Appendix 13

### Inspection points during environmental rounds to minimise waste

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|  | **Deviation** | **Comment, observation** |
| **Material storage**   * Is the material stored protected from the weather, i.e. not exposed to water and moisture which can damage it? * Are deliveries coordinated so that material is immediately brought indoors and not left outdoors for long periods? * Is the material inspected on delivery so that no material delivered is unusable? * Is there a designated place for storage, and are the correct quantities of material present for ongoing work? * Are plasterboard sheets stored on three supports instead of two to avoid the lowest sheets becoming bent and unusable? * Is there a specially designated place for collecting standard pallets for reuse? | * YES * NO |  |
| **Spill protection**   * Is a mixing station used, for example for mixing mortar, to avoid splashing already installed or stored material? * Is liquid material stored in troughs to avoid spills? | * YES * NO |  |
| **Clean and tidy**   * Is the workplace kept clean to avoid getting material dirty? * Are there vacuum cleaners adjacent to saws? This significantly facilitates keeping the workplace clean. | * YES * NO |  |
| **Waste handling**   * Is there a designated place for sorting of hazardous waste? * Is waste management simple and easily accessible? * Is it possible to sort into the agreed fractions? * Are there signs on waste containers that clearly indicate the fractions they should contain? * Has the waste been sorted correctly (visual inspection)? | * YES * NO |  |