



**Title: Waste Disposal Including Hazardous Material
Management Policy**

Code: GU-PL67WDHM

Version: 1.1

Date of Issue: 2024

Effective Date: July 2024

Approval Authority: Board of Trustees

Document Owner: Chief Operation Officer (COO)

Review: The policy is subject to a periodic review every 4 years or in a shorter cycle as per amendments of University Policies

1. Purpose

Gulf University is committed to implementing sustainable waste disposal practices, including the safe handling and disposal of hazardous materials. This policy outlines the university's approach to waste management, emphasizing waste reduction, recycling, proper disposal of hazardous substances, and compliance with relevant environmental regulations and best practices.

2. Scope

The document applies to all Gulf University processes, events or subcontractors work.

3. Acronyms

BQA	Education and Training Quality Authority
COO	Chief Operating Officer
HEC	Higher Education Council

4. Definitions

- **Waste:** Any materials that are no longer needed and require disposal, including general waste, recyclables, and hazardous materials.
- **Hazardous Materials:** Substances that pose a risk to human health or the environment due to their chemical, physical, or biological properties, requiring special handling and disposal procedures.
- **Recycling:** The process of collecting and processing materials to be used as raw materials for new products, reducing waste and conserving resources.

5. Policy Details:

- 5.1. Waste Segregation:** Gulf University commits to implement a waste segregation system to separate different types of waste, including general waste, recyclables, and hazardous materials, at the source to facilitate proper disposal and recycling.
- 5.2. Hazardous Material Handling:** The university is committed to establish procedures for the safe handling, storage, transportation, and disposal of hazardous materials, ensuring compliance with relevant regulations and industry best practices.
- 5.3. Waste Reduction:** Gulf University is keen to promote waste reduction initiatives, including source reduction, reuse, and recycling programs, to minimize the generation of waste and promote a circular economy approach to waste management.
- 5.4. Compliance:** The university commits to comply with all local, national, and international regulations related to waste disposal, hazardous material management, and environmental protection, ensuring that waste management practices meet or exceed legal requirements.
- 5.5. Education and Training:** Gulf University aspires to provide education and training on proper waste disposal practices, including the handling of hazardous materials, to staff, students, and contractors to promote awareness and compliance with waste management policies.

- 5.6.Data Collection and Reporting:** The university is committed to collect data on the amount of waste generated, sent to landfills, and recycled, and regularly report on waste disposal metrics to stakeholders to enhance transparency and accountability in waste management efforts.
- 5.7.Continuous Improvement:** Gulf University commits to use waste tracking data to identify opportunities for improvement, set targets for waste reduction and recycling, and implement measures to optimize waste management practices and achieve sustainability goals.

6. Procedures

- 6.1.Waste Audits:** Conduct regular waste audits to assess the types and quantities of waste generated, identify opportunities for waste reduction, and monitor progress towards waste management goals.
- 6.2.Hazardous Material Inventory:** Maintain an inventory of hazardous materials used on campus, including their quantities, locations, and safety data sheets, to ensure proper handling and disposal procedures are in place.
- 6.3.Disposal Guidelines:** Develop and communicate clear guidelines for the disposal of different types of waste, including hazardous materials, outlining procedures, storage requirements, labeling, and disposal methods.
- 6.4.Waste Tracking System:** Implement a waste tracking system to record and monitor the amount of waste sent to landfills and recycled, including data on waste composition, disposal methods, and diversion rates.
- 6.5.Reporting Mechanism:** Develop a reporting mechanism to analyze and report on waste disposal metrics, including landfill diversion rates, recycling rates, and progress towards waste management targets, to facilitate data-driven decision-making and performance evaluation.
- 6.6.Performance Evaluation:** Conduct regular reviews and evaluations of waste disposal data to assess performance, identify trends, and implement corrective actions to improve waste management efficiency and sustainability.

7. Responsibilities

Board of Trustees is responsible for:

- Ensuring appropriate implementation of this policy.

President is responsible for:

- Ensuring appropriate implementation of this policy.

Vice President for Academic Affairs is responsible for:

- Appropriate implementation of this policy.

Chief Operating Officer is responsible for:

- Appropriate implementation of this policy.

Facilities and Purchasing Manager

- Following this policy appropriately.

8. Related Policies

- All University Policies

9. Related Procedures

- All University Procedures

10. Related References and Standards

BQA	Institutional Review Handbook
BQA	Programs-within-College Reviews Handbook
HEC	Regulations and Resolutions

President Signature:

A handwritten signature in blue ink, appearing to read "M. Alfonso". The signature is written in a cursive style with a large, sweeping flourish at the end.