

Calvin College Universal Waste Policy		Revision 1	
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1.0 POLICY

It is the policy of Calvin College to comply with Rule 299 and 40 CFR Part 273.

2.0 PURPOSE

To define the methods by which Universal Waste will be accumulated, labeled, stored and disposed of.

3.0 DEFINITIONS

Antifreeze

- Mixture of water, coolant, and additives. It is used to protect engines and other equipment against overheating and corrosion and also from freezing in low temperatures.

Battery

- Device consisting of one or more electrically connected electrochemical cells which is designed to receive, store, and deliver electric energy. An electrochemical cell is a system consisting of an anode, cathode, and an electrolyte, plus such connections (electrical and mechanical) as may be needed to allow the cell to deliver or receive electrical energy.

Consumer Electronic Waste

- Equipment such as computers, cell phones, telephones, VCRs, radios, TVs.

Lamp

- Also referred to as “universal waste lamp,” is defined as the bulb or tube portion of an electric lighting device.

Mercury-containing equipment

- Devices or part of a device such as thermostats, thermometers, barometers, medical, and scientific devices (excluding batteries and lamps) that contain elemental mercury integral to its function.

Small Quantity Handler of Universal Waste (SQHUW)

- Any site that stores less than 5000kg (11,000 lbs) of universal waste at any time.

Universal Waste Pesticides

- Universal waste pesticides are recalled pesticides that are suspended or cancelled under the Federal Insecticide, Fungicide, and Rodenticide Act (FIFRA).

These wastes can be disposed of free of charge through Michigan's Department of Agriculture Clean Sweep program.

Universal Waste

- Category of waste materials not designated as hazardous waste, but containing materials that need to be prevented from free release into the environment.

4.0 RESPONSIBILITIES

- Calvin College administrators, faculty, staff, students, contractors and other parties on campus who handle or generate wastes are required to properly handle, store and label these wastes and to comply with applicable federal and state regulations.
- Environmental Health and Safety (EH&S) and campus administration are responsible to ensure that all applicable parties on campus comply with these requirements.
- It is the responsibility of all to see that universal wastes are managed in a safe, healthful and environmentally sound manner.

5.0 UNIVERSAL WASTE MANAGEMENT

- Antifreeze
 - Label containers and tanks with words "WASTE ANTIFREEZE".
 - Containers should be structurally sound, compatible with antifreeze and show no evidence of leakage, spillage, or damage that could cause leakage under reasonably foreseeable conditions.
 - Keep containers closed, except to add or remove waste antifreeze.
 - Immediately clean up any spills and properly characterize waste to identify appropriate disposal procedures.
- Batteries
 - Universal waste batteries must be managed in a way that prevents release to the environment, as follows:
 - Collection containers must be properly labeled with "WASTE BATTERIES" or "USED BATTERIES".
 - Battery containers are to be labeled, leak-proof and covered.
 - Labels can be obtained from EH&S department in physical plant.
 - Universal waste batteries that show evidence of leakage, spillage, or damage that could cause leakage in a container must be put in containers that are kept closed, structurally sound, compatible with the contents of the battery and lack evidence of leakage, spillage or damage.
 - When battery collection containers are full, contact Henry Kingma at 6-6846 or hkingma@calvin.edu for pick up.
- Consumer Electronics Waste

- Label containers with the words “UNIVERSAL WASTE ELECTRONICS”
- Computers, cell phones, telephones, VCRs, radios, TVs, etc. may not be put into the regular trash.
- Place them near trash collections bins for the Grounds Department to pick up.
- Containers for electronics must be sturdy enough to prevent release of any universal waste or component of universal waste.
- Containers must be to prevent breakage during normal handling conditions.
- Lamps
 - Lamps must be placed in containers or packages that are structurally sound, adequate to prevent breakage, and compatible with the contents of the lamps.
 - Any lamp that shows evidence of breakage, leakage, or damage that could cause the release of mercury must be immediately cleaned up and placed in a container.
 - Spent lamps may be placed in cardboard boxes that contained new lamps.
 - Label these boxes as “Used Electric Lamps”.
 - Record the date on the box when the first used lamp has been placed in it.
 - All “Used Electric Lamp” storage boxes are disposed of one year after first lamp has been placed in the box.
- Mercury Containing Equipment
 - The container must be structurally sound and be kept closed.
 - These devices and the containers must be labeled “WASTE MERCURY THERMOSTAT(S)”.
 - The container must be structurally sound and be kept closed.
 - Any mercury containing device that shows evidence of leakage, spillage, or damage must be placed in a leak-proof container.
- Pesticides
 - Universal waste pesticides must be managed in a way that prevents releases of any universal waste or component of a universal waste to the environment.
 - Universal waste pesticides must be contained in one or more of the following:
 - A container that remains closed, structurally sound, compatible with the pesticide, and that lacks evidence of leakage, spillage, or damage that could cause leakage under reasonably foreseeable conditions.
 - A container that does not meet the requirements above must be overpacked in a container that does meet the requirements.

6.0 SPILL CONTROL

- Universal Waste Oil Spill/Leak
 - In the event of a universal waste oil spill or leak, the person discovering the release must immediately initiate the following actions:
 - Extinguish all sources of ignition and isolate incompatible or reactive chemical substances.
 - If there is an immediate threat to human health, evacuate the immediate area.

- Attempt to stop or contain the spill/release at the source (provided there are no health or safety hazards and there is a reasonable certainty of the origin of the leak).
 - Isolate all potential environmental receptors such as floor drains, catch basins, sumps, exposed soil, and runoff areas.
- Mercury Spill/leak
 - If the spill is mercury from lamps, thermostats or other mercury-containing devices, or any other Universal waste:
 - contact EH&S immediately (526-8591)
 - contact Campus Safety (526-3333)
 - evacuate everyone from the area;
 - if possible, open windows and doors to ventilate the area during cleanup; otherwise, seal off the area as well as possible;
 - **DO NOT** use a vacuum cleaner to clean up a mercury spill. A vacuum cleaner will spread the mercury vapors throughout the area, increasing the chance of exposure.

7.0 DISPOSAL

- Disposal of universal waste is coordinated for the campus by Henry Kingma in the Grounds Department.
- If you have questions about universal waste, contact EHS or Henry. If you need to schedule a pickup, call Henry at 6-6846 or hkingma@calvin.edu.
- All containers storing universal waste must be properly labeled. Labels can be obtained from EHS.
- Universal waste may only be stored on site for one year.

8.0 TRAINING

- Universal waste training will occur:
 - At the minimum, every three years.
 - When a new employee is assigned on the date of hire.
 - When an employee is transferred to another job position where they will handle universal waste.

9.0 HISTORY

Revision	Date	Description
2	1/15/2010	Reformatting of policy -SV