

Title WASTE MANAGEMENT AND REPORTING WASTE AMOUNTS				Identifier HMSM-231	
Document Type Instruction	Relevant unit INOVYN Sverige	Verifier Ingela Eliasson	Approver Geir Tangenes	Revision 1	Valid to 2026-06-21

1 WASTE MANAGEMENT

1.1 Aim

Waste must be sorted at source, so that each type of waste can be followed-up and the potential for waste reduction can be established, achieving a better environment in the workplace and a lower cost for waste management.

1.2 Responsibility

The company has an agreement with a contractor, Stena Recycling AB, who handles all of our waste (disposal of waste products, as well as removal). Stena has overall responsibility which is regulated by the agreement.

Stena has a contract for the overall responsibility for the management of waste. The maintenance department coordinates the normally occurring waste fractions at INOVYN, but the departments are generally responsible for ensuring that their own waste ends up where it should (see the relevant department's instructions, see 3.1).

Contact person for Stena for normal waste:	Coordinator MIS
Contact person for Stena for unusual waste:	Environmental engineer
Contact person authorities (unusual waste):	Environmental engineer
Contact person agreement:	Purchase manager

The agreement also includes the disposal and transportation of hazardous waste, but there may be some specific types of waste that each department is responsible for e.g. mercury waste. The department is then responsible for checking the packaging, labelling and documentation for transport according to ADR and for ensuring that all parties involved in the whole chain have the necessary permits, certificates and insurance policies.

For excavation rubble or other unusual waste, the environmental engineer must be contacted. By contact with Stena and/or the County Administrative Board, the environmental engineer determines which analyses are to be carried out to characterise the waste, fills in a declaration about the waste and orders disposal.

Excavations must be notified and reported to the County Administrative Board, see HMSM 4.03.02-04.

1.3 Methodology

There are some thirty recycling sites within the facility. Their location and what type of waste that can be left at each station is shown in the "Handbook for sorting at source INOVYN", see 3.1.

2 REPORTING WASTE AMOUNTS

Stena has a Customer portal (login required) on the Internet where all the documentation is registered, i.e.:

- collected types of waste
- volumes
- transportation

From there the environmental engineer retrieves all the information needed for the annual environmental report to be submitted to the County Administrative Board.

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The fractions handled by each department without Stena's participation must be reported in Excel spreadsheets on Y:\Miljorapportering\Avfallsredovisning.xls. These volumes are reported in the environmental report.

3 APPENDICES

3.1 Other waste instructions

PVC	AA-4.09-14	only available In Swedish as an internal document
Chlorine	KAA-4.09-10	only available In Swedish as an internal document
VCM/DS	VAA-4.09-06	only available In Swedish as an internal document
Protection station	HMSM-4.03.01-40	only available In Swedish as an internal document

3.2 [Handbook for waste sorting **INOVYN**](#)