

Date Prepared 5/2004  
Revised  
Prepared By P Watt

**BMP HRS #11**

**TITLE:** REMOVAL OF OFF-SPECIFICATION CHEMICALS

**Regulatory Citation:** Not Applicable

**Applicability:** Removal of off-specification chemicals.

**Purpose:** Proper removal of off-specification chemicals.

**Person or  
Department Responsible:** HRS Lab Technician

**Schedule:** As needed.

**Procedures:** The Lab Technician will inventory chemicals within the shop areas at least annually and provide a list of chemicals not used during the past year to the Coordinator of Environmental Health & Safety if they need to be disposed. This includes all paints, coatings and construction materials left behind by contractors. MSDSs will also be provided to the Coordinator of EHS.

The Coordinator of EHS will arrange to have these materials moved to the Hazardous Waste Storage Area at Cogan and labeled as hazardous waste or non hazardous waste, depending on their content. The Coordinator will arrange with an approved waste hauler to remove the materials. The hazardous & non hazardous waste manifests will be signed by the Coordinator of EHS and kept in the Physical Plant Department.

**Record keeping:** Waste Manifests

**Record Location:** Physical Plant

**Current vendor:** Precision Environmental

**Contact:** Coordinator of Environmental, Health and Safety (629-7163)  
HRS Lab Technician (629-7561)

HVCC-BMP-HRS #11-off-spec