

Pallet Recycling Policy

Effective Date: 1st June 2023

Policy Statement:

At Airwave, we are committed to environmental sustainability and responsible waste management practices. As part of our efforts, we have implemented a pallet recycling program to reduce promote the reuse of pallets. within our organisation. This policy outlines the procedures and guidelines for pallet recycling at Airwave.

Scope:

This policy applies to all employees and departments within Airwave who handle pallets.

Policy Guidelines:

Pallet Recycling Process:

- a. Broken or damaged pallets should not be discarded in commercial waste bins.
- b. Instead, employees should identify and segregate broken or damaged pallets for recycling.

Onsite Pallet Recycling:

- a. We have established an onsite pallet recycling area where broken or damaged pallets can be repaired, refurbished, or disassembled.
- b. Employees responsible for pallet recycling should have the necessary training and tools to carry out the recycling process safely and efficiently.

Pallet Reuse:

- a. Once pallets have been repaired or refurbished, they should be properly stored and made available for future shipments and internal use.
- b. The reused pallets should meet the required quality standards to ensure safe and reliable transportation of goods.

Monitoring and Maintenance:

- a. Regularly inspect and assess the condition of pallets to identify any potential safety concerns or the need for repairs.
- b. Maintain a log or record of the pallets recycled, repaired, or reused to track the effectiveness of the program.

Compliance:

- a. All employees are expected to adhere to this policy and actively participate in the pallet recycling program.
- b. Managers and supervisors should ensure that employees receive proper training and support for pallet recycling procedures.
- c. Monitor compliance with this policy and address any non-compliance through appropriate channels.

Continuous Improvement:

- a. Periodically review and assess the effectiveness of the pallet recycling program, including the efficiency of the onsite recycling process and the quality of the reused pallets.
- b. Encourage employees to provide feedback and suggestions for improving the pallet recycling process.

By following this policy, Airwave aims to reduce waste, conserve resources, and contribute to a more sustainable environment through responsible pallet recycling practices. Compliance with this policy is essential for all employees to ensure the success of our pallet recycling program.

Policy Owner: Mike Maidens, Head of Operations

Review Date: 1st June 2023

Next Review: 31st May 2024