

MATERIAL & EQUIPMENT SELECTION POLICY 2025

This policy does not form part of any employee's contract of employment and we may amend it at any time. Breaches of the policy may result in action being taken under our disciplinary procedure.

The management team of Central Industrial Services Limited, has been involved in waste management for over a quarter of a century and began trading under the C.I.S. Limited name in 1990. The board of directors and senior management group have been instrumental in ensuring that the company is dedicated to being among the leaders' in special materials handling.

Their commitment manifests itself in the way operations are carried out, i.e. in a professional and responsible manner such that dangerous occurrences, damage to equipment and pollution to the environment is prevented. This policy will be enhanced wherever possible, ensuring there is no adverse effect on human health.

The scope of the service, which the company provides mainly within the chemical and materials manufacturing industries and local authority sectors is: materials handling and the transportation and disposal of waste materials including hazardous and special wastes.

The company will continue to invest in research, development and training to ensure that the implementation of handling more hazardous wastes, are all carried out effectively and professionally within all safety constraints and adhering to all legislation such as the EP act 1990 duty of care, the control of substances hazardous to health regulations COSHH (1988 and amendments 1994,2002), CHIP regulations (2009), LOLER (1998), the carriage of dangerous goods (2004), DGSA (2000), the dangerous substances and explosive atmosphere regulations (2002) and all pertinent safe systems at work regulations, in addition the company shall remain aware of the requirements, updates or repeals of the following legislation. The ER act (1996) and (2002) plus working time directive, the EP act (1990), and (1995) assigned to SEPA DEFRA.

The company will operate in a manner designed to minimise risk and ensure the protection of its employees and equipment, the general public and the environment. Safe methods of working will be a continuing development and will be enshrined in the company's Safe Operating Procedures, check lists, method statements, manual handling assessments which relate to each specific activity, including actions to be taken in emergency situations.

In the event of a client contacting our company and requiring chemical, hydrocarbon, flammable, pyrophoric material to be removed by ourselves on their behalf a COSHH data sheet of the product and or an analysis of the waste will be required to allow our technical department to assess the pump, hoses, tanker, vessel, drums, IBC's, specialised PPE etc that would be required to safely control, move, safely package and label the waste.

The technical department headed by Mr J G McGillivray, Technical Director or his deputy in his absence will confirm the material strength, temperature, quantity and any other relevant information that would allow the equipment to be selected, a specific assessment would be compiled and all senior team and operatives working with the material would be made fully aware of their roles and responsibilities and the potential hazards associated.

When working with non-standard waste streams and products the Standard Operating Procedures, job card check lists, specific tool box talk, DGSA information, ADR regulations will be adhered to.

The company will ensure that every employee understands that working with chemicals and non-standard wastes are extremely dangerous and when working with these materials **must be** treated task specific.

The waste disposal facility or product receiver will be made fully aware of the container size, material strength etc, prior to transporting on the road. This will ensure the material can be removed safely and treated or used accordingly.

The Institute of Waste Management to which the company has membership provide the company with information and assistance throughout the year together with HSE publications and other learning occurrences ensure Central Industrial Services are able to continue to improve our procedures with regards to this policy.

The company has the systems in place to facilitate:

1. The systems in place to select the appropriate equipment to undertake special waste and materials product handling.
2. The expertise to ensure task specific assessments are carried out and presented to the workforce prior to undertaking any duty.
3. The conducting of on site audits and ensuring corrective and preventive actions to ensure effective and continually improved control mechanisms.
4. The identification and trace-ability of the nature, scale and impacts of our activities and the establishment of benchmarks for these.

The Dangerous Goods Safety annual reports, which the company advisor has produced since 2000, provide a sound foundation for ensuring performance reports, which can be available for external verification.

Signed



JG McGillivray – Technical Director

Date 06/01/2025