

Green Shifts Waste Management Site Checklist

V-1-2026

Name of the Project _____

Site Location: _____

Date: _____

Checked by: _____

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

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. Remarkks

Name (Site Supervisor): _____

Sign: _____

Date: _____