

Chemical & Hazardous Waste Guidelines



POST IN AREAS WHERE LABORATORY OR CHEMICAL HAZARDOUS WASTES ARE STORED

For more information visit <https://afd.calpoly.edu/ehs/hazardouswaste>, contact EHS at hazwaste@calpoly.edu, or scan this QR code



When is waste a “hazardous” waste?

- Wastes which have hazardous properties, either to people or the environment, are *hazardous wastes* and must be properly managed per Cal Poly’s Hazardous Waste Program.
- Never dispose of hazardous waste in the sink, floor drain, storm drain or the regular trash.
- If your area or lab’s activities create hazardous waste(s), you are a campus “generator” of hazardous waste and are responsible for the proper storage and accumulation of that waste.
- Contact the EHS Department if you have questions regarding your accumulation area or waste.



FLAMMABLE (and combustible): Materials that readily ignite or burn vigorously.
Examples: acetone, ethers, alcohols, acetic acid.



OXIDIZER (and organic peroxides): Materials that release O₂ readily to stimulate the combustion of organic matter.
Examples: potassium permanganate, sodium hypochlorite, hydrogen peroxide.



CORROSIVE (acids / bases): Materials that corrode skin or metal.
Examples: sulfuric acid, hydrochloric acid / sodium hydroxide, potassium hydroxide.



TOXIC (poisons, carcinogens, mutagens, environmental toxins): Materials that contain a known carcinogen or known mutagen; exhibit oral toxicity; contain toxic metals or pesticides or are toxic to aquatic species.
Examples: ethidium bromide, mercury, lead, oil, paint, coolant.

Spill Response & Reporting

Individuals in labs or workshops should be familiar with the properties and hazards of the materials with which they work, including how to address small spills.

Minor Spills Can be Handled by Trained Department Personnel

1. Secure the area and minimize exposure. Communicate to others in the area.
2. Evaluate the spill for potential exposure, if a “minor” spill (less than 1-gallon, limited toxicity or flammability), clean-up according to your lab’s SOP, and only if trained and feel comfortable.
3. Review the SDS, use the appropriate PPE and gather the lab/area spill kit/supplies.
4. Contain the spill. Start at the outside, using absorbent, move to the center (ensure floor drains, storm drains, etc. are protected).
5. Collect the material and absorbent in leak resistant bags or a bucket. Close the container/bag and mark the container with the chemical name and “spill”. All spill cleanup materials must be handled as hazardous waste, even when neutralized.
6. Contact the EHS Department to collect the container/bags - hazwaste@calpoly.edu
7. Restock your spill kit
8. Non-Emergency small spills handled by department personnel should be reported to EHS, after the fact, using the “Report a Concern Form” on the EHS Website.

Proper Management of Hazardous Waste in Campus Satellite Areas (SAA)

“SAA” refers to any location on campus where hazardous waste is accumulated under the control of the operator (ex: classroom laboratories, research laboratories, shops, etc).

1. **IDENTIFY** your waste (constituents and hazards).
2. Select a **CONTAINER** for waste collection. Containers must be in good condition, have a lid, and be compatible with the waste (example: Do not use a metal container to store a corrosive mixture.) Use the Supply Request Form on the EHS website if you need containers.
3. Using the WASTE application in Risk & Safety Solutions (RSS), complete and print a **COMPLIANT LABEL** (Tag) and attach it to the waste container. Contact EHS if you do not know how to access RSS.
4. Place the collection container into a **SECONDARY CONTAINMENT** device; a tray or dish capable of collecting spills or leaks.
5. **SEGREGATE** incompatible wastes using separate secondary containment devices.
6. Select a location for the container and secondary containment device where it can be easily accessed but is not likely to be knocked over. **Do not store waste in or near sinks.**
7. Waste containers must be kept **CLOSED**, except when waste is actively being added.
8. Containers must be removed from the area when they are full, or after 9-months of accumulation, whichever comes first.
9. Visually **INSPECT** your containers weekly to ensure all containers comply with items 1-8. Ensure there are no leaks and no signs of hazardous pressurization of the container.
10. To **REQUEST A PICKUP** of waste from your Satellite Accumulation Areas (SAA) in RSS by moving the Tag to the “Ready for Pickup” queue. For expired materials, waste pick-ups can be requested through the online form on the EHS website. You do not need to create an RSS WASTE Tag for expired materials in their original containers.

When to Report a Spill

1. Contact EHS if the spill is a “major” spill (greater than 1-gallon, or highly flammable or toxic material).
2. Contact EHS if you are not trained or do not feel comfortable cleaning up the spill.
3. Call 911 if the spill is life-threatening or resulted in an exposure to an individual’s skin, eyes, or potential inhalation hazard. If contact occurs, rinse with water for at least 15 minutes. Know where your eye washes and safety showers are located.
4. Contact EHS if the spill involves an “extremely hazardous substance”, no matter the volume spilled. Consult the EHS website for a list of extremely hazardous substances https://afd.calpoly.edu/ehs/docs/serc_ehs_list.pdf
5. Contact EHS if the spill was released to a floor drain, sink, or storm drain, no matter the volume.
6. Contact EHS if you believe you have observed an active or evidence of a past release of hazardous materials to the environment.

For emergencies during business hours call 805-756-5555 or Cal Poly PD after-hours 805-756-2281