

Garbage Handling and Storage SOP



What Garbage handling and storage includes managing of traditional office waste, waste collection from public trash receptacles and larger waste associated with operation and maintenance of public facilities (such as the piles of broken signs, manhole lids, etc at the maintenance building).

Who All employees who handle or manage the storage of garbage.

Why To protect stormwater from contamination by properly storing garbage. Garbage and leachate can be transported by stormwater and enter the storm drain system and receiving waterbodies.

How

DO	DON'T
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- Dispose of hazardous materials according to manufacturer's specifications.
- Cover rubbish bins to keep rubbish and leachate in and wind and rain out.
- Install berms, curbing or vegetation strips around storage areas to control water entering/leaving storage areas.
- Utilize properly-labeled recycling bins to reduce the amount of garbage disposed.
- Inspect garbage bins for leaks regularly.
- Whenever possible, use dumpsters without drain holes.
- Recycle scrap iron and steel on a regular basis. Place in scrap metal dumpster at recycle facility.
- Empty public trash receptacles weekly.
- Combine to justify more frequent pickup.

- DO NOT place hazardous wastes in a dumpster or trash bin.
- DO NOT wash down trash storage areas into the storm drainage system.