Appendix 9

**Recommended AF texts regarding waste management during construction according to industry standard**

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 construction 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 term “waste management plan” is used, insert the following explanations of terms:*

**Material and waste management plan**

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

**Resource and waste guidelines**

Resource and waste guidelines for construction and demolition (previously the Ecocycle Council’s guidelines).

AFB PROCUREMENT RULES

AFB.22 List of tender specification documents

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

*Material and waste management plan*

*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 3 Waste fractions during construction – 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:*

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

*Preliminary quality plan and environmental plan.*

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

*Site organisation in general with references.*

*The waste contractors it is intended to engage for waste management.*

AFB.52 Assessment of bidder suitability

The bidder shall have knowledge of resource and waste management and documented experience regarding the type of work covered by the contract.

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.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.

Material and waste management plan. *(AI: State if the contractor shall draw up a new or supplement an existing plan)* The plan shall:

* Report how waste shall be sorted and handled, including procedures, logistics and types of containers.
* Justify deviations from basic level. See AFC.224.

Description of waste management in the form of containers on drawings, e.g. on the construction site arrangement plan.

*AI: The contractor can draw up a new material and waste management plan or supplement an existing one drawn up by the client.*

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 document and proof of reception

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

* Compiled statistics following the end of the project 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)
* Total amount of waste per square metre gross area

AFC.331 Start meeting

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

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

AFG GENERAL WORKS AND FACILITIES

AFG.111 Location diagram drawn up by contractor

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

AFG.4161 Retursystem Byggpall

*AI: To set requirements for Retursystem Byggpall, contract texts have been drawn up by Returlogistik:*

*“The client is a member of Retursystem Byggpall (www.byggpall.se), which is applied on the construction site. Load carriers that the contractor brings into the work area shall be of the format covered by the return system.*

*Pallets covered by Retursystem Byggpall and which are not disposed of by the contractor shall be left at a place within the work area designated by the client. The contractor has no right to the remuneration of a deposit for the pallet.*

*Unless otherwise agreed, the contractor is responsible for removing other load carriers that the contractor brings into the work area, without delay.*

*If the contractor fails to fulfil its responsibilities as described above, the client may take the necessary actions at the contractor's cost.”*

*Retursystem Byggpall covers:*

* *1200 x 800 mm (construction pallets “full pallet”).*
* *800 x 600 mm (construction pallets “half pallet”).*

AFG.82 Waste collection

The contractor shall design for a circular economy. This means:

* Ensure that there is information on which to base the choice of materials and products regarding content either by using an environmental assessment system or by asking and assessing information at least according to the accepted industry format for eBVD.
* In the first hand choose products and materials that can be sent for material recovery and suppliers who reuse waste from installation for material recovery.
* Design so that the amount of wastage is minimised.
* Document and report choices that affect waste management to the client.
* Compile information about materials and products.

*AI: Decide how building materials shall be environmentally assessed and adjust the first point above. State the environmental assessment system for building materials to be used or state your own criteria. State the procedures that should apply for deviations.*

The contractor shall:

Check that transporters and waste recipients have the requisite permits.

Carry out a start meeting and regular follow-up meetings between the client and the construction contractor.

Minimise the production of waste on the construction site.

Waste sorting at least according to basic level. The basic level for construction production includes the following fractions:

* Packaging material included in the reuse system (e.g. standard pallets)
* Hazardous waste (different waste types are separated)
* Electrical waste (different waste types are separated)
* 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

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.

The quantity of waste sent to landfill shall be minimised.

Adapt the sorting possibilities to the stage of the construction process.

All pallets of standard format shall be reused.

Cable drums should be returned to the supplier.

Wooden packaging that is not standard pallets is sorted together with other wooden waste.

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.

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

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

The contractor shall 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?

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