U of L Department of Environmental Health & Safety (DEHS)

POCKET WASTE GUIDE

August 2014

Medical, Fire, or other Life-threatening Emergency CALL 911

U of L DEHS

Web-site: www.louisville.edu/dehs
Main Office: 1800 Arthur Street, 40208
Main Office: 502-852-6670
Radiation Safety: Library Commons, Rm 102
Radiation Safety Office (RSO) 502-852-5231
Hazardous Waste (HWC) 502-852-2956
Lab Safety 502-852-2830
Biological Safety 502-852-2959
Industrial Hygiene (IH) 502-852-2949

U of L Support Services

Phone numbers

DPS – 502-852-6111 (report spills, after hrs.)
DEHS - 852-6670 (report chemical spills, normal hrs.)
Custodial Services – Belknap 502-852-8200
Custodial Services – HSC 502-852-7174
Physical Plant - Belknap/Shelby 502-852-6241
Physical Plant - HSC 502-852-5695
Central Receiving - 502-852-5890
Surplus Property - 502-852-6131

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University Alert System – During an emergency or when campus conditions affect class/work schedules sign up for RAVE Alert and/or
Card Safety App - a free Android, Blackberry, and iPhone mobile app for students, faculty, staff and parents of emergency procedures and campus maps. Access info at U of L homepage, “Emergency”.
Asbestos-containing material – Call DEHS Industrial Hygiene (IH)
Batteries – To recycle, drop off in boxes to EPSC loading dock or submit via-online DEHS chemical & hazardous waste pick up form.
Cell phone recycling – Drop off at Belknap - IT Express Store (MITC) or turn in with used batteries
Chemical Recycling – View on-line at DEHS web-site for CHEMEX program info or contact DEHS-HWC
Chemical Waste - To access and submit pick up request form on-line go to DEHS web-site, "Waste Disposal" or call DEHS-HWC for help.
Dry Ice – Do not discard dry ice in sink or trash can, allow to evaporate in open box inside room away from working personnel.
E-Scrap Recycling – Such as computers, TVs, and other electronics, call Surplus Property.
Equipment – Freezers, refrigerators, centrifuges, and other lab equipment - if it had chemicals, biological, or radioactive material in it, must be decontaminated, call DEHS-Lab Safety for further info. If did hold hazardous material (i.e. office equipment & furnishings), call Surplus Property for removal. Do not set in hallway! (Fire code violation)
Fume Hoods – For inspection or report problems, call DEHS-IH
Glass Trash (from Labs) – Use sturdy cardboard box. When full, tape box securely closed, mark as “CAUTION: Glass-Trash for pickup”. Each box cannot exceed 20 lbs. Set box by normal trash can. Glass Trash boxes from labs and clinics DO NOT go into recycling dumpster. Place these boxes in normal trash dumpster.
Hazardous Material Shipping – You must be trained and certified to ship hazardous materials (i.e. dry ice, infectious substances, flammable, batteries, radioactive, etc), for assistance call DEHS-HWC.
Infectious Waste, biological and medical waste – Must use University vendor provided containers. Call Custodial Services for boxes and liners. Labs must line box, barrel, or tote with red bag. Bag should be tied closed. Boxes must be taped closed with 2” wide clear packaging tape. The generator must properly place a vendor bar code label and mark the following info on the outside of the box: Bldg, Room number, contact name and phone number. Assistance DEHS-HWC.
Lab Close-Out – If PI leaving, or relocating lab, contact DEHS-Lab Safety
Lab Safety and Hazardous Waste Training – If you work with chemicals, must attend this class. Refresher every 3 years. For training dates, view at DEHS web-site, under “Training”
Laser Safety – For help and training, contact RSO at 852-5231
Light tubes (UV/Mercury/CFL) – Belknap/Shelby Campus Physical Plant personnel call ahead to deliver to EPSC. Others call DEHS HWC.
Pipeets/Pipette Tips – Tips must be placed in puncture resistant sharps container, not in normal trash. If pipettes are considered bio-hazardous, place in red-lined bio-hazardous waste box. If not, the pipettes should be placed into Glass Trash box.
Radioactive material – Must register to use, call RSO at 852-5231.
Sharps (needles, razors, lancets, etc) – Labs and clinics must purchase their own sharps containers. Full sharps containers must be securely closed and placed inside red bag lined bio-hazardous waste container.
Toner/ Ink Jet Cartridges – To recycle, call Central Receiving