

TML\MSH Microbiology Department Policy & Procedure Manual	<b>Policy # MI\LS\16\v02</b>	Page 1 of 4
Section: <b>Laboratory Safety Manual</b>	Subject Title: <b>Disposal of Chemical Waste</b>	
Issued by: <b>LABORATORY MANAGER</b>	Original Date: April 20, 2001	
Approved by: Laboratory Director	Revision Date: October 22, 2003	

**Policy:**

At MSH the disposal of chemical waste shall be done in a manner that is safe, environmentally sensitive and in compliance with MSH policies, government regulations and legislation. Chemical waste includes flammable liquids, acids and bases.

**Purpose:**

The objectives of chemical waste disposal are minimizing hazards to those handling, transporting and disposing of waste and minimizing expense.

**Responsibility:**

Management and employees

**Key Elements:**

- General procedures for the preparation of flammable liquids, acids and bases for disposal. These apply to both sites
- Procedure for disposal of chemical waste at MSH
- Procedure for disposal of chemical waste at St Patrick site
- Bunker locations
- Chemical Waste disposal Form SOP 17

**Related Documents:**

<a href="#">GENERAL CHEMICAL SAFETY</a>	MI\LS\11\v01
<a href="#">HANDLING CHEMICALS</a>	MI\LS\12\v01

**General Procedures:**

**Laboratory**

- Do not dispose of chemical waste down the drain or with the regular garbage.
- Do not allow chemical waste to accumulate in the lab. Once a few liters (3 – 5 L) of waste have accumulated, have it transported for removal using portable waste safety cans or carriers.
- Clearly identify the contents of any container of waste.
- If in doubt as to correct disposal procedures, contact the Laboratory Supervisor for advice.

TML\MSH Microbiology Department Policy & Procedure Manual	<b>Policy # MI\LS\16\v02</b>	Page 2 of 4
<b>Laboratory Safety Manual</b>		

### Flammable Liquids

- Place waste solvent in approved waste solvent disposal cans with the flame arresters in good condition.
- Do not over fill these cans.
- Do not remove the flame arresters.

### Acids and Alkali

- Dilute small volumes of acids and alkalis before disposal down the drain.
- Collect large volumes of acids or alkalis in labeled plastic bottles.

### Handling Chemical Waste

Only designated staff who have been specifically trained to handle chemical waste shall do so. Access to the bunker always requires two persons. While one person works in the bunker, the other person observes at the doorway and holds the bunker door keys.

- Use 22 L plastic carboys to collect chemical waste.
- Label each carboy with its contents, for example, mixed alcohol waste. Chemicals with similar characteristics may be mixed together.
- Wear personal protective equipment. (See MSDS).
- Use bonding and grounding procedures when transferring, handling flammable waste.
- Large volumes of acids or alkalis that have been collected in labeled plastic bottles are transported to the corrosive room of the bunker for disposal

### Procedure for Disposal of Chemical Waste at MSH

- List the chemicals to be disposed of on Form SOP 17 page 4 of 4, including: Name of chemical, Amount of chemical i.e. grams/litres, Name sub department and room number
- All chemicals must be properly labeled and sealed
- E-mail the completed form to [lquaranto@mt.sinai.on.ca](mailto:lquaranto@mt.sinai.on.ca)
- A master list will be generated from all the lists received from throughout MSH
- The master list is submitted to the purchasing department, who in turn contacts the chemical removal company with the PO# and request for pick up.
- The company will request a list of chemicals and volumes and will schedule the pickup.
- Collection of the chemicals from throughout MSH will take place the day before the scheduled pickup date. The waste will be placed in the chemical bunker to await pickup.
- Receiving area will provide access to the chemical bunker
- **Do not drop off any chemicals to room 619**
- Chemical waste is removed by a waste hauler registered by the Ontario Ministry of the Environment to handle and transport chemical waste.
- The waste hauler utilized by MSH is Great Lakes Clean Harbour Canada Inc (905-227-7872)
- A copy of the hazardous waste manifest provided by the registered waste hauler must be mailed to the Ontario Ministry of the Environment as per the instructions listed on the back of the manifest.

TML\MSH Microbiology Department Policy & Procedure Manual	<b>Policy # MI\LS\16\v02</b>	Page 3 of 4
<b>Laboratory Safety Manual</b>		

**Procedure for Disposal of Chemical Waste at St Patrick site**

- Once a certain volume of waste has accumulated in the bunker, inform Gordon Taylor at the St Patrick site. He will contact the chemical removal company
- The company will request a list of chemicals and volumes and will schedule the pickup
- Receiving area will provide access to the chemical bunker
- Chemical waste is removed by a waste hauler registered by the Ontario Ministry of the Environment to handle and transport chemical waste.
- The waste hauler utilized by the St Patrick site is Safety Kleen (1-800-263-2436)
- The hazardous waste manifests provided by the registered waste hauler must contain the information listed below, as applicable:

Location	Address	MOE Waste Generator #
TML SPS	222 St Patrick St	ON0226300

- A copy of the hazardous waste manifest must be mailed to the Ontario Ministry of the Environment as per the instructions listed on the back of the manifest.

**Bunker Locations**

MSH	Next to shipping and receiving	South west side of MSH
St Patrick site	Next to the parking garage entrance door	South west side of Michener Institute

TML\MSH Microbiology Department Policy & Procedure Manual Laboratory Safety Manual	Policy # MI\LS\16\v02	Page 4 of 4
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**Chemical Waste disposal Form SOP 17**

Chemical Name	Quantity	Sub Department	Room #