Category A Waste Procedure

1.0 Company requirements for collection, transportation and delivery of Category A Clinical Waste to the Incinerator

- Documented risk assessment
- Documented Security Plan conforming with the requirements of 1.10.3.2 ADR2013
- Documented emergency plan
- Drivers carry photographic ID
- Drivers carry high consequence load cards
- Drivers carry Instructions in Writing documents conforming to section 5.4.3 ADR2013
- There is enhanced security training for drivers, that includes the provisions of S9 and S15 of ADR2013
- There is enhanced training for drivers on specialist handling requirements, that includes the provisions of CV13, CV25, CV26 and CV28 of ADR2013
- Drivers have up to date ADR VTC training for class 6.2

All vehicles carry the following equipment

- one portable fire extinguisher for the inflammability classes A, B and C, with a minimum capacity of 2 kg dry powder (S3, ADR2013)
- a wheel chock of a size suited to the maximum mass of the vehicle and to the diameter of the wheel;
- two self-standing warning signs;
- eye rinsing liquid; and

and for each member of the vehicle crew:

- a warning vest (EN471 standard)
- portable lighting apparatus
- a pair of protective gloves; and
- eye protection (e.g. protective goggles).

All vehicles will display the relevant placarding, in accordance with 5.3.2 ADR2013 (transport unit shall display two rectangular orange plates set in a vertical plane affixed one at the front and one at the rear of the transport unit)

- HEG will not use a third party contractor to carry UN2814 assigned waste
- HEG will provide a relevant transport document for the carriage of UN2814 assigned waste
- HEG will have a minimum of 3 alternative authorised disposal (incineration) sites available for UN2814 assigned clinical waste

2.0 Definitions

Category A Clinical Waste – an infectious substance that is transported in a form that, when exposure to it occurs, is capable of causing permanent disability, life-threatening or fatal disease to humans or animals. A list of Category A clinical waste can be found in the

UN2814 – the UN number for infectious substances affecting humans. To be used for the transport classification of Category A clinical waste affecting humans.

UN2900 – the UN number for infectious substances affecting animals only. To be used for the transport classification of Category A clinical waste affecting animals only.

Security Plan – is a requirement of the ADR for UN2814 AND UN2900; this Procedure meets this requirement.

3.0 Waste Classification, Packaging and Pre-acceptance for Category A Clinical Wastes

3.1 It is the policy of Healthcare Environmental Group (HEG) that waste containing category A clinical waste is only accepted subject to adherence to the pre-acceptance and classification measures set out in 3.2 – 3.5.

3.2 Waste containing category A clinical waste can only be accepted at incineration facilities, for disposal via incineration.

3.3 When a case or outbreak of a disease caused by an infectious substance of Category A is confirmed, the waste producer must do the following:

   a) Isolate the waste produced from the patients in question, and ensure that it is segregated from the source through to the final storage location.

   b) Consult their DGSA for advice on packaging the waste and appropriate handling precautions (e.g. personal protective equipment and disinfectant).

   c) Obtain UN approved packaging for the waste (UN 2814 or UN 2900).

   d) If waste volumes are too high to allow use of correct packaging, advice should be sought from the DGSA and the regulators. A written derogation from the requirement to use UN approved packaging for the waste must be obtained from the regulator.

   e) Contact their HEG Account Manager to alert them of the situation and discuss projected disposal requirements.

3.4 On receipt of notification that disposal of waste containing category A clinical waste is required the Account Manager must do the following:

   a) Notify the Compliance Manager that a category A clinical waste disposal is required.

   b) Provide the customer with a copy of the pre-printed consignment note for the disposal of waste containing category A clinical waste and request the relevant sections are completed and returned to the Account Manager.
c) On receipt of the completed consignment note with relevant sections completed by the producer and any supplementary information, a decision will be made by the Compliance Manager as to which incinerator site will provide the service, taking into account all relevant considerations.

d) The Site Manager of the incinerator receiving site will be notified and a delivery date will be agreed, the collection will be arranged and the Account Manager will notify the customer.

3.5 Category A Clinical Waste Classification Table.

<table>
<thead>
<tr>
<th>HEG Waste Code</th>
<th>EWC Code</th>
<th>UN Number</th>
<th>Description</th>
<th>Packaging Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>HI</td>
<td>18 01 03</td>
<td>UN 2814</td>
<td>Infectious human healthcare waste requiring incineration</td>
<td>UN 2814 approved packaging or authorised derogation</td>
</tr>
<tr>
<td></td>
<td>18 02 02</td>
<td>UN 2900</td>
<td>Infectious veterinary waste requiring incineration</td>
<td>UN 2900 approved packaging or authorised derogation</td>
</tr>
</tbody>
</table>

4.0 Collection of Category A Clinical Waste

4.1 Category A clinical Waste can only accepted for disposal at incineration sites.

4.2 Category A clinical waste can only be collected and transferred in 770ltr wheeled carts. These carts are required to have the existing UN3291 markings covered up and replaced with a new temporary marking stating “Overpack” and “UN2814”, or “UN2900” as applicable. The waste within the 770ltr wheeled bin should be double bagged and placed into sealed units (burn bins) prior to placing the waste into the 770ltr wheeled bin.

4.3 The waste consignment note should be completed and waste appropriately labelled prior to its removal from the customer’s site.

4.4 The waste consignment note with sections A, B & D completed must accompany the waste during transfer, and the driver must complete the relevant parts of section C on the consignment note at the time of the collection. The proper shipping name must be supplemented with the technical name of the infectious substance. If the infectious substances are unknown, the words "suspected Category A infectious substance" shall be used instead.

4.5 Category A clinical waste collections must be made on a dedicated stand-alone collection service. This is defined as a service where no other non-category A clinical wastes are transported in the vehicle at the same time as the Category A clinical waste, and where the vehicle returns directly from the premises the Category
A clinical waste was removed from to the arranged incineration facility where the waste will be disposed of.

4.6 When planning these collections, routes must avoid built-up areas where possible.

4.7 The driver shall report his planned departure and arrival times to his Transport Office in advance of leaving the consignor. The tracking equipment fitted to the vehicle shall be used to monitor the progress of the vehicle.

4.8 Vehicle breakdowns en-route shall be reported to the drivers Transport Office immediately and be dealt with in accordance to the arrangements in place for that vehicle.

4.9 Vehicle Incidents and Emergencies shall be dealt with in accordance with companies QHSE Emergency Plan.

4.10 Collections of category A clinical waste will also be made in accordance with any additional instructions that may be provided in advance by the customer DGSA or the regulators.

5.0 Acceptance of Category A Clinical Waste

5.1 On arrival at the incinerator plant, the driver should inform the relevant Manager that a category A clinical waste has been delivered, and provide the Waste Consignment Note.

5.2 The Incinerator plant receiving the category A Clinical wastes will use their own procedures for disposal of these wastes.

End of Procedure