

## Hazardous Waste Information Form

(a) Accumulation Start Date		(b) End Date	
(c) Routinely Generated?		Yes No	
(d) Physical State		Gas Liquid Semi-Solid Solid	
(e) Number of Containers			
(f) Container Volume			
(g) Department			
(h) Room#	(i) Instructor/Staff/Researcher	(j) Class	(k) Process
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
(l) Component			(m) Percent
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
(n) Hazard Categories (Check all that apply):			
<input type="checkbox"/> Corrosive		<input type="checkbox"/> Oxidizer	
<input type="checkbox"/> Flammable		<input type="checkbox"/> Carcinogen	
<input type="checkbox"/> Air/Water Reactive		<input type="checkbox"/> Other _____	
<input type="checkbox"/> Irritant		<input type="checkbox"/> Toxic	
(o) Total Quantity			

**Instructions for completing the Hazardous Waste Information Form:** 1. Complete Form or Label for each hazardous waste container or group of containers. One form or label per type of waste (waste stream). 2. For containers that collect a single hazardous waste stream from multiple lab sections and/or instructors, list all contributing instructors and lab sections. 3. For containers that collect multiple hazardous waste streams (compatible waste), list all processes, instructors, and classes. List components and concentrations for total mixture. 4. Use labels on accumulation containers and surplus containers with illegible labels. A Form may be used for small containers or where there is insufficient space to list multiple instructors or processes.

**Required Data:** (a) Date waste was first put into the container. If the container became a waste because it is aged, off-specification, or surplus material, list the date that it was determined to be waste. (b) List date that waste stopped accumulating in that container. (c) Circle yes if waste is routinely generated. (d) Circle appropriate physical state. (e) List number of containers. (f) List the container volume; this may differ from the total quantity listed. (g) List the generating department. (h) List the room number(s) that the material was accumulated in. If the container accumulated waste in several rooms, list all of the rooms consecutively (e.g. 320, 325, 114). (i) List instructor(s) for process generating waste. For aged, surplus, or off-specification materials, list the instructor that procured the material if known, otherwise list staff member (e.g. technician). (j) List the class(es) generating the waste (e.g. Biology 115B, Art 270). If several classes contributed to the waste container, list each class. (k) List the process or processes generating the waste. If multiple processes contribute to the waste container, list each process (e.g. "determination of iron," "cleaning litho plates with solvents"). (l) List the major waste components, prioritized by toxicity then volume. Use full chemical names, but consolidate entries where possible (e.g. do not separate isomers; use common classes for multi-component waste streams "petroleum distillates" or "glycol ethers"). (m) Concentrations: List the component percentages. (o) List the total quantity of waste in weight or volume.