



PRICE ENTERPRISES
INC

SOP 31-22CW June 2022

Dumpster Bin Procedures

Purpose: To ensure proper protocol is followed for dumpster bin pick-ups, usage, and safety for each facility. Each facility has one (1) dumpster assigned for waste that is issued by Honolulu Disposal. The purpose of these dumpsters is to dispose of waste properly to prevent safety hazards to customers, employees, and the environment.

Scheduled Pick Up Days:

- Waipio CW:
 - Monday = Dumpster must be taken out **Sunday night.**
 - Thursday = Dumpster must be taken out **Wednesday night.**
 - Saturday = Dumpster must be taken out **Friday night.**

- Kapolei CW:
 - Monday = Dumpster must be taken out **Sunday night.**
 - Thursday = Dumpster must be taken out **Wednesday night.**
 - Saturday = Dumpster must be taken out **Friday night.**

- Pau Hana Express:
 - Monday = Dumpster must be taken out **Sunday night.**
 - Thursday = Dumpster must be taken out **Wednesday night.**
 - Saturday = Dumpster must be taken out **Friday night.**

Pre Pick-Up Procedures:

It is the responsibility of all employees to know their facilities dumpster pick up dates. The dumpsters must be prepared for pick up the night before the scheduled pick-up date.

- Waipio CW:
 1. The night before scheduled pick-up date; 2-3 employees will safely roll the dumpster bin using both hands to the front of the building on Uke'e St. to the far-left corner of the entrance lane to the Car Wash.
 2. The dumpster bin lid will be facing the street for easy open access for Honolulu Disposal.

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- Kapolei CW & Pau Hana Express (PHE):
 1. The night before scheduled pick-up date 1 employee that is certified in operating a forklift will operate the forklift to transfer the Kapolei CW dumpster to the intersection corner that is parallel to the front entrance of the Car Wash driveway.
 2. The dumpster bin lid will be facing Farrington Hwy. for easy open access for Honolulu Disposal.
 3. On nights before PHE's scheduled pick-up date, that same employee will operate the forklift to transfer the PHE dumpster next to the Kapolei CW dumpster.
 4. The dumpster bin lid will also be facing Farrington Hwy. for easy open access for Honolulu Disposal.

Post Pick-Up Procedures:

It is the responsibility of all employees to observe and ensure that the dumpster bins have been properly placed back in their designated areas.

- Waipio CW:
 1. The morning after scheduled pick-up date, during opening procedures, 2-3 employees will safely roll the dumpster bin using both hands to the loading area placing the dumpster against the wall in the designated dumpster bin area.
- Kapolei CW & Pau Hana Express (PHE):
 1. The morning after scheduled pick-up date, during opening procedures, 1 employee that is certified in operating a forklift will operate the forklift to transfer the Kapolei CW & PHE dumpster to the facilities loading areas placing the dumpster in the designated dumpster bin area.

Employees Training & Information:

All employees have the opportunity to be Forklift Certified and participate in the Forklift training to be able to use and operate the forklift for the purpose of the dumpster procedures. It is the responsibility of all employees to observe the dumpster bins and be sure they are properly prepared for scheduled pick-up dates. **No employee, customer, vendor, or guest should ever step foot inside of the dumpster bins at any Price Enterprises, Inc. facility.**

Daniel Matsamura

Daniel Matsamura
Operations Manager

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