

Green Shifts Waste Management Site Checklist

V-1-2026

Name of the Project _____
Site Location: _____

1. A. Pre-Construction Planning

- Waste management responsibilities assigned (site supervisor identified)
- Zero Wastage Regime Policy explained to site team and contractors
- Material quantities reviewed to avoid over-ordering
- Construction drawings checked for dimensional coordination to reduce off-cuts
- Storage areas planned to protect materials from damage and weather
- Waste segregation plan communicated to site staff

2. Material Storage & Handling

- Cement, aggregates, and finishing materials stored on raised, dry platforms
- Steel, blocks, and bricks stacked properly to prevent breakage
- Materials protected from rain, dust, and contamination
- First-in, first-out principle followed for material use
- Damaged materials identified early and isolated

3. Waste Segregation on Site

- Separate areas provided for:
 - Reusable materials
 - Recyclable materials
 - Residual waste
- Clear signage used for waste segregation areas
- Mixing of reusable/recyclable waste with general waste avoided
- Hazardous waste (if any) stored separately and safely

4. Construction Practices

- Cutting and mixing done accurately to minimize waste
- Formwork reused where structurally safe and appropriate
- Leftover concrete or mortar managed to avoid unnecessary disposal
- Excess excavation material assessed for reuse or safe disposal
- Unauthorized design changes avoided to prevent rework and waste

Date: _____
Checked by: _____

E. Reuse and Recycling

- Reusable materials identified and stored for later use
- Broken bricks/blocks reused where technically acceptable
- Packaging materials reused or returned to suppliers where possible
- Recyclable waste transferred to approved recycling channels

F. Waste Disposal

- Only unavoidable waste sent for disposal
- Disposal carried out in accordance with local regulations
- No uncontrolled dumping on or near site
- Disposal records maintained where applicable

G. Site Cleanliness and Monitoring

- Site kept clean and free from unnecessary debris
- Daily or weekly waste checks conducted
- Causes of excessive waste identified and corrected
- Site team reminded regularly of waste reduction practices

H. Compliance and Sign-Off

- Site practices aligned with Green Shifts Zero Wastage Regime Policy
- Non-compliance issues documented and addressed
- Corrective actions communicated to site team

I. Remarks

Name (Site Supervisor): _____
Sign: _____
Date: _____