
Overview

This national occupational standard defines the competence required to comply with waste processing procedures. It involves being able to recognise where there are discrepancies and ensuring they are resolved before work is authorised. It requires diligence with regard to hazards, and taking steps to remove them in accordance with site procedures.

Performance criteria

You must be able to:

Process received waste in accordance with operational procedures

- P1 maintain personal standards of hygiene and conduct
- P2 use the designated methods when handling waste for processing
- P3 select and use the designated personal protective equipment (PPE)
- P4 confirm the waste to be processed complies with waste acceptance procedures
- P5 determine the types of waste and the methods of processing them which needs to be used
- P6 reject unacceptable waste procedures and ensure it is dealt with in the proper way
- P7 take immediate steps to deal with the spillage of waste and any release of contamination to the environment
- P8 make sure the cleanliness and hygiene of the facility is maintained at all times
- P9 comply with all health and safety and organisational procedures and instructions

You must be able to:

Use and communicate data and information to comply with waste processing procedures

- P10 verify the detail in the documentation received with the waste is correct before the waste is processed
- P11 check the process control information for treatment meets the required operational standards
- P12 record and report any defects in equipment, failure to meet processing requirements, and accidents or incidents in accordance with operational procedures
- P13 check the records which will be used for quality assurance purposes are dealt with correctly and are stored securely

You must be able to:

Resolve problems which arise from processing waste

- P14 alert the designated person promptly to emergencies and accidents which arise on the work site
- P15 follow operational procedures promptly when dealing with accidents which result in personal injury or contamination of people
- P16 take steps to ensure hazards are removed from the site and they are reported to the designated person
- P17 check that unsafe behaviour is avoided in accordance with the responsibilities of the job role and workplace procedures
- P18 report problems that arise within the job role responsibility that cannot be resolved safely
- P19 refer matters - to the designated person - that affect the integrity of the

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Process received waste

process, or which pose a health and safety risk

Knowledge and understanding

You need to know and understand:

General

- K1 the classifications and types of waste
- K2 the potential hazards associated with different wastes
- K3 how to identify work-related hazards and risks
- K4 details of operational procedures and documentation
- K5 how to deal constructively with colleagues and other people and resolve disagreements
- K6 how to use personal protective equipment (PPE) in line with operational procedures
- K7 operational procedures and why it is important to comply with them
- K8 the limits of the job responsibility when communicating with others

You need to know and understand:

Processing of waste

- K9 the waste processing procedures for the site
- K10 how to identify and determine the different types of waste received in a waste facility
- K11 the different methods of processing waste
- K12 how to determine the waste received matches the description on the documentation
- K13 how to identify unacceptable waste in deliveries
- K14 how to determine different types of waste is contained and packaged correctly
- K15 how to handle and process different types of waste and minimise risk
- K16 how to deal with accidents and emergencies resulting from spillages and contamination
- K17 how to deal with personal injury and accidents to other people
- K18 how to prevent processed waste becoming contaminated before it is despatched
- K19 the procedures for reporting hazards and removing them from site
- K20 documentation and recording procedures to comply with organisational requirements and regulations
- K21 environmental permit requirements relating to the processing of wastes
- K22 organisational procedures and requirements related to the processing of wastes

Additional Information

Behaviours

You work in a manner which:

1. recognises and acts when others need support
2. takes responsibility for resolving problems in your work area

Glossary

Process

Prepare for transfer or carry out on site treatment

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Process received waste

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Relevant occupations Public Services; Public Service and Other Associate Professionals

Suite Waste Management

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