



## Hazardous Waste Handling & Disposal Procedures

To prevent injury, minimize environmental health hazards, and meet regulatory requirements, campus laboratories, studios, workshops, etc. must comply with the following chemical waste disposal procedures:

### Minimize Initial Generation:

- ♣ Review each experimental protocol to ensure that hazardous and radioactive products are used efficiently and that excess purchases are minimized.
- ♣ Conduct microscale processes to minimize hazardous materials used and subsequent wastes generated.
- ♣ Use substances that can be neutralized or stabilized, either physically or chemically. Use radioactive materials that can be practically stored for decay (half-lives less than 60 days).
- ♣ Substitute materials presenting the lowest degree of hazard for materials presenting a greater hazard.

### Comply with Requirements for Waste Storage:

- ♣ Store chemicals in appropriate containers designed for chemicals.
  - } Liquid waste in screw top containers only (do not fill containers more than 80%.)
  - } Containers must be compatible with the contents.
  - } Food containers are not acceptable for storing chemicals.
  - } Label all hazardous wastes as soon as they begin to be generated.
  - } Separate all incompatible wastes from one another using secondary containment pans, tubs, cabinets, etc...
  - } Perform and document weekly inspections in required areas.

### Appropriately Label Each Container:

- ♣ Do not lose track of container contents. All unknowns must be analyzed and their hazardous components identified. (The cost to identify an unknown chemical can exceed \$1,700.00.)
- ♣ Use only the pre-printed labels approved by the EHS office. These labels can be obtained by contacting the EHS office, at ext. 5126. (See example below.)
- ♣ Waste must be identified by chemical name (spelled out.) Labels such as, "Inorganic Waste and "Organic Solvent", are not adequate (no abbreviations or formulas.)
- ♣ All constituents in mixtures (solid and liquids) must be identified and their concentrations stated as accurately as practicable (except for reaction products.)
- ♣ If new labels are attached, any existing label must be removed or lined out.
- ♣ In order to comply with all CCR Title 22 requirements for labeling of hazardous waste containers, the label pictured below should be use on all CSU, Chico laboratory wastes. The labels must be completely filled out according to the instructions below.

1. List the professor or the lab technician who is responsible for the waste and the department.
2. List the date the first drop of waste was placed in the container. Date must including the month, day, and year.
3. Check the appropriate box.
4. Check the appropriate box or boxes if waste has multiple characteristics.
5. List the constituents as detailed as possible. If more space is required continuation labels are available from EHS.

CSU, Chico, Chico CA 95929-0019 530-898-5126 CAT080032477	
<b>H A Z A R D O U S   W A S T E</b>	
EMHS Use Only	
State and federal law prohibits improper disposal. If found, contact the nearest police or public safety authority, or the U.S. Environmental Protection Agency, or the California Department of Toxic Substance Control.	
Generator Name & Dept.: _____ 1	
Accumulation Start Date: _____ 2	
Physical State: <input type="checkbox"/> 3	Hazardous Properties: <input type="checkbox"/> Flammable <input type="checkbox"/> Reactivity <input type="checkbox"/> Toxic
<input type="checkbox"/> Solid <input type="checkbox"/> Liquid	<input type="checkbox"/> Corrosive pH: _____ 4 <input type="checkbox"/> Other
Contents: _____ 5	
_____	
_____	
_____	

**Properly Segregate the Chemicals:**

- ♣ Segregate solids, liquids and gases.
- ♣ Segregate chemicals into the following categories:
  - } Acids of pH <2 (do not mix)
  - } Separate organic and inorganic acids
  - } Alkaline solutions of pH>12.5 (do not mix)
  - } Halogenated organics
  - } Non-halogenated organics
  - } Alkali metals and other water reactives
  - } Peroxide-forming chemicals
  - } Heavy metal solutions and salts
  - } Strong oxidizers
  - } Chemical carcinogens
  - } Cyanides
  - } Other toxic materials
- ♣ Biohazardous Agents: contact EHS at ext. 5126 or your supervisor for more information.

**Properly Dispose of Waste Chemicals:**

- ♣ To arrange for a chemical waste pickup, please fill out a Chemical Waste Pickup Request Form and send it to EHS via campus mail to zip 019 within 60 days of the accumulation date. Chemical Waste Pickup Request Forms can be found in Appendix B or on the web at [www.csuchico.edu/ehs/form/html](http://www.csuchico.edu/ehs/form/html).
- ♣ EHS cannot accept responsibility for improperly labeled and/or improperly sealed containers and will not pick them up.
- ♣ Transferring of waste into appropriate containers is the generator's responsibility.
- ♣ Waste containers become the property of EHS and will not be returned.
- ♣ To discuss waste minimization and disposal procedures for your lab, contact EHS at ext. 5126.
- ♣ For emergencies involving chemical spills, call ext. 5126 for technical assistance. EHS will advise and assist lab personnel in handling spills. It is the responsibility of those working with the materials to be prepared for emergencies and to cleanup small spills and contain larger spills. Do not rely on EHS as a spill cleanup team.
- ♣ Do not throw cleanup material that has been contaminated into the trash. Label appropriately and treat as hazardous waste.

**Special Wastes and Conditions:**

- ♣ Most aerosol cans are considered a hazardous waste when no longer usable, regardless of material content or volume. All aerosol cans are to be collected and given to EHS for disposal or recycling.
- ♣ All containers that have previously held an extremely hazardous chemical as defined in Title 22 CCR Section 66261.126 Appendix X, and Sections 66261.110 and 66261.113 are to be treated as a hazardous waste unless they are triple rinsed with a suitable solvent. Unless you have received a Permit to Treat from the Department of Toxic Substance Control you may not triple rinse containers.

DO NOT USE FUME HOODS TO INTENTIONALLY EVAPORATE CHEMICALS THAT ARE SPENT AND ARE TO BE DISPOSED OF AS HAZARDOUS WASTE.

**If you are not sure of proper waste handling  
procedures, please contact  
EHS at ext. 5126.**

***Under no circumstances should hazardous waste materials be disposed of in the trash, sinks, toilets, or other drains.***