

ANNEX Q WASTE TRACKING AND MANAGEMENT FORM

	Waste Tracking and Management Form	Ver-00 DD/MM/YYYY
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Waste Breakdown														
Waste Type (e.g., cement, masonry, reinforcement, metal, excavated soil, food, tree, vegetation, office, domestic, biomedical, paint cans, chemical containers, contaminated rags etc.)	Classification (Non-hazardous/Hazardous)	Waste Disposed (kg)												
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Sub Total

Waste Breakdown

Waste Summary

Non-Hazardous Waste	Total (kg)													
Hazardous Waste	Total (kg)													
Grand Total (Non-Hazardous and Hazardous Waste) (kg):														

Records and Monitoring

Number of non-conformities identified during daily inspection and self-audit:	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N
Are there different storage facility for different waste?	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N
Are the waste containers regularly cleared?	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N
Are there adequate number of bins?	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N
Are bins colour coded for non-hazardous, biomedical and hazardous waste?	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N
Are waste collected by authorised vendors for each type of waste?	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N
Is the Training Log kept up to date?	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N
Number of non-conformities relating to waste management:														

Prepared by:		Verified by:		Approved by:	
Signature:		Signature:		Signature:	