



September 2003

Office Wastes: How do I dispose of them?

Asbestos

Asbestos waste may arise during maintenance and renovation. For work managed by OPP, University or contract staff will contain and remove it according to regulatory requirements. If you suspect other waste contains asbestos, please contact EHS at 865-6391.

Batteries

Regular disposable batteries (Zinc-carbon, zinc-chloride, alkaline-manganese and button-cell) may be disposed of as regular waste unless otherwise indicated by the supplier. Most rechargeable and specialist batteries (nickel-cadmium, lead-acid, mercury, lithium) must be disposed of as chemical waste. Please fill out a pick-up request on EHS web-site, www.ehs.psu.edu

Chemicals, Paint, Photographic fixer and Waste Oil

Hazardous chemicals such as dirtex, nail polish remover, and other flammable or hazardous chemicals, solvent-based paint and waste oil must be disposed of through EHS. Please fill out a pick-up request at www.ehs.psu.edu. There is no charge under normal circumstances for waste pick-ups. Empty containers may go in the regular trash.

Electrical and Electronic Waste

Waste electrical equipment may contain hazardous materials. Light ballasts and fluorescent bulbs are collected by janitorial staff. All computers should be recycled through Surplus and Salvage. Absolutely no computers should be put in the regular trash.

Sharps

Sharps (razor blades, needles, syringes etc.) must be disposed of in sharps containers and EHS notified for pick-up. Contact EHS for information on container sources.

Toner Cartridges

Toner cartridges should be recycled through your supplier. Suppliers typically do not charge for this service.

Refrigerators

Functional full-size refrigerators can be disposed of through Surplus and Salvage, 865-4371. Owners of non-functional refrigerators must put in a work assignment to OPP to have the refrigerant removed and then the refrigerator can go to Surplus and Salvage for disposal. Dorm sized refrigerators should be disposed of by an outside contractor licensed to remove the refrigerant and dispose of the refrigerator. Please contact EHS, 865-6391, if you have a chemically contaminated refrigerator.

Any questions, please call EHS 865-6391