



UPPSALA
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Waste management procedures

Uppsala University

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General instructions

Purpose of the guidelines

Uppsala University's Waste Management Procedures provide an overview of the different types of waste that are produced at the University and document the general sorting procedures applicable to the University's activities. The procedures have been produced based on current legislation and may be amended in line with legislative changes. The purpose of the procedures is to offer direction and guidance as to how the University's waste should be managed.

The procedures have been produced first and foremost for staff who come into daily contact with waste that needs to be disposed of. A few principally refer to operational, caretaking and transport staff who handle the removal of waste.

These procedures are based on waste management legislation. In addition to these, there are local applications adapted to activities and premises produced by each department/equivalent and/or campus facility manager. Local applications must be complied with in addition to these procedures.

Organisation and responsibility

Everyone who works or studies at Uppsala University is responsible for sorting their own waste in line with specified instructions and for using the receptacles, boxes and sorting drawers supplied.

In accordance with the rules of delegation by heads of department, the head of department/equivalent bears ultimate responsibility for ensuring that waste is sorted in line with relevant legislation and instructions issued by the University.

The campus facility manager is responsible for coordinating waste management, including the collection, storage and removal of certain types of waste.

The Unit for Environment and Physical Work Environment (EMFA) is tasked with providing information about relevant legislation concerning waste, producing guidelines and offering advice and support to relevant people and units at the University.

Why does waste need to be sorted?

Swedish legislation requires waste to be sorted. Sorting waste means it can be managed in a way that is most suitable for each different type of waste. Hazardous waste is managed in the way that prevents it from damaging the environment or harming people. Sorted "normal" waste fractions are converted into raw materials for manufacturing of new products or used to produce energy via combustion.

To ensure that waste can be reused and recycled, it needs to be sorted into fractions for which recycling systems are available.

Reuse at Uppsala University

Letting someone else reuse products that you do not need yourself is a good way to reduce the University's consumption of resources. A group space is available on Medarbetarportalen for this purpose. Search "reuse" on Uppsala University's website and join the group in order to offer and search for products for reuse. To reuse furniture, contact the Project Unit at the Buildings Division.

Sorting at Uppsala University

The following types of waste should be sorted at Uppsala University. Instructions for sorting each type of waste along with general information about the University's waste management can be found on Medarbetarportalen, link: <https://mp.uu.se/c/perm/link?p=170728035> or search term: "Waste management at the University".

- Antibiotics
- Batteries
- Biological materials
- Combustible
- Cytostatic medicines
- Electronics
- Electronic memory devices
- Packaging from laboratory activities
- Glass
- Genetically modified microorganisms, GMM/O
- Bulky waste
- Chemicals
- Ceramics and porcelain
- Fridges and freezers
- Laboratory glassware
- Laboratory-related materials
- Light bulbs
- Medicine
- Food waste
- Metal
- Paper and cardboard
- Plastic
- Radioactive waste
- Radioactive waste that is also infectious
- Recycled paper
- Confidential documents
- Sharps
- Infectious substances
- Other office waste