



## Waste Handling Policy

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Frank Barnes Limited aim to continually improve out waste management, to increase re-use and recycling and to minimise landfill to meet accepted environmental best practice.

Waste streams are segregated in each department to ensure that recyclable waste is separated from non-recyclable waste. Non-recyclable waste is collected in a general skip in the yard area and transported to landfill when full.

**Offices Waste Procedure:** All paper and cardboard is collected in the recycling box in the office and emptied into the waste paper and cardboard skip located in the yard. Paper of a sensitive nature should be shredded first before being emptied into the recycling skip. Empty printer cartridges are collected in the recycling box sited within the main office and collected once the box is full.

### **Yard Waste Procedure:**

**Metal waste** is sorted and stored in the appropriate place:

Titanium swarf waste is stored separately in the designated area to prevent ignition.

Precious metals are segregated and stored in the Brass shop, until prices are favorable, and then sold.

Other metal waste is stored in the appropriate, designated, area until it is sold on.

Large items of scrap metal are cut and stored in the designated area and smaller items may be baled to ease handling and storage.

**General waste** is sorted by manual and mechanical means at the waste station. Recyclable items are stored in the appropriate area until sold on; landfill is kept to an absolute minimum.

Wood is collected and loaded into an ejector trailer from where it is taken to be recycled into sawdust and shavings.

**Hardcore waste:** is crushed using the crusher and screening plant on site. It is graded and sold on for construction purposes. Dust is kept to a minimum by the use of water sprays and operations are subject to Local Authority restrictions.

**Litter** is kept to a minimum by covering filled skips when the weather is windy. The waste sorting area is enclosed on three sides by high walls to prevent paper etc. from blowing away. Employees are aware of the impact that litter can have on our surroundings and will take all necessary steps to prevent it.

We will communicate and promote our waste principles within the company to improve understanding and compliance, by implementing an in-house training programme.

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Managing Director

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