

Training should include making sure that everyone is aware of the importance of asking for and recording the correct paperwork, receipts, destinations for materials, etc. Appoint a 'site champion' to make sure everyone sticks to the plan.

### 7. Measure Your Waste

Once the plan is in use on site, monitor all movements of waste within and from the site.

Measure how well it's working by assessing how much and what type of waste is being produced.

Set measurements so you can compare with future projects (volume, cost of disposal, weight). There is a benefit from recording these costs against:

- Value of project
- Area of building floor space
- Volume of building

Track your progress: Record this on your data sheet, and be prepared to update it if necessary.

### 8. Monitor the Success of the SWMP



Make sure all is going according to plan and learn lessons for next time.

### 9. Review & Learn Lessons for the Future

By the end of the construction project the SWMP should give you an accurate record of how effectively you have managed the materials on the site and how well your targets for waste management were met. This information will be valuable for future construction projects.

A useful checklist to get you started is available at: [www.heartwoodresources.org/recycling.htm](http://www.heartwoodresources.org/recycling.htm)

### Local services to help reduce, reuse, and recycle construction and demolition waste:

#### Douglas County Public Works

541-440-4268 [www.co.douglas.or.us/recycle](http://www.co.douglas.or.us/recycle)

- General Information and education
- Waste reduction strategies
- Technical assistance
- Recycling depots

#### Heartwood ReSources

3490 Hwy 99 S.  
Roseburg, OR  
541-679-1777 [www.heartwoodresources.org](http://www.heartwoodresources.org)

- Accepts donations of reusable materials
- Deconstruction contractor
- Reusable building materials for sale
- Technical assistance

#### Sunrise Enterprises

541-673-0195 x138 [www.sunriseenterprisesinc.com](http://www.sunriseenterprisesinc.com)

- Recycling depots
- Recycling pick up
- Accepts pallets for reuse



#### Waste Haulers

*Save money with a wood box!*

Sutherlin/Oakland 541-459-3139  
Winston/Green 541-679-7777  
South County 541-863-3363  
North County 541-836-2279  
Reedsport 800-922-1025  
Roseburg 541-673-7122  
Glendale 800-922-1025  
Glide 541-459-3139  
Diamond Lake 541-496-0035

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# A Guide to Site Waste Management Plans: 9 Easy Steps

**THE CONSTRUCTION INDUSTRY PRODUCES  
APPROXIMATELY 600 POUNDS OF WASTE  
PER PERSON , PER YEAR IN THE  
STATE OF OREGON  
2002 DEQ STUDY**



**As of January 1, 2008,  
Douglas County Oregon has imposed a  
Construction and Demolition (C&D) waste  
fee at the rate of \$60 per ton for all  
materials not put in the recycle stream.**

C&D waste quantities in excess of 1 cubic yard shall be accepted only at the Roseburg Landfill and the Reedsport Transfer Station

Quantities of C&D waste in excess of 1 cubic yard shall be subject to fees pursuant to Douglas County Code Section 13.100.

C&D fees are not charged for any portion of C&D waste that is segregated and diverted to recoverable waste streams

To help you avoid C&D tipping fees, this document has been designed to assist you in establishing a Site Waste Management Plan (SWMP) for your company or project. It also contains information on available resources.

## Site Waste Facts

On average, 13% of all materials delivered to a construction site go unused and end up in the landfill. In addition, as disposal costs rise, diversion will save you money.



## **What You Need to Know About SWMP's**

### What is a SWMP?

A Site Waste Management Plan (SWMP) provides a structure for waste delivery and disposal at all stages during a construction project. Typically it will identify the following:

- Who will be responsible for C&D waste management.
- The types of waste that will be generated.
- How the waste will be managed? Will it be reduced, reused, or recycled?
- Which contractors will be used to ensure the waste is correctly recycled or disposed of responsibly and legally.
- How the quantity of waste generated from the project will be measured.

### Who Will Be Affected By a SWMP?

- SWMP's are likely to affect:
- Anyone planning a construction project.
- Suppliers to the construction industry.

### Why Do I Need A SWMP?

It will protect the environment. SWMP's help manage and reduce the amount of waste that construction projects produce, which means less waste going into the landfill.

It will save you money. Managing your materials supply more efficiently cuts costs immediately.

## Benefits of Establishing a SWMP

Queries from environmental regulators or local agencies regarding waste can be answered simply and easily, saving you time.

A SWMP can help your business avoid prosecution by making sure all waste leaving your site ends up at the right place.

It shows how waste is managed and can help cut costs. Customers will find it valuable to see where environmental and cost savings are being made.

Your SWMP becomes a valuable tool showing how resources were used and waste managed.

### How to Create Your Own SWMP

A successful SWMP requires careful planning and preparation. The bigger the project, the more work will be required. Although it may be tempting to just get on with the construction work, you will need to stop and prepare. The best time to do this is while your project is being planned. Review the following steps and determine what will be needed to put the SWMP in place before your project begins. Allow time to create it.

The following steps provide a simple guide to help you prepare a SWMP and put it in place.

Remember this is simply a guide. Plans will need to be developed to suit your particular project to make it work.

#### **1. Make Someone Responsible for the SWMP**

Appoint someone to take responsibility for your SWMP. That person needs to be clear on their responsibilities and also have enough authority to ensure that others will co-operate.

#### **2. Identify Waste Types and Quantities**

Think through each stage of the project and work out in advance what materials will be used. Estimate how much waste will be produced and set realistic targets for how much of that waste will be reused, recycled, or disposed of. This should include the waste hierarchy, on and off-site options, and any special arrangements for handling hazardous wastes produced.

A SWMP data sheet is available for download at [www.heartwoodresources.org/recycling.htm](http://www.heartwoodresources.org/recycling.htm)

#### **3. Identify Waste Management Options**

Make sure you know where, when and what materials can be reused, recycled or disposed of both on and off-site. In basic terms you should make sure that:

All waste is stored and disposed of responsibly

A record is kept of all waste disposed of or transferred.

#### **4. Identify Where and How Waste Will Be Disposed**

When using contractors for waste disposal, make sure they comply with all legal requirements.

#### **5. Organize your On-site Materials & Waste Handling**

By pre-ordering materials to specification at the design stage you can reduce worker time. Avoid over-ordering to reduce site waste. Consider using recycled or used materials as another way of keeping costs down and helping the environment. Record your SWMP targets in your data sheet.



#### **6. Communicate the Plan and Provide the Right Training**

Once you have a clear plan on paper, you need to let everyone know about it. Hold meetings with staff, contractors, and subs, clearly explaining why the SWMP is important.

Develop a training program to make sure everyone fully understands how to report the use of waste and materials.