

## Domestic / Confidential Waste Disposal

The following colour coded bags must be used to segregate domestic / confidential waste, produced in all wards and departments.

TYPE OF WASTE	CONTAINER	DETAILS AND COMMENTS
NON-INFECTED HOUSEHOLD WASTE	BLACK/CLEAR BAG	<b>Black/Clear Plastic 170 or 300g bags</b> Bags should be filled to no more than two thirds full and securely sealed.

TYPE OF WASTE	CONTAINER	DETAILS AND COMMENTS
<b>CONFIDENTIAL WASTE</b>  All office type paper including leaflets, envelopes, A4 card folders and paper with confidential information – patient and non-patient	OPAQUE BAG – Logistics department can supply rigid cardboard sack holders	<b>Opaque plastic bags</b> Bags should be filled to no more than 12.5kg (28lbs) and securely sealed using the swan neck method.  Keep in a safe and secure area until collection.  All confidential waste uplifted by our contractor is subject to a certificate of destruction and duty of care audit.

Check with your local Logistics team as to the frequency and method of arranging for confidential waste to be uplifted.

**IF IN DOUBT, CONSULT YOUR LINE MANAGER, WASTE MANAGER OR INFECTION CONTROL TEAM**