

## **Guidelines for the disposal of waste/redundant chemicals:**

The following assumes that we don't have a central collection area for the waste and that the waste will be stored in various locations until the day it is collected.

### **1. Make an inventory of your waste chemicals on an Excel spread sheet.**

*(a template is emailed with the memo for disposal)*

eg.

<b>Line No.</b>	<b>Common Name</b>	<b>Class</b>	<b>Sub</b>	<b>L</b>	<b>kg</b>	<b>Qty.</b>	<i>Location Rm No.</i>
1	Formic Acid	8	3	0.8		3	4.712
2	Perchloric Acid 60%	5.1	8	1.5		1	4.722
3	Silver Nitrate	5.1			0.03	1	4.914
4	Solution: Ethylenediamine + sodium hydroxide + titanium dioxide + nickel chloride	8	6.1	1		1	4.914

List must include:

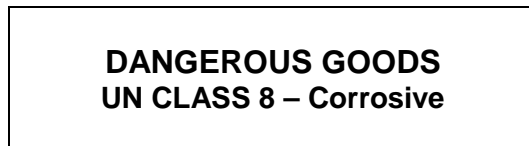
- full name of chemical – formulae or abbreviation is not acceptable
- the hazard class ( this can be retrieved from the C&M chem. inventory or from ChemWebGold)
- the sub class if relevant
- quantity in litres or kg – if you cannot weigh the chemical then make an educated guess as to the weight or volume.
- Room number/location where stored - this is for your info

### **2. Prepare chemicals for transport**

Packaging may vary depending on quantity and nature of the chemicals being disposed of. In general they must be safe and convenient to transport.

- container must have full name of chemical clearly legible. If you do not know what the waste is label as “unknown liquid” or “unknown white powder” etc. Disposal for “unknown” waste will cost mega bucks.
- chemical must be in compatible container which will not leak
- container must have secure lid/cap. If the lid is not secure Waste Services will decline to collect.

- containers must be segregated and packed in separate cartons (not reqd if large container i.e. >5 litres ) . Waste Services will check and if they are not satisfied with the segregation will decline to take the waste.
- if containers are breakable (glass) then must be packed with bubble wrap or similar.
- carton should be sealed/closed with packaging tape where possible.
- carton must have name of person disposing (usually the PIC) so that if there is a problem with the goods when collected we have a reference. eg if Waste Services declined to collect for any reason you would be required to rectify the problem.
- avoid large heavy containers viz. 100 litre – where possible split the waste into smaller containers of say 20 litres. This will make transport and loading easier. If you cannot avoid using large containers, then ensure that you have the means for lifting the container.
- carton/container must have DG label as prescribed  
eg.



**3. Send soft copy of spreadsheet to chief tech/coordinator.**

- your list will be merged with lists from other labs and submitted for a quotation for disposal
- chief tech/coordinator will advise you of the time and date of collection as soon as this information is available.

**4. At appointed date and time take your waste to pick up point for collection**

- pick up point will be at 1 Grafton Road (back of Technical Services workshop) unless advised otherwise.
- the waste delivered to the pick up point must be as per your original list. You may not add additional waste to your lot as the original list was quoted on.

**5. Ensure the chemical inventory for your lab has been updated**

- if you are disposing of primary containers, it may be necessary to delete the chemical from the lab inventory if it hasn't been replaced