



# Hazardous Waste Storage & Disposal Guidelines

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## STORAGE

**1. Is the hazardous waste storage area free of spills and leaks?**

The hazardous waste storage area includes the area directly adjacent to and associated with the storage location. If your waste is stored in secondary containment on the floor, there should be no visible signs of contamination or spillage around secondary containment. If your waste is stored in a designated cabinet or other area, there should be no visible signs of contamination or spillage in these areas. Immediately clean up any spilled materials in hazardous waste storage areas.

**2. Are all hazardous waste containers designated for liquid storage in appropriate secondary containment and stored properly?**

To ensure regulatory compliance and prevent an uncontrolled release, secondary containment trays must be able to hold all liquid waste in the event of breakage. Secondary containment trays are available from the Thimann Stockroom in two sizes. These may be purchased for a nominal fee. Do not place too many containers in one tray. Do not stack bottles in containment trays.

**3. Are the hazardous waste containers and secondary containment free of spills or contamination?**

There should be no visible signs of contamination on tops or sides of waste containers or anywhere in containment. Wipe down or clean containers and containment as necessary.

**4. Are incompatible wastes segregated?**

Segregate wastes into different secondary containment based on hazard class (corrosive acid, corrosive base, flammable, oxidizer, etc.). If you need assistance on hazard class designation, refer to the Hazardous Waste Determination and Classification Guide ([http://ehs/Waste\\_Management/ehs.asp?page=Determination\\_Guide](http://ehs/Waste_Management/ehs.asp?page=Determination_Guide)) or contact the Hazardous Waste Program Manager at 9-3086.

**5. Are containers and secondary containment easily accessed?**

You must be able to see and access hazardous waste containers in order to inspect or clean up a spill. You should not have to move secondary containment trays or waste containers to visually inspect or access containers.

**6. Are all containers sealed with proper fitting lids?**

Check the lids carefully for a good fit.

**7. Are all waste containers kept capped or sealed except when adding hazardous waste?**

Keep waste containers closed and sealed when not adding waste. Waste containers SHOULD NEVER be left opened when no one is in the work area, during a lunch hour, a break, or overnight.

**8. Are all containers and lids made of a material compatible with the chemical waste contents?**

Use glass bottles or steel drums for solvent waste, 5-gallon plastic carboys or 30 gallon drums for larger quantities of photofixer waste, plastic bottles or polypropylene drums for hydrofluoric acid waste, and glass bottles or 5 gal carboys for other acids and bases. If you have questions, contact the Hazardous Waste Program Manager at 9-3086.

**9. Are all chemical waste containers stored in a safe location?**

Do not store waste in high traffic areas where breakage could occur. Do not store waste near any heat source (ovens, refrigerators, appliances, etc.). Keep waste in a secured and supervised work area. When no one is present, the work shop door should be locked.

**10. Is all waste disposed of within 6 months of accumulation start date?**

The accumulation start date begins as soon as you start adding waste to a container. In order to comply with regulations, hazardous waste must be removed from the work areas within 6 months of the accumulation start date. To decrease the risk of accidental release and to coincide with EH&S off campus waste shipments, generators should not accumulate waste for **more than 3 months**. Dispose of any full containers promptly.

### **Is the container size appropriate for the rate of waste accumulation?**

Use an appropriate size waste container to facilitate removal within 3 months and avoid large containers that take a long time to fill. Fill waste containers to only 95% capacity in order to allow headspace for changes in temperature.

### **LABELING**

#### **1. Do all chemical waste containers have a properly affixed hazardous waste tag?**

Attach hazardous waste tags generated by the Online Waste Tag system (<http://otp.ucsc.edu>) to the container soon as waste collection begins in that container.

#### **2. Does the accumulation start date listed on the tag coincide with the first day chemical wastes were collected in the container?**

All waste containers must be tagged and dated as soon as waste collection begins in that container. The date field on the hazardous waste tag corresponds to the accumulation start date and must be completed when waste collection begins. The 6-month limit for waste accumulation in the work area starts as soon as the first material is placed in the container.

***FAILURE TO PROPERLY TAG HAZARDOUS WASTES IS THE MOST FREQUENTLY CITED REGULATORY VIOLATION***

### **FUGITIVE EMISSIONS – DRAIN DISPOSAL**

#### **1. Are solvent or paint wastes being evaporated to the environment?**

Evaporation of wastes is NOT a legal means of disposal. Containers must be capped at all times to prevent evaporation and spillage. Cap your waste as indicated above in item #7 under STORAGE.

#### **2. Are hazardous wastes being improperly disposed of in the sewer or ordinary trash?**

Liquid and solid hazardous waste may NOT be disposed of in the trash or poured down the drain UNLESS it has been determined to be non-hazardous using the UCSC Hazardous Waste Guidelines. If you have questions regarding sewer or ordinary trash disposal, please contact the Hazardous Waste Program Manager at 9-3086.

### **TRAINING**

#### **1. Have all personnel handling chemical wastes attended initial hazardous waste training offered by EH&S?**

EH&S offers initial training in hazardous waste handling, disposal, and proper documentation approximately twice a year. If individuals have not attended this course and are handling hazardous waste, they must be under direct supervision of a properly trained person and should plan to attend an EH&S hazardous waste training class at the next available session. A schedule of upcoming classes is available at <http://bas.ucsc.edu/events>