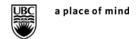
## <u>Guidelines for Safe Packaging of Hazardous Waste Materials</u> Risk Management Services



**Goal**: The purpose of this document is to protect workers who handle hazardous waste on campus and encourage and appropriate handling of hazardous waste materials.

**Guidelines for Hazardous Waste:** In order for workers to pick up hazardous materials, they must meet the following guidelines:

- Bottles must be clean (outside)
- Lids must fit tightly
- 20% of the bottle should be empty "headspace"
- Materials should be stored according to their compatibility
- Percentages of components should total 100% and should match that submitted through the electronic submission system (HWIS)

**Refusal of Hazardous Waste:** for the safety of workers, Risk Management staff may refuse to transport hazardous waste unless it meets the above guidelines. A refused bottle will have a tag attached indicating the reason for the refusal. The waste will automatically be included in the next waste pick up (usually 1 week).



## a place of mind



<u> </u>	Hazardous Waste Refusal Notification
This bottle is being refused for pick up this week for the following reason(s):	
☐ Exterior of bottle is dirty and requires cleaning	
Lid does not fit tightly	
$\square$ Bottle is overfilled (20% of the bottle should be empty "headspace")	
Percentages of components does not total 100%	
<ul><li>Label on bottle does not (HWIS)</li></ul>	match that submitted through the electronic submission system
☐ Label is illegible	
Risk Management Services will return to pick up this bottle on	
Name:	Date:
UBC a place of mind	
Hazardous Waste Refusal Notification	
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