

**PROCEDURE: DISPOSAL OF HAZARDOUS CHEMICAL WASTE**

- I. Discard hazardous chemical waste in an empty plastic, screw top container.  
Note:
  - A. Empty alcohol containers are acceptable.
  - B. Unacceptable containers include cork, glass or rubber stopper containers, as well as milk or soda bottles or other discarded foodstuff containers.
  - C. Container should be kept in the gray plastic basin serving as a secondary container in case of leakage.
  - D. Containers must be capped at all times, except when waste is added.
  - E. Incompatible wastes must not be stored together.
  - F. The container must not be more than 2/3 full, or the container must have 10-20% empty space remaining to avoid buildup that may occur with expansion.

- II. Place an appropriately completed orange "Hazardous Waste" label on the container. Instructions and forms are available on the RIH Intranet under [Hazardous Materials and Waste](#) and [Laboratory Safety Management](#) tabs located on the [Environmental Safety department website](#). Waste Codes are also available on the web site.

Note: No formulas or abbreviations.

- III. To have waste removed call Environmental Services, (4-5432). On the day the waste is picked up fill in the "Accumulation Start Date" on the orange Hazardous Waste label. List the items to be picked up on the "Internal Transport and Tracking Waste Manifest". Date the form with date waste is picked up. The maximum volume of waste is 55 gallons of hazardous waste and/or 1 gallon of acutely hazardous waste.

**EMERGENCY PHONE NUMBERS:**

**In case of an emergency, call 45111, call Code Orange if appropriate.  
If you have questions, please contact the Facilities Management Safety Office at 48357.**

**IV. REVISIONS**

- A. 5/15/2024 Updated website and contact information.