



## WASTE MANAGEMENT POLICY

We are committed to ensuring that all its waste is disposed of in compliance with the Food Safety Policy, Corporate Social Responsibility Policy and current waste Regulations. We are committed to encouraging industry change in line with the waste hierarchy and support our suppliers and partners to do so in line with our [Procurement Policy](#).

### **Our business activities produce the following types of waste streams:**

- Waste food i.e. customer leftovers, buffet food, unsold food, food past its shelf-life date and waste cooking oil.
- Used packaging i.e. cardboard, supplier packaging material, Grab & Go sandwich and salad boxes, plastic dessert pots, drinks cups, aluminium cans, plastic water bottles and empty plastic chemical bottles.
- Waste water i.e. used to wash fruit and vegetables, to prepare and cook foods, to wash pots, dishes and crockery, to wash hands, and water used to flush toilets.
- Waste paper i.e. from office printing and blue catering paper.

**The aims of the Company's Waste Management Policy are based on the following principles of circularity, which are in the order of preference priority, aligning to the waste hierarchy:**

#### **1. Prevent**

Preventing waste helps conserve natural resources and energy and is the highest priority waste management.

#### **2. Reduce**

Reduction of waste means avoiding the generation of waste by using less material, using, and procuring supplies and equipment more efficiently and buying products that are more durable, easily repairable or reusable.

#### **3. Reuse**

Utilising materials or equipment that can be reused. Where practicable and safe support and encourage the reuse of items before discarding. Food should never be recycled, but reused to produce meals for service and staff, or redistributed through charity and business partners such as Olio, City Harvest and Too Good To Go.

#### **4. Recycle**

Where practicable and safe, procure products made from recycled materials that are also recyclable and recycle used materials to the correct waste streams to sustain the recyclable market i.e. aluminium cans, waste oil, coffee grounds. Where existing waste streams are inappropriate for the waste generated, Facilities teams should be engaged.

#### **5. Risk Minimisation**

Minimise the risks of immediate or future pollution or harm to human health. Further information is provided within our Integrated Management System. All employees of the Company have a personal responsibility in the way that their conduct impacts on this policy and must ensure they are fully aware of the approved disposal system used within their areas.

As a food business operator, CH&CO is responsible for ensuring that waste products are correctly and legally disposed of at each of our sites and offices. Site and Office Managers must, liaising with their clients where responsibility sits with the client organisation rather than CH&Co, ensure that their sites have suitable waste disposal measures, for example:

- There are enough suitably located external bins provided for waste disposal use.
- Lids are provided to external bins to prevent spillage and scavenging by animals.
- Waste is protected from accidental spillage, leaking, being blown away or falling while being stored or transported.
- Waste is taken away only by a licensed contractor. – the name of the contractor who removes waste from the site must be known and file a copy of the contractor's current waste licence or registration certificate kept on file.
- A Waste Transfer Note must be completed to accompany the waste, which the site has produced when the waste contractor collects it.



Waste is separated as required by the licensed waste contractor.  
Training is provided

A handwritten signature in black ink, appearing to read 'Bill Toner'.

**Bill Toner - CEO**  
**Date – 28<sup>th</sup> October 2021**