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|  **All Sites Fly Tipping**  | Procedure No.005 |
| Amendment No  | Action  | Review Date  |
| 02 | First Issue  | January 2023 |
| 1. | SCOPE : FLY TIPPING  |
| 2. | PROCEDURAL DETAIL. Purpose: To advise what to do in the event of any fly tipping being discovered on site.  |
| 2.1 | If fly tipping is observed, then in the first instance site management must be informed who will then take charge of the clean up operation. The site management will also inform the relevant departments within the company about the fly tipping on site.The waste should be disposed of in either the general waste bins or special waste skips both of which are located on site. If hypodermic needles are found no attempt should be made to move the wase, the site manager should be contacted immediately who will arrange for them to be removed. All tipped materials should be examined to determine the nature of the waste, this should be done using shovels and the correct PPE must be always worn, this includes gloves and boots. If the waste is deemed to be hazardous i.e. asbestos, then a specialist contractor should be contacted by the site manager to arrange disposal of the waste.  |

**DO NOT PROCEED WITH ANY TASK UNLESS SAFE TO DO SO**

I Authorised by Site Manger/ Director I I Date