

Worksite: _____ Instructor: _____ Date/Time: _____

Topic C028: Disposal Areas

Introduction: During most work projects, significant amounts of scrap, rubble, refuse, and trash are generated. If the waste is left haphazardly strewn about the work area, the waste may become a hazard to those working in the vicinity. Designated disposal areas are the key to keeping work areas free of debris and eliminating hazards caused by debris.

Definition: A designated disposal area is the area designated to temporarily contain debris, trash, scrap, rubble, etc. This area should be located safely away from high traffic areas.

Follow these guidelines to help keep the workplace free from unsafe clutter and debris:

- **In order to keep** the work area free of accumulated waste and debris, every worker needs to do their part and pick up after themselves. If the work area is littered with everyone's refuse, these conditions will soon lead to injuries.
- **Clearly identify** and communicate the designated disposal area to all workers. It is good practice to post barricades, signs, and/or "tape off" the designated disposal area.
- **Avoid creating** tripping hazards with the accumulation of debris around the designated disposal area.
- **The area should** be conveniently located so that material can be easily disposed of; however the designated disposal area should be located so that it is out of high traffic areas.
- **Avoid the possibility** of hitting a fellow worker with flying debris by not throwing the material to the disposal area.
- **Take special care** when removing debris from a roof or elevated surface.
- **Dumpsters and garbage cans** are to be used when appropriate.
- **Properly dispose** of food or material which attracts insects and animals.
- **Remove all** protruding nails, screws, staples or other objects from lumber and other building materials, to avoid hand injuries when handling.
- **If you choose** to burn discarded material, take special care to gain proper permits and ensure that you are **not** burning inappropriate material.
- **Do not throw or pour** hazardous material into the waste disposal area. Hazardous material should be properly disposed of (never pour hazardous material down drains, into dumpsters, on the ground or in portable toilets).
- **Separate** long scraps and material to be recycled for later re-use (i.e. pallets).
- **Store and stack** material so that there is a clear path around and between works areas.
- **Frequently remove** the waste accumulated at the designated disposal area. If the area is allowed to pile up, even for a few days, the work area becomes a cluttered, unsafe environment.

Remove all protruding nails, screws, staples or other objects from lumber and other building materials to avoid injuries when handling.

Conclusion: It is everyone's responsibility to promote a clean, hazard free work environment; by taking the time to create and enforce a designated disposal area the workplace will become cleaner and safer.

Employee Attendance: (Names or signatures of personnel who are attending this meeting)

These guidelines do not supersede local, state, or federal regulations and must not be construed as a substitute for, or legal interpretation of, any OSHA regulations.