

*STANDARD OPERATING PROCEDURE***Waste Disposal**

Zhou Lab, Institute for Environmental Genomics

Joy Van Nostrand, Lab Manager
2030 SRTC, 5-4403
Dec 7, 2018**Minimum Personal Protective Equipment Required:** Lab coat, appropriate gloves, and body protection (long pants, closed toed shoes)**Special Handling:**

- ✓ All hazardous waste material must be labeled with contents and waste (e.g., Chloroform Waste)
- ✓ Hazardous waste is disposed of through OU's EH&S office

Protocol/Procedure:

- Make sure waste container has a completed waste labeled affixed to it. Labels are located on the side of both fume hoods or at Joy's desk.

AMOUNT	WASTE CHEMICAL NAME Mixtures must indicate % of each chemical present	CAS#	HAZARD CODE*
500 ml	20% toluene 80% xylene	108-88-3 1330-20-7	F F

*Hazard Codes:
 C: Corrosive
 O: Oxidizer
 T: Toxic
 HT/C: Highly Toxic/Carcinogenic
 E: Explosive
 I: Irritant
 F: Flammable
 R: Reactive

PI NAME:
CONTACT PERSON NAME:
BLDG/ROOM NUMBER:

- **Amount:** volume of the container
- **Waste chemical name:** list all components in the waste with an approximate percent content. Include water or buffer in the content list if hazardous material does not equal 100%

- **CAS#:** not needed
- **Hazard Code:** from list at bottom of form
- **PI:** Jizhong Zhou
- **Contact Person:** Joy Van Nostrand
- **Bldg/Room number:** SRTC 2030
- Fill out a Hazardous Materials Pick-Up Request form (example on next page). These are located at Joy's desk.
- Number each container consecutively, starting with 1, and list them in that order on the Hazardous Materials Pick-Up Request form. Make sure the numbers are large enough to be easily seen.
- If you have multiple containers of the same volume and content, number them consecutively and list them on the same line (7,8,9 - 4 L - Chloroform 80%, buffer 20%).
- Place all the waste containers on a cart in a secondary container.
- Bring the completed Hazardous Materials Pick-Up Request form to Joy to sign. If Joy is not available, Aifen or Liyou can sign the form.
- Take the signed form and waste down to the storeroom and place the waste and form into the fume hood. Let the storeroom operator know you have dropped off waste.
- Vanessa will call to request a pick-up.

DEPARTMENT: Institute for Environmental Genomics



PRINCIPAL
INVESTIGATOR: Jizhong Zhou

CAMPUS
ADDRESS: SRTC 2030

PHONE # 5-6094

INVENTORY
SUPERVISOR: Joy Van Nostrand

PHONE # 5-4403

UNIVERSITY OF OKLAHOMA
ENVIRONMENTAL HEALTH AND SAFETY OFFICE
HAZARDOUS MATERIALS PICK-UP REQUEST FORM
OUHSC 271-3000
OU Norman Office 325-2212

ROOM NUMBER	BLDG CODE*	CONTAINER NUMBER	AMOUNT	SOLID/ LIQUID/ GAS (S/L/G)	PURE/ MIXTURE (P/M)	PRIMARY HAZARD CODE	DESCRIPTION OF CONTENTS 1. Chemical or common name and CAS# of all substances over 1% by volume 2. Strength (concentration) of individual substance, where applicable. 3. Percentages of mixed chemicals in container (by volume)	EHSO Use Only		
								Waste Date	Barrel Number	Lab Pack/DOT Hazard Code
<i>Example:</i> 301	ES	1	4 liters	L	M	F	20% Toluene 108-88-3 80% Xylene 1330-20-7			
2030	SRTC	1	4 L	L	P	F	80% Chloroform, 20% buffer			
2030	SRTC	2	5 L	L	M	F	100% Phenol			

Hazard Codes: C-Corrosive E-Explosive F-Flammable HT/C-Highly Toxic/Carcinogenic
I-Irritant O-Oxidizer R-Reactive

*See reverse for Department Code listing

UPON COMPLETION, PLEASE:
EMAIL TO:
OUHSC, EHSO@ouhsc.edu
OU-NORMAN, t.burkett@ou.edu

This is to certify that the above named materials are properly classified, described, packaged, marked and labeled and are in proper condition for the transportation according to the applicable requirements of the University of Oklahoma Environmental Health and Safety Office.

Joy's Signature

Signature of Authorized Department Representative
EHSO USE
Pick Up Number: _____
Waste Generated (in lbs.)=_____