Dolphin Beach Body Corporate House Rule – Refuse and Recycling Procedures

Process of Refuse Removal and Recycling

1. Municipal Policy

1.1. The policy of refuse removal and recycling at Dolphin Beach is derived from the "Integrated waste management" plan of the Cape Town municipality. This plan is aligned with the National "Integrated Pollution and Waste Management" policy.

1.2. Integrated Pollution and Waste Management Policy Introduce, facilities and encourage effective waste minimisation and waste management practices:

- 1.2.1. Encourage waste avoidance by all stakeholders that will reduce waste generation at source.
- 1.2.2. Re-use waste in its original form as far as possible.
- 1.2.3. Promote the separation of waste into different streams at source prior to collection for recovery and recycling purposes.
- 1.2.4. Implement waste diversion away from landfill by ensuring that appropriate mechanisms and legalised facilities are in place.
- 1.2.5. Facilitate the processing or treatment of any recyclable waste in an economical and environmentally sustainable manner.
- 1.2.6. Enable enterprises involved in the recycling of waste materials.
- 1.2.7. Advocate the reuse of waste materials as far as possible.
- 1.2.8. Dispose the remaining waste responsible by utilising processes and methods that will conserve air space to lengthen the life of landfill sites, and methods that will impact minimally on water, ground water soil or air.

2. Dolphin Beach Policy

2.1. To adhere to the Municipal policy on waste management as far as possible and practical.

2.2. Co-operate with the Municipality to make sure waste removal is done timeously.

2.3. Encourage residents to recycle and advertise the advantages of recycling.

2.4. Specific recycling facilities will be made available for residents.

2.5. Recycling will be done to empower entrepreneurs.

2.6. Ensuring where possible that harmful waste is not deposited in the normal waste bins.

3. Refuse Bins

3.1. Owners/tenants must remove their own refuse from the apartments and take it to the refuse bins.

3.2. The cleaners are responsible to keep the bins and the area around the refuse bins in a clean and hygienic condition.

3.3. Rodent traps with poison are positioned around the refuse bins areas.

3.4. Pets should be kept away from the refuse bins.
3.5. Refuse bin collection is done 3 times a week. Currently it is on a Monday, Wednesday, and a Friday.
3.6. A higher collection rate is arranged during the prime holidays. The Estate Manager will arrange a schedule according to the number of people in the Estate.
3.7. Refuse bins will be removed from the refuse bin room, early on collection days, and will be carted to the refuse collection bay before 08H00. The City Waste Department normally collects the refuse between the hours of 09H00 and 17H00
3.8. On collection days, the cleaner responsible for the refuse bins, will start the workday at 07H00. On these days, the workday ends at 15H00 for the cleaning contractor.
3.9. The cleaner will collect all bins throughout the estate and gather all bins to the collection area.
3.10. The cleaner must oversee the loading of the bins into the waste truck. Any out of the ordinary incidents must be reported to the Estate Manager.
3.11. The cleaner will then wash out the refuse bin room and disinfect the area with specific product to kill germs and odour smells.
3.12. Once the City Waste Department dumps waste into the dump trucks the bins than get washed out and disinfected, from here the bins get stored back in the Refuse Bin Room.
3.13. Clean bins must then be replaced to the designated areas in the Estate. If for some reason, the bins are not collected by 15H00, the cleaner or designated alternate, must remain behind until 17H00.
3.14. If the bins are not collected by 17H00 the bins must again be stored in the refuse bin room. Specific attention must be given to ensure that the air conditioner is on and working.
3.15. If the waste truck is delayed the office personnel must follow-up, why the schedule has not been met. Clarity should be obtained when the truck will arrive.
3.16. The biggest problem arises over long weekends, specifically Easter and Christmas periods. The Estate Manager must give specific attention to these times to ensure that waste handling is done correctly. This includes over full bins as well as delayed waste truck arrivals.
3.17. If all these arrangements fail, and the bins are left outside after hours, the Senior Security officer must contact the Estate Manager or alternatively return the bins in the bins waste room. (This action must be arranged annually with the security provider and the event must be recorded in the OB book.)

4. Recycle Bins.

4.1. Dolphin Beach is proud to recycle as much as possible.
4.2. Recycle bins have been placed at different areas within Dolphin Beach for owners/tenants to dispose of their recycling waste.
4.3. There are different recycle bins for each type of waste within Dolphin Beach.

4.4. Dolphin Beach recycles different kinds of waste i.e.: paper, glass, plastic, and old penlight batteries. Owners or tenants must sort all recyclable items and place the items into the designated bins.
4.5. Each recycle bin is marked for different types of waste.
4.6. Dolphin Beach does not recycle broken mirrors and electronic waste. Owners must dispose of these items at an appropriate discharge centre.
4.7. The penlight battery recycle bin is in the B Block recycle area.
4.8. Recycle bins are currently cleaned out daily and moved to the recycling collection area by the appointed recycle team. The bins are then collected on Fridays at around 11H00. The collection team is appointed by the Municipality.
4.9. All recycling bins must be washed and sanitized on a Friday.

5. Maintenance and repairs of bins

5.1. Dolphin Beach maintenance staff is responsible for the up keeping and repairs of the bins.
5.2. The City must be approached to replace broken bins at a cost.

6. Number of Bins

6.1. 50 Refuse bins allocated for general waste.
6.2. 19 Recycle bins allocated for glass, paper, and plastic.
6.3. 8 Refuse bins allocated for Restaurant.
6.4. 5 Refuse bins allocated to the garden area and is specifically placed to be used for pet excrement. However, these bins may also be used for any refuse.
6.5. The number of bins in use is decided by the Estate Manager.
6.6. The gardeners use their own purchased green garden bins.

7. City Waste Department contact details:

021 444 – 9755
021 444 – 9761