



HOMES AND SENIORS SERVICES

POLICY & PROCEDURE NUMBER: 2.11

DEPARTMENT: *Maintenance*

SUBJECT: *Maintenance
Procedures - Waste Management*

APPROVAL DATE: June 2015

REVISION DATE: November 2022

REVIEW DATE: July 2018; Oct. 2019; March 2022

PURPOSE:

To maintain healthful, odour free surrounding for residents, families, and staff.

To dispose of waste in adherence with local governing regulations.

PROCEDURE:

1. Collection of waste throughout the building and conveying it to a central location for disposal is the responsibility of all staff, but generally maintenance and housekeeping. The schedule for collecting waste is dependent on requirements of each department.
2. Waste must be classified as regular, contaminated, sharps and recyclable.
3. Regular waste (food, briefs) may be discarded in regular waste paper bins. Collection should be at regular intervals.
4. Contaminated waste (i.e. blood) should be disposed of in plastic bags and tied before being put in waste. (refer to Cytotoxic Waste Disposal)
5. Sharps (needles, razors) should be placed in a puncture resistant sharps container. Pharmacy will replace sharps containers when full.
6. Recyclable materials are to be separated (paper, tin glass, etc.) and put into clear garbage bags, then into allocated bins. Updated posters will be posted in each Home indicating acceptable recyclable materials.
7. Staff handling waste will follow infection control and health and safety policies.
8. Ensure the waste container area is kept in a clean and well-maintained state. Lids will be kept in the closed position on waste bins when garbage/refuse is being stored in order to keep out rodents, insects, and birds, and to keep unpleasant odours to a minimum.
9. Waste removal from premises will be by a reputable company and as per contractual agreement.



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RESOURCES:

- <http://www.eco.on.ca>
- http://www.elaws.gov.on.ca/html/Statutes/English/elaws_statutes_06c11_e.htm
- <http://laws-lois.justice.gc.ca/eng>
- <http://www.ontario.ca/ministry-environment-and-climate-change>
- <http://www.e-laws.gov.on.ca>
- <http://www.wdo.ca>
- <http://www.ec.gc.ca>