

SWINBURNE UNIVERSITY EMS

- WASTE MANAGEMENT PLAN -

Responsible Manager: Associate Director, Operations and Services

Subject: EMS: Management Plan

Reference: February 2012

Purpose

This Waste Management Plan sets the direction for achieving Swinburne's waste objectives and targets. The Action Plan details the actions, timelines, resources and responsibilities necessary to achieve these objectives and targets.

Objectives

Swinburne will aim to:

Minimise the volume of waste to landfill.

Minimise our Carbon Footprint and our impact on the environment

Target

Swinburne's waste targets are:

- Recycling – 219 tonnes, including paper and cardboard (240 tonnes in 2011)
- Landfill – 660 (788 tonnes in 2011)

Background

This Management Plan forms part of the Swinburne University EMS. Waste has been identified as a significant aspect for Swinburne contributing to climate change and pollution to air, water and land. Waste is created through many of our operations and activities such as purchasing, building refurbishment, facilities (restaurants), student accommodation and marketing and communications.

Achievements to date

Swinburne has already commenced a number of initiatives that aim to minimise the environmental impacts associated with waste. These include:

- Installation of Co-mingle stations
- Significant paper and cardboard recycling
- Trial of a worm farm
- Green Kitchen/Food Organics Program
- Recycling of unwanted furniture and equipment
- Total recycling of fluorescent tubes
- Refurbishment of chair fabric and replacement of laminex desk tops
- Trial of "Mini desk top bins" at Prahran and Croydon (selected buildings)
- Recycling furniture within the University
- Policy developed for the sale of unwanted minor items

Review of Management Plan

As part of our commitment to continual improvement, this Management Plan will be reviewed on an annual basis by the Director, Facilities and Services and communicated as part of the EMS update to the Executive Group. In particular, this review will focus on the objectives and targets and an update of the Action Plan actions and timelines.

Approval

Name

Signature

Title

Date

Revision History

Rev. No.	Rev. date	Revised by	Comment
1			
2			
3			

Action Plan

No.	Action	Description	Project Type	Campus / Facility	Responsible Personnel	Budget	Timeline	Additional Comments
1	Communications Program	Develop a communications package to encourage staff and students to reduce waste	Behaviour Change	All	EMS Coordinator	Employee time	2012	Should be linked to the communications programs in other environmental management plans
2	Buildings (Refurbishment)	Contracts to include documentation of what elements are recycled/reused	Contract Management	All	Director, Major Projects Manager, Operations	CMP	On-going	
3	Buildings: Maintenance	Contracts to include documentation of what elements are recycled/reused	Contract Management	All	Manager, Operations Relevant Contract Manager	Employee time	On-going	
4	E-Waste	Zero landfill from ITS products	Behaviour Change	All	EMS Coordinator, Director ITS, Waste Contract Manager	TBC	2015	
5	General Waste	Expand the current Co-Mingle program across all campuses.	Infrastructure	All	EMS Coordinator, Waste Contractor Manager	FSG	On-going	
6	General Waste	Explore more economical means of Trade Waste disposal	Behaviour Change	All	EMS Coordinator, Waste Contractor Manager, Department/Faculty Heads etc.	FSG	On-going	

