

Steps for Chemical Disposal - Major Chemical Clean Outs

1. **Call the Safety Office before you begin (1-7759).**
2. Boxes and hazardous waste forms will be provided by the Safety Office.
3. The Safety Office will assist by grouping all chemicals into seven different classifications.
4. Each chemical classification needs to be boxed separately.
5. Hazardous waste forms (as many as necessary) shall list the specific contents and amount for those chemicals in each box. Place these forms with the appropriate box. ***Do not separate the two copies of the form.***
6. In the case of unknown chemicals, the Safety Office will assist in proper classification.
7. Non-hazardous (***solids only***) items should be dealt with as follows:
 - Separate them from hazardous items and then use a permanent marker to designate “Non-Haz” on each.
 - Place all “Non-Haz” items in a separate box.
 - Waste tickets should not be completed for these items. Instead, on a sheet of paper list the name and amount of each “Non-Haz” item that is contained in a given box. Place this list with the box.
 - The Safety Office will pick these “Non-Haz” items up along with the other waste chemicals.
8. Non-hazardous liquids (aqueous) can be sewerred.
9. Finally, if there are any further questions, call the Safety Office at 1-7759.