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## Chemical Waste Management Policy

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## Chemical Waste Management Policy

### General

The University of Maine manages all chemical wastes in accordance with the State of Maine Department of Environmental Protection (DEP) Rules.

All unwanted hazardous materials must be evaluated before disposal. These hazardous waste determinations are performed by specially trained UMS Safety Management (SM) staff to ensure that the University properly disposes of Hazardous Wastes.

### Regulatory Guidance

- Maine Department of Environmental Protection (DEP) Rules Chapters 850 and 851
- U.S. Environmental Protection Agency (EPA) 40 CFR 260 – 263

### Requirements

Trained waste management staff collect, identify, label, segregate, and store hazardous wastes for ultimate disposal at UMaine Large Quantity Generator Sites.

Managers of remote sites that are Small Quantity Generators are trained to coordinate disposal of Hazardous Wastes with pickups at the main campus.

Waste chemicals cannot be accepted from off campus or transported between sites.

Employees with chemicals for disposal must complete a *Request for Chemical Pickup Form* and or *Request for Waste Determination Form* and send or fax the form to SM. If the material is determined to be a hazardous waste, SM will arrange for a pickup or disposal services. The forms include the room number, location within the room, the chemical name(s), and concentration of each constituent, the approximate quantity, any known hazards, and the name of a contact person.

All hazardous wastes must be managed in accordance with the State of Maine Department of Environmental Protection (DEP) Rules, which are described in the appropriate Hazardous Waste Guidance for Remote Small Quantity Generator (SQG) Policy, Satellite Accumulation Area Procedure, Solvent Contaminated Wipers (rags) Guidance, or Universal Hazardous Waste Procedure.

Used chemicals should always be stored in compatible containers and the containers should be closed when waste is not being added to the container. In general, only materials of the same chemical family should be combined in a single container.

Empty containers should be drained, rinsed, and allowed to dry before disposal as ordinary trash. Caps should be removed. If the containers held an acutely toxic material, they must either be disposed of as hazardous waste or rinsed three times with an appropriate solvent capable of removing the hazardous residues.

Non-hazardous chemical wastes should be clearly labeled with the words “Non-Hazardous Waste” and may be placed in the regular trash. If unsure whether or not a material may be placed in the regular trash, contact SM.

It is better to call and be certain than to inadvertently place a hazardous material in the trash where it may harm someone or the environment.

## Responsibilities

**The Chief Financial Officer** is responsible for allocating and approving adequate funds necessary for the disposal of hazardous wastes generated by the University within 90 days of the date the waste was generated.

**UMS Safety Management** is responsible for the collection, storage, disposal, and record-keeping requirements for hazardous wastes generated by the University and for daily and other periodic inspections of the Waste Storage Site.

**The Department of Facilities Management** is responsible for the maintenance of the Waste Storage Site, including alarms and fire suppression equipment.

**Remote Site Managers** are responsible for coordinating and ensuring proper management and disposal of Hazardous Wastes from their site.

**Departments** are responsible for the management of chemicals within their areas, including daily maintenance and inspection of designated satellite accumulation areas.

**Each employee** is responsible for completing and submitting *Request for Chemical Pickup Forms* to SM as soon as containers are full or chemicals are no longer needed and for ensuring that only non-hazardous wastes are placed in the regular trash.

## Definitions

***Hazardous Waste:*** Chemical wastes which are ignitable, corrosive, reactive, or are listed as by the EPA or Maine DEP for reasons of potential harm to human health or the environment.

***Non-Hazardous Waste:*** Chemicals which do not meet the definition of a Hazardous Waste in either EPA or DEP regulations; and which are not mixed with radioactive materials, infectious substances, or recombinant DNA; and which do not pose an unreasonable risk to human health or the environment.

## For Additional Information

Contact your Department Safety Coordinator or UMS Safety Management at 207/581-4055.

## Document History

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