

Hazardous Waste Management Standard Operating Procedure

OCCASIONAL GENERATORS

DESIGNATION

Designation is the process of determining whether a waste is regulated under WAC 173-303 and if so, what waste codes apply to it. See Master Forms List for the Designation Checklist form.

Certain occasionally generated waste streams have been designated and are listed below. All other occasionally generated waste will require designation by the Hazardous Waste & Academic Safety Manager (HWASM) prior to accumulation and disposal. The individual or department generating the waste is responsible to contact the HWASM and ensure that this designation is completed.

Department	Contact	Waste Stream	Designation
Health Science	Faculty with anatomy lab coordinator responsibilities.	Cadaver liquid	Non-hazardous- liquid, must be solidified prior to dumpster disposal. *
Printing and Mailing Services	Manager, Printing and Mailing Services	Ink/solvent	Dangerous Waste, Flammable/Toxic *
Theatre	Auditorium Technical Director/Facility Events Manager	Waste Paint, Batteries	Non-Hazardous, Universal Waste
Physics	Department Chair	Batteries	Universal Waste
Aquatics	Department Chair	Occasional clean out	Varies, likely corrosive and or oxidizer
Outdoor Recreation	Director	Occasional clean out	Empty fuel canisters

*More detailed information included at the end of this document.

SATELLITE ACCUMULATION (SA)

Satellite Accumulation is a location at or near the point of waste generation where hazardous waste is initially accumulated prior to consolidation at the 180/90day accumulation area.

Department	Waste Stream	SA Area
Health Science	Cadaver Liquid	Robinson 227
Printing and Mailing Services	Ink/solvent	Hawthorne Hall print shop
Theatre	Batteries	Cowles Auditorium 102
Physics	Batteries	Near recycling bins on all floors of Eric Johnston Science Center
Outdoor Recreation	Empty fuel canisters	Outdoor Rec storage room

Other departments that occasionally generate waste will have satellite accumulation areas determined based on the generation location, as needed.

180/90 DAY ACCUMULATION

180/90 day accumulation areas are places where waste is kept when it is removed from satellite accumulation and is awaiting shipment for treatment and disposal.

None of the departments within the scope of this SOP have their own 180/90 day accumulation area and thus will make use of the campus 180/90 day accumulation area in Robinson 145, with the exception of Printing and Mailing Services.

INSPECTIONS

Weekly inspections of all containers in 180/90 day accumulation areas is required by WAC 173-303-630(6). Inspections must include the integrity of containers as well as accuracy and completeness of labels.

The departments within the scope of this SOP are expected to ensure that their waste accumulation areas are maintained properly (good condition, labeled properly, etc.), however documented inspections are not required.

TRANSFER OF WASTE

Transfer of waste from satellite accumulation to 180/90 accumulation occurs when containers are 'full'.

Department	Transfer Process
Health Science	The Anatomy Lab coordinator will notify the HWASM when the satellite accumulation area container is full and the HWASM will assist with the solidification and disposal.
Printing and Mailing Services	The Manager of Printing and Mailing Services will notify the HWASM when they have full satellite accumulation containers. The HWASM will arrange for waste disposal directly from Hawthorne Hall. The waste is not to be brought to Robinson because Hawthorne Hall is 'non-contiguous' with the main campus making it a separate small quantity generator site.
Theatre	The Theatre department program coordinator will notify the HWASM when their battery bucket needs to be emptied.
Physics	The HWASM will check, and empty if necessary, the battery buckets at semester breaks. The department shall notify the HWASM if they need to be emptied more frequently.
Outdoor Rec	An Outdoor Rec representative will contact the HWASM to coordinate the transfer of empty fuel canisters to the waste accumulation area in Robinson 145.

HEALTH SCIENCE

The cadaver lab produces a small quantity of liquid waste each year. This waste is mostly water with non-hazardous biological components as well as the chemical wetting agent used in dissection. This waste designates as non-hazardous; however, it cannot go in the garbage because it is liquid. A special coagulating polymer is used to solidify the waste prior to garbage disposal. The Health Science Anatomy

Lab Coordinator is responsible to notify the HWASM and ensure a new waste designation if any components of this waste change, especially the wetting agent. There is no time limit on this waste and it does not need to be sent off site.

PRINTING & MAILING SERVICES

Printing and Mailing Services is located in Hawthorne Hall, which according to Department of Ecology definitions is non-contiguous with the main campus. Therefore, for waste management purposes it is considered a separate waste generation site. If road configurations change in the future this status will need to be re-evaluated. Because less than 220 pounds per month of waste is produced, Printing and Mailing Services is considered a Small Quantity Generator which means an EPA ID# is not required and they are not subject to some of the regulations found in WAC 173-303. The following guidelines are a summary of what is required.

- 1- Label the area where the waste containers are kept "SQG Waste Accumulation Area".
- 2- The waste containers must be in good condition and able to be tightly sealed (liquid tight).
- 3- Containers must be kept closed at all times unless waste is being added.
- 4- Containers will be kept in secondary containment at all times.
- 5- Each container should be labeled with a completely filled out Dangerous Waste label. The flammable and toxic hazard boxes should be checked.

This waste consists of Presstek water miscible wash solvent, Inctec black ink and Gans colored ink. This waste is considered Dangerous Waste by Washington State Department of Ecology and has the waste designation codes of D001 for ignitability and WT02 and WP03 for toxicity. If the composition of the waste changes in the future, it is the responsibility of the print shop to contact the HWASM to ensure that the waste is re-designated. Additionally, if any other waste is generated, the HWASM must be contacted for designation and disposal.

As a small quantity generator there is no time limit for when waste has to be moved off site for disposal. However, Whitworth considers it best practice to move full containers off site within one year of their full date unless there is a fiscal benefit to hold them longer for a waste shipment. This waste must be disposed of in coordination with the HWASM and in accordance with the University Hazardous Waste Management Program.

SOP EVALUATION

The occasional generator waste management SOP is evaluated every two years by the Hazardous Waste & Academic Safety Manager and the applicable department contacts to ensure it is effective in practice and that it complies with all applicable regulations. Revisions are made in consultation with university safety staff.

REVIEWED BY

Health Science:

Mike Ediger

Date: *

Printing & Mailing Services:	Robert Baker	Date: Nov 6, 2018
Theatre:	Maria Sorce	Date: Nov 7, 2018
Physics:	John Larkin	Date: *
University Rec/Outdoor Rec:	Brad Pointer	Date: Nov 7, 2018

*Input solicited

APPROVAL

Dean of the College of Arts & Sciences:	Noelle Wiersma	Date: Dec 3, 2018
Chemical Hygiene Officer:	Joy Diaz	Date: Nov 6, 2018