

Abu Dhabi Occupational Terms

إشتراطات أبوظبي المهنية

ADOT Abu Dhabi Occupational Terms



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ش أم 2016 /57
الإصدار الأول

Occupation: Hazardous Waste
Handler

المهنة: معالج النفايات الخطرة

Term: Handle Hazardous
Waste under supervision
including handling, packaging,
labelling & marking,
requirements using personal
protective equipment. A
Hazardous Waste Handler
does related work as required.

الإشتراط:



Table of Contents

Amendment Page	ii
1 About the Abu Dhabi Quality & Conformity Council	1
2 Foreword.....	1
3 Acknowledgements.....	2
4 Occupational Terms	3
4.1 Key Words and Terms	4
4.2 Performance Criteria for Element.....	7
4.3 Knowledge and understanding	9
4.4 Additional Information.....	10
4.5 Scope / range related to performance criteria	10
4.6 Scope / range related to skills and knowledge	11
4.7 Behaviours Required	12
4.8 Design criteria for development of training programs, qualifications and awards	12
5 References	14



Amendment Page

This Amendment Page is updated and issued with each set of revised and/or new pages of the document to help ensure that each copy of this Abu Dhabi Occupation Term (ADOT) contains a complete record of amendments.

This Occupational Term is a live document which can be amended when necessary. QCC operates an Occupational Standards Working Group that has prepared this document, and can review stakeholder comments in order to review and amend this document; ultimately resulting in an issuance of an updated version, if necessary.

Log of Amendments						
Amendment			Discard		Insert	
No.	Date	*Sections Changed	Page(s)	Issue No.	Page(s)	Issue No.
1	xxx	Document launched				



1 About the Abu Dhabi Quality & Conformity Council

The Abu Dhabi Quality and Conformity Council (QCC) was established by law No. 3 of 2009, issued by His Highness Sheikh Khalifa Bin Zayed Al Nahyan, President of the UAE. QCC is responsible for the development of Abu Dhabi Emirate's Quality Infrastructure, which enables industry and regulators to ensure that products, systems and personnel can be tested and certified to UAE and International Standards.

Products certified by QCC receive the Abu Dhabi Trustmark. The Trustmark is designed to communicate that a product or system conforms to various safety and performance standards that are set by Abu Dhabi regulators.

2 Foreword

The QCC Hazardous and Medical Wastes Occupational Standards Working Group was initiated in Quarter Four/2015 in order to increase the quality, efficiency, health and safety factors for Environmental Service Providers in terms of experience, training skills and education in the Emirate of Abu Dhabi.

What is meant by Occupational Standards? In this context: professional standards specialist personnel should have. The Government of Abu Dhabi, under the leadership of His Highness Sheikh Khalifa bin Zayed Al Nahyan, President of the UAE and Ruler of Abu Dhabi, and His Highness Sheikh Mohamed bin Zayed Al Nahyan, Crown Prince of Abu Dhabi, Deputy Supreme Commander of the UAE Armed Forces and Chairman of the Abu Dhabi Executive Council, has invested heavily and at high levels of professionalism and safety in the Infrastructure of Abu Dhabi. Therefore, it was crucial and mandatory to have skilled workmanship to maintain the infrastructure value and continue working on developing it in the Emirate of Abu Dhabi in Particular and the United Arab Emirates in general.

1 نبذة عن مجلس أبوظبي للجودة والمطابقة:

تم تأسيس مجلس أبوظبي للجودة والمطابقة بموجب القانون رقم 3 لعام 2009 الذي أصدره سمو الشيخ خليفة بن زايد آل نهيان رئيس دولة الإمارات العربية المتحدة حاكم إمارة أبوظبي. ويُعدُّ المجلس مسؤولاً عن تطوير البنية التحتية للجودة في إمارة أبوظبي التي من شأنها تمكين قطاع الصناعة والجهات التنظيمية من ضمان إمكانية اختبار واعتماد المنتجات والأنظمة والأيدي العاملة بها طبقاً للمواصفات الإماراتية والعالمية.

تحصل المنتجات المعتمدة من المجلس على علامة أبوظبي للثقة والتي تم تصميمها لتأكيد أن هذا المنتج أو النظام مطابق لمعايير الأداء والسلامة المختلفة المحددة من قبل الجهات التنظيمية في إمارة أبوظبي.

2 تمهيد:

تم تشكيل فريق عمل اشتراطات مهنية لعاملي النفايات الخطرة وعاملي النفايات الطبية في الربع الأخير من عام 2015، وذلك لتعزيز الجودة، الكفاءة، مستوى الصحة والسلامة لمقدمي الخدمات البيئية من حيث الخبرة، المهارات التقنية والتعليم في إمارة أبوظبي.

ما المقصود بالمواصفات المهنية؟ يقصد بها في هذا السياق المواصفات المهنية المطلوب توفرها لدى العاملين الاختصاصيين في كافة المجالات. إن حكومة إمارة أبوظبي بقيادة صاحب السمو الشيخ خليفة بن زايد آل نهيان، رئيس دولة الإمارات العربية المتحدة وحاكم إمارة أبوظبي، وسمو الشيخ محمد بن زايد آل نهيان، ولي عهد أبوظبي، نائب القائد الأعلى للقوات المسلحة الإماراتية، رئيس المجلس التنفيذي لإمارة أبوظبي، قد قامت بالاستثمار بكثافة وبدرجات عالية من الاحتراف المهني والأمان في قطاع البنية التحتية للإمارة، فكان لزاماً توفر العمالة الماهرة بهدف الحفاظ على قيمة البنية التحتية والعمل على تطويرها في إمارة أبوظبي بشكل خاص وفي دولة الإمارات العربية المتحدة بصفة عامة.



3 Acknowledgements

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4 Occupational Terms

Occupation	Hazardous Waste Handler	معالج النفايات الخطرة	المهنة						
Unit Standard Title	Hazardous Waste Generalist (Level 1) – Handling of Hazardous Waste		المسمى الوظيفي القياسي						
Unit Descriptor	This standard specifies the outcome required to handle Hazardous Waste under supervision. It includes handling, packaging, labelling & marking, requirements using personal protective equipment		توصيف المهنة						
Unit Type	<input type="checkbox"/> Knowledge and Skills OR <input checked="" type="checkbox"/> Application								
Elements	<table border="1"> <thead> <tr> <th>No.</th> <th>Element</th> </tr> </thead> <tbody> <tr> <td>E1</td> <td>Follow workplace Procedure</td> </tr> <tr> <td>E2</td> <td>Handling of Hazardous Waste</td> </tr> </tbody> </table>	No.	Element	E1	Follow workplace Procedure	E2	Handling of Hazardous Waste		
No.	Element								
E1	Follow workplace Procedure								
E2	Handling of Hazardous Waste								
QF Emirates Level	<input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/> 9 <input type="checkbox"/> 10								
Function	<input type="checkbox"/> Policy and Strategy QF 9-10 <input type="checkbox"/> Managing QF 7-8 <input type="checkbox"/> Specifying QF 6-7 <input type="checkbox"/> Controlling QF 6 <input type="checkbox"/> Maintaining Capability QF 4-6 <input checked="" type="checkbox"/> Performing/carry out QF 1-4								
Entry information and Prerequisites	No entry requirements								
Grading	Knowledge and Skills: <input type="checkbox"/> Pass/Fail <input type="checkbox"/> Percentile 100%: ____% Application Units: <input checked="" type="checkbox"/> Competent/Not Yet Competent								
Sector	Waste Management	إدارة النفايات	القطاع الصناعي						
Developed by	Government Sector: UAE Ministry of Climate Change and Environment, UAE Ministry of Health and Prevention, The Center of Waste Management-Tadweer, Environment Agency, Health Authority, Department of Municipal Affairs	القطاع الحكومي: وزارة التغير المناخي والبيئة، وزارة الصحة ووقاية المجتمع، مركز إدارة النفايات-تدوير، هيئة البيئة، هيئة الصحة، دائرة الشؤون البلدية والنقل، مركز أبوظبي للسلامة والصحة المهنية، شركة بترول أبوظبي	الجهات المشاركة						

	and Transport, Abu Dhabi Occupational Health and Safety Center, industrial Development Bureau, Abu Dhabi National Oil Company, Abu Dhabi Health Services Company-SEHA	الوطنية ، شركة أبوظبي للخدمات الصحية-صحة	
	Private Sector: Star International Waste Management LLC – Al Ain Medical Waste Treatment Facility (Incinerator Plant), DureOil Middle East Establishment – Hazardous Waste Engine Oil Recycling Facility , Gulf Sail Engineering Corrosion Services Establishment, Green Mountains Cleaning Services Establishment, Oasis Environmental Solutions, Condor Medical Waste Treatment Co. LLC, New Cleaning Establishment, Cleanco Medical Waste Treatment LLC, Averda Waste Management LLC, Veolia Environmental Services LLC, Alphamed Abu Dhabi Company Limited LLC, Sita Trashco Environmental Solutions and Waste Management LLC, DulSCO LLC, Bridges Environmental Services Company LLC, TUV – Nord	القطاع الخاص: أم بي أم دلة،مجموعة بن بطي،شركة شراع الخليج الهندسية،الجمال الخضراء لخدمات التنظيف،الواحة للحلول البيئية،كوندور لإدارة النفايات الطبية،المؤسسة الجديدة للتنظيف،كلينكو،أفيردا لإدارة النفايات،فيولا لخدمات البيئة،الخياط للإستثمارات،سيتا تراشكو للحلول البيئية،دلسكو،الجسور للخدمات البيئية ،تي يو في-نورد	
Endorsement Date			تاريخ الموافقة
Recommended Review Date	Annually	سنوياً	تاريخ المراجعة الموصى به
Version No.	1		
Relevant Occupations	-		المهن ذات الصلة
Links to other occupational standards	-		روابط لاشتراطات مهنية أخرى
ISCO	ISCO-08		التصنيف الدولي القياسي للمهن ISCO

4.1 Key Words and Terms

Word or Term	Definition	التعريف	الكلمة أو المصطلح
Competent Authority	Tadweer (The Center of Waste Management) – Abu Dhabi		

Word or Term	Definition	الكلمة أو المصطلح	التعريف
Emirate	The Emirate of Abu Dhabi		
Employer	Any natural or juridical person employing one or more workers in consideration of a remuneration of any kind whatsoever		
Environmental Service Providers	The parties operating in the field of collection, transport, storage, recycling, processing and disposal of wastes		
Establishment	Any economic, technical, industrial or commercial unit in which workers are employed and the objectives of which are to produce or market commodities or to provide services of any kind		
Executive authority	Executive Council of Abu Dhabi		
Government	Government of Abu Dhabi		
Hazardous Substances	Solid, liquid or gaseous substances having properties harmful to human health or adverse impact on the environment such as toxic substances, explosive, flammable, or ionizing radioactive substances		
Wastes	All hazardous and non-hazardous remnants and wastes, including nuclear wastes, disposed of or need to be disposed of, in accordance with the provisions of the law and include: solid wastes, liquid wastes, gaseous wastes, hazardous wastes and medical wastes		
Solid Wastes	Such as domestic, industrial, agricultural, medical, construction and demolition wastes		
Liquid Wastes	produced by domestic, commercial, industrial and other premises		
Gaseous (smoke, vapour and dust) Wastes	Produced by domestic premises, bakeries, incinerators, factories, crushing plants, stone quarries, power stations, oil works and means of transportation and communication		
Hazardous Wastes	Residues or ash of different activities and operations containing properties of hazardous substances		

Word or Term	Definition
Medical Wastes	Wastes constituted wholly or partially of human or animal tissues, blood or other body fluids or excretions or drugs or other pharmaceutical products or bandages, needles, syringes, sharp medical objects or any other contagious, chemical or radioactive wastes produced by medical or nursing activities, treatment or health care, dentistry or veterinary and pharmaceutical practices or manufacturing, research, teaching, sample taking or storage
Waste Disposal	Operations not involving extraction or reuse of substances such as burial, deep injection, biological or physical-chemical treatment, permanent storage, destruction or any other method approved by the competent authorities
Waste Handling	All operations from the time of generation of wastes to their safe disposal, including collection, storage, treatment and recycling or disposal
Waste Management	Collection, storage, transportation, recycling and disposal of wastes including the care of disposal sites
Waste Recycling	Operations carried out on wastes, for the extraction or reuse of substances such as use for fuel, extraction of metals and organic substances, soil treatment or waste oil refining
Work	Any human effort, be it intellectual, technical or physical, extended against a remuneration whether the said work is permanent or temporary
Worker	Any male or female person who receives remuneration of any kind for work performed thereby in the services of an employer and under his management or control, even if the employee is off employer's sight. This meaning shall also apply to officials and employees who are in the service of the employer and are subject to the provisions hereof
Segregation	This is the Physical Separation of waste materials, according to their general physical and chemical nature

الكلمة أو المصطلح	التعريف

4.2 معايير الأداء للوحدة

4.2 Performance Criteria for Element

Element	1. Follow workplace Procedure
Performance Criteria 1.1	EAD /Tadweer Waste Classification Policy & Technical Guideline
Performance Criteria 1.2	Tadweer Licensing and Permitting requirements
Performance Criteria 1.3	Obtain, confirm and follow work instructions
Performance Criteria 1.4	Follow Occupational health and safety procedures in line with OSHAD SF and relevant competent authorities requirements
Performance Criteria 1.5	Identify hazards and report to Supervisor in line with workplace procedures
Performance Criteria 1.6	Follow procedures for referring non-routine events to Supervisor for directions
Performance Criteria 1.7	Use correct PPE in line with OSHAD SF and relevant competent authorities requirements

Element	2. Handling of Hazardous Waste
Performance Criteria 2.1	Hazardous Waste handling, packaging, labeling and marking requirements in line with Tadweer requirements
Performance Criteria 2.2	Hazardous waste collection, transportation and storage requirements
Performance Criteria 2.3	Understand the importance of proper record keeping and reporting requirements for Waste Producers (Waste Manifest)

Performance Criteria 2.4	Minimizing risks to others and the environment
Performance Criteria 2.5	Disposal / Treatment of Hazardous Waste in line with Tadweer requirements
Performance Criteria 2.6	Hazardous Waste Operations, Emergency Response, accident and incident reporting

4.3 Knowledge and understanding

4.3 المعرفة والاستيعاب

To perform effectively you need to know and understand:

1. Appropriate action required in the event of emergency or fire.
2. Regulatory and Statutory requirements relating to your duties as a Hazardous Waste Handler.
3. Occupational health, safety and environment protection procedures.
4. Procedural requirements for handling, packaging, labeling and marking of Hazardous Waste.
5. Principles for effective communication with co-workers and supervisors.
6. Procedures to follow promptly and effectively in the event of accidents, incidents, or ill health during handling of Hazardous Waste.

4.4 Additional Information

4.4 معلومات إضافية

4.5 Scope / range related to performance criteria

The scope relates to Handling of Hazardous Waste

It is possible that a Hazardous Waste Handler is required to perform work duties while handling different types of Hazardous Waste; therefore, the Hazardous Waste Handler must understand all types of Hazardous Waste and its Characteristics that may be used in their role, and the communication, Contingencies and Constructive feedback may include:

- Communication may be:
 - Face-to-face
 - In community languages
 - Oral via an interpreter
 - Visual
 - With groups
 - With individuals
 - Written
 - Assertive but not aggressive
- Contingencies may include:
 - Accidents and incidents
 - Lack of availability of personnel
 - Hazards and Risks
 - Team dynamics and conflict
- Constructive feedback may include:
 - Comments from your management, team members, or interested parties on work performance
 - Suggestions for improving work performance
 - Workplace assessment

4.6 Scope / range related to skills and knowledge

4.4.2 النطاق / المجال ذو الصلة بالمهارات والمعلومات

Regulatory requirements that must include:

- The applicable laws, rules, guidelines, policies, procedures and practices of Waste Management of the Emirate of Abu Dhabi.
- Abu Dhabi Occupational Safety and Health System Framework (OSHAD-SF)
- Other statutory and/or regulatory requirements that are in force.

Procedures for responding to contingencies which may include:

- Apply effective communication skills
- Apply hazard control measures
- Apply problem solving skills
- Assess risk
- Assess aspects and impacts related to Hazardous Waste
- Postpone or reschedule activity
- Refer to your management
- Seek assistance from emergency services

Face to face and coaching techniques which may include:

- Demonstration
- Feedback on work performed
- Visual or oral explanations
- Shadowing other members
- Individual or group instruction

4.7 Behaviours Required

You must demonstrate that you are:

- Not using any medication or drugs that can cause or lead to dizziness and sleep or will otherwise affect your supervision ability
- Not under the influence of alcohol
- Dressed appropriately, having a professional appearance and a high standard of personal cleanliness and hygiene
- Following the work instructions
- Complying with regulatory, organisational, health and safety procedures
- Learning on the job
- Working effectively as part of a team
- Demonstrating a friendly and courteous manner
- Able to communicate well and demonstrate good people skills
- Act as a responsible and honest professional

4.8 Design criteria for development of training programs, qualifications and awards

- This standard may be included in entry-level awards for skilled and semi-skilled jobs in Waste Management industry.
- Training providers must customize this standard to meet the training needs, learning preferences and workplace context of individual and groups of workers.
- Abu Dhabi Occupational Safety and Health System Framework (OSHAD-SF)
- OHS Professional Entity Registration
- OHS Practitioner Entity Registration
- Tadweer Technical Guidelines and requirements.

4.4.3 السلوكيات المطلوبة

4.4.4 معايير التصميم الخاصة بتطوير برامج التدريب، التأهيل والنجاح

•

- Other statutory and / or Regulatory requirements.



5 References

- ISO 14001:2004
- BS OHSAS 18001:2007
- The Centre of Waste Management-Tadweer Policies
- The Centre of Waste Management-Tadweer Technical Guidelines
- EAD /Tadweer Waste Classification Policy & Technical Guideline
- Regulatory and Statutory Requirements in the Emirate of Abu Dhabi
- Abu Dhabi Occupational Safety and Health System Framework (OSHAD-SF)
- OSHAD-SF Mechanism 6.0: Performance and Incident Reporting
- Qualification framework by National Qualification Authority (NQA)/ VETAC Q+NOSS System Guidelines 2014
- Abu Dhabi National Oil Company Health, Safety and Environment Management System (ADNOC HSEMS).