

Portershoek Quarry	SAFETY HEALTH AND ENVIRONMENTAL MANAGEMENT SYSTEM (Doc No. 7.5.21)	Effective Date: 15 May 2021 Revision No. ISO 45001 Date Reviewed: Page: 1 of 3
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Scrap & Waste Management

1. Purpose

To provide for an effective means of scrap and refuse removal and thereby prevent pollution.

2. Scope

This procedure covers the effective means of scrap and refuse removal from the site.

3. Reference Documents

Mine Health and Safety Act, Act 29 of 1996

DME Guidelines on Residue Deposits

ISO 45001:2018(E)

4. Terms and Definitions

5. Procedure

a. The following waste streams are as hazardous waste:

- i. Used engine oil
- ii. Used hydraulic oil
- iii. Used transmission oil
- iv. Used brake fluid
- v. Diesel spillage
- vi. Used grease
- vii. Anti-freeze compounds
- viii. Used brake fluid
- ix. Any oil contaminated water, soil, ground, metal, wood and paper
- x. Used oil filters
- xi. Fluorescent tubes and electrical bulbs
- xii. Used brake pads
- xiii. Used vehicle batteries
- xiv. Mercury vapor globes
- xv. Oil soaked cloths, rags or waste

b. All hazardous waste bins shall be identified according to client's specific color coding.

c. Hazardous waste bins from a removal company must also be identified.

d. Only approved hazardous waste removal companies/client may be used to remove and transport hazardous waste where applicable.

e. The Hazardous Waste Removal Company/client shall provide a certificate of approval before removal takes place.

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- f. A certificate for every bin that is removed from the premises containing hazardous waste shall be provided and the certificate shall be kept on file for record.
- g. Separate waste bins must be provided for hazardous waste, general waste and scrap metal.
- h. UNDER NO CIRCUMSTANCES SHALL HAZARDOUS WASTE BE MIXED WITH DOMESTIC WASTE
- i. Waste bins shall be clearly marked as to the contents.
- j. All hazardous wastes spilt on the ground or soil shall be cleaned up.
- k. The contaminated soil or ground shall be discarded inside the hazardous waste bin.
- l. An organic waste cleaner must be used to clean up spills.
- m. Oil drip trays shall be used when draining any oil, transmission fluid, and hydraulic fluid or brake fluid.
- n. Used oil shall be pumped into a demarcated container, drum or tank.
- o. Adequate quantities of drums, dustbins and scrap holders shall be provided.
- p. Such containers shall be conspicuously placed and readily visible.
- q. The containers shall be marked clearly to identify where and what type of waste they contain.
- r. Bins containing oil soaked organic waste likely to ignite spontaneously shall be made of metal and as far as practicable be fitted with a tight lid.
- s. No scrap, waste or refuse bins may be overfilled.
- t. Domestic waste bins shall be emptied not less than twice per week.
- u. All waste bins shall be emptied as soon as they become full.

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6. Responsibility

- a. It is the responsibility of each employee to ensure that the correct waste path is followed.
- b. Supervisor and the Health and Safety Representative will conduct monthly compliance inspections.
- c. Deviations must be reported to the manager who must act on deviations as soon as possible.

7. Recording

- a. Inspection records will be kept in the SHE filing system.

Mine Manager



15/05/2021
Date