

University of Delaware General and Office Waste Disposal Guide

CHEMICAL AND HAZARDOUS MATERIAL MUST BE DISPOSED OF THROUGH THE DEPARTMENT OF OCCUPATIONAL HEALTH & SAFETY

<http://www.udel.edu/OHS>

NOTE! Disposal of hazardous materials in a manner other than that defined in this Guide may result in injury to the waste handler, improper release of hazardous material to the environment, and/or regulatory fines.



EXAMPLES OF OFFICE AND GENERAL WASTES THAT REQUIRE SPECIAL DISPOSAL INCLUDE BUT ARE NOT LIMITED TO:

These guidelines only apply to waste owned and generated by the University of Delaware. **NO HOUSEHOLD OR PERSONAL WASTE WILL BE ACCEPTED.** To dispose of your Household Hazardous Waste see the DSWA's website at: <http://www.dswa.com>

- **Unused and Surplus Cleaners**
 - Bleach, Windex, Ammonia, Carpet Cleaners, Disinfectants, Drain Cleaners, Oven Cleaners, Floor Wax, Floor and Wood Polishes, Toilet Cleaners, Spot Removers, etc.
- **Ni-Cd, Lead Acid, and Vehicle Batteries**
- **Mercury Thermostats and Thermometers**
- **Pesticides, Fungicides, Herbicides and Fertilizers**
- **Full/Partially Full Aerosol Cans and Propane Cylinders**
- **Latex and Oil Based Paints**
- **Smoke Detectors**
- **Pool Chemicals**
- **Antifreeze**
- **Used and Unused Oil**
- **Degreasers**
- **Waste Fuels such as Gasoline, Kerosene, Diesel Fuel and Fuel Oil**
- **Solvents, Stains, Strippers, Thinners, Varnish and Wood Preservatives**
- **Any Container Labeled with Warning, Hazardous, Flammable, Poisonous, Corrosive, Toxic and/or Explosive**
- **Alkaline 9 Volt, AA, AAA, C, D or other small Alkaline Batteries**
- **Fluorescent Bulbs**
- **Computer and Electronic Equipment (includes cell phones and PDAs)**
- **Used Toner, Toner Cartridges and Printer/Ink Cartridges**
- **Empty Aerosol Cans (e.g.: Air Fresheners, Paint, Cleaners, etc.)**

Chemical Waste MUST NOT Be Discarded:

- ✓ **Into Sink Drains**
- ✓ **As Normal Trash**
- ✓ **Into Dumpsters**
- ✓ **Into Storm Drains**

Computer and electronic equipment contains hazardous metals such as lead, cadmium and selenium. These are not permitted in the municipal landfills and must be recycled.

Remember – Use the University's or DSWA's Programs to recycle paper, cardboard, plastic, metal and glass.

DISPOSAL AND RECYCLING GUIDELINES

Recyclables

- ❖ Take to a Delaware Solid Waste Authority (DSWA) Recycling Center Located on Campus

- Alkaline 9 Volt, AA, AAA, C, D Batteries
- Other Small Alkaline Batteries
- Empty Aerosol Cans

Contact DOHS if you are unable to take these recyclables to a DSWA Center on Campus. DOHS will pick up and recycle.

Disposal/Recycling Through Occupational Health & Safety

- ❖ Contact DOHS for Pick-Up and Disposal. Place in a sturdy box and apply a properly completed DOHS Orange Chemical Waste Label to the box

- Unused and/or Surplus Cleaners
- Latex and Oil Based Paints
- Full or Partially Full Aerosol Cans
- Pesticides and Fertilizers
- Mercury Thermostats and Thermometers
- Ni-Cd, Lead Acid, Computer and Vehicle Batteries
- Light Ballasts
- Varnish and Wood Preservatives
- Smoke Detectors

- Pool Chemicals
- Antifreeze
- Used and Unused Oil
- Degreasers
- Fuels
- Propane Cylinders
- Solvents
- Stains
- Strippers and Thinners
- Needles/Medical Waste
- Other Hazardous Materials

To Schedule A Chemical Waste Pick-Up Contact The Department Of Occupational Health & Safety at <http://www.udel.edu/OHS/wastepickup.html>

Contact DOHS to request a container to dispose of needles and medical waste generated on campus

Disposal/Recycling Through Supporting Services

- ❖ Contact Supporting Services at 831-2157

- Computer and Electronic Equipment
 - Monitors
 - CPU
 - Keyboards
 - Anything with a printed circuit board

Disposal/Recycling Through the Supplier

- ❖ Contact the Manufacturer for Disposal and Recycling Information. Contact DOHS if no disposal information is available.

- Used Toner and Toner Cartridges
- Used Color Printer/ Ink Cartridges
- Cell Phones must be returned, donated or recycled. Check with the Supplier or Service Company for options.
 - Staples has a PDA, Cell Phone and other small electronics Recycling Program. See Stores for details.

Disposal/Recycling Through Custodial Services

- ❖ Contact Custodial Services at 831-8469

- Fluorescent Bulbs
- High Intensity Bulbs
- Sodium and Mercury Vapor Bulbs

CHEMICAL / HAZARDOUS WASTE FOR DISPOSAL

Generator: K. Eichinger Date: 03/22/04
 Bldg.: General Services Room#: 132
 Telephone Number: x8475

Circle the appropriate waste stream for this container:
 Acid Aqueous Caustic Reagent Solvent Other: Battery/Cleaners

CHEMICAL	VOLUME
Bleach	1 gallon
Toilet Cleaner	1 qt
UPS Battery	5 lbs

CHECK ALL THAT APPLY

<input type="checkbox"/> Flammable	<input checked="" type="checkbox"/> Corrosive	<input checked="" type="checkbox"/> Poison
<input type="checkbox"/> Oxidizer	<input type="checkbox"/> Reactive	<input type="checkbox"/> Carcinogen
<input type="checkbox"/> Liquid	<input type="checkbox"/> Solid	<input checked="" type="checkbox"/> Liquid/Solid Mixture

I certify that the above information is correct. I understand that there are penalties under law for false certification of hazardous waste.

Contact the DOHS at 831-8475 for Chemical Waste Pick-up
SEE REVERSE SIDE FOR DIRECTIONS

DOHS Orange Waste Label

Waste Label Directions:

- Fill out the top portion with your name, date, building, room # and phone #.
- Circle the appropriate waste stream or write it in under "Other:"
- List out exactly what is in the box or container. See the example to the left.
- Check any known hazards.
- **Go to the web-page to request a pick up:**

<http://www.udel.edu/OHS/wastepickup.html>

- Contact DOHS at 831-8475 to request labels.

LOCATION OF DSWA RECYCLING AREAS

- Newark Campus**
- Behind Pearson Hall
 - Rodney Complex
 - Laird Complex
 - Hollingsworth Parking Lot

- Lewes Campus**
- Savannah Road
 - Cape Henlopen State Park

- Georgetown Campus**
- Georgetown Little League Field

- Wilmington Campus**
- 3rd and Adams Street

- Dover Offices**
- DelTech – Terry Campus
 - Del-DOT Admin. – Sign Shop Road

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