

Date Prepared Oct 2004  
Revised 2/2009 M Ortiz  
Prepared By P Watt

**BMP Custodial #5**

**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:** Custodial Supervisors

**Schedule:** As needed.

**Procedures:** The Custodial Supervisors will inventory chemicals within the custodial closets periodically and provide a list of chemicals not used during the past year to the Director of Environmental Health & Safety if they need to be disposed.

The Director of EHS will determine the appropriate disposal method and where needed, 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 Director will arrange with an approved waste hauler to remove the materials. The hazardous & non hazardous waste manifests will be signed by the Director of EHS and kept in the EHS files

**Record keeping:** Waste Manifests

**Record Location:** EHS office, environmental files

**Current vendor:** Precision Environmental

**Contact:** Director of Environmental, Health and Safety (629-7163)  
Exec Mgr Physical Plant (629-7427)  
Assist to Exec Mgr (629-7361)

HVCC-BMP-Custodial #5-off-spec