HAZARDOUS WASTE HANDLING AND DISPOSAL PROCEDURES

1. The management of hazardous waste is coordinated by the New York University College of Dentistry Office of Quality Assurance and maintains the College’s Hazardous Waste Accumulation Area located on the 8th Floor of Weissman Building. The hazardous waste storage area is equipped with: a safety shower, an eyewash station, personal protective equipment, hazardous spill response material, secondary containment, temperature regulator, and a separate exhaust system.

The College is considered to be a Large Quantity Generator (LQG) that can produce 2,200 pounds or more of hazardous waste, or 2.2 pounds of acute hazardous waste, at any given month, as defined in Title 40 of the Code of Federal Regulations, Section 261.5. Environmental regulations allow the College to accumulate hazardous waste in a designated area onsite and without permit for up to 90 days (40CFR263.34(a)). Within 90 days, hazardous waste is removed from the facility by a certified hazardous waste hauler contracted by the University (40CFR263.34(a)(1)(iii)).

New York University Department of Environmental, Health, & Safety arranges hazardous waste pick-up and is done through the contracted hazardous waste hauler every 60 days.

2. Laboratories and other areas that use chemicals (i.e. dental clinics, pre-clinical labs, building maintenance shops) must provide hazardous waste containers within their respective areas. Note that each of these areas at the Dental Center is considered as Hazardous Waste Satellite Accumulation Area, where hazardous waste are accumulated and stored at or near the point of generation. Satellite Accumulation Areas can be used to accumulate and store up to 55 gallons of hazardous waste or one quart of acutely hazardous waste as defined by regulations. Transfer of hazardous waste between “satellite” storage locations is not allowed and must only be moved to the designated Hazardous Waste Accumulation Area on the 8th Floor of Weissman Bldg.

   a. Containers must be compatible with the chemical waste and labeled with the words “Hazardous Waste” (40CFR263.34(a)(3)). The approximate concentration of the chemical waste must also be indicated on the label. If it is a mixture, each component must be written on the label. Use the official NYU Hazardous Waste label illustrated in paragraph (f). The labels can be obtained from the Office of Quality Assurance and/ or NYU Environmental, Health, & Safety.
   b. Waste containers must be placed or stored on plastic trays as secondary containment.
   c. DO NOT MIX incompatible chemicals. Refer to NYU Laboratory Safety Handbook for proper segregation.
   d. Make sure that the hazardous waste container is securely capped at all times except when adding waste.
   e. When container is 90% full, it must be removed from the area within three (3) days and brought to the 8th Floor Hazardous Waste Accumulation Area. Completely fill-up the form: “Request for Pick-up/ Disposal”, then contact the Office of Quality Assurance at x89949 or x89932 for further assistance.
f. The container must be dated **only** when it reaches 90% capacity ("Date Full"), and before bringing the container to the hazardous waste room. Below is the NYU Hazardous Waste label:

![Hazardous Waste Label](image)

- Or:

![Hazardous Waste Label](image)

g. If you are disposing expired drugs or medication, contact the Office of Quality Assurance at x89949 or x89932 for special handling and disposal.
**REQUEST FOR PICK-UP/ DISPOSAL**

Use this form to request the pick-up/ disposal of hazardous waste, universal waste, and other regulated non-biohazard and/ or non-radioactive wastes. (To enter data, use the <TAB> key to move cursor to the next field.)

<table>
<thead>
<tr>
<th>Request Date:</th>
<th>First Name:</th>
<th>Last Name:</th>
<th>Phone/ Ext.:</th>
<th>Department:</th>
<th>Pick-up Location:</th>
</tr>
</thead>
</table>

**Important - Read Carefully**

By using this form, you certify that your waste is not radioactive and/ or does not contain biohazard materials. If your waste contains biohazard materials, and/ or exhibits radioactivity, or has the potential to be radioactive, DO NOT USE THIS FORM. Instead, contact the Office of Quality Assurance (extension nos.: 89949, 89932, or 89389) for more information.

**List of Hazardous Materials and/ or Universal Waste for Pick-Up/ Disposal**

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>GENERATION LOCATION</th>
<th>WASTE PROCESS</th>
<th>NUMBER OF CONTAINERS</th>
<th>WASTE QUANTITY (Amount and units)</th>
<th>CONTAINER DESCRIPTION (Capacity and type.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Describe the waste by its chemical or trade name and the estimated purity or concentration. Identify if it is a solid, liquid, gas, or sludge. Example: Trichloroethane 80% / water 20% - (must total 100%) Note: If only the Trade Name is used, a Material Safety Data Sheet (MSDS) must be included.</td>
<td>List the building/room number or location where the waste was generated.</td>
<td>Describe the process that generated the waste.</td>
<td></td>
<td>Examples:</td>
<td>Examples:</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>-40 gallons -5 ounces -2 kilograms -50 pounds -EC (empty container)</td>
<td>-55 gallon poly drum -5 gallon metal drum -16 ounce glass bottle -5 quart box -Large pallet -32 gallon bag -1 gallon can</td>
</tr>
</tbody>
</table>

SEND THE COMPLETED FORM TO THE OFFICE OF QUALITY ASSURANCE (Room 962W)

BY E-MAIL (gam1@nyu.edu OR rr64@nyu.edu) OR CALL x89949/ x89932.

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