UW REGULATION 3–650
Regulations Governing Disposal of Hazardous and Chemical Wastes

I. GENERAL INFORMATION

The following procedures provide a safe and lawful method for the removal of hazardous waste materials from the University of Wyoming to a waste treatment and disposal facility.

II. PROCEDURES

When University personnel determine that they are in possession of a hazardous material (for example, solvents, sludges, discarded commercial chemical products, wastewater resulting from laboratory operations, or wastes which may be characterized as ignitable, corrosive, reactive or toxic) which is no longer needed, the individual must mark the waste container with a Hazardous Material Label and complete a Hazardous Waste Disposal Form.

Failure to comply with this Regulation may result in discipline, up to and including termination, in accordance with UW Regulations and policy. If there is doubt as to whether or not a material is considered a hazardous waste, the individual should contact the Regulated Materials and Management Center (RMMC), Division of Administration.

III. LABELING CONTAINERS

Every container of hazardous material offered for disposal must have a Hazardous Material Label attached. Hazardous Material labels may be obtained from the RMMC. The following information must be completed by the individual disposing of the material:

a. **Chemical name**. Identify the composition of the hazardous waste by its full chemical name. If hazardous waste consists of multiple elements or compounds, each constituent and the percentage by volume occupied must be identified.

b. **Total amount**. Identify the total volume or weight in the container.

c. **Physical state**. Identify the waste as a solid, liquid, gas, powder, etc.

d. **pH content**. Identify the pH of the material, or characterize it as an acid, base or oxidizing agent.

e. **Hazardous characteristics**. Identify the dangerous properties of the hazardous material, such as flammable, poisonous, corrosive, oxidizer, explosive, etc. If the hazardous waste is a corrosive, further identify the

corrosive material as 1) a mineral acid; 2) halogenated; 3) an organic acid; 4) a caustic; or 5) a nitric acid.

IV. REQUEST FOR DISPOSAL

In addition to the Hazardous Material Label, each individual disposing of hazardous material must complete a Hazardous Waste Disposal Request Form. These forms may be obtained from the RMMC. The following information must be completed:

a. **Chemical name**. Identify the composition of the hazardous waste by its full chemical name. If hazardous waste consists of multiple elements or compounds, each constituent and the percentage by volume occupied must be identified.

b. **Total amount**. Identify the total volume or weight in the container.

c. **Physical state**. Identify the waste as a solid, liquid, gas, powder, etc.

d. **pH content**. Identify the pH of any hazardous material, or characterize it as an acid, base or oxidizing agent.

e. **Container type**. Identify the container as glass, plastic, metal, etc.

f. **Hazardous characteristics**. Circle the appropriate descriptive words and dangerous properties of the hazardous material.

g. **Name of generator and phone**. Identify the individual responsible for generating the hazardous waste.

h. **Building and room**. Identify the area where the hazardous waste is generated and the area for pick-up.

i. **Location of waste**. Identify the location in the room in which the hazardous waste is to be picked up.

V. PICK-UP SCHEDULE

Pick-up schedules are established by the RMMC. Routine pick-ups are conducted on a weekly basis, and emergency pickups may be scheduled by phone.

VI. UNKNOWN MATERIAL

Federal regulations prohibit the acceptance of any unknown material for transportation, storage or disposal. Responsibility for determining the chemical

composition of an unknown material, including the costs associated therewith, is that of the generating department.

Source:
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