

**ADVISORY NO. 7.1: WASTE MANAGEMENT RESPONSIBILITIES**

**The responsibilities of the Department Head are:**

- The fate of unknown "orphan wastes" left in a department lab by a departing researcher or research group. (See Advisory 7.1.1 / Laboratory , Faculty, Staff and Student Departure Procedures)
- To ensure that both principal investigators and lab technicians are aware of proper waste storage labeling, and disposal procedures.
- Designating a department representative to coordinate waste disposal with Environmental Health & Safety (EH&S) 556-4968.

**The responsibilities of the Principal Investigator are:**

- Providing training for laboratory employees and students in proper hazardous materials handling and disposal procedures;
- The fate of unknown "orphan wastes" found in the lab;
- Ensuring that all materials are properly packaged and labeled, and notify EH&S of materials to be disposed;
- Ensuring that all lab personnel properly dispose of wastes in accordance with EH&S Advisories;
- Designing experiments to minimize volume of hazardous waste generated (see Advisory 7.2 / Waste Reduction)
- Standard operating procedures for the treatment and disposal of particular infectious wastes (see Advisory 7.4 / Handling Hazardous Chemicals).

**The responsibilities of Laboratory Personnel are:**

- Proper packaging, labeling, and waste disposal form processing for waste materials;
- Bulking waste chemicals at the appropriate storage site (see Advisory 7.3 / Management of Chemical Wastes, Appendix C). Prior arrangements made with EH&S 556-4968.

**Responsibilities of the EH&S Waste Coordinator are:**

- Assist in training personnel in the proper handling and disposal of waste materials.
- Provide resource material and information regarding the disposal of hazardous wastes.
- Coordinate with department representatives for collection of those wastes which cannot be drain disposed, disposed as regular trash, or neutralized through normal protocol procedures (see Advisories 7.3 / Management of Chemical Wastes & 7.4 / Handling Hazardous Chemicals)
- Ensure that the University is in compliance with all local, state, and federal regulations concerning waste disposal.
- Advise the Administration of potential liabilities, mitigation strategies, emergencies, and issues, which cannot be effectively resolved.