



CONSTRUCTION MATERIALS DISPOSAL

FORMS: [Material Release Form](#)

PURPOSE: To provide direction and assign responsibility for disposal of demolished construction related materials.

RESPONSIBILITY:

1. PD&C is responsible to initiate and enforce this policy.
2. Contractor and subcontractors must establish and monitor the review and material removal schedule.
3. Material Release Form(s) must be initiated and signed-off by the owners' representatives prior to the removal of any materials. A Xerox copy of the approved Material Release Form must be presented to the Contractor's project supervisor prior to removal of any offsite removal of any materials. This document will be signed-off and dated by the project supervisor and forwarded to Facilities Management and placed in the project file.
4. Contractor to provide proper disposal of remaining materials.

PROCEDURE:

1. Immediately prior to start of a construction project, the contractor and subcontractors will remove and store all materials to be re-used in the project.
2. PD&C and Maintenance will review the remaining materials, remove and store for re-use on future projects.
3. Any remaining salvageable materials will be available for removal from site after securing the proper approvals as required on the Material Release Form.
4. All remaining materials will be disposed of through the contractor's debris box.