

Art Studio & Science Laboratory
Hazardous Waste Disposal Protocols
Effective August 2008



Laboratory chemical waste must be disposed of in accordance with local, state, and federal requirements. These waste management practices are designed to ensure maintenance of a safe and healthful environment for laboratory employees and the surrounding community without adversely affecting the environment. This is accomplished through regular removal of chemical waste and disposal of these wastes in compliance with all regulations and policies. Specific guidance on how to identify, handle, collect, segregate, store and dispose of chemical waste is available from the Chemical Hygiene & Biological Safety Officer [CHBO].

Remember:

- Hoods should not be used for disposing of volatile chemicals.
- Drains should not be used for disposal of chemicals.
- Laboratory waste shall be disposed of in a timely manner.
- Waste materials should be accumulated in a designated storage area consistent with applicable regulations.

Waste Generation General Procedures:

- Keep all waste containers tightly sealed, except when you are pouring material into the container.
- To the most practical extent possible, keep p-listed chemical waste separate from other hazardous waste. P-listed chemicals are acutely toxic chemicals.
- Keep the waste in a safe and secure location, such as a fume hood or flammable or acid cabinet. Non-flammable and non-caustic chemicals can be stored in secure shelves. Be sure the doors to the shelves are labeled “Chemical Storage.”
- Securely affix a label on the container that is legible. Standard labeling tape and permanent marker can be used to create the label. The label must read “Hazardous Waste” or other words that clearly identify the contents of the container.
- List the chemicals present in the waste container. Keep a chemical disposal log if you mix chemicals in a single container.
- If you are using a container that held a different chemical before, make sure the original label is not legible, the original label must be removed or the chemical name is completely and unambiguously crossed out. Do not use abbreviations such as EtOH on your waste label. Legible chemical formulae are acceptable.

Transfer of waste from a satellite accumulation area:

- The criteria that must be met in order for a space to be classified as a satellite accumulation area are included at the end of this document.
- UT has two (2) designated hazardous waste storage areas located in the Cass and the Thompson buildings.
- Only UT employees are authorized to transfer materials to a hazardous waste storage facility. UT students and non-University personnel are not to move materials to a designated storage area.
- Each container transferred to a storage facility must be properly labeled.
- Each container must have the date of transfer on its label. This is the accumulation start date and is important for record keeping regarding the timing of proper hazardous waste disposal from UT's premises.
- The CHBO must be notified in writing within 1 business day that a transfer has occurred. This notification should be done by email and state the number and size of containers transferred to the storage area.
- Notify the CHBO when your satellite accumulation container is near full to arrange for pick up of the waste.