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# Waste Management Policy for UN Field Missions

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**DPKO/DFS POLICY ON**  
**Waste Management for UN Field Missions**

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- CONTENTS:**
- A. Purpose**
  - B. Scope**
  - C. Rationale**
  - D. Roles and Responsibilities**
    - D.1 Roles and Responsibilities in UN Headquarters
    - D.2 Roles and Responsibilities in Field Missions
  - E. Policy**
    - E.1 Waste Management Objectives
    - E.2 General Principles of Waste Management
    - E.3 Waste Classification
    - E.4 Waste Management Plan
    - E.5 Waste Management Activities
    - E.6 Wastewater
    - E.7 Monitoring of Waste Management
    - E.8 Training on Waste Management
    - E.9 Resources
    - E.10 System-Wide Measures
  - F. Terms and Definitions**
  - G. References**
  - H. Monitoring and Compliance**
  - I. Contact**
  - J. History**
  - K. Approval**

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**ANNEXURE:**

- A. Outline Waste Management Hierarchy**
- B. General Principles of Waste Management**
- C. Field Mission Waste Classification**
- D. Waste Management Activities**

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**A. PURPOSE**

1. The purpose of this document is to provide Policy for the Department of Peacekeeping Operations (DPKO), the Department of Field Support (DFS) and field missions on waste management and the implementation of waste management processes in field missions. The Policy places specific responsibilities on personnel at Headquarters and in field missions. It requires that each field mission issues a Waste Management Directive and establishes a Waste Management Plan that is to be implemented, recorded and monitored through all phases of the mission under the responsibility of the Head of the Mission as part of its overall Environmental Management System.

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## **B. SCOPE**

2. This Policy applies to all waste produced by a field mission. It is mandatory for all field missions to establish waste processes and procedures based on reduction and recycling and it is mandatory for all missions to establish management of that waste system. The Policy is to be read in conjunction with the DPKO/DFS Environmental Policy for UN Field Missions<sup>1</sup>.
3. For the purposes of this Policy, 'waste' is defined as any substance, agent, effluent, object, material or equipment to be discarded, destroyed or disposed of, which has been generated through any UN field mission operation, activity or process.
4. The definition of 'waste' under this Policy includes solid waste (including non-hazardous, hazardous and medical waste) and liquid waste. Waste encompasses wastewater and scrapped, worn-out, broken or contaminated equipment and materials as well as refuse, left overs and unwanted surpluses, that have no further use or value to any UN field mission although they may provide recoverable and usable resources or energy through waste management processes. Waste includes material or equipment being processed in accordance with the DPKO Property Management Manual for United Nations Peacekeeping Missions Administered by DPKO or the DFS Liquidation Manual where the outcome of that process is write-off and items are awaiting disposal action.
5. All DPKO, DFS and field mission staff are to be aware of this Policy and all personnel shall conduct themselves in accordance with this Policy as well as with related guidance documents and any associated objectives, instructions and operating procedures issued.
6. This Policy places responsibilities on senior personnel at Headquarters, within each field mission and in Global and Regional Service Centres, as well as on all mission personnel generally. Mission personnel specifically involved in environmental management, engineering, health care, purchasing and contracting are to be closely involved throughout all phases of the mission to review mission waste processes and to ensure proper waste management.

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## **C. RATIONALE**

7. This Policy was developed to fulfil a need for mission guidance on waste management.
8. To date, guidance issued to field missions on waste management was provided under the DPKO/DFS Environmental Policy for UN Field Missions (Ref. 2009.6) and its associated Environmental Guidelines (draft). Actions under this Policy are to be considered part of the mission's environmental activity and part of the mission's environmental action plan
9. It is noted that improper waste management causes adverse impacts on human health, operational efficiency, safety and security, and on the natural environment (e.g. soil, water, air and biodiversity). It is also noted that there is likely to be a challenge in addressing waste issues in mission environments and during mission operations because of the lack of infrastructure often found in mission areas.
10. Proper waste management throughout a mission's life cycle from the initial planning through start up to sustainment and then liquidation is an important part of a sustainable field mission. It will reduce costs, contribute to the mainstreaming of environmental protection throughout the mission's activities, improve the mission personnel's as well as the local populations' health and

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<sup>1</sup> The DPKO/DFS Environmental Policy for UN Field Missions (Ref 2009 06)

safety, improve the mission's management of its assets, materials, equipment and services, and reduce the mission's clean up requirements on liquidation.

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## **D. POLICY**

### **D.1. WASTE MANAGEMENT OBJECTIVES**

11. As a matter of priority, waste generated by UN field missions shall be managed and disposed of in a safe and proper manner to protect the health, safety and security of mission personnel and local populations, and to reduce the risk of accidents and environmental degradation.
12. All waste management actions are to be undertaken respecting all local laws and regulations. In addition, the obligations under international environmental treaties to which the host country is a party shall also be complied with<sup>2</sup>. Where there are no host country or local laws and regulations or where the host country is not a party to relevant international treaties, field missions are to comply with internationally recognised best practices and standards based on the references, agreements and guidelines listed at Section G of this Policy.
13. Waste management includes doctrine, policies, procedures and practices aimed to reduce the waste produced by the mission and then the proper disposal of such waste. Its proper implementation requires practical measures at both the organizational and individual level to implement. Waste management shall be structured around the following:
  - 13.1. Actions to reduce the quantity of goods and material brought into the mission which are likely to become waste;
  - 13.2. Actions to properly manage goods and material already in the mission to prevent them from becoming waste;
  - 13.3. Actions to provide properly storage facilities and to properly use such facilities for mission materials and equipment and mission waste;
  - 13.4. Actions to reuse, recycle or repurpose all possible wastes; and
  - 13.5. Actions to dispose any remaining waste properly.
14. Waste management shall be integrated into and undertaken throughout all phases of a UN field mission, including:
  - 14.1. During the initial planning of the mission and when technical assessments are conducted;
  - 14.2. During mission start up when waste management systems are established;
  - 14.3. During mission operations and any mission assessments when waste management systems are maintained and improved;
  - 14.4. During mission induction training sessions and ongoing training periods; and
  - 14.5. During any transition and during the closing of the mission.
15. To manage waste properly, each UN field mission shall establish procedures and relevant documentation to reduce, manage, control and monitor waste generation and disposal.

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<sup>2</sup> The DPKO/DFS Environmental Policy (Ref 2009.06) is the reference guidance regarding compliance with environmental laws and regulations.

## **D.2. GENERAL PRINCIPLES OF WASTE MANAGEMENT**

16. Field missions are accountable for all material and equipment brought to the mission and later disposed of as waste as well as the methods of disposal undertaken<sup>3</sup>. Waste management should be considered as a strategic component of mission planning contributing to a coherent integrated support strategy for UN field missions. To manage waste effectively, field missions shall develop and implement a Waste Management Directive and Plan within the overall Environmental Management System for the mission. An initial waste management assessment and plan shall be developed based on the pre-mission Logistics Plan and implemented during mission start-up. The mission's Waste Management Plan shall then be developed, reviewed and updated as required by undertaking the following:
  - 16.1. Analysis of the mission situation;
  - 16.2. Estimation of mission waste production and its classifications;
  - 16.3. Assessment of local and regional waste management capacities;
  - 16.4. Assessment of mission waste management options; and
  - 16.5. Estimation of personnel, material and other resource requirements and seeking budget funding.
17. Waste management should recognize the waste management hierarchy incorporating the 4 Rs of Reduce, Reuse, Recycle and Recover followed by proper treatment and disposal. The first action is avoidance by, inter alia, reviewing planned purchases to reduce quantities, reduce packing materials, seeking better expiration dates, seeking better reparability and by seeking benevolent alternatives to hazardous substances or reducing purchases containing hazardous substances. The aim is to reduce waste volume and toxicity by not bringing into the mission materials in quantities that are not needed or that cannot be easily recycled or disposed of.
18. The assessment of local and regional waste management capacities is to include, with the support of the UNCT where available, liaison with local administrations of the host country at each deployment site to:
  - 18.1. Assess the existing capacity and infrastructure;
  - 18.2. Explore the possibilities of using such infrastructure and any associated conditions and parameters of use including costs noting the issues raised in Annex D paragraph 4.10;
  - 18.3. Assess options to supplement the capacity of the existing infrastructure to meet the additional loads caused by the mission's presence, if practical; and
  - 18.4. Consider establishing new capacity that could later be used by local communities after the mission's departure noting the specific requirements of paragraphs 65 and 70 below.
19. Further general principles to be taken into account when the mission establishes and implements its Waste Management Directive and Plan within the mission's overall Environmental Management System are provided at Annex B.

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<sup>3</sup> The United Nations Peacekeeping Operations Principles and Guidelines (18 January 2008) defines the scope of responsibility for UN field mission personnel requiring them "to be alert to any potential, unforeseen or damaging consequences of their actions and manage these as quickly and effectively as possible "

### **D.3. WASTE CLASSIFICATION**

20. UN field mission wastes are to be classified and segregated as shown at Annex C.

### **D.4. MISSION WASTE MANAGEMENT PLAN**

21. Field mission integrated waste management instructions, procedures and actions are to be presented in a plan that outlines the waste management practices to properly control and reduce waste and its impacts on the environment and to protect the health and safety of the mission's personnel and the local population.
22. The Waste Management Plan is to be drafted based on the results of the initial technical assessment conducted during pre-deployment planning or during any operational phase of the field mission. It is to be then developed and enhanced based on the assessments by the mission of local waste management systems and any recommendations for local partnerships with authorities, agencies, funds or programmes operating in the mission area. The Plan is to form part of the mission's Environmental Management System as required under paragraph 23 of the DPKO/DFS Environmental Policy for UN Field Missions.
23. The Waste Management Plan shall include actions to be undertaken by the mission to ensure source reduction and waste segregation as cornerstones for establishing an efficient and safe waste management system.
24. The Waste Management Plan is to be implemented by all areas of the mission under the supervision of the Director of Mission Support / Chief of Mission Support.
25. The Waste Management Plan shall apply to all UN mission personnel, Military, Police and Civilian components. Roles and responsibilities shall be clearly stated.
26. Mission Waste Management Plans shall include details on staff appointed and their responsibilities, procedures established, actions planned, and monitoring modalities on the following components:
  - 26.1. Reduction;
  - 26.2. Segregation;
  - 26.3. Storage;
  - 26.4. Handling;
  - 26.5. Collection;
  - 26.6. Transportation;
  - 26.7. Recycling including reuse or energy recovery, if applicable;
  - 26.8. Treatment and disposal;
  - 26.9. Training; and
  - 26.10. Monitoring and reporting.
27. The Waste Management Plan shall include and present any technical assessment, identified engineering works and/or local or regional market solutions for waste and wastewater needed to address the lack of efficient local infrastructures and to ensure an environmentally sound management of waste in regards to the local conditions and situation and to the requirements of this Waste Management Policy.

28. The Waste Management Plan shall include procedures for monitoring contractors' compliance with their contracts as required by this Waste Management Policy and the mission's Waste Management Plan. Notwithstanding the use of any contracting, the mission will remain ultimately and fully responsible for its own waste management.

#### **D.5. WASTE MANAGEMENT ACTIVITIES**

29. UN field missions will subscribe to the following sequence of activities for waste management:
  - 29.1. Source avoidance and reduction;
  - 29.2. Segregation of hazardous / non-hazardous,
  - 29.3. Segregation of recyclable / non-recyclable;
  - 29.4. Re-use / repurpose / energy recovery;
  - 29.5. Recycling and/or recovering material and resources; then
  - 29.6. Treatment when necessary and disposal.
30. When facilities are required, the construction and management of engineered disposal sites or other facilities related to solid and liquid waste (such as, for example, landfills or incinerators) either by a field mission or under a contract managed by the field mission fall within the scope of the DPKO/DFS Waste Management Policy for UN Field Missions for human safety and environmental requirements. Such facilities are to be secured and fenced, fully resourced with trained personnel, properly managed and operated, and tested and frequently inspected by the field mission throughout their lifetime. Planning, design, construction, and operations are to be undertaken so as to allow the facility to be disassembled and closed and the site returned to its natural state during mission liquidation. If consideration is being given to handing over the facility to local authorities upon closing, such actions are to be undertaken in accordance with the DFS Liquidation Manual and the mission's Asset Disposal Plan. The field mission is to ensure that the relevant local authority is capable of safely operating and maintaining the facility before recommending and/or approving its transfer. Such considerations, where appropriate, are to be coordinated with the UNCT.
31. Additional details relating to waste management activities are provided at Annex D.

#### **D.6. WASTEWATER**

32. The Director of Mission Support / Chief of Mission Support, in accordance with the DPKO/DFS Environmental Policy for UN Field Missions, shall take measures to ensure that there will be no discharge of wastewater directly into streams, rivers, groundwater or other bodies of water without prior treatment set to minimum wastewater reuse standards, irrespective of whether the wastewater will be reused or not. Sewage will be treated either on-site or connected to a properly operating local communal treatment system, if available and satisfying the DPKO/DFS Waste Management Policy for UN Field Missions' objectives and requirements. All transported wastewater from the missions' facilities to local or municipal sewerage collection sites is to be treated to the minimum wastewater reuse standards.
33. The Director, Logistics Support Division is to undertake biennial surveys of the status of field mission wastewater facilities, management and practices. Additional surveys or mission specific surveys are to be undertaken as assessed the Director, Logistics Support Division. Logistics Support Division is to also establish and manage a process under which all field missions are to report periodically on the status of their wastewater systems. The reporting period will be directed by the Assistant Secretary-General, DFS. The Director of Mission Support / Chief of Mission Support is to personally sign off on all surveys and periodic reports

34. Missions with limited water supplies operating UN wastewater treatment systems are to plan and implement the recycling of treated wastewater for non-human contact related purposes. Treated wastewater acceptable for reuse shall conform to quality standards set out in the mission Waste Management Plan, and be regularly monitored and tested.
35. Wastewater treatment facilities serving the mission's sites are to be designed, managed and controlled to ensure that there is no risk of spillage or overflow. Missions are to be organized and have sufficient trained personnel to ensure all wastewater facilities are properly operated and maintained and high priority is given to their repair when out of order. The construction and use of oxidation ponds, due to their long-term environmental impact and inherent danger, are to be given detailed analysis and consideration. Short-term missions are not to construct and use oxidation ponds. Longer term missions may consider and implement their construction and use only if a detailed investigative study and an environmental impact assessment whose results support the use of ponds are undertaken, acceptable soil and wind direction analysis results are obtained, a minimum acceptable distance from human habitation can be established, proper security to prevent human and livestock intrusion is established and maintained, trained personnel to operate, manage and maintain the facility are always available and the local host country authorities have a demonstrated capacity to maintain the facility whether kept open or closed when the mission departs. If any of these criteria is not met, oxidation ponds are not to be constructed or used.
36. Wastewater treatment systems and processes will be implemented in accordance with the objectives of the DPKO/DFS Water Policy for UN Field Missions (when released) of reducing freshwater use and consumption.

#### **D.7. MONITORING OF WASTE MANAGEMENT**

37. The Director of Mission Support / Chief of Mission Support shall institute procedures to monitor if waste management activities and operations in the mission comply with this Policy and the mission's Waste Management Plan.
38. The Head of the Military Component and the Head of the Police Component, in coordination with the Director of Mission Support / Chief of Mission Support, shall also institute procedures for monitoring if activities and operations in their components are in compliance with this Policy and the mission's Waste Management Plan.
39. Such procedures will include the collection of data on waste generated and its methods of disposal with the data collated by the mission's Waste Management Officer.
40. UN field missions shall report quarterly to UNGSC on waste management activities in the mission with data and results from the missions' monitoring logs submitted to the Director of Mission Support / Chief of Mission Support. The report format is to be defined by the Director, LSD and developed, issued and managed by UNGSC. UNGSC is to consolidate all quarterly reports into a single report and forward it to the Waste Management Officer in DFS. Field Missions will separately report on mission wastewater status and management as directed in report formats issued by the Director, Logistics Support Division. A progress and status report will be submitted annually by the Head of Mission to the Under-Secretary-General for Peacekeeping Operations and the Under-Secretary-General for Field Support.

#### **D.8. TRAINING ON WASTE MANAGEMENT**

41. UN field mission leadership is to be briefed on the mission's Waste Management Directive and Plan and its waste systems, procedures and existing guidance documents.



42. Mission personnel involved in the management of waste are to be competent and adequately trained in their duties.
43. All mission personnel are to be given waste management awareness training as part of the mission environmental briefing during their induction process. Any specific waste issues particular to a field mission (for example, local regulations) are to be emphasized during the briefing. Personnel are to be aware of instructions and procedures on waste management and that any violation of these instructions and procedures are subject to disciplinary measures under Staff Regulations and Staff Rules of the United Nations or relevant military or police agreements as applicable.

#### **D.9. RESOURCES**

44. The budget for the mission is to include adequate financial resources for the mission to establish, operate and maintain waste management facilities and processes to ensure waste management is properly undertaken in the mission. Missions are to assess the appropriate level of human resources required. This should include, at a minimum, the recruitment of one full-time waste management specialist per field mission for the position of Waste Management Officer as required at paragraph 33 above.

#### **D.10. SYSTEM-WIDE MEASURES**

45. The Director of Mission Support / Chief of Mission Support may recommend to the Under-Secretary-General for Field Support to undertake such actions as may be undertaken jointly by two or more missions addressing common waste management issues.
46. The Under-Secretary-General for Field Support will examine such recommendations by the Director of Mission Support / Chief of Mission Support and will take appropriate measures.
47. Missions are encouraged to report directly to LSD and UNGSC any activities or practices which have proved valuable to the mission's waste management actions. Such lessons learnt are to be disseminated then by LSD to all missions in an appropriate manner.

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#### **E. ROLES AND RESPONSIBILITIES**

48. Overall and ultimate responsibility for the proper implementation and management of a field mission waste management system rests with senior leadership at Headquarters and the mission level. Specific responsibilities are delegated to the Under-Secretary-General for Peacekeeping Operations, the Under-Secretary-General for Field Support and the Head of Mission and to their staff as stated in this Policy

##### **E.1. RESPONSIBILITIES IN UN HEADQUARTERS**

###### **Under-Secretary-General for Peacekeeping Operations**

49. The Under-Secretary-General for Peacekeeping Operations is responsible for ensuring that, for new and on-going missions, considerations on proper and safe waste management are part of mission planning and guidance including military and police planning and guidance. Waste management requirements shall be assessed and planned within the overall environmental planning for a field mission.

### **Under-Secretary-General for Field Support**

50. The Under-Secretary-General for Field Support is responsible for taking measures to ensure that all field missions achieve the waste management objectives, and is to support endeavours to secure resources required for that purpose.
51. The Under-Secretary-General for Field Support is responsible for ensuring that waste management is included in the logistics planning for a mission and that, prior to deploying a field mission, specific environmental and infrastructure information related to the host nation is collected, documented and evaluated in order to allow an assessment regarding local waste management capabilities. An initial waste management assessment and plan shall be included in the Logistics Plan for a new mission:
52. The Under-Secretary-General for Field Support is to ensure that a field mission start-up team includes a waste management expert to ensure proper waste management systems are established at the outset of a mission. These actions are to be coordinated with the Environmental Baseline Studies, Environmental Impact Assessments and other environmental actions that a mission will undertake to establish an Environmental Management System as required by the DPKO/DFS Environmental Policy for UN Field Missions<sup>4</sup>.
53. The Under-Secretary-General for Field Support is to take action to establish and appoint in the Logistics Support Division a DFS Waste Management Officer position filled by an officer experienced in waste issues to monitor and provide oversight, advice, timely guidance and direction on mission waste management matters.

### **Director, Logistics Support Division**

54. The Director, Logistics Support Division (LSD) is responsible for:
  - 54.1. Providing advice on the implementation of the Waste Management Policy;
  - 54.2. Issuing global mission waste management standards and performance requirements when appropriate;
  - 54.3. Ensuring the proper monitoring and oversight of waste management activities in field missions;
  - 54.4. Assessing mission compliance with the Waste Management Policy;
  - 54.5. Providing guidance to field missions and the United Nations Global Service Centre (UNGSC) and Regional Service Centres (RSCs) on data collection, recording and analysis requirements;
  - 54.6. Ensuring, during the Division's technical review of field mission budget submissions, that the submissions include requirements and resources to support each mission's waste management plan;
  - 54.7. Developing appropriate systems contracts for waste management related activities and including waste considerations in the specifications of other contracts established and managed by the Division including a requirement for vendors to propose recycling options for the equipment and material they provide and disposal actions/options for this material and equipment particularly when hazardous materials are present;
  - 54.8. Instituting and managing mission wastewater oversight and monitoring procedures; and

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<sup>4</sup> The DPKO/DFS Environmental Policy for UN Field Missions (Ref 2009 06) paragraphs 23 3 and 24

- 54.9. Defining the report format for field mission quarterly waste activity reports and the periodic mission wastewater status reports.

#### **Waste Management Officer, DFS**

55. The DFS Waste Management Officer, reporting to the Director, LSD is responsible for:
  - 55.1. Monitoring and providing oversight on the implementation of the Waste Management Policy in close coordination and cooperation with the mission Waste Management Officers;
  - 55.2. Reviewing and drafting updates to the Policy for relevant approvals as required;
  - 55.3. Providing policy advice and guidance on waste issues to UNGSC, RSCs and field missions;
  - 55.4. Establishing and amending as necessary the reporting requirements for field mission reports on waste including the data collection mechanism with UNGSC;
  - 55.5. Undertaking the technical review of field mission budget submissions to ensure that waste management is well resourced and integrated in the logistics budget to support the mission's waste management plan;
  - 55.6. Reviewing periodic consolidated mission reports and actioning requirements arising therefrom;
  - 55.7. Actioning waste issues associated with contingents and troop contributing countries with the Military Adviser and the Police Adviser;
  - 55.8. Researching and assessing the applicability of newly developing waste management technologies, procedures and processes;
  - 55.9. Planning and facilitating waste management workshops and training and coordinating with UNGSC the dissemination of lessons learnt and best practices from other missions or other areas generally;
  - 55.10. Guiding and advising mission Waste Management Officers on the content and structure of induction and awareness training;
  - 55.11. Liaising with the Permanent Missions of Member States on relevant waste management issues as appropriate;
  - 55.12. Reviewing other DPKO and DFS Policies, guidelines, standard operating procedures, other guidance documents and other publications and provide expert technical advice on any associated waste issues;
  - 55.13. Reviewing proposed LSD and other DFS requisitions, Statements of Work and Statements of Requirement for goods and services supporting field missions and provide expert technical advice on any associated waste management issues;
  - 55.14. Working closely with the DFS Environmental Officer on all waste and environment related matters and ensuring waste management conforms with the requirements of the DPKO/DFS Environmental Policy for UN Field Missions; and
  - 55.15. Preparing reports, briefing notes and other documentation for DPKO and DFS senior management as required.

### **Director, Field Budget and Finance Division**

56. The Director, Field Budget and Finance Division, in coordination with the technical budget review undertaken by LSD, is responsible for ensuring that field mission budget submissions contain funding and resources to support the implementation of the mission's waste management system.

### **Military Adviser**

57. The Military Adviser is responsible for ensuring that, during mission start-up planning, waste management is included in the planning for the military component of a mission. The Military Adviser is also responsible for ensuring that all military personnel including military observers, contingents and staff officers deploy to a mission with knowledge of the DPKO/DFS Waste Management Policy and that they will act in support of and in compliance with the Policy and related waste management procedures.

### **Police Adviser**

58. The Police Adviser is responsible for ensuring that, during mission start-up planning, waste management is included in the planning for the police component of a mission. The Police Adviser is also responsible for ensuring that all Formed Police Units and Individual Police Officers deploy to a mission with knowledge of the DPKO/DFS Waste Management Policy and that they will act in support of and in compliance with the Policy and related waste management procedures.

### **United Nations Global Service Centre**

59. The United Nations Global Service Centre (UNGSC) is responsible for providing technical and operational advice on waste management processes, engineering and equipment issues to field missions and is to coordinate closely with the Logistics Support Division to establish procedures to support implementation of this Policy and address technical issues.
60. UNGSC shall establish a data collection mechanism to monitor waste management in field missions and shall process the data collected into quarterly and annual statistical reports on waste management results and activities for review by DFS. To support ongoing improvement, UNGSC is also to review mission initiatives and procedures, compile lessons learnt in coordination with the DFS Waste Management Officer, and advise missions at a minimum annually on other successful mission actions and best practices. UNGSC is also to undertake waste management workshops and training with content, agendas and schedules as directed by the Waste Management Officer, DFS.

### **Information and Communications Technology Division**

61. The Information and Communications Technology (ICT) Division is responsible for providing guidance and assistance to field missions on the disposal of electronic waste including guidance on segregating, storing, monitoring and disposing hazardous material from discarded information and communications equipment. Contracts for the provision of information and communications equipment are to include 'extended supplier responsibilities' for accepting the return/recycling of that vendor's equipment, where appropriate. Where no guidance is available, the mission ICT personnel in coordination with the mission Waste Management Officer are to plan and implement storage and disposal actions for this material under the mission's Waste Management Plan.

## **E.2. RESPONSIBILITIES IN FIELD MISSIONS**

### **Head of Mission**

62. The Special Representative of the Secretary-General or an official acting as the Head of a UN field mission has overall responsibility for implementing this Policy and ensuring the field mission undertakes all necessary actions to manage its waste properly. The Head of Mission shall issue a Waste Management Directive for the field mission, noting the general responsibilities of UN field missions presented in this Policy.
63. The model Status of Forces Agreement (SOFA) contains a provision at Article VI Paragraph 6 that the "United Nations peacekeeping operation and its members shall respect all local laws and regulations. The Special Representative / Commander shall take all appropriate measures to ensure the observance of these obligations". The Field Mission is to meet local laws and regulations relating to waste management in addition to the requirements of this Policy.
64. The Head of Mission shall formally approve the mission Waste Management Plan and prepare and sign an annual progress and status report on mission waste management activity as at 31 December each year to be forwarded to the Under-Secretary-General for Peacekeeping Operations and the Under-Secretary-General for Field Support.
65. The Head of Mission is to make use of the expertise of the UN Country Team (UNCT) in particular for joint mission assessments and cooperation opportunities with the host authorities relevant to waste management, and is to ensure the compatibility of the mission waste management system with long-term national development goals<sup>5</sup>.
66. The Head of Mission is to ensure that training on the mission's Waste Management Plan and its waste procedures is included in the induction training for all incoming mission personnel including mission leadership as part of the mission's environmental briefing.

### **Director of Mission Support / Chief of Mission Support**

67. The Director of Mission Support / Chief of Mission Support, under the direction of the Head of Mission and in accordance with this Policy, is responsible for implementing the mission's Waste Management Directive and issuing mission Standard Operating Procedures for waste management. The Director of Mission Support / Chief of Mission Support is responsible for establishing and implementing systems and procedures to properly manage waste including issuing a mission Waste Management Plan noting the basic requirements of the plan presented in Section E.4 below and the information provided in this Policy and its associated guidance documents<sup>6</sup>. In the event of the absence of specialist expertise in this subject matter within field missions, the Director of Mission Support / Chief of Mission Support is to ensure that appropriate expertise is secured to enable the development of a well informed and technically robust Waste Management Plan. A copy of the mission's Waste Management Directive, Standard Operating Procedures and Plan, when completed and as and when amended, is to be forwarded to the DFS Waste Management Officer and UNGSC.

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<sup>5</sup> The Mission Start-up Field Guide (2010) gives references for relationships with UNCT for benefiting from its knowledge on host authorities, local services, and options for the installation of mission logistics. The Secretary-General's Note of Guidance on Integrated Missions (17 January 2006), the United Nations Policy on Integrated Assessment and Planning (9 April 2013) and its associated Handbook (December 2013), the DPKO/DFS Policy on Authority, Command and Control (Ref 2008.4, February 2008) and the United Nations Peacekeeping Operations: Principles and Guidelines (18 January 2008) are references for the modalities of the Integrated Mission approach.

<sup>6</sup> Noting the Related Procedures or Guidelines provided at the end of this Policy and, in particular, guidance provided in the DPKO/DFS Environmental Guidelines for UN Field Missions (Draft)

68. The Director of Mission Support / Chief of Mission Support is also responsible for issuing instructions and operating procedures and taking other necessary measures to ensure that the mission will implement and comply with relevant requirements including the training and briefing of mission personnel. The mission shall undertake a waste audit on an annual basis, at a minimum, to assess the status of waste and waste management, what required future actions are necessary to improve its waste management and to amend its Waste Management Plan. The results of the audit shall be included in the Head of Mission's annual report.
69. The Director of Mission Support / Chief of Mission Support is to note the capital works, specialist equipment and other budget requirements of the Waste Management Plan and is to ensure that appropriate funding is budgeted and allocated and procurement initiated at an early stage to enable full implementation of the plan in a timely manner and is to direct that mission budget submissions include waste management funding requirements.
70. The Director of Mission Support / Chief of Mission Support is to appoint a mission Waste Management Officer who is to undertake the responsibilities listed in this Policy. Where the mission's host country's local infrastructure does not allow acceptable waste management actions to be undertaken, the quantity of waste produced by the mission is such that more management is required and/or the overall circumstances of waste management in the mission requires closer supervision, the mission is to establish at least one full-time position of Waste Management Officer with additional support staff if necessary. The position/s should be located under the Environmental Officer in an Environment Unit or its equivalent and report to the Director of Mission Support / Chief of Mission Support.
71. The Director of Mission Support / Chief of Mission Support is to ensure that appropriate mission contracts are developed for waste management related activities and waste considerations are included in the specifications of other contracts established and managed by the mission including a requirement for vendors to propose recycling options for the equipment and material they provide and/or disposal actions/options for this material and equipment particularly when hazardous materials are present. Consideration should also be given to consolidating all waste related requisitions, contracts and their management under a single management unit to provide efficiencies, synergies and effective management of waste contract activity.
72. The Director of Mission Support / Chief of Mission Support may also direct that other mission sections appoint a waste management Focal Point to support the mission Waste Management Officer and to ensure waste management is in compliance with this Policy, the mission's Directive and is included in the planning in each aspect of the mission's operations.
73. The Director of Mission Support / Chief of Mission Support shall ensure that all waste generated by the mission is included in the Waste Management Plan and that roles and responsibilities are defined and followed at the operational level for all sections, units and entities participating or involved in the generation, handling, segregation, collection, storage, transport and disposal of waste in accordance with environmental requirements, this Policy and the Waste Management Plan of the mission.
74. The Director of Mission Support / Chief of Mission Support shall establish procedures for the mission to react to waste related emergencies as part of the overall Environmental Emergency Preparedness Plan required under the DPKO/DFS Environmental Policy for UN Field Missions. Immediate corrective actions are to be undertaken for deficiencies, malfunctions or breakdowns of the field mission waste management equipment, facilities and processes. Descriptions of incidents and the corrective actions undertaken are to be recorded and reported to mission management and DFS.

## **Mission Waste Management Officer**

75. The mission Waste Management Officer, reporting to the Director of Mission Support / Chief of Mission Support, is responsible for supervising the implementation and operation of the mission's Waste Management Plan, for assessing compliance with its requirements, and is also responsible for:
  - 75.1. Supporting the Director of Mission Support / Chief of Mission Support in the drafting and/or review of the mission's Waste Management Directive and Waste Management Plan and any associated Standard Operating Procedures;
  - 75.2. Identifying, researching and reviewing the relevant waste management laws and regulations, UN treaties and conventions, and those the host country is signatory to when considering mission waste management actions;
  - 75.3. Recording and monitoring waste management data and issues, conducting assessments and providing quarterly reports on the implementation of the Waste Management Plan;
  - 75.4. Developing and undertaking mission training on waste management including induction training and periodic awareness training and notifications;
  - 75.5. Confirming that waste management requirements under the responsibility of other areas of the mission are included by that area in their budget submission;
  - 75.6. Working with other sections and stakeholders and reviewing waste disposal plans and proposed waste actions and activities made by other areas of the mission to ensure they conform with the Waste Management Policy for UN Field Missions and the mission's Waste Management Plan;
  - 75.7. Undertaking regular inspections of waste management practices in all mission locations and all waste disposal sites used by the mission;
  - 75.8. Monitoring specific waste disposal actions when required;
  - 75.9. Liaising and coordinating with UNGSC and the DFS Waste Management Officer;
  - 75.10. Ensuring waste considerations are included in the specifications of other contracts established and managed by the mission;
  - 75.11. Undertaking regular inspections of any contractor's waste disposal processes and practices in coordination with contract managers and ensuring those processes are undertaken in accordance with the relevant contract;
  - 75.12. Working closely with the mission Environmental Officer on all waste related issues including mission Environmental Baseline Studies and ensuring the mission's Waste Management Plan is established under the mission's Environmental Policy and Objectives and is coordinated with the mission's Environmental Action Plan within a comprehensive Environmental Management System for the mission; and
  - 75.13. Preparing the Head of Mission's annual progress and status report on mission waste management issues for submission to Headquarters.

### **Head of Military Component<sup>7</sup>**

76. The Head of the Military Component of the mission is responsible for instituting instructions, after consultation and in coordination with the Director of Mission Support / Chief of Mission Support, to ensure that the military component will comply with this Policy, the Waste Management Directive and Plan, and Standard Operating Procedures of the mission.
77. The Head of the Military Component shall:
- 77.1. Ensure that each formed military contingent's personnel and all other military personnel are aware of the DPKO/DFS Waste Management Policy and the mission's Waste Management Directive and Plan;
  - 77.2. Ensure that all mission military personnel receive, as part of the environmental briefing during mission induction training, appropriate levels of awareness training on the Waste Management Policy and waste management procedures in the mission;
  - 77.3. Ensure that procedures are established for military personnel to report incidents contrary to the mission's waste management objectives through appropriate channels;
  - 77.4. Ensure that military contingents and personnel implement waste management actions and comply with the mission's Waste Management Plan in all locations in the mission including remote areas;
  - 77.5. Ensure that the military component, taking account of operational exigencies and contingent capabilities, contributes planning, operations, personnel and equipment as part of the mission's waste incident emergency response actions including taking part in mission training and rehearsals for waste incidents; and
  - 77.6. Direct that each military headquarters and each formed contingent designate a Focal Point for Waste Management. These Focal Points are to support the mission's Waste Management Plan and are to work with the mission's Waste Management Officer on the management of waste actions and other waste management issues in the military component. For efficiency and effectiveness, it is preferable that the designated Waste Management Focal Points also be the appointed Environmental Focal Points as required under the DPKO/DFS Environmental Policy for UN Field Missions.

### **Head of Police Component<sup>8</sup>**

78. The Head of the Police Component of the mission is responsible for instituting instructions, after consultation and in coordination with the Director of Mission Support / Chief of Mission Support,

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<sup>7</sup> On 3 July 2014, the General Assembly approved an amendment to the Contingent Owned Equipment Manual, Chapter 9, (the 'model' Memorandum of Understanding between the UN and Troop Contributing Countries / Police Contributing Countries contributing resources to peacekeeping operations) to include:

"TCC/PCC will endeavour to ensure that all members of the national contingent will conduct themselves in an environmentally conscious manner, act in support of and in compliance with United Nations environmental and waste management policies and procedures . . ."

And that

"The United Nations will endeavour to provide assistance to national contingents to enable them to comply with United Nations environmental and waste management policies and procedures and this assistance shall include providing national contingents with mission specific briefings, induction and ongoing training on field mission procedures on environmental and waste management policies and procedures "

<sup>8</sup> See footnote 5



to ensure that the police component will comply with this Policy, the Waste Management Directive and Plan, and Standard Operating Procedures of the mission.

**79. The Head of the Police Component shall:**

- 79.1. Ensure that each Formed Police Unit's personnel and Individual Police Officers are aware of the DPKO/DFS Waste Management Policy and the mission's Waste Management Directive and Plan;
- 79.2. Ensure that all mission police personnel receive, as part of the environmental briefing during mission induction training, appropriate levels of awareness training on the Waste Management Policy and waste management procedures of the mission;
- 79.3. Ensure that procedures are established for police personnel to report incidents contrary to the mission's waste management objectives through appropriate channels;
- 79.4. Ensure that police contingents and personnel implement waste management actions and comply with the mission's Waste Management Plan in all locations in the mission including remote areas;
- 79.5. Ensure that the police component, taking account of operational exigencies and the component's capabilities, contributes planning, operations, personnel and equipment as part of the mission's waste incident emergency response actions including taking part in mission training and rehearsals for waste incidents; and
- 79.6. Direct that each police headquarters and each formed police contingent or police section designate a Focal Point for Waste Management. These Focal Points are to support the mission's Waste Management Plan and are to work with the mission's Waste Management Officer on the management of waste actions and other waste management issues in the police component. For efficiency and effectiveness, it is preferable that the designated Waste Management Focal Points also be the appointed Environmental Focal Points as required under the DPKO/DFS Environmental Policy for UN Field Missions.

**Mission Environmental Officer**

80. The mission Environmental Officer is responsible for confirming that the mission's Waste Management Plan and its activities align with the mission's Environmental Management System and its Environmental Action Plan and that such actions comply with the mission's environmental objectives. The mission Environmental Officer may also undertake Waste Management Plan compliance assessments in coordination with the mission Waste Management Officer.

**Mission Chief Engineer**

81. The mission Chief Engineer is responsible for planning and providing mission facilities to support the mission's waste management objectives and plan and is responsible for properly operating and maintaining such facilities as required by the DPKO/DFS Waste Management Policy for UN Field Missions.

**Outline Waste Management Organisation Hierarchy**

82. An outline of the waste management organisation hierarchy showing relationships and lines of communication within and between DFS and field missions is at Annex A.

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## F. TERMS AND DEFINITIONS

83. For the purposes of this Policy, the following terms and definitions shall apply:

- Waste:* Any substance, agent, effluent, object, material or equipment to be discarded, destroyed or disposed of, which has been generated through any UN field mission operation, activity or process. It does not include material or equipment being processed in accordance with the DFS Guidelines on Disposal of Property in United Nations Field Missions except where the outcome of that process is disposal.
- Hazardous Waste:* Waste material that may cause damage to human health or the environment that requires precautions when storing, handling, transporting or disposing due to its toxicity, corrosiveness, ignitability or reactivity.
- Wastewater:* Primarily water contaminated by faeces or urine (sewage) but which also includes any water contaminated by toxic or corrosive materials such as, for example, oil, fuel, grease etc. from workshops, vehicle washes and kitchens.
- Waste Management:* The planned and managed separation, storage, collection, movement, processing, treatment and disposal of waste with emphasis on reduction, recycling, reuse and recovery prior to disposal.

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## G. REFERENCES

84. Normative or Superior References:

### **UN Declarations and Programmes of Action:**

- Agenda 21, adopted by the United Nations Conference on Environment and Development (Rio de Janeiro, June 1992).
- United Nations Millennium Declaration, Resolution A/RES/55/2. United Nations General Assembly (New York, 2000).
- The Johannesburg Plan of Implementation, adopted by the World Summit on Sustainable Development (Johannesburg, September 2002).
- United Nations Conference on Sustainable Development Rio+20, Outcome Document "The Future We Want" (Rio de Janeiro, June 2012)

### **Multilateral Environmental Agreements:**

- International Convention for the Prevention of Pollution of the Sea by Oil. OILPOL (1954)
- Convention on the Prevention of Marine Pollution by Dumping of Wastes and Other Matter. London Convention (1972)
- International Convention for the Prevention of Pollution from Ships. MARPOL (1973/78)
- Montreal Protocol on Substances that Deplete the Ozone Layer (1987)
- Basel Convention on the Control of Transboundary Movements of Hazardous Wastes and their Disposal (1989)

- Rotterdam Convention on the Prior Informed Consent Procedure for Certain Hazardous Chemicals and Pesticides in International Trade (1998)
- Stockholm Convention on Persistent Organic Pollutants (2001)
- Minamata Convention on Mercury (2013)

85. Related Procedures or Guidelines:

- Financial Regulations and Rules of the United Nations (May 2003)
- Medical Guidelines for Peacekeeping Operations – Waste Management (May 2003)
- The Secretary-General's Note of Guidance on Integrated Missions (January 2006)
- DPKO Property Management Manual for United Nations Peacekeeping Missions Administered by DPKO (November 2006)
- United Nations Peacekeeping Operations: Principles and Guidelines (January 2008)
- The DPKO/DFS Policy on Authority, Command and Control (February 2008)
- DPKO/DFS Environmental Policy for UN Field Missions (June 2009)
- DPKO/DFS Environmental Guidelines for UN Field Missions (Draft)
- DPKO/DFS Global Field Support Strategy (January 2010)
- DPKO/DFS Mission Start-up Field Guide (September 2010)
- Manual on Policies and Procedures Concerning the Reimbursement and Control of Contingent-Owned Equipment of Troop/Police Contributors Participating in Peacekeeping Missions (COE Manual) (October 2011)
- UN Infantry Battalion Manual (August 2012)
- United Nations Finance and Budget Manual (October 2012)
- DFS Liquidation Manual (January 2013)
- The United Nations Policy on Integrated Assessment and Planning (April 2013)
- United Nations Procurement Manual (July 2013)
- Integrated Assessment and Planning Handbook (December 2013)

86. Further Reading:

- UNEP/UNDFS/UNSOA (2010) Assessment of Energy, Water and Waste Reduction Options for the Proposed AMISOM HQ Camp in Mogadishu, Somalia and the Support Base in Mombasa, Kenya.
- Martinsson, E., Waleij, A., Lewis, J. Liljedahl, B. (2010): Base Camp Solid Waste Management - Challenges and way forward towards sustainable management practices. FOI-2848—SE FOI, Stockholm, Sweden
- FOI/UNEP (2010) Environmental Impact Assessment of AMISOM Camps in Mogadishu, Somalia
- FOI/UNEP (2010) Environmental Impact Assessment for the Proposed Expansion of the UNSOA Logistics Base in Mombasa, Kenya
- FOI/UNEP (2010) Environmental Baseline Study for the Proposed Expansion of the UNSOA Logistics Base in Mombasa, Kenya
- FOI/UNEP (2010) Environmental Baseline Study for the Proposed Relocation of the UNSOA Logistics Base in Mombasa, Kenya

- United Nations Environmental Programme (2012): Greening the Blue Helmets - Environment, Natural Resources and UN Peacekeeping Operations May 2012. UNEP, Nairobi, Kenya.
- <http://www.unep.org/disastersandconflicts/Introduction/ECP/GreeningPeacekeepingOperations/tabid/105990/Default.aspx>

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#### H. MONITORING AND COMPLIANCE

87. At Headquarters, compliance with this Policy shall be managed by the Director, Logistics Support Division, DFS. Monitoring shall be undertaken by the DFS Waste Management Officer.
88. Within field missions, compliance shall be managed by the mission Waste Management Officer in close cooperation with the mission Environmental Officer. The Director of Mission Support / Chief of Mission Support will be ultimately responsible for compliance and monitoring.

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#### I. CONTACT

89. The Contact Officer for this Policy is the Chief, Strategic Support Service, Logistics Support Division, DFS.

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#### J. HISTORY


90. This is the second edition of this Policy. The first edition (reference 2015.06) became effective on 1 September 2015. This second edition is an unchanged version that has been rolled over for a year.

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#### K. APPROVAL

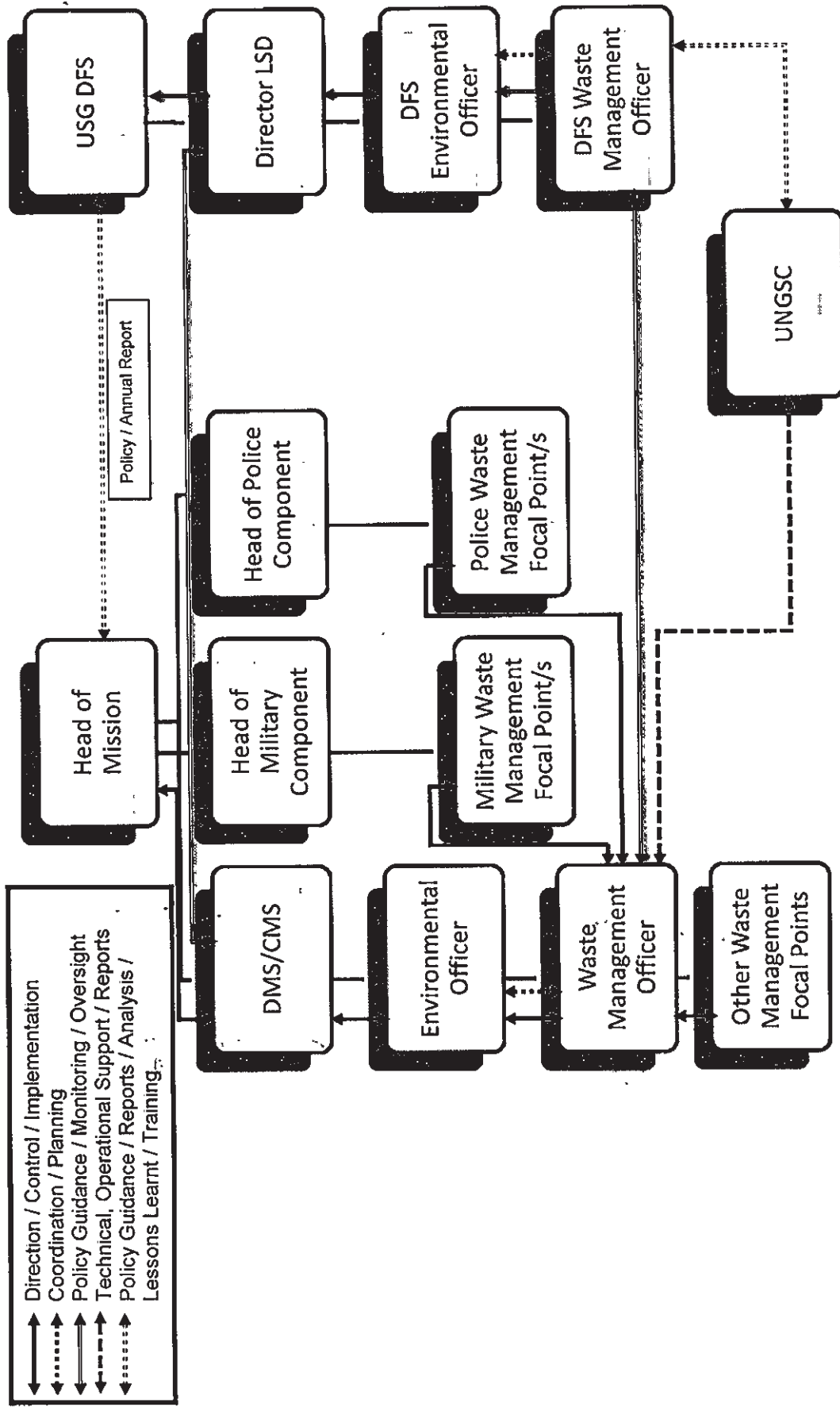
  
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Atul Khare, USG/DFS

29/11/2018  
Date of approval

  
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Jean-Pierre Lacroix, USG/DPKO

26.11.18  
Date of approval

**Annex A. Outline Waste Management Organisation Hierarchy**



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## Annex B. General Principles of Waste Management

1. The following general principles are to be taken into account when the mission establishes its Waste Management Directive and Plan within the overall Environmental Management System.
2. All mission personnel are responsible for using best practices to minimize the generation of waste, particularly hazardous waste, and to segregate the waste at source based on their characteristics from the waste classification listed at Annex C.
3. Generally, any improper personal conduct by mission personnel that undermines the principles and objectives of this Policy is to be banned. Littering by mission personnel is specifically banned. Open burning practices and raw sewage discharge are to be explicitly banned as these practices constitute a significant health risk to mission personnel and the local population.
4. Waste management is to be organized and implemented through a cooperative approach. Field missions are to encourage joint efforts between relevant components, sections and units in the coordination, implementation and monitoring of waste management. Field Missions are to pursue cooperation with local authorities and other United Nations agencies, funds and programmes as well as relief organizations and non-government organizations operating in the mission area to implement safe and environmentally sound approaches, to utilize proper equipment and infrastructure for waste management and to improve waste operations.
5. Field mission personnel shall respect all local laws and regulations. Where there is a lack of relevant national laws and regulations governing waste management issues pertaining to the protection of health and environment, the obligations under international environmental treaties will provide the standards of conduct with which the mission will need to comply<sup>9</sup>. Field missions shall undertake due diligence on relevant laws and regulations in consultation with the host country as necessary and apply the most stringent standards for waste management. At a minimum, the requirements of this Policy are to be met.
6. Noting that all mission personnel have responsibility to ensure the field mission properly manages its waste, those mission personnel specifically involved in environmental management, engineering, health care, purchasing and contracting are to be closely involved throughout all phases of the mission in reviewing mission waste processes and developing and implementing the Waste Management Plan to ensure proper waste management and to improve the current mission waste management practices.
7. Field missions are to ensure that trans-boundary movements comply with the Basel Convention and the applicable national and international rules and laws of the exporting nation, transit states and the country of import.
8. Waste management is to be considered as an environmental action of field missions and is to be considered under the overall implementation of the DPKO/DFS Environmental Policy for UN Field Missions, including for the purpose of optimizing appointed focal points and monitoring of environmental actions. The mission's Waste Management Plan should form an integral part of the mission's Environmental Management System.

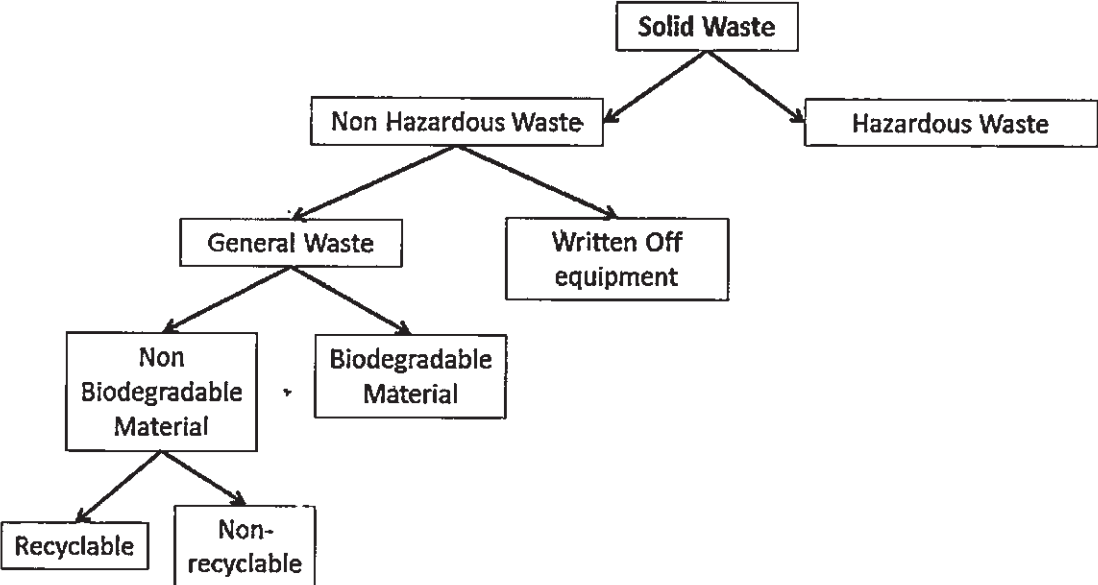
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<sup>9</sup> The DPKO/DFS Environmental Policy for Field Missions (Ref 2009 06) is the reference regarding compliance with environmental laws and regulations

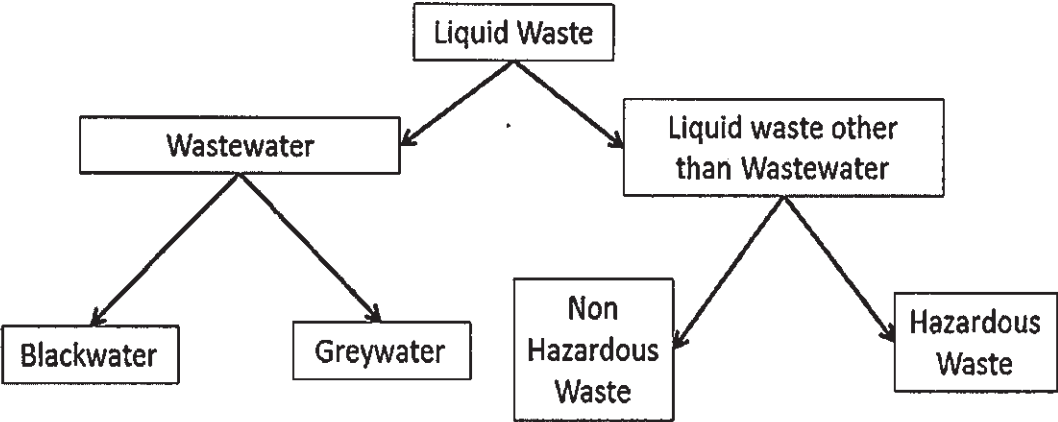
9. To comply with technical requirements for implementing a safe and proper waste management system, field missions are to research and assess the best practices in waste management techniques locally available under the necessary security conditions to support the Waste Management Plan. Field Missions are to undertake occupational risks assessments to determine the level of risks to health and environment particularly where the mission's hazardous waste is stored and disposed of within the mission area of operations.
  
10. During mission liquidation or on departure from an operational area / redeployment, proper disposal of residual wastes still being stored is to occur. Every possible effort is to be made to ensure all waste is properly disposed of prior to mission closure. The disposal of field mission waste should be left to government authorities in exceptional cases only. Where disposal cannot be properly completed, documentation clearly describing the condition and status of, and the risks associated with such waste with recommendations as to future disposal actions is to be provided to the host country and local authorities. In such cases, the host country and relevant local authorities are to be requested to provide the United Nations confirmation that the waste was disposed of consistent with best practices. This does not include UN established and managed waste facilities that are to be actioned as described in paragraphs 64 and 68 of the Policy.

**Annex C. Field Mission Waste Classification**

- 1. UN field mission wastes are to be classified as defined below.
- 2. UN field mission solid wastes are segregated according to the following classification:



- 3. UN field mission liquid wastes are segregated according to the following classification:





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## **Annex D. Waste Management Activities**

1. Noting the sequence of activities listed at paragraph 64 of the Policy, UN field missions are to undertake the following when establishing their waste management procedures.
2. Each headquarters, office or unit generating waste within the mission will take practical measures to ensure that:
  - 2.1. The generation of wastes in the mission is minimized and unnecessary waste is avoided;
  - 2.2. Wastes are segregated at source on the basis of their characteristics; and
  - 2.3. Hazardous wastes will be clearly separated from other wastes, further separated when their characteristics are incompatible, and handled in an environmentally sound manner in accordance with procedures promulgated by the Director of Mission Support/ Chief of Mission Support.
3. Leftover materials and products that contain corrosive, toxic, ignitable, or reactive ingredients are considered to be hazardous waste. For field missions, the following wastes are to be considered as hazardous waste and require specific procedures for their storage, handling and disposal:
  - 3.1. Waste engine/gear oils (mixed) and other lubricants;
  - 3.2. Petroleum/oil/lubricant contaminated material;
  - 3.3. Batteries and battery acid;
  - 3.4. Used tyres;
  - 3.5. Scrap metals (damaged vehicles, used vehicle parts, any type of used / discarded ammunition / ordnance waste etc.);
  - 3.6. Refrigerating equipment containing Ozone Depleting Substances and other refrigerants;
  - 3.7. Equipment containing mercury (new procurement of mercury containing equipment by field missions is banned in accordance with the Minamata Convention);
  - 3.8. Electronic and electrical waste;
  - 3.9. Medical wastes, including expired medical products, pharmaceuticals, medicines, sharp products and infected wastes;
  - 3.10. Sewage and sewage sludge;
  - 3.11. Some types of construction wastes (Including asbestos);
  - 3.12. Obsolete stocks of chemicals, including pesticides and herbicides,
  - 3.13. Paints, solvents and other industrial chemical liquids; and
  - 3.14. Radioactive elements.
4. In general, each field mission is to take positive actions to:
  - 4.1. Review materials being ordered to reduce the hazardous material they may contain or seek alternatives with reduced or nil hazardous materials;
  - 4.2. Manage order quantities to reduce incoming materials and equipment and then control stocks to avoid unnecessary waste to reduce disposal quantities;

- 4.3. Manage all waste generated by the field mission during its operations and activities;
  - 4.4. Segregate all solid wastes and liquid wastes according to the DPKO/DFS Waste Classification as outlined at Annex C;
  - 4.5. Recycle all possible wastes and properly dispose of remaining wastes;
  - 4.6. Properly dispose of liquid wastes and ensure no liquid waste, particularly wastewater, enters the environment untreated in accordance with paragraph 39 of the DPKO/DFS Environmental Policy for UN Field Missions;
  - 4.7. Ensure hazardous wastes are properly and securely stored, controlled and disposed of, and required disposal certificates are obtained;
  - 4.8. Ensure all mission locations have appropriate and fully maintained areas for temporary storage of collected waste prior to disposal including security and ground and roof protection;
  - 4.9. Where cost effective and appropriate, require vendors to accept the return of disposable items for reuse or recycling;
  - 4.10. Carry out an audit of existing waste management infrastructure (i.e. sanitary landfills, wastewater treatment and other disposal sites) within the area of operations and ensure that they are properly operating prior to considering their use either directly or through the contracting of waste services to local contractors. An assessment of proper operations may require recent, regular and appropriate sampling and laboratory analysis, which should be undertaken by and certified by the contractor in the first instance. Where such technical capacity is not available in-country, the mission is to undertake independent sampling and analysis to verify performance before consideration of awarding any contract. Where the standards are not met, contracting of waste services is not permitted under any circumstances and the mission is to develop self-managed internal solutions;
  - 4.11. Ensure that, where contracting of waste services is permitted, commercial waste collection and disposal contracts clearly define proper actions and conduct and include the close monitoring of each contractor to ensure that the contractor is acting in accordance with this Policy and the relevant contract and that any receiving station is properly operating. Contractual arrangements are to include provisions clearly making contractors accountable for environmentally responsible behaviours consistent with the environmental objectives of the mission as required by paragraph 36.3 of the DPKO/DFS Environmental Policy for UN Field Missions;
  - 4.12. Prohibit unsafe and environmentally unfriendly practices, including banning any personal misconduct that would contradict the objectives and general principles of the DPKO/DFS Waste Management Policy for UN Field Missions including the prohibition of open burning by the mission and any littering by mission personnel who are to retain garbage items until they can be disposed of in a proper manner;
  - 4.13. Raise the awareness of staff members' waste management responsibilities; and
  - 4.14. Ensure responses to spills and other waste incidents have resources allocated and are planned and prepared for.
5. Recycling or reuse of wastes, if practical, will be undertaken in accordance with procedures to be established by the Director of Mission Support / Chief of Mission Support. This will include interaction with UNCT and local authorities.
  6. Judicious use is to be made of space availability on returning flights and road transportation to move waste to recycling or recovery facilities.

7. Particular attention is to be applied to:
  - 7.1. Medical wastes whose disposal is to be closely monitored and managed by mission medical personnel; and
  - 7.2. Waste storage near aviation sites including ensuring there is no open garbage storage near helicopter landing zones, aviation aprons or taxiways (to prevent the ingestion of foreign objects into engines) and ensuring no garbage storage or disposal sites which attract birds or other wildlife are located in areas where wildlife can be an aviation hazard.
8. Prior to the handling, removal or disposal of any discarded ammunition / ordnance, certification must be obtained from the resident Senior Ammunition Technical Officer (or his/her representative), identifying the item as "free from explosives". Munitions or ordnance is not to be handled until this certification has been received. Ordnance, explosive residue and munitions are hazardous and possess inherent dangers. These items are to be handled and disposed of only by trained and certified personnel.
9. Waste management related contracts established by field missions are to be compliant with the DPKO/DFS Waste Management Policy for UN Field Missions. Each field mission is to take actions to ensure the monitoring of the contractors' compliance with regular no-notice inspections of waste disposal activities. Such inspections are to be reported to the Director of the Mission Support / Chief of the Mission Support and included in quarterly reports to UNGSC.