

Title	Undertake a solid waste stream audit for a worksite		
Level	4	Credits	5

Purpose	People credited with this unit standard are able to: plan and prepare for a solid waste stream audit; audit worksite solid waste streams; and report on a worksite solid waste stream audit.
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Classification	Zero Waste > Resource Efficiency
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Available grade	Achieved
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Guidance Information

- The following legislation applies to this unit standard:
Hazardous Substances and New Organisms Act 1996;
Health and Safety at Work Act 2015;
Resource Management Act 1991;
Waste Minimisation Act 2008.
- Recommended texts
Target Sustainability business guides, calculators and worksheets, available at <https://www.ccc.govt.nz/environment/sustainability/target-sustainability/>;
Solid Waste Analysis Protocol (Wellington: Ministry for the Environment, March 2002)
Ref. ME430, available from <http://www.mfe.govt.nz/publications/waste/>.
- Recommended websites
Resource Smart Victoria – <http://www.sustainability.vic.gov.au/Government>;
WasteMINZ – <http://www.wasteminz.org.nz>.
- Range
Excludes assessments of clinical and hazardous wastes and audits under section 88 of the Waste Minimisation Act 2008.
- Definitions
Audit means a systematic objective evaluation of performance against recognised criteria such as a New Zealand Standard, code of practice, resource consent, protocol or predetermined criteria.
Organisation refers to an entire business entity in the private or public sector or a business unit within the organisation.
Solid waste means any discarded materials resulting from industrial, commercial, mining and agricultural operations, and from community activities including garbage, refuse, sludge (from a wastewater treatment plant, water supply treatment plant, or air pollution control facility) and rubbish in the form of solid, liquid, semi-solid, or contained gaseous material. It does not include wastewater, or solid or dissolved

materials in domestic sewage, or solid or dissolved materials in irrigation return flows or industrial discharges. Solid waste may be streamed for reuse, recovery or disposal.

Waste stream refers to where the waste is directed, such as for treatment, recycling, composting, stock food, reuse, recovery, landfill, or clean fill.

Outcomes and performance criteria

Outcome 1

Plan and prepare for a solid waste stream audit.

Performance criteria

- 1.1 Planning identifies waste and recycling containers on site and determines streams to be categorised and measured for the audit.
- Range container – number, type, location, content, emptying schedule.
- 1.2 Planning determines a collection time that will provide a representative sample of waste avoiding seasonal, daily, and holiday fluctuations.
- 1.3 Planning includes consultation with service provider to determine waste collection times that will not interfere with the results of the audit.
- 1.4 A plan is developed that ensures the waste stream audit provides accurate data to the organisation.
- 1.5 The plan details a sorting area of appropriate size and location for the audit to be completed effectively.
- Range includes but is not limited to – adequate ventilation, protection from wind and rain, away from food preparation and eating areas.
- 1.6 The plan details health and safety procedures for the audit in accordance with the organisations health and safety requirements.
- 1.7 The plan determines equipment and processes to be used for the audit that are based on quantitative and qualitative data and on site information gathered.
- Range equipment includes but is not limited to – personal protective equipment, sorting tables, waste segregation containers, scales, recording sheets.
- 1.8 The plan details individual responsibilities for the audit process that ensure personnel have sufficient information to complete the audit.

- 1.9 Preparation ensures that personnel are informed of their responsibilities for the audit and provided with the information and equipment to assist with it.

Range personnel may include - cleaners, staff, support team;
information includes but is not limited to – contamination levels,
waste categories, hazardous waste classes.

Outcome 2

Audit worksite solid waste streams.

Performance criteria

- 2.1 Hazards are identified and controlled in accordance with the plan and worksite health and safety requirements.
- 2.2 Equipment is set up and used in accordance with the plan.
- Range collecting, sorting, weighing, cleaning, recording.
- 2.3 Waste is sorted, weighed, and disposed of in accordance with the plan.
- 2.4 Any instance of litter, pollution, and pest nuisance associated with solid waste stream storage is recorded and reported to management.

Outcome 3

Report on a worksite solid waste stream audit.

Performance criteria

- 3.1 The waste stream audit report meets the organisation's requirements for data format, type, and detail.
- 3.2 The waste stream audit report recommends options for waste reduction, reuse, recycling, recovery, and disposal that are consistent with local council requirements and service provider availability and requirements.
- 3.3 The waste stream audit report recommends an action plan that includes a table of opportunities and indicates environmental and economic costs and benefits of the recommended actions.
- 3.4 Delivery of a waste stream audit report meets the organisation's requirements for content, timeliness, accuracy, and presentation.

Replacement information	This unit standard was replaced by skill standard 40618.
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This unit standard is expiring. Assessment against the standard must take place by the last date for assessment set out below.

Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	17 June 2011	31 December 2015
Revision	2	21 November 2013	31 December 2025
Rollover and Revision	3	28 June 2018	31 December 2025
Review	4	24 April 2025	31 December 2025

Consent and Moderation Requirements (CMR) reference

0014

This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.