

## Overview

This standard is for those who sort and prepare recyclable materials in readiness for re-processing. This includes ensuring that recyclable materials are the correct quality and that any documentation is completed as well as identification of materials which are not suitable for recycling.

## Performance criteria

- You must be able to:*
1. identify materials that are suitable for processing and confirm that they conform to the required quality standards
  2. carry out the required sorting methods and processing methods in accordance with approved procedures and practices
  3. identify materials suitable for recycling and those that cannot be recycled and separate and treat in accordance with approved procedures and practices
  4. prepare, check, maintain and use equipment for sorting and processing materials for recycling within area of own responsibility
  5. select and use appropriate personal protective equipment (PPE) in accordance with approved procedures and practices
  6. respond to any incidents during operations promptly, safely and appropriately in accordance with approved procedures and practices

## Knowledge and understanding

- You need to know and understand:*
1. the different methods of sorting recyclable materials
  2. the processes required to recycle certain materials
  3. your role and responsibilities during re-processing and sorting work
  4. the reasons certain materials are suitable and not suitable to be recycled and how to treat non-recyclable material
  5. the equipment needed to sort and process materials for recycling and how to prepare, check maintain and use it within area of own responsibility
  6. your own responsibilities and implications for your own work in accordance with health, safety and environmental legislation
  7. the importance of asking for assistance if a problem arises
  8. the range of personal protective equipment (PPE) required during processing and sorting work
  10. the hazards and risks associated with machinery used for sorting and preparing materials for processing

## Sort and prepare recyclable materials for re-processing

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**Suite** Waste Management

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