
Construction Waste Sorting On Site

1.0 Objective & Scope

The objective of this procedure is to ensure that all construction waste generated on site is sorted into designated categories (e.g., wood, metal, drywall, concrete, mixed recyclables, and landfill) in compliance with local environmental regulations and project specifications. This SOP applies to all field crews, site supervisors, and logistics personnel responsible for waste handling and disposal.

Proper waste sorting reduces disposal costs, supports recycling initiatives, and minimizes environmental liability. The Lead Installer or Site Supervisor is responsible for overseeing the sorting process and ensuring all team members are trained on the designated categories.

2.0 Required Equipment & Tools

- Color-coded waste bins or bags (e.g., blue for recyclables, green for wood, black for landfill)
- Heavy-duty work gloves and safety glasses
- Dust masks or respirators (for drywall or insulation debris)
- Hand tools for breaking down large items (e.g., pry bar, hammer, utility knife)
- Mobile tablet with SiteQueue application for logging waste volumes and photos
- Roll-off dumpsters or designated waste collection area with clear signage
- Broom, dustpan, and heavy-duty trash bags for cleanup

3.0 Site Safety & Hazard Assessment

- High-visibility vest and steel-toed boots required in all active work zones.
- Inspect the waste sorting area for sharp objects, protruding nails, or hazardous materials before beginning work.
- Ensure adequate ventilation when handling dusty materials like drywall or insulation.
- Do not mix hazardous waste (e.g., paint, solvents, asbestos) with construction debris; follow separate disposal protocols.
- Keep all walkways and access routes clear of debris to prevent trips and falls.

4.0 Step-by-Step Execution Procedure

1. Set up the waste sorting station in a designated area away from active work zones and vehicle traffic. Place clearly labeled bins or bags for each waste category.
2. Brief the crew on the waste categories and sorting rules, including any project-specific requirements (e.g., clean wood only, no painted lumber).
3. As waste is generated, immediately separate materials at the source. Place wood scraps in the wood bin, metal pieces in the metal bin, and drywall in the drywall bin.
4. Break down large items (e.g., pallets, framing lumber) using hand tools to fit into the designated bins. Remove all nails and screws before disposal.

5. Collect mixed recyclables (plastic wrap, cardboard, paper) and place in the blue recycling bin. Flatten cardboard boxes to save space.
6. Place non-recyclable, non-hazardous waste (e.g., contaminated wood, broken fixtures) in the landfill bin. Do not overfill bins.
7. When a bin reaches 75% capacity, stop adding waste and notify the Site Supervisor to arrange for pickup or transfer to a larger dumpster.
8. At the end of each shift, sweep the sorting area and ensure all waste is contained. Take photos of each bin and log the estimated volume in SiteQueue.
9. If hazardous materials are discovered (e.g., paint cans, batteries), isolate them immediately and follow the site-specific hazardous waste procedure.
10. Document any issues (e.g., contamination, missing bins) in SiteQueue and notify the logistics coordinator for corrective action.

5.0 Verification, Sign-off & Reporting

1. At the end of each day or project phase, the Site Supervisor inspects all waste bins to confirm proper sorting and no cross-contamination.
2. Capture digital photos of each bin and the overall sorting area using SiteQueue. Attach photos to the daily waste log.
3. Record the estimated weight or volume of each waste category in SiteQueue. Use the project-specific waste tracking form if required.
4. Obtain a digital sign-off from the Site Supervisor or client representative confirming that waste sorting meets project and regulatory standards.
5. Submit the completed waste log and sign-off through SiteQueue. The logistics coordinator will use this data to schedule pickups and generate compliance reports.

Regulatory Disclaimer: This document is a generic site management template provided for educational purposes. The end-user assumes all liability for reviewing, adapting, and validating all field protocols against local site requirements.