



WASTE MANAGEMENT REGULATIONS 2022

FOREWORD

The waste disposal regulations provide the standards for all stakeholders and business activities, operating within the jurisdictions of Ras Al Khaimah Economic Zone, to adhere to. The purpose of these regulations is to ensure the proper identification and segregation of waste and its safe disposal.

All stakeholders must comply with these regulations, which are effective from the date of issuance.

This document must also be read in conjunction with all other RAKEZ regulatory documents as well as other applicable local and federal Waste Management laws, standards, regulations, and guidelines.

Stakeholders are also responsible, under the UAE Federal and Local laws, for waste segregation, and the transportation and disposal of waste from their operating premises Stakeholders and must take the appropriate precautions.

All stakeholders are required to adopt and operate clean modern technologies, ensure the efficient use of energy and materials, minimise waste generation by implementing recycle, reuse, and recovery (RRR) options and dispose of residual wastes in a safe and responsible manner.

The Waste Disposal regulations are available through RAKEZ's official website: <https://www.rakez.com>. These regulations are periodically reviewed, updated, and made available to all stakeholders.

It is the department's responsibility to ensure that all stakeholders familiarise themselves with this document and comply with the RAKEZ Waste Disposal Rules and Regulations.

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1. SCOPE:

- In order to reduce our environmental footprint and provide a safe and healthy working environment for all RAKEZ Customers proper waste management is essential.
- These regulations apply to all the companies and organizations operating within the jurisdictional areas of Ras Al Khaimah Economic Zone (RAKEZ)
- These regulations contain the list of offenses in which appropriate financial penalties shall be imposed. Neither non-possession nor ignorance of these regulations will be considered a reason for non-compliance.
- Enforcement of these regulations shall be the responsibility of the RAKEZ Park Operation Department.
- To ensure a safe, healthy and clean environment, RAKEZ Park Operation Department is authorised to visit all facilities/operations to ensure that the above standards, regulations, and guidelines are being complied with. In the case of unsatisfactory circumstances found during these visits, the RAKEZ Park Operation Department will take whatever action is deemed necessary.
- RAKEZ reserves the right to revise at any time, change, amend or remove any or all of the provisions contained in these regulations with or without prior notice.

2. PURPOSE:

- To ensure that stakeholders carry out proper segregation (after the generation of waste from their activities), collect transport (from stakeholder's premises to waste container), store and dispose of waste generated in RAKEZ Zones, in a way that has minimal impact on the environment.
- To manage generated waste by providing direction and guidance to all the stakeholders operating within RAKEZ Jurisdiction areas, as per the UAE's Federal law and RAK Waste Management Agency Rules and Regulations.

3. ROLES AND RESPONSIBILITIES

3.1. Stakeholder's Responsibilities

- Stakeholders are accountable and must implement activities and operations that adhere to RAKEZ's Waste Management Regulations. Stakeholders must also adopt all regulations, guidelines and instructions issued by RAKEZ.
- Stakeholders must comply with all applicable permits/service agreements from RAK Waste Management Agency and dispose of waste where applicable.
- All clients operating in a warehouse facility owned by RAKEZ must comply with RAKEZ Waste Management Regulations and RAKEZ Waste Management Procedure and ensure that segregated waste is correctly disposed of in the designated public containers.

3.2. RAKEZ Park Operation Department-Housekeeping:

- To provide a clean and healthy working environment for all stakeholders across all sites and locations.
- To issue and amend where necessary, the above regulations and guidelines.
- To inspect workplaces, take samples, photos, scans and issue appropriate sanctions as per RAKEZ's existing Violation Code and to ensure compliance.
- To issue warnings, notices and penalties, where required.

- To prepare and execute and or recommend Waste Management related educational awareness programs and training.
- To liaise with relevant government authorities to ensure stakeholders are following RAK Public Service Department (PSD) - Waste Management Agency requirements.

4. DEFINITIONS:

Waste Classification is the process of separating waste and keeping different types of waste separate during handling, accumulation, interim storage, and its transportation.

- 4.1. General Waste is a Municipal Solid Waste e.g. Household and office user generated waste
- 4.2. Hazardous Waste: Paint, Chemicals, Oil, Gas, Grease, Chemical Powder, Glass products
- 4.3. Special Waste: Mixed or non-segregated waste
- 4.4. Organic Waste: Food, vegetables, fruits and meat products
- 4.5. Recycle Waste: Paper, Carton, Plastic, Wood Pallets, used or damaged furniture
- 4.6. Construction and Demolition Waste: Concrete bricks, Cement and sand mixture
- 4.7. Medical Waste: Medical and Pharmaceutical
- 4.8. E-Waste: Printers, batteries, used desktops, cables and toners
- 4.9. Scrap Material Steel, Metal, Aluminium and Machines, Plastic and Fibre materials
- 4.10. Sewage Waste Water-Waste Sludge, Oil, Grease, Paint, Chemical and Food Content and Mixed waste water

5. TYPES OF WASTES

5.1. General waste or Municipal Solid Waste

Waste from residential, commercial and industrial sources

Garbage or trash is considered a type of waste category. It refers to general waste or municipal waste as well as office and household waste. It consists of mixed items discarded by the public and removed by governmental transportation. General waste is sorted at a sorting plant into recyclable materials and non-recyclable materials. All materials that cannot be recycled are sent to the nearest landfill site.

5.2. Hazardous Waste:

Hazardous waste includes materials that are flammable, toxic, reactive or corrosive in nature, and are harmful to human health and the environment. Examples are Paint, Chemicals, Oil, Gas, Grease, Chemical Powder and Glass products. This also includes used machines and equipment.

5.3. Special Waste:

Special waste is non-hazardous in nature. It includes industrial waste and non-segregated waste that results from all types of industrial, commercial and manufacturing activities. This category is referred to as special because it is difficult to manage after disposal. It can often require special equipment to handle it at its designated disposal site.

Certain types of Construction Demolition Mixed waste, disposal of non-recyclable waste such as Non-Recyclable Plastic, Non-recyclable Textile, End of Life Vehicles and non-segregated waste comes under the special waste category.

5.4. Organic Waste:

These materials can also be referred to as biodegradable. It includes vegetables, fruits, meats, plants and green tree waste Disposal of organic waste is for the most part free except for food waste, poultry waste and organic soil.

5.5. Recyclable Waste:

Recycled waste includes materials such as paper, carton, plastic, wood pallets and used or damaged furniture, that have already been sorted out at the sorting plant and are now ready to be recycled or reused.

5.6. Construction/Demolition:

This category of waste material consists of debris generated during the construction or demolition of buildings, roads, and bridges. It includes concrete bricks, cement and sand mixture, masonry, bricks and ceramics.

5.7. Medical Waste

Medical waste is waste that has been contaminated by bodily fluids, blood and other contaminated or infectious materials. This category of waste is generated from health care facilities such as hospitals, clinics, blood banks, doctor's offices, medical research facilities and laboratory and veterinary hospitals and clinics.

5.8. Electronic Waste or E-Waste

This includes printers, batteries, used desktops, cables, toners and all expired and non-expired electrical and electronic equipment. There is a set fee for the disposal of all electronic waste.

5.9. Scrap Materials Waste

Scrap waste from industrial zone customers and RAKEZ facilities must be cleared by a scrap buyer. This includes the following types of scrap waste: Steel, Metal, Aluminum and Machines, Plastic, Fibre materials

5.10. Sewage Waste Water

Sewage (or domestic wastewater) consists of wastewater discharged from RAKEZ facilities to sewage holding tanks. It maybe one's own tank or a public tank. A combination of hazardous substances that do not mix with water are all considered contaminated waste water. Examples include Waste Sludge, Oil, Grease, Paint, Chemical and Food Content and mixed waste water.

6. ASSESSMENT OF WASTE ITEMS:

6.1. Assessment of Hazardous Waste

All hazardous waste must be assessed for containing properties, chemical properties and infectious properties by the stakeholders, at the time of production. In respect to chemical or COSHH related wastes the manufacturer's material safety data sheet (MSDS) must be used during the assessment. This assessment will assist in determining the appropriate waste stream as well as proper collection, disposal and treatment for the waste.

All hazardous waste must be assessed by the stakeholders by following the below checklist:

- Does the waste contain any chemicals that are dangerous substances?
- Does the waste contain any other chemicals?

If the answer is yes, the client shall follow RAK Waste Management Agency (RAKWMA) procedures for proper disposal. Send official request via customerservice@wm.rak.ae to provide instruction and a guidance for waste disposal.

6.2. Assessment and classification of Medical Waste:

All Medical Waste must be assessed by the stakeholders, by following the below checklist:

- Does the waste contain cytotoxic or cytostatic material?
- If YES, dispose of as Cytotoxic Waste and follow RAK Waste Management Agency (RAKWMA) procedures
- Does the waste contain a Prescription Only Medicine/Material (POM)?
- If YES, dispose of as potentially infected waste containing a Prescription Only Medicine/Material (POM) and RAK Waste Management Agency (RAKWMA) procedures. Ensure that details of the POM, Purchase Order, Material Safety Data Sheet (MSDS) are available at all times.

6.3. Assessment and classification of Infectious Waste:

All Infectious Waste must be assessed by the stakeholders, by following the below checklist:

- Does the waste arise from a patient that is known or suspected to have a disease caused by a micro-organism or its toxins?
- Will the waste cause infection to any person or other living organism coming into contact with it?
- Is the waste a sharp or anatomical waste?
- Has the waste item been specifically assessed as infectious?
- If YES, dispose of as Infectious Waste or contact Infection Control

If the answer is yes, client shall follow RAK Waste Management Agency (RAKWMA) procedures for proper disposal. Send official request via customerservice@wm.rak.ae to provide instruction and a guidance for waste disposal.

7. WASTE MINIMISATION

All RAKEZ stockholders must be committed to minimizing waste through strategies such as:

7.1. Reducing Waste

- Quantifying the waste produced
- Examining each work process and the necessary steps to determine where waste is being produced and devising measures for waste prevention and or reduction.

- Collaborating with employees to devise new ways of reducing waste so they can feel a sense of shared responsibility.
- Partnering with a waste management contractor to assist with waste minimization.
- Keeping a running tally of waste production to track changes and monitor improvements.

7.2. Reusing

- Reusing drums, cartridges and containers where possible.
- Selling or donating waste to other organizations.

8. WASTE DISPOSAL

All waste shall be managed in accordance with local decree No.3 of 2017 chapter IV Federal Law No. 24 of 1999, Federal Law No. 12 of 2018, and subsequent executive orders/decrees.

8.1. Waste Segregation

All RAKEZ Customers are requested to segregate their waste (recyclables, organic, food, e waste, scrap items, medical, chemical and hazardous waste by various colour codes and packaging.

By segregating waste there is reduction of waste that gets sent to landfill sites. Segregating waste is also important as it makes it easier to apply different processes such as composting, recycling and incineration.

Refer: Waste Classification Booklet - Ras Al Khaimah, by RAKWMA

8.2. Waste Storage:

- General waste is stored in a separate room at the facility, pending collection by the municipality or contractor. It must be disposed of into a designated waste container.
- All infectious waste is stored in a designated area with access limited to authorised, personnel only.
- Infectious waste must be disposed of within 24 hours.
- Hazardous health-care waste must be stored in a separate location on an impermeable surface (no cracks or floor drains).
- There must be enough space around stored waste containers/ bags to allow for regular inspection for leakages or label deterioration.
- Waste bags and containers must be sealed (such as with adhesive tape) and marked with a biohazard sign for medical waste.

8.3. Waste Disposal and Waste Containers

The containers are used to dispose the segregated waste into different colour coded containers. All RAKEZ customers are encouraged to dispose of waste in their respective containers and ensure that waste is segregated into different colour coded containers approved by RAKWAM.

Below are the details of waste and colour coded containers:

Type of Waste	Name of the Waste	Waste Container Colour
General waste or Municipal Solid Waste	Household and office user generated waste	Blue and black (silver)
Recycle Waste	Paper, carton, plastic, wood pallets, used/damaged furniture's	Green colour cages
Hazardous Waste	Paint, chemicals, oil, gas, grease, chemical powder, glass products	Red colour containers (solid items only)
Scrap Material (Waste)	Steel, metal, aluminium and machines, plastic, fibre materials	Contact RAKEZ Housekeeping
Special Waste	Mixed or non-segregated waste	Contact RAK Waste Management Agency Scrap sales must be after obtaining no objection certificate (NOC) from RAKWMA
Organic Waste	Food, vegetable, fruits and meat products	Green colour container Brown colour container
Construction & Demolition waste	Concrete bricks, cement/sand mixture	Contact RAK Waste Management Agency to obtain disposal permit
Electronic (E) waste	Printers, batteries, used desktop, cable, toners	Contact RAK Waste Management Agency
Medical Waste	Medical and pharmaceutical waste items	Yellow for medical Blue for pharmaceutical Contact RAK Waste Management Agency
Sewage Waste Water	Waste sludge, oil, grease, paint, chemical and food content mixed waste water	Contact RAK Waste Water Agency

- RAKEZ Warehouse Customers are allowed to dispose of segregated waste in RAKEZ Containers placed in public areas.
- Land customers and certain Categories of Warehouse customers are requested to hire waste containers from Ras Al Khaimah Waste Management Agency.
 - a. Permanent garbage skip placing area and garbage skip shall be provided (within the plot limit only) for the disposal of domestic refuse. It must be cleaned regularly and there must be adequate access to all garbage skips to ensure the safe collecting of all waste.

- b. All non-hazardous waste shall be disposed of in the skips/bins provided by the RAK Waste Management Agency. It remains the responsibility of the employer to establish suitable contracts with RAKWMA as the sole service provider for non-hazardous waste collection and ensure that advance notice is given to enable the regular clearing of waste from skips.
- c. Collection/interim storage and disposal requirements of hazardous/industrial wastes shall be in accordance with local decree No.3 of 2017 chapter IV with Federal Law No. 24 of 1999, and subsequent executive orders/decrees, and suitable segregated areas shall be provided for this purpose within the employer's premises.

Those who wish to sell or recycle waste and scrap materials must comply with the PSD Waste Management requirements.

8.4. Prohibited Waste Disposals

It is prohibited to throw down, place, abandon or discharge any waste and/or unwanted materials in any public/communal/private areas, e.g. roads, sewers, open lands, quay areas, roofs, other's skips/garbage bins, fence, etc. This includes but is not limited to:

- a. Disposing of all kinds of unwanted materials such as domestic garbage, industrial waste, chemical/oil, and wastewater including overflowing manholes, septic tank/soak away, and A/C condensed water;
- b. Throwing or disposing of solid waste, e.g. cloths, plastics, papers, cigarette tips, etc. and/or chemical/oil in the sewerage lines, manholes, or drainage pipeline and its appurtenances;
- c. Disposing of chemicals or other hazardous materials like toxic waste; corrosive chemical waste or their empty cans into ordinary skips. Separate Special Waste Containers shall be used for the interim collection of such wastes before disposal/recycling. Prior approval shall be taken from the PSD before disposing of such waste. It remains the responsibility of the employer that generates the waste to ensure that approvals/permits are obtained from the PSD for the disposal of that waste.
- d. Disposing of anything which may hinder the free passage of vehicles, pedestrians or adversely affect the environment within RAKEZ or which could cause contamination, or any other breach/threat to public health and safety.
- e. Unauthorised disposal (without the approval/permit of the PSD).

9. WASTE HANDLING PROCEDURES:

9.1. Personal Protective Equipment

COSHH Regulations require that risks to health be eliminated, prevented or, where this is not reasonably practicable, reduced. It is likely that even after all reasonably practicable precautions have been taken to reduce the exposure of staff that handle, transfer, transport, treat or dispose of Medical / Chemical / Hazardous waste; some personal protective equipment will still be required. In such cases, the Trust, through the appropriate departments, will ensure that these items are provided, used and maintained.

Under the law, employees must cooperate with employers to ensure that their legal duties are met. Risk assessments will be undertaken to identify the need for personal protective equipment such as: suitable heavy-duty gloves by the team manager.

Emergency situations, such as spillages, will also be addressed in any risk assessments. This might include the need for protective equipment to prevent exposure via routes such as skin contact (for example disposable aprons and gloves)

9.2. Basic Hygiene

Basic personal hygiene is important in reducing the risk from handling Medical / Chemical / Hazardous waste. RAKEZ will ensure that washing facilities are conveniently located for people handling Medical/Chemical / Hazardous waste. This is particularly important at storage facilities. Risk Assessments must be carried out by team managers to ensure adequate facilities are available.

9.3. Accidents and Incidents

All incidents involving spillages, damaged packaging, inappropriate segregation or any incident involving need to be reported to the line manager and be immediately investigated

The investigation of these accidents and incidents must establish the cause and what action needs be taken to prevent a recurrence.

There may be occasions when an emergency situation occurs when handling or storing waste for example, a spillage of a hazardous material. The COSHH assessment process will help identify any potential risks and the manager of the work area will ensure that appropriate procedures are put in place.

9.4. General Considerations

- RAKEZ shall assign staff for waste management.
- Contracting staff shall be trained on the proper waste management practices.
- RAKEZ shall contract a licensed company to handle and dispose of the waste it generates.

9.5. Spillage of Clinical Waste/Oil Waste/Chemical Waste

The area affected should be marked off with a warning tape. Wear appropriate PPE (plastic apron and non-sterile gloves, face mask) and place the spillage of waste in an orange bag. The area is cleaned using detergent and water. For cleaning of blood spill/waste spill, use 1:9 hypochlorite. After the procedure is complete dispose of the plastic apron and gloves as clinical waste. Refer Risk Assessment / Method Statement.

9.6. Risk Management

- Risks involved with waste management are regularly assessed, identified and managed.
- Employees are trained in waste management, including becoming familiar with the different types of waste and appropriate, safe handling and disposal methods.
- Personal protective equipment is accessible and available as required.
- Appropriately qualified staff supervisors for the handling of related waste.

RAKEZ acknowledges that different materials require a different waste management approach and will investigate appropriate avenues for disposal, particularly where waste may be dangerous and/or hazardous.

10. PENALTIES:

Contravention of any of the provisions above is an offence. Inability by the employer to ensure incident-free operations will result in penalties from RAKEZ, especially where it is established that adequate safeguards were not taken to prevent the incident.

Details of violations and penalties with deadlines as per the RAKEZ Violation Code:

Description	Violation 1	Violation 2	Violation 3
Poor hygienic standard (indoor/outdoor)	Warning Letter (with deadline of 5 calendar days)	AED 1,000 (with deadline of 5 calendar days)	AED 5,000
Disposing wastes in Inappropriate places (indoor/outdoor)	Warning Letter (with deadline of 5 calendar days)	AED 5,000 (with deadline of 5 calendar days)	AED 25,000+ any remedial measures
Misusing municipality waste bins	Warning Letter (with deadline of 5 calendar days)	AED 1,000 (with deadline of 5 calendar days)	AED 2,000 Plus suspension of services until rectified and/or payed.

11. EXTERNAL CONTACTS

External Authority	Type of Requirements	Contact No.
Ras Al Khaimah Waste Management Agency	Request for placement of the waste container	RAK Waste Management Agency- Tel: +971 7 227 2555- Waste Management Customer Service customerservice@wm.rak.ae ;
Ras Al Khaimah Waste Management Agency	Request for disposal of waste	RAK Waste Management Agency- Tel: +971 7 227 2555- Waste Management Customer Service customerservice@wm.rak.ae ;
Ras Al Khaimah Waste Water Agency	Request for disposal of sludge waste	RAK Waste Water Agency- Tel: +971 7 227 2424- disposal.request@wm.rak.ae ;

12. APPENDIX A

- RAKEZ Waste Management Policy
- RAKEZ Operating Rules
- RAKEZ Violation Code
- Waste Management Flow chart
- Hazardous waste Disposal Request Form
- Park Operation Policy-Housekeeping Policy

13. APPENDIX B

- Ras Al Khaimah Waste Management Agency Booklet/Guidelines
- UAE Municipality & Environment Agency Guidelines
- Federal Law no. (12) of 2018 for the Integrated Waste Management
- Federal Law no. (24) of 1999 for the Protection & Development of the Environment
- Integrated Hazardous Materials Management System (IHMMMS) – Government of Abu Dhabi
- Department of Environment and Climate Change: NSW, Waste Classification Guidelines Part 1: Classifying Waste 2009
- Ras Al Khaimah Law No.3 of 2017
- Technical-Guideline-No.-8-Hazardous-Waste-Disposal-September-2020
- Technical-Guideline-No.-9-Recyclable-Waste-Materials-September-2020
- Federal Cabinet Decree No.37 of 2001 regarding the Regulations for the Handling Hazardous Materials, Hazardous Waste and Medical Wastes.