

	Annexure C 1: Environmental Requirements for the Disposal of various forms of e-waste equipment (e.g., desktops, computer screens, laptops, printers, projectors, servers, paper shredders, etc) for GEMMA Cluster (NW).	Document Identifier	240-77471651	Rev	2
		Authorisation Date	July 2022		
		Review Date	March 2025		

Environmental Section				
Ref.	KPIs	Track Submission	Actual score Apply 1 or 0	Comments
1	Environmental Policy (including commitment to ISO 14001:2015 establishment, pollution prevention, continual improvement and compliance obligation)			
2	Signed Company Organogram – with the inclusion of an Environmental Responsible Person			
3	Valid Environmental appointment letter (outlining roles and responsibilities relevant to scope of work)			
4	Communication Plan/ Strategy (not limited to events of communication, when and how)			
5	Environmental Incidents Register, including incident reporting template/form (include previous incidents encountered)			
6	Environmental Aspects and Impacts Register (specific to scope of work)			
7	Environmental Objectives and Planning Action to address Targeted Objectives			
8	Environmental Emergency Plan (including emergency contact details and emergency drill form)			
9	Evaluation of Compliance, Monitoring and Measurement Procedure/ Plan			
10	Non-Conformances, Corrective and Preventative Action (including Non-conformance's form/ template)			
11	Environmental Management Plan (with method statements specific to scope of work)			
12	Waste Management Plan (with detailed information in relation to the below)			
	12.1 Procedure/ method statement for handling of hazardous waste (not limited to storage, handling, transportation, and disposal)			
	12.2 Register for possible waste to be generated on site			
	12.3 Waste Separation			
	12.4 Waste Minimisation			
	12.5 COvid-19 related waste management and disposal			
	12.6 Records of Waste quantities to be disposed (template)			
	12.7 Compliance Obligation (Legal requirements)			
13	Certified Environmental Law Certificate			
14	Training Schedule and training Matrix (Indicating resources trained dates and scheduled dates for planned environmental trainings)			
15	Proof of registration with either the North West Provincial Department or DFFE National			

	Department for handling of hazardous waste (E-waste)			
PART B SCORE				
TOTAL POINT OBTAINED				
				Please tick relevant box Approved. ☐ Not Approved. ☐

Score:

0 = Document not submitted OR submitted but does not satisfy the minimum requirements

1 = Document submitted and the content satisfy the minimum requirements