

## WASTE DISPOSAL ROUTES

DESCRIPTION	TYPE	ITEM	TREATMENT	LABORATORY DISPOSAL ROUTE	DEPARTMENTAL DISPOSAL ROUTE	
NON-HAZARDOUS INNOCUOUS WASTE		IT and electronic equipment	Segregate from general waste	Place in local store administered by Stores/ Building Services	Approved Metal Salvage Company	
		Metals	Segregate from general waste	Physics East Site: Place in waste metal skip in Clarendon rear yard Physics West Site: Contact Building Services (DWB) about local arrangements		
		Workshop swarf	Segregate from general waste by metal type	Place in dedicated bins		
		Lasers	Segregate from general waste	Contact Departmental Laser Supervisor	To be arranged by Departmental Laser Supervisor	
		Recyclable cardboard, paper, plastic bottles, domestic glass jars and bottles	Place in recycling bins where available, glass bottles and jars should be placed so that they are visible	Removed by cleaners	Domestic waste	
		Larger cardboard and polystyrene boxes etc.	Label clearly as waste and place by waste bin or entrance to lab/office	Removed from laboratory or office by cleaners		
		Non-hazardous, non-recyclable general waste packaging materials (bubble wrap, polystyrene chips, plastic wrapping etc)	Place directly into waste bins	Laboratory: Any bin with black plastic bag insert. Office: Any office type waste bin.		
UNCONTAMINATED		Pipette tips, plastic delivery pipettes	Collect in suitable container (Dispo jar or plastic reagent jar) to prevent tips from puncturing bag. Place in black plastic general waste bag.			
		Tissues, gloves, filters, weighing boats, plastic Pasteurs, microfuge tubes, filters, etc.	Place directly into general waste if not contaminated			
		Syringe bodies (needle not used)	Must go out as clinical waste. Place in sharps bin	Sharps bin – Return to Stores when fill line reached	Clinical waste	
HAZARDOUS CHEMICALS and chemically contaminated waste	SOLID	Chemically contaminated syringe bodies (needle not used)	Rinse/inactivate contaminant if possible and then must go out as clinical waste (contact Physics chemical safety advisors if unable to decontaminate)	Any bin with black plastic bag insert. Removed from laboratory by cleaners	Domestic waste	
		Ethidium bromide-stained agarose gels and polymerized acrylamide gels posing no radiological or biological hazard	Wrap in plastic bag or plastic wrap then place in general waste			
		Small quantities of low hazard chemicals (ask Physics chemical safety advisors if unsure)	Place directly into general waste			
		Chemically contaminated pipette tips, tissues, gloves, filters, plasticware, weighing boats, plastic Pasteurs, microfuge tubes, plastic delivery pipettes etc.	Rinse/inactivate contaminant if possible then treat as for uncontaminated items or: Collect as hazardous chemical waste (consult Physics chemical safety advisors if unsure)	Removal arranged by research groups / workshops	Hazardous chemical waste Appropriate container - contact Safety Office, tel 70815, and take to University waste store when instructions and label(s) received	
	MISC.	HAZARDOUS SOLIDS, LIQUIDS, or GASES not covered elsewhere, esp. CARCINOGENS, and including stock quantities of chemicals, spillages, certain batteries (NiCd, Hg, lead/acid, metal hydride, silver oxide, lithium), lecture bottle gases, mercury, carbon nanotubes and other nanoparticles.	Collect as hazardous chemical waste if not able to inactivate and render safe for disposal (consult Physics chemical safety advisor if unsure)	(NB during normal working hours, batteries may be taken to Stores for disposal)		
		LIQUID	Solvents including chloroform, acetone, xylene, toluene, acetonitrile mixes, etc.	Hazardous chemical waste: collect as “chlorinated” or “non-chlorinated”, “flammable” or “non-flammable” waste solvent. No quantities > 2.5 litres to be kept in labs or workshops		Removal arranged by Stores
			Aerosol canisters with or without contents	Collect as hazardous waste: present to Stores in order to be placed on marked shelf in flammable solvent store		
	Waste oils		Collect as waste oil. No quantities > 5 litres to be kept in labs or workshops	Removal arranged by research groups / workshops		Waste oil point at either: a) Clarendon Lab, or b) Engineering Science
	Common acids/alkalis (< 1 litre)		Pour slowly and carefully into large volume of water in sink then run to drains with copious volumes of water	Drains		Drains
	Electrophoresis buffer solutions (including working ethidium bromide concs.), gel fixing solutions, ethanol/methanol/acetic acid	Run to drains with copious volumes of water				
ALL SHARPS	Contaminated and uncontaminated	Razor and scalpel blades, syringe needles, small items of biologically contaminated glassware (e.g. coverslips or microdelivery pipettes/electrodes)	Place directly in sharps bin (Do not re-sheath needles prior to disposal)	Sharps bin – Take to Stores when fill line reached	Clinical waste – contact Safety Office, tel 70815	
BIOLOGICAL or biologically contaminated waste	DISPOSABLE ITEMS	Contaminated syringes with needles (Do not re-sheath needles prior to disposal)	Do not separate, place directly in sharps bin			
		Contaminated syringe bodies	Place directly in sharps bin			
		Contaminated pipette tips, culture plasticware, plastic delivery pipettes etc.	Disinfect with 1% Virkon for 1 hour, rinse, then place in general waste or:  Place in autoclave bag to be autoclaved (ask Physics Biological Safety Officer before disposal, if further information required)	Any bin with black plastic bag insert. Removed from laboratory by cleaners	Domestic waste	
	BIOLOGICAL MATERIAL	Contaminated gloves, paper tissues and towels, ELISA plates, etc.	Remove to autoclave room and follow instructions. DO NOT LEAVE BAGS UNAUTOCLAVED			
		Bacterial plates and small cultures				
		Bacterial/tissue culture medium or cells	Disinfect with 1% Virkon for minimum 1 hour	Run to drains with copious quantities of water	Drains	
		Chemically contaminated biological waste (e.g. carcinogen-treated cell culture)	Collect as hazardous chemical waste if not able to inactivate. (If further information required, consult Physics Chemical Safety Advisor or Physics Biological Safety Officer before generating)	Appropriate container - contact Safety Office, tel 70815, and take to University waste store when instructions and label(s) received	Hazardous chemical waste	
		GLASS (non-domestic)		Chemically contaminated glassware (broken or unbroken)		
Compact Fluorescent tubes, high intensity gas discharge lamps	Segregate from general waste	Through Stores. One of two forms (kept by Stores) declaring that the glassware is free from hazardous materials will need to be signed.	Central University waste glass skip via Stores/ Building Services			
Empty solvent Winchester	Remove cap and rinse thoroughly Do not leave on lab floor					
Empty low hazard/hazardous reagent bottles	Inactivate and/or rinse thoroughly					
Biologically contaminated glass Pasteur delivery pipettes	Disinfect with 1% Virkon for 1 hour minimum					
Chemically contaminated glass Pasteur delivery pipettes	Rinse/inactivate					
Uncontaminated broken or unbroken glassware, fibre optic cable.	Ensure it is clean/uncontaminated					
Tungsten and halogen light bulbs	Segregate from general waste					
Fluorescent tubes	Segregate from general waste					
RADIOACTIVE Seek approval from SRPS for all work generating this waste before starting		All radioactive waste	Conform to all local codes of practice	Removal only by Senior Radiological Protection Supervisor (SRPS)	University radioactive waste system	