## Appendix 11

## **Form for material and waste management plan during construction**

Instructions are reported in this manner. Can be deleted when the plan is filled in.

|  |  |
| --- | --- |
| Administrative information | |
| Property designation | Address |
| Property developer | Address |
| Project Supervisor’s contact person | Address, telephone, mobile telephone, email |
| Quality manager | Address, telephone, mobile telephone, email |

|  |  |  |
| --- | --- | --- |
| The contract | | |
| Contractor | Site manager | Tel., email |
| Address | Waste management manager | Tel., email |
| Short description of the scope of the contract | | |
| Contract work form | Start date | Completion date |

### Manage material and waste for a circular economy

The contractor shall manage material and waste for the circular economy. i.e.:

* Carry out waste sorting at least according to basic level. See below.
* Minimise the production of waste on the construction site.
* Check the following during rounds:
  + Is there a designated site and weather protection for storage of material?
  + Do waste containers have clear signs?
  + Is the waste sorted correctly?
  + Is the construction site free of rubbish?

State how statistics will be reported, and at what intervals. State any additional requirements.

#### Hazardous waste

The handling of hazardous waste and other residual products is described in general in Appendix 1 to the Resource and Waste Guidelines (List of hazardous waste).   
The table below provides information for the contract.

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Completed by the contractor | | | | | | | | | |
| **Waste class** | **Waste code** | **Estimated quantity** | **Handling/storage** | **Stored quantity** | **Transporter** | **Recipient** | **Received quantity** | **Verification** | **Comment no.** |
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#### Comments

**For contractor**: State, for example, inspected authorisation for transporters and recipients.

#### Occupational health and safety risks during waste management

State here if there are occupational health and safety risks during waste management.

#### Material for reuse and packaging material included in the reuse system

State how standard pallets should be handled to ensure reuse. State how cable drums should be handled. State how excess material should be handled.

#### Other waste

The entered waste type is the basic level according to the Resource and Waste Guidelines. Fractions in addition to the basic level can be selected from Appendix 4 to the Resource and Waste Guidelines (Waste fractions – overall list).

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Completed by the contractor | | | | | | | | |
| **Waste class** | **Waste code** | **Handling/storage** | **Quantity removed** | **Transporter** | **Recipient** | **Received quantity** | **Verification** | **Comment no.** |
| Wood |  |  |  |  |  |  |  |  |
| Combustible materials |  |  |  |  |  |  |  |  |
| Plastic for recycling |  |  |  |  |  |  |  |  |
| Plaster |  |  |  |  |  |  |  |  |
| Scrap and metal |  |  |  |  |  |  |  |  |
| Mineral soils |  |  |  |  |  |  |  |  |
| Excavation soils |  |  |  |  |  |  |  |  |
| Mineral wool |  |  |  |  |  |  |  |  |
| Corrugated cardboard |  |  |  |  |  |  |  |  |
| Paper packaging |  |  |  |  |  |  |  |  |
| Glass packaging |  |  |  |  |  |  |  |  |
| Plastic packaging |  |  |  |  |  |  |  |  |
| Metal packaging |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |

#### Comments

#### Waste sorting

**For contractor**: State deviations from sorting into fractions according to the basic level and any other supplementary information.

State in the table or here with a descriptive text which residual products the contractor handles itself for recycling (e.g. waste from installation).

#### Receptacles/containers and positioning of these

Report also on drawing. Also describe changes depend on the stage of the construction process. Fractions occur at different stages of the process.

#### Logistics and procedures

|  |
| --- |
| Appendices |
|  |

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| --- |
| Other information |
|  |

|  |  |
| --- | --- |
| Project supervisor signature | Contractor signature (at final report) |
| Place and date | Place and date |
| Telephone | Telephone |
| Signature | Signature |
| Name in block capitals | Name in block capitals |