

## **Waste with Value Policy**

### **1 Purpose**

- 1.1 The purpose of this Policy is to raise awareness amongst Manning Construction Ltd employees and subcontractors, that the receiving or taking (for selling or otherwise) of any waste (scrap, offcuts, etc.) is strictly prohibited.

### **2 Scope**

- 2.1 This Policy covers Head Office and any location where a representative of Manning Construction Ltd is required to undertake work.
- 2.2 The Policy covers all items of value that are utilised in construction activities or non-construction activities, and that are either owned by Manning Construction Ltd, its client's, contractors or any third parties.

### **3 Responsibilities**

- 3.1 The Managing Director is ultimately responsible for ensuring that this policy is implemented and shall ensure Manning Construction Ltd remains committed through ongoing awareness and monitoring.
- 3.2 All Head Office staff, Site Managers, and site operatives must not accept, in any circumstances, any gifts of waste from any person.
- 3.3 Site Managers must bring this policy to the attention of all employees and sub-contractors during the Construction Site Induction.
- 3.4 All Head Office staff, Site Managers, and site operatives are responsible for adhering to this policy.

### **4 Procedure**

- 4.1 Offers of waste
- If any site operative is offered waste items, they should politely refuse and tell the Site Manager to best ensure transparency.
  - If any Site Manager is offered waste items, they should politely refuse and tell the Manning Construction Ltd Project Manager to best ensure transparency.
  - If any Project Manager is offered waste items, they should politely refuse and tell the Managing Director to best ensure transparency.

### **5 Training / Awareness Requirements**

- 5.1 This policy shall be placed on the company notice board and brought to the attention of all employees and sub-contractors at Head Office Induction and Construction Site Induction.

### **6 Related Documents**

- 6.1 Statutory / Regulatory / IMS
- Manning Construction Ltd Disciplinary Procedure
- 6.2 Applicable Standard Clauses
- Clause 6.1.2 - ISO 14001:2015, Environmental Aspects
  - Clause 7.3 - ISO 9001:2015, Awareness