



<p>Team Name: Environmental Services</p> <p>Team Lead: Regional Manager Environmental Services</p> <p>Approved by: Regional Lead – Corporate Services & Chief Financial Officer</p>	<p>Reference Number: ORG.1910.PR.054</p> <p>Program Area: Support Services</p> <p>Policy Section: Housekeeping</p>
<p>Issue Date: August 26, 2021</p> <p>Review Date:</p> <p>Revision Date:</p>	<p>Subject: General Waste Management</p>

Use of pre-printed documents: Users are to refer to the electronic version of this document located on the Southern Health-Santé Sud Health Provider Site to ensure the most current document is consulted.

PROCEDURE SUBJECT:

General Waste Management

PURPOSE:

To provide daily direction of pick up and disposal of waste in a safe manner.

PROCEDURE:

1. Use appropriate Personal Protective Equipment (PPE).
2. General waste is picked up daily in all areas of a facility except in office areas.
3. General waste is collected in garbage receptacle and lined with a garbage bag.
4. General waste pick up is a combined duty between Environmental Services and Physical Plant.
5. General waste is brought to designated areas for pick up by Environmental Services and Physical Plant staff. Waste from large containers are picked up directly from the department and deposited into a wheeled cart.
6. General waste is brought to a designated holding area outside of the building which is picked up on a scheduled basis.
7. When removing a garbage bag from a Housekeeping cart or waste receptacle, staff should never hold the bag against their body or stick their hands in the bag to compress the garbage. This will prevent the chance of a sharps injury.
8. Garbage receptacle should be cleaned on a scheduled basis or as required. Receptacles in client service wards are always cleaned upon discharge.

9. When removing sharps containers from the wall or when picking up from designated areas, always ensure the containers are locked and disposed of as per facility policy.
10. Biological and recyclable waste are identified as such, and disposed of as per Southern Health-Santé Sud's procedures and policies.
11. See Waste Management protocol on all waste accumulated in a facility.