

# Hazardous waste disposal – how to in 4 steps

*This is a guide to help you determine how to safely dispose of your hazardous waste. If you have questions, contact HSE at [hse.ok@ubc.ca](mailto:hse.ok@ubc.ca)*

## 1 Identification

*Is the material hazardous or non-hazardous?*

**Hazardous Materials:** have come into contact with chemicals / biologicals and cannot be easily decontaminated. The Safety Data Sheet (SDS) can help you decide if it is hazardous.

**Non-Hazardous Materials:** are uncontaminated used lab items (such as gloves). Hazardous-looking items, such as medical devices, tubing and needles, are considered hazardous.

*What is the composition?*

**Accurate Description:** for bottles with solid or liquid chemicals, a description of the waste must be known. There are two options:

1. Created wastes - bottles of mixed materials created in the lab need to have their contents identified - **in percent, totalling 100%, using the full name of ingredients (no abbreviations)**
2. Pre-packaged wastes - wastes in their original packaging can be submitted under the name on the package

### Correct Descriptions:

80% acetone, 15% methanol, 5% Omega Biotech DNA Fast LT Buffer

99% dichloromethane, 1% ethylene diamine tetra acetic acid

### Incorrect Descriptions:

70% methanol in water

2 mmol isopropyl alcohol

80% water, 20% EDTA

## 2 Packaging

*What kind of packaging does the waste require?*

The HSE Environment > Hazardous Materials Management website (QR code below) provides examples of the correct packaging and containers for your waste. HSE supplies some containers (bottles, buckets) and some containers are the responsibility of the lab (autoclave bags, sharps containers)

### All Packaing Must:

- Prevent leakage
- Seal in transport
- Be compatible with contents

## 3 Labelling

*Types of labels*

**Original labels:** to dispose of chemicals in original containers, the original label must be clearly legible. No further label is needed.

**Chemical waste tag:** to dipose of chemicals or items contaminated with chemicals

**Bio waste tag:** to dispose of biologically contaminated items or biologically risky items (sharps, pharmaceuticals)

*All labels must clearly identify the contents and orginator (supervisor, researcher...)*

### Waste Pick Up

- Approval inventory will be emailed to you
- Print inventory and attach it to the labelled wastes
- Ensure materials are ready prior to pick-up date.

## 4 Removal

*Request waste pick-up*

To request removal of wastes, use the Hazardous Waste Inventory System (HWIS) from the HSE Hazardous Materials Managment website.

**Chemical waste:** containers of chemicals are disposed of using the 'chemical' side of the system

**Other waste (not chemical):** all other requests (contaminated solids, sharps, bio waste, etc) are made through the 'other' side of the system



Hazardous Materials  
Management website