

Hazardous Waste Removal Request

Risk Management
Administration Bldg, Room 219
[785-2102 Office] [785-2095 Fax] cbarthol@lasierra.edu

PREPARATION:

1. Determine if you can neutralize, detoxify or recycle it yourself. If you can, there is no need to fill out this form. Refer to the Laboratory Safety Manual for guidelines.
2. Separate solids from liquids.
3. Containerize it. Containers shall be compatible with the chemical(s), shall be sturdy, leakproof, have a tight cap/lid/seal, and clean on the outside. Unless other arrangements have been made, all containers must be 5-gal. or less in volume. Milk jugs or other food containers, thin trash bags, biohazard bags, radioactive bags, 5-gal. thin-walled metal solvent cans, 5-gal. glass carboys are NOT to be used.
4. Label the containers with label HM-95-2. (Available from Physical Plant)
 - a. List ALL the chemical constituents with approximate percentages. Heavy metals should be listed in mg/l or ppm if under 0.1%.
 - b. Do not use abbreviations or chemical symbols. Use common or IUPAC chemical names.
 - c. If applicable, list trade name and chemical constituents. Please include a copy of the MSDS.
 - d. For pesticides, list the common name and the chemical name.
 - e. (Physical Plant or Hazmat Waste Vendor will not pick up unidentified chemicals, i.e. "unknowns.")
5. Number each container. - Department is Chemistry, date is Jan 1, 2010, container number is one.]
6. Fill out the Chemical Waste Removal Request form. You may scan, fax, email or deliver completed form to LSU Risk Management Office.

FILLING OUT THE FORM:

1. Generator Information. The responsible faculty/staff person is the person who is in charge of the laboratory/maintenance site. The contact person is the person whom LSU Risk Management would contact about the chemicals.
2. Identification/Description of the Chemicals.
 - a. List all components and their respective percentages. Do not use chemical symbols or abbreviations.
 - b. List physical state and pH, if applicable. (pH paper is adequate.)
 - c. List number and type of containers.
 - d. List volume (liquids) or weight.
 - e. List any hazards associated with this material, e.g., flammable, oxidizer, organic oxidizer, poison, corrosive, water-reactive, pyrophoric, mutagen/teratogen, carcinogen, shock-sensitive, etc.

OTHER INFORMATION

The chemicals must be prepared for pickup before sending this form to LSU Risk Management. The request will be processed as it arrives. Chemicals that are improperly packaged, labeled, or identified will not be picked up. Pickup can be expected within two weeks of receipt by Risk Management.. This form must be filled out as completely, specifically and legibly as possible (please print or type). Improperly, inadequately, or illegibly prepared forms will be returned for completion/clarification. If you have questions, a request of special urgency, or if Physical Plant has not picked up your chemicals within two weeks, please call 951-785-2102.

