

# Universal Waste Procedures

## 1. **OBJECTIVE**

Identify procedures for controlling universal waste products and outline procedural responsibilities for the proper disposal of universal waste.

## 2. **APPLICATION**

This procedure applies to all areas where Nickel Cadium and other batteries, or mercury-containing equipment (ie. Thermostats and lamps) no longer serves its intended purpose and must be discarded.

## 3. **PROCEDURES FOR BATTERIES**

### a. **NICKEL CADMIUM/LITHIUM BATTERIES (Rechargeable)**

1. Turn-in and issue of these type of batteries is on a one-for-one basis. Turn-in these type of batteries **ONLY** to the Parts Room for proper accumulation (IAW CFR 40 Part 273) for recycle or disposal. The Safety Department will ensure proper marking of containers IAW CFR 40 Part 273.14 with "Universal Waste-Battery(ies)", or "Waste Battery(ies)," or "Used Battery(ies);" and the accumulation start date. Accumulation cannot exceed one year from the start date.
2. The Parts Clerk is responsible for purchasing replacement rechargeable batteries on an as-needed basis. The Parts Room will not stockpile Ni Cad or Lithium batteries. Stockpile does not include extra batteries for use with battery powered tools. Each tool may have one primary and one spare battery maximum.
3. Once replacement batteries arrive, Parts Clerk may replace the unusable battery.

### b. **ALKALINE BATTERIES**

1. There are two accumulation areas for this type battery; one is in the office area and one is in the Parts Room. Upon turn-in of batteries the POC will place old batteries in the accumulation buckets and place the lid back on the bucket. Buckets must be labeled "Universal Waste-Battery(ies)", or "Waste Battery(ies)," or "Used Battery(ies);" and maintained IAW 40 CFR part 273.14 with accumulation start date. Accumulation cannot exceed one year.
2. Both areas use a one-for-one replacement concept. Turn-in a battery; receive a replacement. The office POC is PESM; turn-in a battery and get one back. The only exception is with the purchase of new items that require batteries. Same with the Parts

## 4. **PROCEDURES FOR FLORESCENT BULBS - ALL TYPES AND USES**

- a. The maintenance department has the primary responsibility for changing these type bulbs. We no longer have any florescent bulbs at UMA. However in the event there is a lamp found, we will handle waste as outlined in 40 CFR part 273.14.

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## **5. PROCEDURES FOR MERCURY-CONTAINING EQUIPMENT (ie Thermostats)**

- a. The chances of producing this type Universal waste is very minimal and this is in the event of this scenario. The Maintenance Department, in coordination with the Safety Coordinator, will provide a container that meets criteria set forth in CFR 40 part 273 to store waste product of any equipment that falls in this category.
- b. Mark the container IAW 40 CFR part 273 stating "Universal Waste--Mercury Containing Equipment," "Waste Mercury-Containing Equipment," or "Used Mercury-Containing Equipment."

## **6. PROCEDURES FOR UNIVERSAL WASTE - PESTICIDES**

- a. In the event of the rare occasion for universal waste pesticide IAW 40 CFR part 273.3, the safety coordinator will obtain a container that remains closed, structurally sound, compatible with the pesticide, and that lacks evidence of leakage, spillage, or damage that could cause leakage under reasonably foreseeable conditions.
- b. Maintenance should store the container and ensure the container remains leak free and apply markings IAW 40 CFR part 273. Accumulation cannot exceed one year.

## **7. PROCEDURES FOR UNIVERSAL WASTE - AEROSOL CANS**

- a. The Metal Department Supervisor will have control of the Universal Waste - Aerosol Cans and maintain the collection container in the Dry Blast Department as this is the main accumulation point for cans.
- b. The department Supervisor shall store the container and ensure the container remains leak free and apply labels and/or marking IAW 40 CFR part 273. Accumulation cannot exceed one year.
- c. The supervisor shall follow the Universal Waste Plan requirements and notify the PESM when accumulation is nearing capacity of the container or one year.

## **8. PERFORMING INSPECTIONS**

- a. The PESM will perform monthly Inspections through the ERP WO System and maintain records through the same.
- b. Check items such as the accumulation start dates, proper labeling and markings IAW 40 CFR etc.