



Waste Management Plan



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Waste Management Policy

Newlay Floors Limited adheres to a Waste Management Policy to effectively control the disposal of commercial waste.

1. The first priority of the business is the reduction and minimisation of waste generated. For example: pre-installation decisions made by Economical Layout Planning and the reuse of materials and packaging.
2. Establish a 'Site Waste Management Plan' (SWMP) to adopt good practice in line with WRAP guidelines.
3. Business initiative on increasing the waste stream for recyclable materials and divert waste from landfill.
4. Operate the 'take-back' flooring initiative for materials & packaging from manufactures such as Forbo and Polyflor.
5. Establish safe storage areas on site in conjunction with the Health & Safety at Work Act 1974 and to minimise damage to new materials.
6. Segregation of waste streams on site will be implemented where there is sufficient working space and adhering to the Waste Management Process.
7. Operatives are familiar with the waste management process and provided with the policy and plan related to waste management.



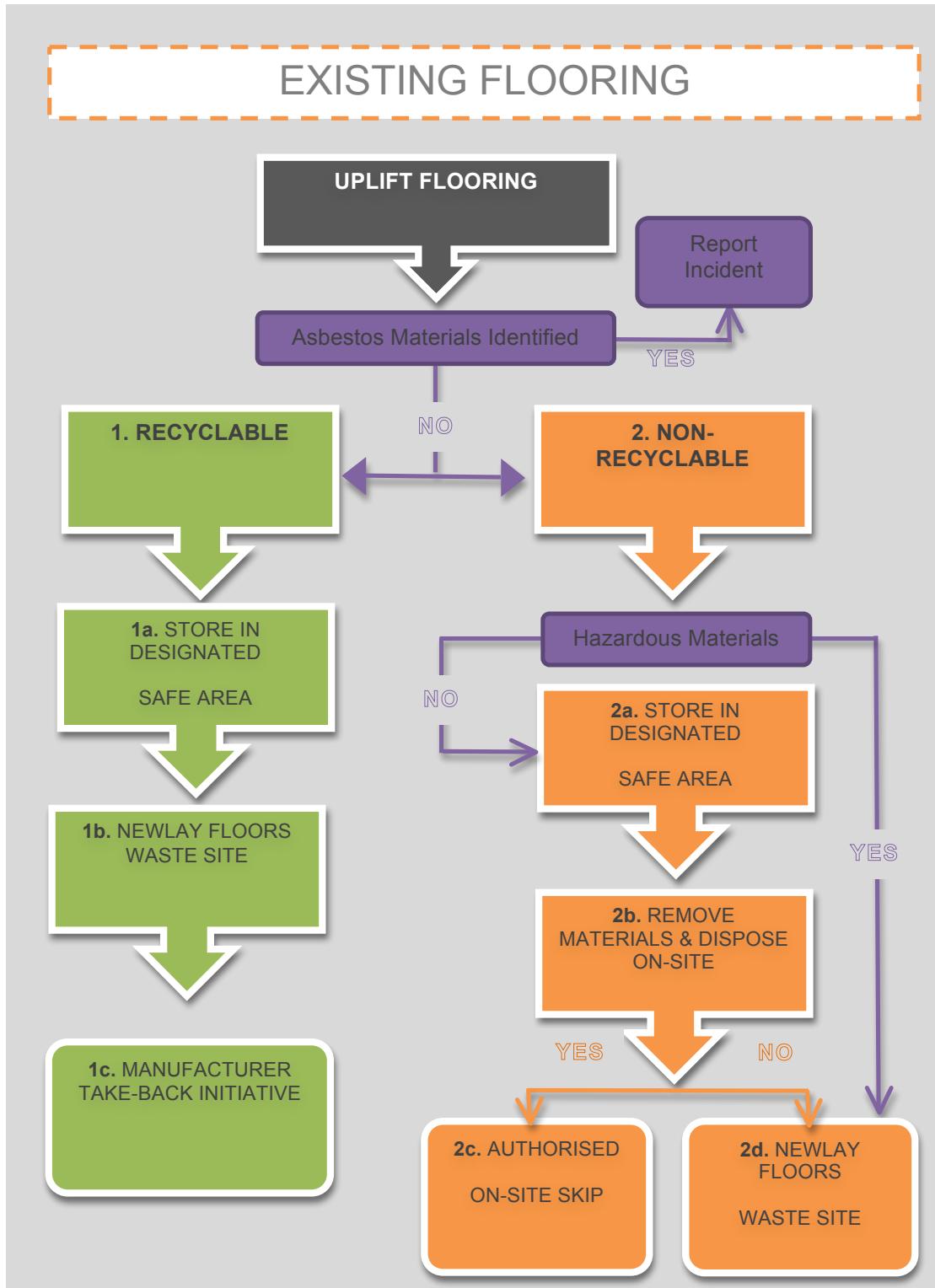
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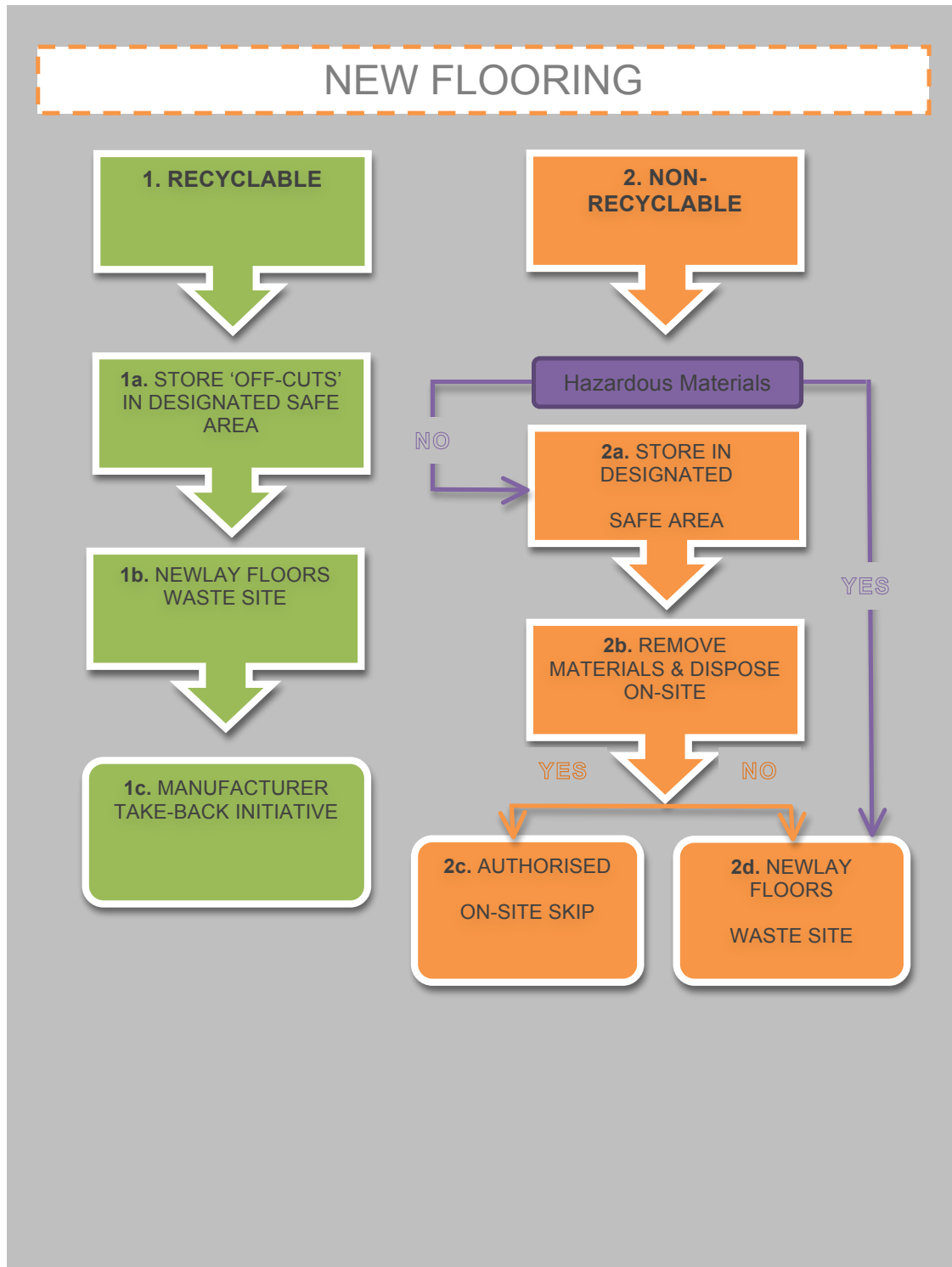
Waste Management Process

	UPLIFT FLOORING
	Uplift existing flooring
	ASBESTOS MATERIALS IDENTIFIED
YES	If Asbestos is present, cease all work and report the incident to the Site Manager and Head Office for specialist treatment.
NO	Identify Recyclable and Non-Recyclable materials for designated safe storage.
1	RECYCLABLE WASTE STREAM
	Materials that are <u>not contaminated</u> with Glue, Sub Flooring or other alien materials other than smooth uplifted flooring and in accordance to the manufacturers Take-Back/Back-to-Floor policy.
1a.	Store in agreed designated area to: <ul style="list-style-type: none"> • Avoid injury risk to staff and patients and in accordance to Health & Safety at Work Act 1974 • Segregate waste stream for recycling • Minimise the damage to new materials • Off-Cuts from 'New Flooring' for Take-Back recycling
1b.	Recyclable materials removed from site and brought back to Newlay Floors Waste Site.
1c.	Instruct the Take-Back/Back-to-Floor recycling process.
2	NON-RECYCLABLE WASTE STREAM
	Materials that are <u>contaminated</u> and non-recyclable materials detailed in the manufacturers take back policies.
	HAZARDOUS MATERIALS
YES	Contaminated flooring needs to be removed to step 2d. in the process - Newlay Floors Waste Site.
NO	Proceed to on-site storage.
	NON-RECYCLABLE WASTE STREAM - continued
2a	Store in agreed designated area to: <ul style="list-style-type: none"> • Avoid injury risk to staff and patients in accordance to Health & Safety at Work Act 1074 • Segregate waste stream for non-recycling • Minimise the damage to new materials
2b.	Remove materials and dispose on-site?
2c.	YES – materials are disposed in an authorised on-site skip in specified location.
2d.	NO – materials are removed and taken back to Newlay Floors Waste Site.

Waste Management Process Map – Existing Flooring



Waste Management Process Map – New Flooring



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