Abu Dhabi Occupational Terms

إشتراطات أبوظبي المهنية



ADOT 59 / 2016 First Edition ش أ م 59/ 2016 الإصدار الأول

Occupation: Medical Waste

Handler

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

المهنة:

الإشتراط<u>:</u>



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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			Disc	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.

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 تحتية للجودة في إمارة أبوظبي التي من شأنها تمكين قطاع الصناعة والجهات التنظيمية من ضمان إمكانية اختبار واعتماد المنتجات والأنظمة والأيدي العاملة بها طبقا 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 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 specialist professional standards context: 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.

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 لمقدّمي 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 Medical Waste Handler			المهنة
Unit Standard Title	Medical Waste Handling (Level 1)		المسمى الوظيفي القياسي
Unit Descriptor	This standard specifies the outcome required to hand Medical Waste under supervision. It includes handlin packaging, labeling & marking, requirements using person protective equipment	g,	توصيف المهنة
Unit Type	☐ Knowledge and Skills OR ☑Application		
Elements			
	No. Element		
	E1 Follow workplace Procedure		
	E2 Handling of Medical Waste		
QF Emirates Level	☑1 □2 □3 □4 □5 □6 □7 □8 □9 □10		
Function	☐ Policy and Strategy		
Entry information and Prerequisites	No entry requirements		
Grading	Knowledge and Skills: ☐ Pass/Fail ☐ Percentile 100%:% Application Units: ☐ Competent/Not Yet Competent		
Sector	Waste Management		القطاع الصناعي
Developed by	Government Sector: UAE Ministry of Climate Change ar Environment, UAE Ministry of Health and Prevention, Th Center of Waste Management-Tadweer, Environme Agency, Health Authority, Department of Municipal Affai	الصحة ووقاية المجتمع، مركز إدارة النفايات-تدوير، هيئة البيئة، هيئة الصحة، دائرة الشؤون البلدية والنقل، مركز nt	الجهات المشاركة

	and Transport, Abu Dhabi Occupational Safety and Health 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, Al Phamed 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،الجبال 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	Annually	1		تاريخ المراجعة المتوقع
Review Date				
Version No.	1			
Relevant	-			المهن ذات الصلة
Occupations				
Links to other	ISCO-08			روابط لاشتراطات مهنية أخرى
occupational				
standards				
ISCO				التصنيف الدولي القياسي للمهن ISCO

4.1 Key Words and Terms

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

التعريف	الكلمة أو المصطلح

Word or Term	Definition
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	The parties operating in the field of collection, transport,
Service Providers	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	Executive Council of Abu Dhabi
authority	
Government	Government of Abu Dhabi
Hazardous	Solid, liquid or gaseous substances having properties harmful
Substances	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,	Produced by domestic premises, bakeries, incinerators,
vapour and dust)	factories, crushing plants, stone quarries, power stations, oil
Wastes	works and means of transportation and communication
Hazardous Wastes	Residues or ash of different activities and operations
	containing properties of hazardous substances

التعريف	الكلمة أو المصطلح

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 Collection, storage, transportation, recycling and disposal of Waste Management 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

التعريف	الكلمة أو المصطلح



4.2 Performance Criteria for Element

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

Element	2. Handling of Medical Waste
Performance Criteria 2.1	Medical Waste handling, packaging,
	labeling and marking requirements in line

4.2 معايير الأداء للوحدة

	with Tadweer requirements
Performance Criteria 2.2	Collection, Transportation and Storage requirements for Medical Waste
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 Medical Waste in line with Tadweer requirements
Performance Criteria 2.6	Prevent exposure to Medical Waste and related health hazards
Performance Criteria 2.7	Risks linked to the Medical Waste
Performance Criteria 2.8	Basic principles and practical applications of segregation
Performance Criteria 2.9	Immunization requirements as per World Health Organization & Health Authority Abu Dhabi (HAAD) for Medical Waste Handlers
Performance Criteria 2.10	Appropriate cleaning and disinfection procedures.
Performance Criteria 2.11	Personal Protective Equipment requirements for Medical Waste.

Performance 2.12	Criteria	Document and recording of Medical Waste by means of Tadweer manifestation system
Performance 2.13	Criteria	Emergency Response, accident and incident reporting
Performance 2.14	Criteria	Correct procedure of handling, loading, unloading waste bags and containers
Performance 2.15	Criteria	Department of Transportation (DOT) requirements & information on regulations
Performance 2.16	Criteria	Requirements for the handling, collection, transportation, storage and treatment/disposal of Chemical Waste generating from Health Care Facilities only

4.3 Knowledge and understanding

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 you duties as a Medical Waste Handler.
- 3. Occupational health, safety and environment protection procedures.
- 4. Procedural requirements for handling, packaging, labeling and marking of Medical 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 Medical Waste.

4.3 المعرفة والاستيعاب



4.4 Additional Information

4.4 معلومات إضافية

4.5 Scope / range related to performance criteria

The scope relates to Handling of Medical Waste

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

- Communication may be:
 - o Face-to-face
 - o In community languages
 - Oral via an interpreter
 - Visual
 - With groups
 - With individuals
 - Written
 - o Assertive but not aggressive
- Contingencies may include:
 - Accidents and incidents
 - o Lack of availability of personnel
 - Hazards and Risks
 - o 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

Regulatory requirements 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.
- HAAD EHSMS standard Waste Management HAAD/HSED/ST/0016/HS EHSMS
- HAAD Policy on Medical Waste Management in Health Care Facilities (PPR-HCP-P0002/07)

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 Medical 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

4.4.2 النطاق / المجال ذو الصلة بالمهارات والمعلومات

• 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
- Regulatory Framework.

4.4.3 السلوكيات المطلوبة

4.4.4 معايير التصميم الخاصة بتطوير برامج التدريب، التأهيل والنجاح

•



- Tadweer Policies.
- Tadweer Technical Guidelines and requirements.
- HAAD EHSMS standard Waste Management HAAD/HSED/ST/0016/HS_EHSMS
- HAAD Policy on Medical Waste Management in Health Care Facilities (PPR-HCP-P0002/07)
- WHO Recommendations.
- Regulatory and Statutory 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
- WHO Safe Management of wastes from Health-care activities 2014
- Regulatory and Statutory Requirements in the Emirate of Abu Dhabi
- Abu Dhabi Occupational Safety and Health System Framework (OSHAD-SF)
- HAAD EHSMS standard Waste Management HAAD/HSED/ST/0016/HS_EHSMS
- HAAD Policy on Medical Waste Management in Health Care Facilities (PPR-HCP-P0002/07)
- Qualification framework by National Qualification Authority (NQA)/ VETAC Q+NOSS System
 Guidelines 2014
- OSHAD-SF Mechanism 6.0: Performance and Incident Reporting
- Abu Dhabi National Oil Company Health, Safety and Environment Management System (ADNOC HSEMS).