**WHERE TO LOOK FOR WASTE**

| **Area** | **Typical activities** | **Potential wastes** | **✓** |
| --- | --- | --- | --- |
| Loading/unloading area (goods in/out) | Unloading,  Unpacking,  Materials handling, | Packaging/containers |  |
| Off-specification deliveries |  |
| Damaged containers/products |  |
| Spill residue |  |
| Cleaning rags etc |  |
| Gloves, overalls etc. |  |
| Internal and external storage areas (for raw materials, parts, finished products) | Bulk storage tanks,  Warehousing,  Drum and chemical storage,  Consumables storage,  Inventory storage | Off specification materials |  |
| Excess materials |  |
| Damaged containers |  |
| Empty containers |  |
| Leaks from pumps/valves/pipes |  |
| Out of date materials |  |
| No longer used materials |  |
| Damaged parts/products |  |
| Manufacturing/ production | Casting,  Heat treating,  Etching,  Degreasing,  Washing,  Coating,  Forming,  Machining,  Product assembly | Rinse water |  |
| Evaporation from process / rinse tanks |  |
| Solvent evaporation |  |
| Sludges in process tank bottoms |  |
| Off specification product rejects |  |
| Empty containers |  |
| Floor sweepings |  |
| Ductwork clearout |  |
| Machine coolant (cutting fluid) |  |
| Oil |  |
| Process solution dumps |  |
| Excess materials |  |
| Filters |  |
| Leaks from tanks/pipes/valves |  |
| Spill residue |  |
| Swarf/off-cuts |  |
| Sludge |  |
| Drag-out from process tanks |  |
| Packaging of dispatched goods |  |
| Grit/sand blasting waste |  |
| Cutting tips/drill bits |  |
| Degreasing sludges |  |
| Spent acids/alkalis |  |
| Support services | Laboratories,  Maintenance,  Non-destructive testing | Chemicals |  |
| Samples and containers |  |
| Solvents |  |
| Cleaning agents |  |
| Lubricating oils and greases |  |
| Scrap equipment |  |
| Filters |  |
| Batteries |  |
| Office paper, etc |  |
| Absorbents/oily rags |  |
| Consumables |  |
| Energy use | Offices and Workshops,  Processes,  Boiler plant,  Gas/fluid distribution systems etc | High temperatures |  |
| Lights left on |  |
| Taps left running |  |
| Doors left open |  |
| Air leaks from compressor lines |  |
| Heat loss through roof/doors/windows |  |
| Discharge lamps beyond economic life |  |
| Poorly controlled or inefficient |  |
| heating/hot water systems |  |
| Electric motors over five years old |  |
| Process heat not re-used |  |
| Water use | Kitchens,  Toilets,  Steam heating,  Cooling water etc | Urinals flushing continually |  |
| Leaking pipes |  |
| Taps left running |  |
| Wasteful wash-downs |  |
| Facilities/site services | Facility maintenance,  Effluent treatment,  Drain and interceptor cleaning,  Oil and fuel deliveries,  Waste storage | Consumables |  |
| Leaks and spills |  |
| Sludges |  |
| Poor segregation of wastes |  |
| Redundant equipment, furniture etc |  |
| Other |  |  |  |
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