Appendix 7

**Recommendations for AF texts for waste management during a demolition contract**

This appendix contains recommendations for AF texts to fulfil industry standards. The recommended AF texts shall be adapted to the current project. Unused headings shall be deleted.

Advice and instructions are marked with *AI and italic font*.Italicised text should be removed. Other text represents recommendations for requirement text and can be used as it is or modified.

These administrative regulations adhere to AMA AF 12

AF ADMINISTRATIVE REGULATIONS

AUA GENERAL ORIENTATION

*AI: The texts are written for contracts in which the General Provisions for construction, civil engineering and installation works (AB 04) apply.*

*These texts provide a supplement to AMA AF 12 and are primarily usable for reconstruction and demolition contracts.*

*Codes and headings are stated for execution contracts. For turnkey contracts, see corresponding codes and headings in AMA AF 12.*

AFA.4 Explanation of terms

AI: *If the terms material inventory or material and waste management plan are used, insert the following explanations of terms:*

**Material inventory**

Inventory of materials and products affected by construction and demolition works.

**Material and waste management plan**

Plan for the management of materials and products which become waste during construction and demolition works.

**Resource and waste guidelines**

Resource and waste guidelines for construction and demolition.

AFB PROCUREMENT RULES

AFB.22 List of tender specification documents

AI: *Depending on the scope and waste quantities in the demolition contract, the following documents may be appropriate to include in the tender specification:*

*As-built documentation*

*Material inventory report*

*Material and waste management plan/inspection plan for demolition
State that the quantity information in the material and waste management plan/inspection plan for demolition does not constitute a basis for the tender.*

*List of adjustable quantities for hazardous waste*

*Unit price list (can be the same document as the quantity list)*

*The following appendices to the Resource and Waste Guidelines (the appendices are available on www.bygg.org and are not attached.)*

*- Appendix 1 List of hazardous waste*

*- Appendix 2 Waste fractions during demolition – basic level*

*- Appendix 4 Waste fractions and signs – overall list*

*Client’s environmental plan*

AFB.31 Tender form and contents

*AI: How the tender will be evaluated is stated under AFB.53. The information required for the evaluation shall be included in the tender. It may become necessary to report the following information if demolition and decontamination are a significant aspect of the contract works:*

*List of previously executed demolitions and decontaminations including referees.*

*Suggestions or examples of a material waste management plan if it is not included in the tender specification (see point AFB.22).*

*Preliminary quality plan and environmental plan.*

*Description of recommended demolition methods.*

*Information on the environmental manager for the contract, name and CV according to AFC.325.*

*Site organisation in general with references.*

*The sub-contractors it is intended to engage for demolition.*

AFB.52 Assessment of bidder suitability

The bidder shall have expertise and documented experience regarding the type of work covered by the contract.

The bidder shall have access to named persons who will participate or be available during demolition and who have the training and/or experience to carry out assessments when material suspected to constitute hazardous waste is discovered.

*AI: If this person is provided by the client, the last paragraph is removed.*

AFB.53 Tender assessment

*AI: For demolition and decontamination contracts, certain expertise and experience can be of special significance during the evaluation of the tender. If this is the case it should be made clear to the bidder. Examples of criteria which can be included in the assessment of a tender:*

*- The project organisation's expertise and experience, e.g. experience of material inventory and environmental legislation.*

*- Environmental work*

*- Quality work*

*- Recommended work methods*

*State under AFB.31 which information the bidder should provide.*

AFC CONTRACT WORK REGULATIONS FOR EXECUTION CONTRACTS

AFC.1 Scope

*AI: State here whether the client or the contractor will have the responsibility for waste being handled in accordance with the legislation (see Chapter 2, Section 5 and Chapter 15, Section 11 of the Swedish Environmental Code). If it is not obvious which is responsible for compliance with the other provisions in the waste legislation, this should also be stated (see Section 4 in Appendix 18 to the Resource and Waste Guidelines).*

AFC.172 Notifications to the client

The contractor shall notify the client when dismantling and decontamination of hazardous waste has been carried out and completed.

If, during the demolition works, the constructor encounters materials or products which may be hazardous waste, in addition to what has been identified during the material inventory, the client must be notified of this immediately.

AFC.224 The contractor’s quality and environmental plan

The contractor shall draw up an environmental plan which shall be coordinated with environmental measures described by the client in the tender specification. The plan can be part of an overall project plan.

Requirements for waste management are stated under AFG.82.

*AI: State whether information about waste management should be described in the environmental plan. For larger projects this can be appropriate if it is considered that the material and waste management plan is not sufficient. It can also be appropriate to handle any goals for waste management in the environmental plan.*

AFC.242 Provision of documents and information from the contractor during the contract period

Before the work begins, the following documents and information shall be provided by the contractor:

* Name of person responsible for waste management in the workplace, no later than the start meeting.
* New or supplemented existing material and waste management plan. The plan shall
* Be based on the report from material inventory
* Report how products for reuse will be handled
* Report how waste shall be sorted and handled, including procedures, logistics and types of containers.
* Justification of any deviations from basic level for sorting. See AFG.82.
* Description of waste management in the form of containers on drawings, e.g. on the construction site arrangement plan.
* Reporting of how any decontamination will be carried out. This can be done in the material and waste management plan or in a separate decontamination plan.

*AI: The contractor can draw up a new material and waste management plan or supplement an existing one drawn up by the client. State whether the waste management plan shall function as an appendix to the inspection plan for demolition according to PBL.*

During the work, the following information and documents shall be provided to the client:

* That permits held by transporters and waste recipients have been inspected.
* Statistics *(AI: enter interval; monthly is recommended)*
* Transport documents and proof of receipt/waste receipt shall be submitted as verification for all waste.
* Deviations and additions compared to the material and waste management plan *(AI: or material inventory)* should be documented on an ongoing basis.
* Any deviations from the agreed sorting and treatment (e.g. if it has not been possible to send the waste for material recovery despite it being sorted for this purpose)

No later than the final inspection, the following information and documents shall be provided to the client:

* Compiled statistics about the weight for the respective fractions and sub-fractions according to basic level and the handling method for the respective fractions and sub-fractions as described below:
* Reuse
* Material recovery
* Energy recovery
* Disposal (landfill)

AFC.331 Start meeting

A start meeting and follow-up meetings shall be held between the client and demolition contractor.

*AI: State:*

*- whether the person who will be responsible for the contractor’s waste management shall be present and report upon the planned waste management process for the workplace.*

*- if the person who carried out the material inventory shall participate and provide information about this (in general, the material inventory consultant should participate).*

*- whether the contractor should summon the client to a start-up meeting with the waste contractor if the waste contractor is procured later.*

AFC.611 Remuneration for changes and additional work

*AI: Agree about unit prices for demolition works and waste quantities which can be expected to change in terms of scope. Attach a form for the submission of a unit price list to the tender specification.*

AFC.712 Preliminary inspection

*AI: State if preliminary inspection shall be carried out when the building is decontaminated of hazardous waste and products.*

AFG GENERAL WORKS AND FACILITIES

AFG.111 Location diagram drawn up by contractor

Proposed text:

Collection sites for waste sorting shall be reported in the workplace arrangement plan.

AFG.82 Waste collection

Decontamination and/or dismantling of hazardous waste and electrical waste shall take place before demolition as far as is practically possible.

The contractor shall follow and follow up the material and waste management plan. Work on the basis of the material inventory or material and waste management plan to ensure that all identified hazardous waste is correctly handled.

The contractor shall check that transporters and waste recipients hold permits and that the waste is handled according to the agreement with the client by obtaining proof of receipt from approved recipients on an ongoing basis.

Together with the transporter, the contractor shall draw up transport documents for hazardous waste in accordance with legislation.

Waste sorting shall take place at least according to basic level. The basic level for demolition includes the following fractions:

* Sorted products and materials for reuse
* Hazardous waste (different waste types are separated)
* Electrical waste (different waste types are separated)
* Wood
* Combustible materials
* Scrap and metal (different waste types are separated)
* Plaster
* Mineral soils
* Excavation soils
* Asphalt
* Mineral wool
* Glass

Signs shall be provided according to Appendix 4, Waste fractions and signs – overall list.

Division into fewer fractions than is required for the basic level or use of the fraction Mixed Waste for post-sorting shall be specifically justified and approved in writing by the client.

Combustible waste must be sorted out at the source unless circumstances on site make this impossible (NFS 2004:4, sections 9 & 10)

The quantity of waste sent to landfill shall be minimised.

Older plastic from demolition often contains substances that are problematic and which should not be sent for material recovery. If the content is known and approved for material recovery by the ECHA, material recovery is a possible alternative. Plastic from demolition which is not hazardous waste or which is not sorted out for material recovery is sorted as combustible.

Plaster and mineral wool is sorted out into separate fractions regardless of whether they will be sent to material recovery or landfill.

The waste should be handled according to the instructions in Appendix 4, Waste fractions and signs – overall list, to the Resource and Waste Guidelines. From this list, suitable fractions can be selected for more detailed sorting if appropriate. The planned fractions for waste sorting at source should be reported to the client.

If the contractor does not fulfil its undertakings, the client is responsible for ensuring that this is carried out at the contractor’s expense.