| (UNIT) eg. Manager Community Services | | |
| Policy Approved | May 2020 | |
| Policy Inception Date | 01 July 2020 | |
| Review Start Date | March 2020 | |
| Review Completion Date | May 2020 | |
| Legislative References | | |
| Policy Review "Triggers" | | |
| | | |
| Comments | | |

