**Chemical Waste Management**

1. **Collect** waste in dedicated waste containers and designated storage areas.
2. Containers MUST be fully intact with a sealable lid. Lids MUST be used and kept closed.
3. **Label** each container with a Hazardous Waste Label. Labels are available from EHS.
4. **Fill out a** [Hazardous Waste/ Surplus Chemical Collection Request Form](http://www.wwu.edu/ehs/EHS_files/otherforms/EHS%20HazMat%20Collection%20Fillable%20Form.pdf)
5. **Send** the Form to EHS when you are ready to have the waste picked up.

(E- mail: [ehs@wwu.edu](mailto:ehs@wwu.edu) / Drop Off: MS9070 / Fax: 6514).

1. Any questions about chemical collection or storage contact EHS. Check the [https://ehs.wwu.edu/waste-pickup](https://ehs.wwu.edu/waste-pickup%20) for more detailed information.

**Waste Collection Checklist:**

* Label each container with an EHS waste label.
* List all chemicals in the container, including solvents and water, by full name.
* Do not use abbreviations, initials, or chemical formulas.
* **DO NOT** mix incompatible chemicals.
* Keep oxidizers and mercury separate from other waste streams.
* Collect waste in chemically compatible containers with tight fitting caps.
* Package solid debris sturdy sealable bags or containers.
* **Never** use red or orange biohazard bags for chemical waste.
* Keep the exterior of the containers clean. Protect your colleagues from contamination.
* Close containers tightly to prevent spills.
* **Do not over fill bottles. Request a pick-up when bottles are ¾ full.**
* Use secondary containment for containers with liquids (e.g. plastic tubs) and segregate containers by waste type.
* Store wastes in a designated waste location.

**\*\*\* If the chemical was extremely hazardous, triple-rinse the container, and collect the rinse water as chemical waste. If unsure, call EHS before disposing of any chemical or container. \*\*\***

* Wash Bottles. Empties can be recycled or trashed. Deface or remove the chemical labels before disposal/recycle.