

Material handling and housekeeping

What?

- poor storage and handling of materials creates unnecessary waste, is a loss of resource and is very costly
- poorly stored materials increase the risk of pollution incidents and slips, trips and falls.

Why?

- **avoid waste:** reuse of materials reduces the requirement for new materials
- **reduce costs:** waste costs money – not only the cost of replacing materials, but also the disposal cost of those that are damaged
- **reduce pollution risk:** good storage reduces the risk of spills
- **reduce safety risk:** a tidy site is a safe site
- **public relations:** good housekeeping creates a positive image to the general public.



Questions

- 1 Where are the waste storage areas on this site?
- 2 What should be done with surplus materials and off-cuts?
- 3 What can be done to make sure that materials are not damaged or contaminated before they are used?

Do

- ✓ avoid double handling as much as possible: less effort, less damage, less waste
- ✓ supervise the delivery of materials to ensure correct location and method of storage
- ✓ check that a material is fully used before starting a new batch. Use off cuts where possible
- ✓ return to storage any materials that have not been used at the end of the day
- ✓ reuse formwork as often as practically possible
- ✓ designate an area for surplus concrete – it can be crushed and reused
- ✓ pick up litter.

Don't

- ✗ place materials in areas where they can be damaged by vehicle and plant movements
- ✗ store or leave unprotected any materials that can be damaged by weather (eg cement bags)
- ✗ over-order materials
- ✗ put materials in a skip if they still have a use
- ✗ use new lengths of pipe or cable for short pieces of work
- ✗ store together any materials that can contaminate each other.

Title:

Given by:

Date:

Site:

Name	Company	Signature

Developed from W045 Environmental Toolbox talks
Date issued: November 2015

