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Method Statement: Litter Management

1. Purpose

The purpose of this method statement is to outline the procedures and responsibilities for managing and disposing of litter on the construction site in a safe, environmentally friendly, and efficient manner. This is to ensure compliance with environmental and health and safety regulations, prevent environmental pollution, and maintain a clean, safe working environment.

2. Scope of Work

This method statement applies to all personnel and subcontractors involved in construction activities within the project site and includes the collection, segregation, storage, and disposal of all litter generated during the project lifecycle.

3. Responsibilities

- Site Manager:**
 Responsible for overseeing the litter management process, ensuring compliance with this method statement, and arranging proper disposal facilities.
- Site Supervisor:**
 Supervises daily litter collection, segregation, and disposal tasks and ensures workers follow litter management protocols.
- Health and Safety Officer:**
 Ensures that the litter management procedures are adhered to, conducts regular inspections, and reports any issues.
- All Personnel:**
 All employees and subcontractors are responsible for following site rules on litter management, placing waste in designated bins, and reporting any litter issues or hazards.

4. Equipment and Resources

- Waste bins (general waste, recyclable waste, hazardous waste)
- Litter pickers
- Disposable bags (color-coded for different waste types)
- Personal Protective Equipment (PPE) including gloves and high-visibility vests

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- Waste skip or storage area for bulk waste disposal
- Signage for designated litter disposal areas

5. Procedure

5.1 Waste Segregation and Binning

- Designate areas for different types of litter: recyclable, general, and hazardous waste.
- Place clearly marked bins around the site to encourage proper segregation of waste.
- Use color-coded bins:
 - **Green** for recyclable waste (paper, plastic, glass)
 - **Black** for general waste (non-recyclable, non-hazardous)
 - **Red** for hazardous waste (batteries, chemical containers)

5.2 Litter Collection

- Litter collection will be performed by site workers at the end of each workday.
- Litter pickers and gloves should be used when handling waste.
- Hazardous waste must be handled with care and disposed of according to regulatory standards.

5.3 Storage and Disposal

- Store waste temporarily in designated skips or storage areas until final disposal.
- Arrange weekly collection and removal by licensed waste disposal contractors.
- Hazardous waste to be managed as per the Environmental Protection Act and disposed of by certified hazardous waste disposal services.

5.4 Housekeeping and Inspections

- Conduct daily inspections of litter disposal areas to ensure cleanliness and order.
- Perform a weekly site-wide cleanup and monitor compliance with litter management procedures.
- The Health and Safety Officer will conduct bi-weekly site inspections to assess the effectiveness of litter management procedures.

6. Environmental and Safety Considerations

- Ensure litter is disposed of to prevent environmental contamination.
- Do not allow any waste materials to enter waterways or drainage systems.

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- Make sure hazardous waste is stored safely and securely to prevent spills or leaks.
- PPE should be worn at all times when handling waste materials.

7. Training

- All personnel on-site will receive induction training on the litter management process.
- Refresher training will be provided monthly to emphasize the importance of litter control and proper disposal practices.

8. Emergency Procedures

In the event of a litter-related incident (such as a spill of hazardous waste):

1. Evacuate the area if necessary.
2. Inform the Health and Safety Officer immediately.
3. Use appropriate spill kits or materials to contain and clean up the area safely.
4. Dispose of spill materials in accordance with hazardous waste procedures.

9. Monitoring and Reporting

- Daily records of litter management activities will be maintained by the Site Supervisor.
- The Health and Safety Officer will report any non-compliance and take corrective actions.
- Monthly waste reports will be prepared to evaluate and improve litter management practices.

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