

## SAFE SYSTEMS OF WORK

Title : Persistent Organic Pollutants (POPs) Handling, Processing and Disposal.  
REF Number : MS 74  
Issue : 1  
Updated : 03 Jan 2025



Mekatek Limited

### Contact Information

MS 74

#### Assessor Details

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#### Approval Details

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### Overview

#### Persistent Organic Pollutants (POPs) Handling, Processing and Disposal.

Persistent Organic Pollutants (POPs) Handling, Processing and Disposal. To manage the risk of uncontrolled acceptance, processing and onward disposal of POPs material. To manage the risk of POPs material in accordance with the relevant POPs and Waste Regulations and Guidance. This procedure has been generated using the current guidance from Natural Resources Wales - Identify, classify and manage waste containing persistent organic pollutants (POPs).

<https://naturalresources.wales/guidance-and-advice/environmental-topics/waste-management/identify-classify-and-manage-waste-containing-persistent-organic-pollutants-pops>

**Location(s):** All Locations  
**Group(s):** Health and Safety, Administration, Operators  
**Area(s):** All Locations  
**Department(s):** Health and Safety, CARM Operators, RHYM Operators

### Work Equipment, Skills and Other Resources

#### Work Equipment

The following company registered equipment has been recommended for the task as defined by this Safe Systems of Work.

Where work equipment is subject to lifting or work equipment regulations the current status of these assessments is shown.

| Serial | Equipment | Manufacturer | Type | Contact | Inspection | Attachments |
|--------|-----------|--------------|------|---------|------------|-------------|
|--------|-----------|--------------|------|---------|------------|-------------|

#### Other Equipment and Materials Required

The following equipment is recommended for the task as defined by this Safe Systems of Work.

#### Human Resources

The following people or skills are required for the task as defined by this Safe Systems of Work.

| Name | Title | Telephone | Email |
|------|-------|-----------|-------|
|------|-------|-----------|-------|

#### Training Required

The following training is recommended for the task as defined by this Safe Systems of Work.

All persons involved in the pre-acceptance, acceptance, processing and handling of material containing POPs to be trained in this procedures and general POPs awareness.

Key decision makers must keep updated with the NRW (and POPs) guidance and regulation. See below link.

[Natural Resources Wales / Identify, classify and manage waste containing persistent organic pollutants \(POPs\)](#)

### Other Resources

The following resources are required for the task as defined by this Safe Systems of Work.

Key decision makers must keep updated with the NRW (and POPs) guidance and regulation. See below link.

[Natural Resources Wales / Identify, classify and manage waste containing persistent organic pollutants \(POPs\)](#)

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## Personal Protective Equipment (PPE)

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### Personal Protective / Respiratory Equipment

#### PPE Library Items

**Specific PPE Information :** PPE is task specific. No additional PPE is required due to POP's in line with this procedure.

**Fire Extinguishers and Precautions :**

**Other Information**

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## Related Risk Assessments

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Risk, fire, manual handling or Chemical assessments related to this Safe Systems of Work are provided below.

| No. | Iss. | Category | Title | Assessor | Date | Review |
|-----|------|----------|-------|----------|------|--------|
|-----|------|----------|-------|----------|------|--------|

### Other information or Hazards

The following information or Hazards is recommended for the task as defined by this Safe Systems of Work.

RA is task specific. No additional operational RAs are required due to POPs.

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## Methods and Processes

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### Pre-acceptance.

Material containing or material which has the potential to contain POPs is identified at the pre-acceptance stage. Materials may include whole items, e.g. Display Screen Equipment (DSE) or other Waste Electrical and Electronic Equipment (WEEE) under the relevant EWC codes or part processed or mixed waste e.g. shredded WEEE or Electrical Cables under the relevant EWC codes.

At pre-acceptance stage any items or components of WEEE that have not been tested and confirmed to be free from POPs will be assumed to contain levels of POPs above the thresholds listed in the POPs Concentration Limit Table and pre-accepted to be handled and processed as such.

### Acceptance and Processing

Materials identified at the pre-acceptance stage as containing or having the potential to contain POPs will be transported and delivered to site with appropriate Hazardous Waste Consignment Note (HWCN) detailing the type of POPs as identified at pre-acceptance stage. Materials will be accepted onto site in accordance with the sites standard acceptance procedures.

Materials that have been identified as containing or having the potential to contain POPs are processed independently from materials which are identified as being POPs free to avoid contamination or generation of a mixed POPs stream from onsite processing.

All identified POPs outputs from processing are given a unique item number detailing that the material is subject to being disposed of via an approved high temperature incineration route. This is identified on the waste using a 'tag label' detailing the item number, unique tracking number, date of storage and weight of container. Inventory is maintained on the system.

### Storage and Onward Disposal

Material is stored on site awaiting onward disposal in dedicated storage bays in accordance with the site permit.

When required material is booked off site to an approved POPs disposal or recovery route. Material leaving site is dispatched with an appropriate HWCN.

Approved disposal or recovery must utilise one of the following methods:

- D9 - physico-chemical treatment, such as chemical destruction
- D10 - incineration on land
- R1 - using the waste as a fuel or other means to generate energy some other way (not for material containing PCBs)
- R4 - recycling or reclamation of metals and metal compounds, under the conditions set out in **Annex V Part 1 of the POPs regulations**.

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## Attachments and Comments

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### Image Attachments

There are no image attachments.

### Document(s)

There are no document file attachments.

### Comments

There are no additional comments.