

Occupational Health and safety checklist

Waste collection

To be filled in by company / client

Name of company/client:

Filled in by:

Date (dd-mm-yyyy):

Job title temporary worker:

The temporary worker is tasked

- With: Household waste collection
- Industrial waste collection
- Hazardous waste collection
- Work at the Milieustraat
- Recycling Centre Bay Work at KGA/KCA Chemical and Hazardous Waste Pick-up Service depots)

Supplemental short job description (can also be attached as an appendix):

The company / client is aware of its legal obligation to:



Inform the temporary worker before starting work about the risks and measures that are taken to mitigate those risks.



Provide the temporary worker with the required personal protective equipment (PPE) and work clothing before they start work.



Train the temporary worker in such a way that they know how to do the work safely and where to go for help.



Supervise the temporary worker and oversee the workplace.

These obligations that the hiring employer has are stipulated in the Occupational Health and Safety Act and the Waadi Act. With this checklist, we provide you with guidance on how to fulfil these obligations properly. The checklist has been compiled with great care, but we cannot guarantee that it covers all focus areas. The hiring party remains responsible for preventing risks to the hired worker.

Information sources:



The detailed regulations can be found in:
Occupational Health and Safety Act: specifically article 1 paragraph 1; article 3; article 5 paragraph 5; article 8. Waadi (Dutch Workers Allocation by Intermediaries Act): article 11.

Focus areas and tips for working in a safe and healthy way in the waste management sector can be found on www.arbocatalogus-afvalbranche.nl



1 Formal requirements

Does the work have special requirements for:

A Diplomas/certifications?

Temporary workers must be in the possession of valid safety diplomas or certificates of professional competence for the work they will be doing.

Yes No

If so:

Driver's license, namely: B BE C CE DE

- Code 95 competence in professional freight haulage
- ADR - certificate of professional competence in the transport of hazardous substances
- Household Hazardous Waste Transport accreditation (added to valid ADR certificate)
- Basic safety SCC training (B-VCA | VVA1)
- BHV certificate
- Forklift driver certificate Working with
- Hazardous waste certificate Other,
- Namely:

B: Passenger car, BE: Passenger car + trailer, C: Truck, CE: Truck + trailer, DE: Bus + trailer

B Any health conditions?

Are there any risks associated with the work that call for additional health-related requirements or could pose risks for people who are more vulnerable?

Yes No

If so:

- Infection risks/vaccination required
- Work with risks/prohibitions when pregnant or breastfeeding
- Work with extra risks/prohibitions for minors (younger than 18 years old)
- Exposure to allergens/risk of hypersensitivity
- Other, namely:

C The work is mentally demanding (stress risks)?

- Not mentally demanding work
- Causes psychological stress (difficult, very precise, a lot all at once, time pressure, risk of harm)
- Comes into contact with aggressive or other undesirable/threatening behaviour

Who is the confidential counsellor?

How can they be reached?

2 Introduction and supervision

The temporary worker needs to be given instructions and must know where they can turn to with any questions. Indicate who will be responsible for instructing/supervising the temporary worker when it comes to:

Carrying out tasks/using equipment in the correct way:

Company rules and facilities: house rules/codes of conduct, traffic rules, use of vehicles, breaks, asking for help, BHV (company emergency response measures), absenteeism and leave:

Information about working safely and healthily (your prevention officer):

After the first few weeks, who will hold an evaluation on the above points?

3 Specific risks and mitigation measures

A The temporary worker will be working with machinery (such as a crawler truck, truck-mounted crane/lifting equipment, press container) where there is a risk of getting trapped, crushed etc.

Yes No

Where and when:

Safety shoes (type S3) and work gloves will be provided by the client.

Yes

Other, namely:

Focus areas:



Check with your manager whether you are authorised to work with the machinery.



Ask your manager for proper operating instructions - only start work after receiving them.



Report hazardous situations (such as faulty machinery) to your manager and if necessary, to your intermediary.



Use machinery for the purpose it is intended.



Leave all safety measures in tact, even if you can work faster without them.



Know where you can grab hold of the machine - know where the danger zones are.



Avoid loose hair and clothing



Wear your PPE.

B The temporary worker is working at height and is at risk of falling. For example, when standing on the running board, working around dump holes and when netting off containers.

Yes No

Where and when:



Focus areas:



Ask your manager to explain safe work practices. Only then start work.



Take extra care when working at height.



Never climb where this is not allowed - there is no fall protection here!



Report hazardous situations (such as working at height without protection) to your manager and if necessary to your intermediary.



Wear fall protection (belt/harness) where this is required.

C The temporary worker will be working in an environment with moving vehicles - such as public roads, at the Milieustraat Recycling Centre Bay and/or around the dump floor - where there is a chance of being hit by a vehicle.

Yes

No

Where and when:

Warning clothing (high visibility clothing)² will be provided by the client:

Yes, namely class:

Other, namely:

Focus areas:



Know the traffic rules, the roadways and walkways.



Know how you should behave and when you need to be visible. Know where the blind spots are.



Always make sure that you are fully visible to operators of vehicles and cranes.



If you are working in an area where people usually do not work, cordon off the area with reflective tape/traffic cones.



Watch out for moving vehicles.



Make sure you can hear your surroundings; do not play loud music.



Report hazardous situations (such as a cluttered route at the Milieustraat recycling centre bay) to your manager and, if necessary, to your intermediary.



Wear your warning clothing (high visibility clothing), then you will be visible.

2 Public roads: High Visibility clothing class 2 or 3
Dump floor: High visibility clothing according to company regulations



D Temporary workers may be hit by objects falling or ejected during their work, for example, when unloading underground containers.

Yes

No

Where and when:

Safety shoes (type S3), helmet and work gloves will be provided by the client:

Yes

Other, namely:

Focus points:



Ask for safe working practices to be explained to you by your manager.



Report any hazards and faults. Be extra careful when opening container doors.



Know how to use work equipment (such as lifting equipment) and secure connections and anchoring systems properly.



Stay out of the danger zone.



Work safely and follow instructions.



Wear your PPE, be visible.



E The temporary worker will be working with hazardous waste and may come into contact with this waste. For example: (poorly packaged) asbestos, small chemical / hazardous waste, fine dust from debris, etc.

Yes

No

Which type of waste, where and when:


Who is the point of contact for providing work clothes/PPE, instructing on the use of it, and replacing it?









When carrying out the work, the temporary worker will require the following personal protective equipment (PPE):

Equipment	Provided by the client
<input type="checkbox"/> Gloves against chemical risks, type: <input type="text"/>	<input type="checkbox"/> Yes <input type="checkbox"/> Otherwise, namely: <input type="text"/>
<input type="checkbox"/> Respiratory Protection, type: <input type="text"/>	<input type="checkbox"/> Yes <input type="checkbox"/> Otherwise, namely: <input type="text"/>
<input type="checkbox"/> Safety glasses	<input type="checkbox"/> Yes <input type="checkbox"/> Otherwise, namely: <input type="text"/>
<input type="checkbox"/> Face shield	<input type="checkbox"/> Yes <input type="checkbox"/> Otherwise, namely: <input type="text"/>
<input type="checkbox"/> Protective work clothes, namely: <input type="text"/>	
<input type="checkbox"/> Other, namely: <input type="text"/>	

Focus areas:




-  Ask your manager to provide you with training on the substances and materials you work with, and ask for an explanation on safe work practices.
-  Know the safe work practices, how to use PPE and what to do in case of emergencies with the product.
-  Replace gloves and respiratory protection (filters) in time and definitely in case of damage.
-  Report hazardous situations - such as unpackaged asbestos - to your supervisor and if necessary, to your intermediary. Keep the workplace as clean as possible.
-  Wear your PPE - even if your colleagues don't. It concerns your health.
-  Make sure that your PPE is in good condition and that it is clean. Do not use disposable masks for more than one day.



F The temporary worker IS exposed to diesel engine exhaust (diesel engine emissions = DME). For example, when working behind a waste collection truck with a rear loader that does not (yet) meet DME requirements.

Yes No

Where and when:

Focus areas:



-  Report exposure to DME your manager and intermediary. Immediate action must be taken.
-  When working behind a rear loader: ask that the driver drive slowly, choose the shortest possible driving route and not run the engine unnecessarily.



G The temporary worker will be dealing with the following types of physically demanding work:

- Lifting and carrying (such as collecting waste bags and buckets).
- Pushing and pulling (e.g. roller containers).
- Uncomfortable positions (such as getting on and off a vehicle).
- Static strain (such as sitting for long periods as a driver).
- Repetitive actions (such as using a joystick to operate front and side loaders).
- Other, namely:

Where and when:

Focus areas:



Ask your manager to explain what the least strenuous way of working is.



Use the equipment present (such as an electromover). Caution: you can only use certain equipment if you are authorised to work with them.



Adjust adjustable items such as the boarding height and seat correctly.



Know how much you can lift and how you should lift. Do not lift/use force with a twisted back.



Wear shoes with non-slip soles.



Choose a pace you can maintain.



Report any situations that make work unnecessarily strenuous to your manager and, if necessary, to your intermediary. For example: containers that are overloaded and faulty equipment.



Use the equipment present (such as an electromover). Caution: you can only use certain equipment if you are authorised to work with them.

H The temporary worker is exposed to bacteria, fungi, yeasts (biological agents) in practically all work in waste treatment. For example, when checking containers for their content, emptying containers, compacting waste, unloading at the processor, washing the vehicle, etc.

Peak exposure:

Where and when:

Who is the point of contact for providing work clothes/PPE, instructing on the use of it, and replacing it?



Focus areas:



Ask your manager to explain the risks of bacteria, fungi and yeasts.



Know how you can reduce the risk of infections or allergies. Cover wounds with waterproof plasters and replace these regularly.



Eating, drinking, or smoking while working is not allowed.



Wash your hands before smoking.



Wash your hands, forearms, and face before eating or drinking.



Use an antiseptic moisturising soap - this will help protect your skin from infection.



Are your hands dirty? Don't pick your nose or put your fingers in your mouth.



Shower after work.



Leave your work clothes at the company site. Wear clean work clothes every day.



Wear your PPE according to company regulations.



If you are injured or experience health issues (skin irritation, blisters, fever, respiratory issues), ask for advice.



1

The temporary worker can be cut or stabbed by sharp objects in waste, such as broken glass, cans, knives and needles.

Yes

No

Where and when:

Which doctor can be contacted if someone cuts or pricks themselves?

Name:

Telephone number:

The temporary worker receives³ the necessary vaccinations against tetanus, hepatitis A and B from the client:

Yes

Other, namely:

Safety shoes (type S3) and work gloves (e.g. made of kevlar) that protect against cuts and prick wounds will be provided by the client:

Yes

Other, namely:

3 | The client is not allowed to make vaccinations compulsory.



Focus points:



Ask your manager for an explanation on safe work practices.



Notify the employment agency if you have been vaccinated against tetanus, hepatitis A and B.



When loading: Check packages before picking them up and loading them.



Have you cut or pricked yourself? Consult a doctor immediately (within 2 hours). This is important for preventing infections.



Let the wound bleed out properly and rinse with (tap) water if possible, do not use alcohol or iodine.



Do not let this happen! Always wear your PPE.

J

The temporary worker works alone at certain times (e.g. out of sight of colleagues on a large site).

Yes

No

Where and when:

Who does the temporary worker report in and out to?

Name:

How can the temporary worker call for help or raise the alarm?

Focus points:



Ask your manager what you should be aware of when working alone. Also ask how to call for help or raise an alarm.



Always report in and out with your contact person if you are working alone. If something happens, you will be missed then.

K

Aggressive behaviour may be encountered from other road users as well as from customers and members of the public delivering waste. On the first day of work, the temporary worker is instructed on what to do in these situations.

Yes

Other, namely:

Where and when:

Focus areas:



Know how you can help to prevent aggression and violence, and what to do if you are confronted with it.



Ask your manager what the procedures are for dealing with aggression and violence. Know the protocol.



Always report incidents to your supervisor and your intermediary.



Ask for aftercare following an incident. Know who the confidential counsellor is.





L The temporary worker mostly works outdoors, can be exposed to cold, rain, sun, heat (etc) and needs the following work clothes when carrying out the work:


Equipment	Provided by the client
<input type="checkbox"/> Good shoes (with non-slip soles)	<input type="checkbox"/> Yes <input type="checkbox"/> Other, namely: <input type="text"/>
<input type="checkbox"/> Safety shoes type 3	<input type="checkbox"/> Yes <input type="checkbox"/> Other, namely: <input type="text"/>
<input type="checkbox"/> Work pants / work overall	<input type="checkbox"/> Yes <input type="checkbox"/> Other, namely: <input type="text"/>
<input type="checkbox"/> Sweater	<input type="checkbox"/> Yes <input type="checkbox"/> Other, namely: <input type="text"/>
<input type="checkbox"/> Work coat	<input type="checkbox"/> Yes <input type="checkbox"/> Other, namely: <input type="text"/>
<input type="checkbox"/> Raincoat and rain pants	<input type="checkbox"/> Yes <input type="checkbox"/> Other, namely: <input type="text"/>
<input type="checkbox"/> Bodywarmer	<input type="checkbox"/> Yes <input type="checkbox"/> Other, namely: <input type="text"/>
<input type="checkbox"/> Winter clothes	<input type="checkbox"/> Yes <input type="checkbox"/> Other, namely: <input type="text"/>
<input type="checkbox"/> Protective clothing against the sun	<input type="checkbox"/> Yes <input type="checkbox"/> Other, namely: <input type="text"/>
<input type="checkbox"/> Other, namely: <input type="text"/>	

Who is the point of contact for providing work clothes/PPE, instructing on the use of it, and replacing it?

Focus points:



 Winter clothes include a winter overall, parka (winter coat), hat, and possibly thermal underwear.

 Clothing that provides protection from the sun includes long pants, a long-sleeved shirt, a hat and sunscreen. (factor 20 or higher) for unprotected skin.

M The temporary worker will be exposed to harmful noise due to the environment which they will be working in and/or the work they will be doing (such as closing containers, unloading glass containers, the pressing of bulky waste, etc.).

Yes No

Where and when:



Who is the point of contact for providing work clothes/PPE, instructing on the use of it, and replacing it?

The temporary worker needs the following personal protective equipment (PPE) when performing the work:

Equipment

provided by the client

Hearing protection:

Earplugs

Yes Other, namely:

Ear muffs

Yes Other, namely:

Otoplastics

Yes Other, namely:

Other, namely:

Focus areas:



Know the places and work/equipment where noise levels are harmful. You can either measure it or use this rule of thumb: noise is harmful if you cannot understand each other at a distance of 1 metre without raising your voice (>80 decibels). Caution: even brief periods of loud noise are damaging!



Work quietly: don't drop or throw anything unnecessarily.



There are special earplugs (otoplastics) that protect against harmful noise and allow you to understand each other (speech intelligibility).



It's a good idea to wear hearing protection if noise levels are above 80 decibels. This is required by law for noise levels above 85 decibels.



Keep your hearing protection clean and check it regularly for any sound leaks and damage.



N Temporary workers must wear personal protective equipment (PPE) that protects them from various risks. It is important to have a clear overview:



Of the risks that each PPE must protect against.



Whether in different work situations or in the same work situation (and therefore: at the same time).



What this means for the type of PPE.



How often you need to replace PPE and how it should be kept clean.

	Getting trapped or crushed (see question A)	Getting hit by a vehicle (see question B)	Getting hit by an object (see question D)	Hazardous waste (see question E)	Bacteria, fungi, yeasts (see question H)	Cuts and stabs (see question I)	Cold, rain, sun (see question L)	Harmful noise (see question M)	
Gloves must protect against	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> different work situations <input type="checkbox"/> the same work situation type: <input type="text"/>
Work clothes must protect against	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> different work situations <input type="checkbox"/> the same work situation type: <input type="text"/>
Respiratory protection must protect against	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> different work situations <input type="checkbox"/> the same work situation type: <input type="text"/>
Safety shoes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Type: S3
Face shield	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Type: <input type="text"/>
Safety glasses	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Type: <input type="text"/>
Helmet	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Type: <input type="text"/>
Hearing protection	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Type: <input type="text"/>

Explanation:



O The temporary worker uses a company car during working hours

Yes

No

Focus areas:



Only make calls 'hands-free' or when stationary.



Smoking in the company car is prohibited.

P Are there any other risks that the temporary worker faces that are not mentioned in this checklist? Also think about the dangers of specific types of waste!

Yes

No

Description of these risks:

Caution, the temporary worker



Does not work indoors (such as halls) with diesel exhaust fumes. Diesel exhaust fumes are carcinogenic.



Does not work alone when undertaking hazardous work.

Signature

