



ADVISORY 7.1
WASTE MANAGEMENT RESPONSIBILITIES

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

- Determining the proper handling/storage/disposal of unknown "orphan wastes" left in a department lab by a departing researcher or research group. Advisory 7.1.1 details the departure procedures for University laboratories.
- Ensuring 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).

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

- Providing training for laboratory employees and students in proper hazardous materials handling and disposal procedures.
- Working with the Department Head in determining the fate of unknown "orphan wastes" found in the lab.
- Ensuring that all materials are properly packaged and labeled, and EH&S has been notified 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 (Advisory 7.2 provides recommendations for reducing waste).
- Developing standard operating procedures for the treatment and disposal of particular infectious wastes (Advisory 7.4 addresses the handling of hazardous chemicals).

The following outline the responsibilities of **Laboratory Personnel**:

- Processing all applicable packaging, labeling, and waste disposal documents for waste materials.
- Bulking waste chemicals at the appropriate storage site (see Advisory 7.3)

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

- Assisting in training personnel in the proper handling and disposal of waste materials.
- Providing resource material and information regarding the disposal of hazardous wastes.
- Coordinating with department representatives for collection of those wastes which cannot be drain-disposed, disposed as regular trash, or neutralized through normal protocol procedures. Both Advisory 7.3 and 7.4 can be used as a resource.
- Ensuring that the University is in compliance with all local, state, and federal regulations concerning waste disposal.
- Advising the Administration of potential liabilities, mitigation strategies, emergencies, and issues, that cannot be effectively resolved.