

	AL NOOR TRAINING CENTRE FOR PEOPLE OF DETERMINATION  النور مركز النور لتدريب وتأهيل أصحاب الهمم		
	POLICY		
	HAZARD WASTE MANAGEMENT, MEDICAL WASTE MANAGEMENT AND DISPOSAL		
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A. Definition

- a. Medical waste: All types of contaminated wastes generated by the school clinic and isolation room. These wastes include infectious and noninfectious waste.
- b. Infectious Medical waste: The waste contaminated with blood and other bodily fluids (e.g. from discarded diagnostic samples), cultures and stocks of infectious agents from laboratory work (e.g. waste from autopsies and infected animals from laboratories), or waste from patients with infections (e.g. swabs, bandages and disposable medical devices)
- c. Non-hazardous or general waste: The waste that does not pose any particular biological, chemical, radioactive or physical hazard.

B. Purpose/ Scope:

- a. To identify waste that represents a sufficient potential risk of causing infection during handling, disposing, storing and transporting
- b. To practice safe management of wastes from health-care facility through storage and disposal

C. Policy statement:

The end user to ensure that the waste generated is disposed in an appropriate/designated waste bag.

- a. Black bag: To be used for discarding, storage and disposal for non-infectious/general waste.
- b. Yellow bag biohazard symbol: To be used for discarding, storage and disposal for infectious waste.
- c. The plastic bags (a, b) to be impervious and tear resistant.
- d. Non-sharp disposable items saturated with blood or body fluids, used PPE should be discarded into biohazard bags.

			
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- e. Body waste (urine, vomitus and faeces) to be cleaned with spill kit, and area should be disinfected after removal.
- f. **Sharp and safe box:** To be used for all types of sharp.
- g. Sharp container must be impervious, rigid, puncture resistant, leak proof and closable.
- h. Items should be discarded into sharps containers include contaminated items that may easily cause cuts or punctures in the skin (used needles, lancets, broken glass or rigid plastic vials) and unused needles and lancets that are being discarded.
- i. Needles should not be recapped, bent, or removed from the syringe before disposal.
- j. Once the sharp container should be sealed and disposed when it is $\frac{3}{4}$ th (three fourth) full or 3 months after opening. Used sharp box to be placed in yellow bag with biohazard symbol for final collection
- k. Waste generated must be properly contained at point of use to protect students, and staff from potential exposure to infectious materials and to facilitate the proper handling, storage, treatment, and/or disposal of the waste.
- l. Housekeeping staff to ensure proper separation of wastes as infectious or non-infectious is done at the source of generation
- m. Housekeeping staff ensures that waste bags must be securely fastened
- n. Housekeeping staff ensures that the waste bags stored in designated room and collected at scheduled intervals
- o. **Trolleys** used for transporting wastes within the school must be:
 - Leak proof that can be easily cleaned and drained
 - Must be smooth and impermeable
 - Does not offer harborage to insects and rodents
 - Can be easily loaded, unloaded and secured during transportation
 - Cleaned daily and as required
- p. Storage facility room (Garbage Room)
 - Floor must be Impermeable and hard-standing easy to clean and disinfect

			
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- Ensure all necessary equipment required to clean and disinfect the area in case of accidental spillage is easily available and accessible and safely stored
- Should have good lighting and adequate ventilation
- Floors, wall and ceiling of the storage room to be kept clean.
- Appropriate PPE and hand washing facility available near the site
- Entry to room to be restricted to authorized personnel only
- Removal of waste from the storage room to be done by contracted staff in approved vehicle as per agreement and to be documented

q. Final disposal:

- A company to be assigned for the proper collection and disposal of the medical waste.
- The collection to be done periodically at a frequency decided between the agency and the Centre and transport to final disposal area.
- A log containing the information on date of disposal, location of the waste transported, name of person transporting the waste, amount and type of waste transported (e.g., three sharps containers, or five biohazard bags) to be maintained

			
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Appendix – Amendment History & Authorisation

Revision No	Description of Change	Issue Date	Authorised By
00	First Issue	23 Feb 2021	Director
01	Replace the Centre's logo in All QMS documents Except HR, Accounts and SCR Documents.	16 March 2021	Director
02	Replace the Centre's logo in All QMS documents Except HR, Accounts, SCR, FM & IT Documents.	16 September 2024	Director