



ENVIRONMENTAL HEALTH AND SAFETY | HAZARDOUS MATERIALS

Anschutz Campus Chemical Waste Disposal Request

To Submit: Email completed form to ehs.hazmat@ucdenver.edu, or send by campus mail to Chemical Waste Pickup, Mail Stop F484. **Pickup will be completed within 2 weeks of receipt of this form by EHS.**

Print Name: _____ Phone: _____ Mail Stop: _____ PI: _____

Location of waste containers (building name and space number): _____

Location of waste containers within room: _____

I certify the accuracy of this record, that **I have received EHS Chemical Waste Management training within the past year**, that peroxide formers have been inhibited and biological materials have been rendered inactive/non-infectious, and that I am actively seeking to minimize the generation of hazardous waste.

Signature: _____ Date: _____

Chemical Name and Concentration (Do not abbreviate.)	Container Size	Number of Containers	Net Amount in Container	Physical State (S, L, G)	EHS USE ONLY LP ID, RCRA Codes, LP Drum ID

Generator Comments:

Date received by EHS:	Date of pickup:
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Instructions for Anschutz Medical Campus Chemical Waste Disposal Request

General Guidelines

- Collect chemical waste in an empty chemical reagent container which is chemically compatible, in good condition and has a securely fitting lid.
- Properly label the container with a Hazardous Waste label as soon as the first drop of waste has been added.
- Request free chemical waste labels from EHS by phone, 303-724-5661, or by a note in the Comments section of the form.
- Fill containers to no more than 90 percent capacity to allow for expansion of the liquid at elevated temperatures.
- Keep chemical waste container closed at all times except when adding or removing waste.
- Chemical waste containers will not be picked up if they are leaking, have improper lids, are completely full, or if the outside of the container is grossly contaminated. Transfer chemical waste to a suitable container whenever necessary.
- Segregate solid debris (pipette tips) from liquid waste containers whenever practical. All liquids must be free of solid debris in order to facilitate the bulking of waste solvents.
- Segregate sharps, hypodermics, razors, and needles and collect them in red plastic sharps bucket. Discard full sharps buckets by locking the lid and placing them into the plastic biohazard tub lined with a red bag.
- Segregate trace contaminated wastes from concentrated waste products whenever practical. Trace contaminated solid wastes which are extremely toxic or carcinogenic must be collected in a sealed plastic bucket or clear plastic bag. Apply a Hazardous Waste label to the outside of each container.
- Laboratories are limited to storing a total of 1.0 quart of P-coded waste (sodium azide, potassium cyanide, nicotine, etc.).
- Inspection of all of chemical waste containers is required once a week to detect leaks. Chemical waste must be transferred from leaking containers immediately to another empty reagent container in good condition. Weekly inspections must be documented on the [Satellite Accumulation Area Inspection Log](#).

Completing the Chemical Waste Disposal Request

- Fill out Request completely for routine chemical waste pickups. No form is needed for a pickup of more than 25 containers; instead call 303-724-5661 for a pickup appointment.
- **Chemical Name:** Enter the complete chemical name. List all components found in the waste container, along with the concentration in percentage by weight or volume. For containers missing labels or for unknown / orphan wastes, see “**Unknown chemicals...**” below. Call 303-724-5661 for assistance with unknowns. For pure materials, indicate “100%” for the concentration. For chemical mixtures, list the percent concentration for each component present. For trace contaminated wastes, enter “trace” for the concentration.
- **Number of Containers:** Enter the total number of containers associated with the chemical name in the previous column.
- **Container Size:** Enter the container size, NOT the amount of material in the container.
- **Net Amount in Container:** Enter the amount of material in the container, NOT the container size.
- **Physical State:** Indicate the physical state of the chemical waste: solid (S), liquid (L), or gas (G).
- **Contaminants Present:** Indicate the presence of radioactive isotopes, infectious materials, or any other significant contaminants. If none are present, write “none”.
- **Empty chemical reagent containers** must be disposed of by EHS. Write “empty containers” under chemical name, and fill in Number of Containers and Container Size columns. A chemical reagent container is legally empty when all product has been removed by normal pouring or scraping. However, empty P-coded containers must be triple-rinsed (collect and dispose of rinsate as hazardous waste).
- **Unknown chemicals** must be properly identified. EHS may charge \$25 for each unknown, plus the cost additional laboratory tests, if necessary.
- **Waste pickup scheduling.** Email the completed form to ehs.hazmat@ucdenver.edu, or send by campus mail to Chemical Waste Pickup, Mail Stop F484. Pickup will be completed within 2 weeks of receipt of this form by EHS. Note any time or access restrictions in the comments section.