

Environmental Sustainability Policy – *Resource Efficiency and Waste*

1. Purpose and Scope

Charles Sturt Campus Services (CSCS) views responsible waste management as essential to reducing its environmental footprint and to providing a safe and healthy work environment for employees, students, volunteers, visitors and consumers. This policy has been developed under the banner of the CSU Sustainability Statement and in alignment with the Learning in Future Environments (LiFE) Index definitions of best practice and the action plan for the Resource Efficiency and Waste framework. This policy supports the ongoing implementation of CSU's *WarOnWaste* campaign which launched in August 2017.

2. Definitions

Sustainability - Meeting the needs of the present without compromising the ability of future generations to meet their own needs. (Brundtland Commission Report, 1987)

Waste separation - is the process of separating waste at the point of generation and keeping types of waste separate during handling, accumulation, interim storage and transportation.

Types of Waste

Clinical waste has the potential to cause sharps injury, infection or public offence. It can include sharps and blood-stained waste, human tissue and laboratory waste

Related waste is contaminated with cytotoxic, pharmaceutical, chemical or radioactive materials.

Cytotoxic waste may be contaminated with a cytotoxic drug which has been used in the preparation, transportation or administration of chemotherapy.

Pharmaceutical waste includes expired or discarded pharmaceuticals, filters, or other materials contaminated by pharmaceutical products.

Chemical waste is generated from the use of chemicals in medical applications, domestic services, maintenance, laboratories, during sterilisation processes and research.

Radioactive waste is contaminated with radioactive substances which arises from medical or research use of radionuclides.

General waste is any waste that is not classified as clinical or related waste. It includes paper, plastic, glass, liquids and organics.

Hazardous waste includes *clinical waste* and *related waste*.

Waste management is the collection, transport, processing, recycling or disposal, and monitoring of waste materials. The term usually relates to materials produced by human activity, and it is generally undertaken to reduce the effects of waste on health, the environment or aesthetics and to recover resources through recycling.



3. Principles

A range of waste management strategies is undertaken by CSCS to create a safe, secure and environmentally friendly workplace.

The prevention and minimisation of waste material being created is an important method of waste management as part of the CSU WarOnWaste. CSCS uses additional waste reduction strategies including:

- minimising the procurement of single use items (e.g. straws, disposable cups, plastic bags etc.)
- the reuse of products;
- repairing broken items instead of buying new; and
- purchasing recycled products or more environmentally sustainable products where appropriate (e.g. refillable cartridges, Green chemicals, reusable/compostable/biodegradable products such as cotton instead of plastic shopping bags, disposable vacuum bags).

4. Outcomes

Desirable operational outcomes across CSCS include:

- reduced waste and pollution, including greenhouse gas emissions;
- reduced resource consumption through sustainable procurement, improved design, efficient use and prudent practices;
- improved energy efficiency and reduce overall energy use;
- increased resource recovery and reduce waste to landfill; and
- improved water efficiency and reduce overall water use.

CSCS maximises conservation of natural resources and minimises environmental harm through an effective waste management system of recycling and reusing waste products where ever possible.

CSCS actively promotes the use of effective waste management strategies and waste is disposed of safely in a way that least harms the environment.

All staff are supported and encouraged to participate in waste management.

5. Functions and Delegations

Board of Directors

Endorse Environmental Sustainability Policy.

Compliance with Environmental Sustainability Policy.

Management

Compliance with Environmental Sustainability Policy.

General Manager

Ensure Environmental Sustainability Policy aligns with Occupational Health & Safety and Infection Control Policies.

Establish and implement systems for waste management.

Ensure Environmental Sustainability policies and procedures are effectively implemented.

Zone Managers/Senior Supervisors

Responsible for management and implementation of all procedures related to waste management.

Staff

Compliance with Environmental Sustainability Policy.

6. Risk Management

Risks involved with waste management are regularly assessed, identified and managed.

Employees are trained in waste management, including becoming familiar with types of waste and appropriate, safe handling and disposal methods.

Personal protective equipment is accessible available as required.

Appropriately qualified staff supervise handling of *related waste*

CSCS acknowledges that different materials require a different waste management approach and investigates appropriate avenues for disposal, particularly where waste may be dangerous and/or hazardous.

7. Policy Implementation

Responsible waste management is a shared, day-to-day responsibility. Mechanisms are in place to monitor implementation of this policy.

This policy applies to all staff, external waste contractors and consumers of CSCS. Removal of waste from the **CSCS** premises includes general waste, paper and cardboard, redundant furniture and fittings, mobile phones and toner and ink printer cartridges.

8. Policy Detail

CSCS is committed to maximising conservation of natural resources and minimising environmental harm from waste and the disposal of waste. Recycling and reusing waste products, and safe disposal of waste, contributes to an effective waste management system.

8.1 Reduction of Consumption

All staff are responsible to reduce consumption, conserve energy, reduce fossil fuel consumption, and reduce air pollution through strategies such as:

Preventing the need to use energy

- Making sure equipment is the right size for the job.

Minimising use

- Minimising expenditure on space heating
- Minimising the use of hot water.
- Turning off lights and equipment when not operating.

Use of efficient equipment, lighting, heating and vehicles

- Using energy efficient office equipment and power saving functions
- Using the most efficient motor vehicles
- Using the most efficient lights - triphosphor tubes are cheaper to run than fluorescent lights.

Using fuels with the least greenhouse impact

- Investigating alternative energy sources such as solar hot water, bio-ethanol and wind energy
- Using a clean fuel such as LPG or methanol.

Supporting green purchasing

- Purchasing items with reusable, recyclable, or no packaging
- Requiring suppliers to quote the energy consumption and costs of new equipment

8.2 Waste Minimisation

All staff minimise waste through strategies such as:

Reducing waste

- Quantifying the waste produced
- Examining each work process steps to determine where wastes are produced and to devise measures for waste prevention or reduction
- Devising ways of reducing waste with employees so they too can share in the savings (for example rewards for employees who reduce waste)
- Partnering with a waste management contractor to assist with waste minimisation.

Reusing

- Reusing drums, cartridges and containers where possible.
- Selling or donating waste to other organisations.

Increasing recycling

- Segregating wastes wherever possible to aid recycling and provide an indication of why waste is forming
- Investigating alternative uses for organic waste that cannot be reduced or reused, e.g. composts or convert the waste to energy
- Diverting recyclable wastes from the general waste, identifying recyclers or waste disposal contractors and organising regular collections

8.3 Waste Disposal

CSCS employees dispose of waste in accordance with the Move Waste and Recyclables Work Instruction.

General waste handled with appropriate care.

Clinical waste handled by trained personnel using appropriate personal protective equipment.

Handling of related waste is supervised / undertaken by qualified personnel using appropriate personal protective equipment.

9. Monitoring and evaluation

Develop specific, measureable, achievable and time-bound key performance indicators around waste reduction strategies. This is to be done in consultation with key CSCS stakeholders. Seek opportunities to share this data with student facing areas including CHEERS, Res Life and CSU Green.

10. Training and Support

Build capacity by encouraging CSCS staff to undertake ELMO training module 'Sustainability @ CSU'. Maintain links with the CSU Green Office to provide ongoing support and engagement opportunities.

11. References + Resources

CSCS Work Health and Safety Policy

CSCS Work Instructions

Work Health and Safety Act 2011 (Commonwealth)

Model Work Health and Safety Regulations 2011 (Cth)


CSU Sustainability Statement

CSU Sustainable Research Guidelines 2019



SIGN OFF

Company Representative:

Signed:  **Date:** 14-03-2019

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