 <p><b>MacroTechnology Works</b></p>	<p><b>Document Owners: EHS, Chemical Operations</b></p>	<p><b>Release Date: 5/21/08</b></p>
<p><b>Document Title: Haz Waste Pickup</b></p>	<p><b>Document No:</b></p>	<p><b>Document Rev: 0</b></p>

**Purpose** – Comply with all environmental and safety regulations pertaining to hazardous waste operations.


**Reference Documents** –

- Maricopa County Air Quality Department Air Permit
- City of Tempe Wastewater Permit
- Arizona Department of Environmental Quality Hazardous Waste Generator Permit
- ASU Hazardous Waste Management Policies and Guidelines, including:
  - Hazardous Waste Management
  - Hazardous and Universal Waste – Satellite Accumulation
  - Photo processing Operations
  - All other relevant ASU documents

**Policy** -- All hazardous wastes must be collected by the MacroTechnology Works Air Products Megasys/Chemical Operations personnel for proper disposal. This is a requirement of our environmental permits. In order to comply with these permits, accurate records are required for all incoming chemicals and for all wastes containing these materials. These records are used to determine the “mass balance” for all regulated materials used at the MacroTechnology Works. All hazardous wastes must be collected – they cannot be put down the drains. Out-of-date and unneeded chemicals must be handled as hazardous wastes. All “sharps” must be in properly approved containers.

**Procedure** –

1. A Hazardous Waste pickup tag must be attached to each container of hazardous waste
2. All containers of hazardous waste must be properly labeled at all times
3. Accurate information describing the contents of the container must be recorded on the tag
4. All containers of hazardous waste must be kept tightly closed except when actively adding waste to the container. This includes all liquid and solid waste collection containers.
5. Do not mix incompatible materials in a waste container
6. Do not overfill a waste container. Do not exceed approximately 90% of the container capacity
7. Solvent-wastes must not be contaminated with water and water-wastes must not be contaminated with solvents
8. If there are any unusual hazards, the tag must clearly indicate the hazard
9. Please **PRINT** clearly when filling out the Hazardous Waste tag
10. Fill out each section of the tag – containers with incomplete tags will **NOT** be picked up
11. Chemical names and descriptions must be clear – do not use acronyms
12. Amounts must be quantities – milliliters, liters, grams, pounds, etc.
13. All “sharps” must be in properly marked and approved containers. “Sharps” include needles, broken glass, broken wafers, metal and plastic items that have sharp edges or points, and any other objects that could injure our Air Products Megasys/Chemical Operations personnel.

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**Notes** –

1. Hazardous Waste pickup tags may be obtained from Lab Stores
2. All containers of hazardous waste must be kept closed at all times, except when waste is actually being added to the container
3. Do not overfill hazardous waste containers