



**Standard Operating Procedure**  
**Covid-19 Waste Management at a Healthcare Facility**  
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**1. Background and Introduction**

Coronaviruses (CoV) are a large family of viruses that cause illness ranging from the common cold to more severe diseases such as Middle East Respiratory Syndrome (MERS-CoV) and Severe Acute Respiratory Syndrome (SARS-CoV). Coronavirus disease (COVID-19) is a new strain that was discovered in 2019 and has not been previously identified in humans.

The purpose of this procedure is to ensure proper management of healthcare waste from COVID-19 testing sites. COVID-19 waste should be managed in most appropriate manners to minimize the rates of secondary transmission of the disease. The benefits of appropriate waste management also includes public safety, handlers’ safety and environmental protection. Waste from possible cases and cleaning of areas where possible cases have been (including disposable cloths, tissues, and masks if worn) should be put in a plastic rubbish bag and tied when full. The plastic bag should then be placed in a second bin bag and tied.

**2. Scope**

To ensure that all waste is safely and properly disposed of, separate colored bags will be used, each signifying the category of waste.

**3. Responsibilities**

- i. Managers and Supervisors  
Managers and Supervisors are responsible for ensuring their staff’s compliance with this procedure.
  
- ii. Personnel Performing the job

Personnel must follow the correct procedures in accordance with this SOP. Personnel are responsible for determining the type of waste they need to dispose of and following the procedure to ensure it is disposed of properly. Personnel are also responsible for reporting if instances of leakage, missing covers, or misuse of material receptacles.

#### **4. Materials needed**

- Binliners (yellow, black, red)
- Sharps containers
- Sodium hypochlorite
- Personal Protective Equipment
- Labelling stickers
- Consignment note
- Box

#### **5. Procedures**

- a. Waste should be put in a suitable bin
- b. When full, the outer surfaces of the binliner should be wiped with chlorine disinfectant at a concentration of 5% and labelled as Covid-19 bio hazardous waste
- c. Identify clearly trolleys used for transporting waste bags to storage area
- d. Wear protective gloves and the apron for transportation
- e. Pick up bags by the neck and not by the main part of the bag
- f. Place in the box and then in the truck
- g. Complete and insert a tracking sticker on the box
- h. Fill in the consignment note (leave a copy for waste generator)

#### **6. Important notes**

##### **Recommendations**

- Children, pets and pests should not be able to access the waste storage place.
- Waste should not be left unsupervised on the pavement awaiting collection

##### **If the bag is torn apart**

- Put it inside a new waste bin liner with a similar color code
- Follow Procedure (Item 4) from point 'b'

##### **If the waste is heavy that the bin would torn apart**

- Collect the heavy waste carrying pad
- Put the waste inside another bin liner
- Roll the bin on top of the heavy-waste carrying pad
- Lift the carrying pad and place in the truck
- Follow Procedure (Item 4) from point 'g'

#### **7. Regulatory impacts**

Improper handling and disposal of waste can have significant environmental and regulatory impacts. Staff should work to minimize the generation of waste the greatest extent practical and

ensure that generated waste cannot generate additional waste by keeping dumpsters closed and covered.

