

## Manually collect waste

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### Overview

This Standard defines the competence required to collect waste safely in accordance with your organisations guidelines. You will be collecting waste manually but will also need to be able to operate equipment and machinery safely and with due care and attention to others as well as yourself. This Standard is aimed at those who collect waste manually, either kerbside collections, waste bin collections or other manual means of collecting waste

## Manually collect waste

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### Performance criteria

#### You must be able to:

##### Collect waste

1. follow all health and safety and work procedures and instructions throughout the collection process
2. make sure that a route risk assessment has been provided and there is safe access to the waste to be collected
3. collect waste, using manual handling techniques, in a safe manner avoiding the risk of injury to self and others
4. reject waste and respond to non-conforming waste in accordance with organisational procedures
5. use Personal Protective Equipment (PPE) in accordance with organisational procedures
6. check and confirm containers contain the correct classification of waste
7. use the proper manual handling techniques for the different types of containers
8. leave the designated collection area clean and safe

##### Operate equipment

9. follow risk assessments and organisational and manufacturers procedures to operate machinery and equipment safely
10. report faults and defects as soon as possible in line with operational procedures
11. work in a manner which reduces the risk of injury and disease to self and others, and avoids risk of harm to self, others and the

## Manually collect waste

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environment

Use and communicate information

12. give and request information to and from designated person

13. check the collection documentation is accurate and complete

Resolve problems which arise from collecting waste

14. report promptly any circumstances which affect the collection of  
the waste, in accordance with operational procedures

15. report any damage which results from the collection process,  
in accordance with operational procedures

16. resolve problems within your limits of your own responsibility  
behaviour which underpins effective performance

## Manually collect waste

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### Knowledge and understanding

#### You need to know and understand:

##### General

1. the classifications and types of waste
2. the potential hazards associated with different wastes relevant to the job role
3. how to identify work-related hazards and risks
4. details of operational procedures and documentation
5. how to work constructively with colleagues and other people and resolve disagreements
6. operational procedures and why it is important to comply with them
7. how to use personal protective equipment (PPE) in line with operational procedures
8. the limits of the job responsibility when communicating with others

##### Collecting waste

9. waste collection schemes relevant to the organisation
10. how to correctly respond to non-conforming waste
11. the safe working areas and hazards associated with loading waste
12. the characteristics of different types of collection receptacle and how to handle them
13. how to avoid the risk of injury and disease
14. how to minimize the risk of harm to oneself and the environment
15. how to respond to hazardous waste

## Manually collect waste

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- 16. how to respond to unsuitable and damaged collection equipment
- 17. the reasons for rejecting waste
- 18. information required for the completion of organisational documentation
- 19. equipment operating procedures and the importance of carrying them out correctly

## Manually collect waste

Developed by	Energy & Utility Skills
Version Number	2
Date Approved	01 Nov 2017
Indicative Review Date	01 Nov 2021
Validity	Current
Status	Original
Originating Organisation	Energy & utility skills
Original URN	wo04
Relevant Occupations	Public Services, Waste Operative
Suite	Frontline Environmental Services
Keywords	Manual; Collection; Waste; Classification; Waste collection schemes; Hazardous waste