



Work Instruction : Sanitary Waste Disposal

Introduction:

CSCS prides itself on being at the forefront of environmental issues, which is why CSCS campus sites have a well-controlled waste disposal system. The correct disposal of sanitary waste is important as it is to protect people's health and to provide a safe work environment.

Scope:

This procedure encompasses the preparation and maintenance of removing sanitary waste from areas serviced by Charles Sturt Campus Services Limited

Purpose:

The purpose of this procedure is to provide CSCS Limited cleaning staff with a reference tool and guideline for removing sanitary waste.

Safety Guidelines:

Read SDS for appropriate chemical before using

CSCS Online Induction Series

Safety around sharp objects is paramount. If sharps/ needles are found in with the sanitary waste, call your supervisor as soon as possible. (don't touch).

NB: Always assess each job for dangers and hazards. Never place yourself or others at risk. If unsure please see Supervisor prior to commencing work.

Recommended Equipment :

- Personal Protective Equipment (PPE)
- Specialised scented liners
- Standard bin liners (and spare)



Procedure

Process step 1

Assess

Work schedule for frequency

Area and identify hazards (report any issues - refer to CSCS Injury /Hazard/ Incident Report Form)

Check equipment for safety, source recommended equipment. Place PPE gloves on.

Process step 2

Empty and clean sanitary bins as per cleaning schedule requirements, monitor bins and empty sooner if full or there is an offensive odour.

Process step 3

Move waste to initial collection point, which is usually the wheelie bin or a designed collection area.

NOTE: it is preferred that Sanitary waste is removed in accordance with the external contractor collection days.

Process step 4

CSCS triple bag sanitary bins. The first and second liner (are the standard liners) and the third is an specialised scented sanitary liner.

Process step 5

To dispose of waste, Lift the lid, pull out the second standard liner along with the specialised scented liner and tie a knot securely.

Process step 6

Whilst performing waste removal ensure liners are not torn or damaged, re-bag if liners are torn or damaged.

Process step 7

Return the bins once emptied to the relevant building. Wash your hands after disposal of waste bins.

References:

Charles Sturt Campus Services Limited online Induction series

Charles Sturt Campus Services Limited staff resources www.csu.edu.au/enterprise/cscs