

Fact-sheet - How to establish a waste management training?



What is the objective?

Why workers should be trained on waste management?

- **To be aware of** the types of waste generated on-site and to be able to identify hazardous waste¹;
- **To be instructed** about how to safely collect and store the waste;
- **To participate** to the implementation of good practices to improve the waste management.



How to achieve this objective?

Step 1: Identify who should be trained, what should be the content of the training, what will be the frequency of the training and what records you have to keep after each training. Example:

Trainees	All the workers/cleaners with tasks and responsibilities related to the waste handling and storage.
Content of the training	What are the different types of waste generated by the factory? Which wastes are hazardous? How to handle hazardous waste in a safe manner? What are the risks for health when handling hazardous wastes? How to store the waste? What are the specific instructions to follow for particular waste (e.g. medical waste, etc.)? Etc.
Frequency	According to law or within 1 month from the arrival of new workers (with tasks and responsibilities related to the waste management) and once or twice a year.
Records	<u>List of participants</u> + <u>summary of content</u> + <u>dated</u> records.

Step 2: Create visual and easy to understand presentation for the training content. See examples of slides below:

Waste management training

WASTE CANNOT BE BURNT ON-SITE

- On-site land filling or burning of waste can increase levels of **contamination in the soil and groundwater**, increase emissions of **smoke into the air** and cause health hazards.




Waste management training

DON'T THROW EMPTY CHEMICAL DRUMS WITH OTHER WASTE TYPE





- **Appoint** a manager with experience and knowledge about waste management to be the trainer;
- **Assess** the knowledge of the workers after the training through written quizzes.



Common non-compliances

Irrelevant training content

The factory has a waste management training presentation but the content is not adapted to the real situations the cleaners/employees face when requested to collect and store the waste on-site. For example, the presentation shows how to handle some types of hazardous wastes not generated on-site and types of waste the workers have to deal with are not mentioned in the presentation such as medical waste, wasted oils, electronic waste, etc. The factory has to make sure the training content is adapted to the production site waste generation characteristics. The learning from the training must be applicable in the daily tasks of the employees/cleaners in charge of the waste management.

¹ Hazardous waste: waste that because of its quantity, concentration, persistence or physical, chemical or biological characteristics may cause or significantly pose a substantial or potential hazard to human health or the environment when improperly treated, stored, transported or disposed.