

‘HAZARDOUS WASTE’

Satellite Accumulation Area Self-Inspection Checklist

Department _____

Date _____ Room # _____

General Safety/Security	YES	NO	NA
The door is locked when the area is unattended.			
No eating drinking or smoking takes place in this area.			
Emergency phone numbers are posted near the telephone.			
Personal Protective Equipment (PPE) is used as required for the hazards present in the area.			
Gas cylinders are secured, capped when not in use, and moved using an appropriate hand truck.			
Emergency Equipment			
Spill control equipment (neutralizers, absorbent pads) are present.			
All personnel have been instructed as to the location(s) of emergency exits, fire alarm pull stations, fire extinguishers, safety showers, and eye wash stations?			
Hazardous Waste Management			
Chemicals and wastes are NOT disposed to the sink drain without EH&S approval.			
Waste container contents are clearly identified with chemical names (no abbreviations).			
Waste containers are clearly labeled with the words "HAZARDOUS WASTE".			
Waste containers are labeled with the date container becomes full.			
Waste containers are kept closed except during filling. (Do not leave funnels in open containers)			
Waste containers are compatible with the contents, in good condition, not leaking, rusted, bulging or damaged.			
Waste containers are stored within secondary containment trays.			
Secondary containment is in good condition. (free of cracks, gaps and impervious to leaks)			
Incompatible wastes are stored in separate secondary containment.			
Wastes are not mixed without the approval of EH&S.			
When transferring wastes to or between metal containers, they are grounded and bonded.			
Full waste containers are taken for EH&S disposal within 3 days.			
Waste is not moved from the room where it is generated prior to pickup or delivery to EH&S.			
Obsolete chemicals (expired & potentially hazardous, inherited, no longer used, etc.) are disposed of properly on a regular basis.			
All waste generators have received appropriate training. (See www.stonybrook.edu/ehs for training information)			
Regulated Medical Waste (RMW)			
Sharps are placed in an approved container for disposal.			
Regulated Medical Waste is stored in red bags and labeled boxes.			
Regulated Medical Waste containers are kept closed except when adding waste.			
Universal Waste			
Fluorescent bulbs are collected for proper disposal. (They are not broken or crushed for disposal)			
Batteries, except alkaline, are collected for proper disposal.			
Computer monitors are collected for proper disposal.			
Refrigerants are collected prior to disposal of refrigerators, freezers, air conditioners, etc.			

Comments: _____

Complete by: _____ Date: _____



Department of Environmental Health & Safety
If you have any questions, Contact EH&S at 632-6410



Awareness promotes environmental stewardship... Involvement assures compliance