

WASTE MANAGEMENT PLAN

Purpose:

The waste disposal policy is an addition to our Health and Safety Policy to manage the impact on environment safety. The policy has been made so that the waste is disposed in an environmental friendly and sustainable manner at all times.

City University Ajman ensures that the campus waste is disposed of responsibly by using proper waste segregation mechanism at the source. Furthermore, the medical, laboratory and other hazardous waste are disposed or managed by government approved, registered waste contractors.

Aims and Objectives:

The policy aims and objectives are to:

- Ensure full legislative compliance for waste management Reducing and mitigating Infection control risk, the Health & Safety & Fire safety associated with waste management activities
- Protect the health and wellbeing of students, visitors, staff, contractors and the wider environment.
- ensure safe systems for handling, storage, treatment and disposal of all wastes generated by and within the campus.
- Reducing the environmental impacts associated with waste management activities ensure the safe handling and storage of hazardous waste in the campus.

Scope:

The policy applies to all who handle hazardous substances/waste either within the organization or as a third party supplier.

Waste Management Hierarchy

At City University Ajman, the waste management hierarchy listed below is followed in order of priority:

- **Avoid**
- **Reduce**
- **Reuse**
- **Recycle**
- **Recover**
- **Landfill**



Operation Process for Disposal of waste/scrap across campus:

To facilitate and ensure effective waste handling and management, CUA has considered integrated and/or holistic management, starting from source segregation, storage, collection/transport, and final disposal of waste, scrap.

A. Steps followed for disposing hazardous/medical/laboratory waste:

1. Source Segregation

- The key for effective management of health-care waste is segregation and identification of the waste.
- The waste is separated into infectious and noninfectious, liquid, sharp and general waste, using specific color coded bins with proper labels which is lined with double layered bags.
- Maintain records of collection and disinfection of bags before they are tied and transferred in designated storage area.
- Bags and containers for infectious waste are marked with the international infectious substance symbol.
- Appropriate containers are placed in all locations where particular categories of waste are generated.
- Instructions on waste separation and identification is posted at each waste collection point to remind staff about the procedures.
- Containers are removed when they are three-quarters full.
- Staff are strictly informed never to correct errors of segregation by removing items from a bag or container after disposal or by placing one bag inside another bag of a different color.
- If general and hazardous wastes are accidentally mixed, the mixture should be treated as hazardous healthcare waste.

2. Storage

For waste storage, there is a designated storage room with regular disinfection cycle with proper close, lock mechanism, depute dedicated sanitation workers who are trained to ensure the waste out-cycle is properly documented with no longer than minimum **2 day's** storage before collection.

3. Transport and Treatment

- Any employee or subcontractor employee who handles any type of waste will use Personal Protective Equipment (PPE) appropriate to the type of waste involved as per the Risk and Hazard Assessment.
- All disposal options are contracted out to a waste disposal vendor approved by the appropriate local and governmental regulatory organizations.
- It is make sure that the waste is timely and frequently collected and transported.
- All the disposal records of waste transports are recorded and monitored.

B. Steps followed for disposing electronic/maintenance waste:

As per the Facilities and Maintenance policy all replacements/obsoleting any technological or laboratory equipment as well as other instructional or support equipment has to be acknowledged and inspected via the Engineering and Finance Department as defined in the manual.

Based on the category of equipment Engineering or IT will take necessary actions that are to be carried out to replace or repair worn-out assets timely as per the considerations of the efficiency rate and yield.

To avoid e-waste, the outdated electronics are put on buyback as per norms, and new items are procured as per below procedure:

- The worn-out assets are first checked if there is an active warranty against it. If in warranty, the respective companies are contacted for repair/replacement.
- If not in warranty and can be repaired by inviting other vendors for quotations to restore the assets.
- If it cannot be repaired/replaced, a scrap disposal report is generated and sent for finance and management approval stating the cause and details. Upon approval, scrap vendors/buy-out as per norms is done.
- Later the items which need to be replaced are sent to procurement with detailed specifications and BOQ for procuring it.