

## UNIVERSAL WASTE STORAGE & DISPOSAL PROCEDURES

### Types of Universal Waste in Texas

- I. **Batteries:** Such as Nickel-Cadmium (Ni-Cd) and small sealed lead-acid batteries.
- II. **Mercury Thermostats**
- III. **Pesticides**
- IV. **Paint and paint-related waste:** Used or unused paint and paint-related material.
- V. **Lamps:** Includes fluorescent, mercury vapor, high-pressure and low-pressure sodium, metal halide, and incandescent lamps.
- VI. **CRTs and electronic equipment.**

Austin Community College (ACC) uses all of these materials and consequently will generate these types of Universal Waste. None of these wastes may be discarded in the regular trash. ACC must manage these wastes as Universal Waste. The following two sections provide ACC's Universal Waste management procedures, **storage** and **disposal**.

### Universal Waste **Storage** Procedures

#### I. **Batteries**

1. Collect in a cardboard box or plastic container.
2. If a battery is leaking or damaged – seal it in a plastic bag before placing it in the accumulation container.
3. Label the container with the words “Universal Waste – Batteries”.
4. Date the container with the date you start accumulation.

#### II. **Mercury Thermostats**

1. Collect in a cardboard box or plastic container.
2. If a thermostat is cracked or damaged – seal it in a plastic bag before placing it in the accumulation container.
3. Label the container with the words “Universal Waste – Thermostats”.
4. Date the container with the date you start accumulation.

#### III. **Pesticides**

1. If a container of pesticide is not used until empty and is no longer needed it must be disposed as Universal Waste.
2. If the original container is leaking or damaged - place it in a secondary plastic container and keep the container closed.

3. Label the container with the words “Universal Waste – Pesticides”.
4. Date the container with the date that it is determined to be waste.

#### **IV. Paint and paint-related waste**

1. Used or unused paint and paint-related material is collected in a satellite accumulation waste drum at the Rio Grande Skill Center.
2. If the drum shows signs of leaking – call David Watkins at 223-1034 to arrange for pick up of the leaking drum and delivery of a replacement drum.
3. Label the drum with the words “Universal Waste – Paint”.
4. Date the drum with the date you start accumulation.
5. Keep the drum closed except when adding or removing waste.

#### **V. Lamps**

1. Collect the lamps in the original box that you received them in. If this box is not available, an alternate cardboard box may be used.
2. Lamps must be stored in a manner to prevent breakage or damage to the lamps.
3. The box must be closed once it is full and ready for pick up (you can tape the lid closed).
4. Identify a safe storage area to ensure that your lamps are not accidentally broken or crushed before they are picked up.
5. If a lamp is broken - place it in a secondary container (e.g. plastic drum) with a lid so that it is fully contained.
6. Label the box (or secondary container) with the words “Universal Waste – Lamps”.
7. Date the box/container with the date you start accumulation.

NOTE: If you need a container for accumulation of any of your Universal Waste types, please contact David Watkins at 223-1034 or [rwatkin1@austincc.edu](mailto:rwatkin1@austincc.edu)

#### **VI. CRTs / Electronic Waste**

1. EHS shall approve the vendor used for disposal//recycling of electronic parts such as computer CRTs, cell phones, fax machines, copiers, circuit boards, lab equipment, etc.
2. EHS shall do due diligence on vendors prior to approval.
3. Additional information and regulatory compliance guidance can be found at [http://www.tceq.state.tx.us/assistance/nav/elec\\_recy\\_waste.html](http://www.tceq.state.tx.us/assistance/nav/elec_recy_waste.html)

#### **Universal Waste Disposal Procedures**

Universal Waste will be picked up at the end of each semester.\*

1. David Watkins will email a notice towards the end of each semester that requests all waste generators to complete a ‘Chemical Waste Request for Disposal’ for hazardous waste (which includes Universal Waste) that needs to be disposed.

2. This email will have a 'Chemical Waste Request for Disposal' form attached.
3. Complete the form and email it to [rwatkin1@austincc.edu](mailto:rwatkin1@austincc.edu) by the designated deadline provided in the email.
4. This email will also provide you the dates that the waste will be picked up by ACC's hazardous waste contractor.
5. Please ensure that your waste is ready to go and stored in the place you identify on your waste disposal form by the scheduled pick up week.
6. Hazardous Waste vendor will pick up your Universal Waste during the scheduled pick up week.

\* If you have an unusual accumulation of any universal waste, you may arrange a special pick-up by contacting David Watkins at 223-1034 or via e-mail [rwatkin1@austincc.edu](mailto:rwatkin1@austincc.edu)