## PROC-U5950.01D Dangerous Waste Management Training

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| Departmental supervisors or personnel | **1. Provides** training in dangerous, hazardous and universal waste procedures as shown in Attachments A and B within 6 months of hire and/or beginning waste activities and annually thereafter as required by Washington Administrative Code (WAC) Part 173-303.  
**NOTE:** Initial training is frequently part of student or new employee orientation. The Environmental Health and Safety office provides above training, as required. |
| Environmental Health and Safety director, safety professional II or III | **2. Provides** new or annual training in dangerous, hazardous and/or universal waste procedures and information to departmental hazardous waste representatives.  
**3. Provides** new and annual training to Environmental Health and Safety student workers in internal procedures regarding dangerous and universal waste collection, storage, and inspection. |
| Department of Ecology | **4. Provides** periodic training to Environmental Health and Safety personnel. |
Attachment A – Dangerous Waste Management Training Elements

Safe Work Practices When Handling Dangerous or Universal Waste

- Minimize hazardous chemical exposures and avoid an underestimation of the risk.
- Refer to the MSDS for specific information. Avoid unnecessary exposure to hazardous chemicals by any route.
- Keep food, beverages, cosmetics and medications outside the area where dangerous waste is immediately present.
- Protect your clothes and exposed skin by wearing lab coats (where applicable). Open-toed shoes, sandals, shorts and other apparel that leave skin exposed are not allowed when handling potentially hazardous chemicals.
- Wear the appropriate gloves and eye/face protection, according to the MSDS, whenever handling hazardous chemicals.
- Wash your gloves, then remove your gloves carefully and thoroughly wash your hands and forearms upon completing your work.
- Ensure you know where there is unimpeded access to safety showers and eyewash stations.
- Avoid the release of toxic substances in your work area
- Keep your work area clean and uncluttered.
- Properly label and store chemicals. **Fill labels out completely.**
- Follow the hazardous material spill procedure immediately in the event of a hazardous spill or contact EHS for assistance if you do not know how or have not been trained.
- Call 911 whenever someone has been injured, contaminated or otherwise been affected by hazardous chemicals.

Personal Protective Equipment

- Eye and face protection
- Hand and body protection
- Foot protection
- Respiratory protection
- Hygiene practices

Engineering Controls

- Ventilation
- Chemical Fume Hoods

Secondary Containment Requirements for Dangerous and Universal Waste

- Transporting
- Storage

Proper Completion of Hazardous Waste and Surplus Chemical Collection Form

- Accessing the form on the Web
- Filling out the form

Waste Labels

- Proper display of labels
- Use of universal waste battery, universal waste lamps, and hazardous waste labels
- Accumulation start dates and dating when full
Attachment B Dangerous Waste Management Training for Departments

Train staff and student workers and students in academic classes in proper waste handling relevant to their duties using the training elements in Attachment A and the syllabus guidance for departments below:

**Waste Generator (department personnel generating waste)**
- Safe Work Practices When Handling Dangerous or Universal Waste
- Waste designation
- Container selection
- Labeling
- Engineering Controls
- Satellite storage accumulation procedures
- Personal protective equipment
- Hazardous communication
- Material Safety Data Sheet access
- Emergency procedures
- Spill response and reporting
- Release of hazardous chemicals incident reporting
- 90 day storage requirements
- Secondary containment

**Facilities Maintenance Personnel**
- Safe Work Practices When Handling Dangerous or Universal Waste
- Waste designation
- Container selection
- Labeling
- Satellite storage procedures
- Personal protective equipment
- Engineering Controls
- Hazardous Communication
- Material Safety Data Sheet access
- Spill response reporting
- Release of hazardous chemicals incident reporting
- 90 storage and 180 day storage requirements
- Universal waste
- Secondary containment
- Housekeeping
- Ground-water contamination
- DOT ERG training

**University Police Department Officers**
- Safe Work Practices When Handling Dangerous or Universal Waste
- Personal protective equipment
- Hazardous Communication
- Engineering Controls
- First responder awareness
- Material Safety Data Sheet access
- Spill response reporting
- Release of hazardous chemicals incident reporting
- Ground water contamination
- DOT ERG training
Attachment B Dangerous Waste Management Training for Departments

EHS Staff (Responders)
Trained in the proper dangerous waste management relevant to their duties including:

- Safe Work Practices When Handling Dangerous or Universal Waste
- Personal protective equipment
- Hazard communication
- First Responder awareness
- Material Safety Data Sheet access
- Spill response clean-up, mitigation and reporting
- Emergency procedures for hazardous chemical releases
- Satellite accumulation procedures
- Labeling requirements
- Laboratory Safety
- Engineering Controls
- PCB leaking and non-leaking storage requirements
- Universal waste requirements
- Electronic waste processing procedures and requirements
- Photographic waste processing procedures and requirements
- Container management requirements
- Secondary containment requirements
- Ground-water contamination prevention measures
- WAC 173-303 training
- U.S. Department of Transportation Emergency Response Guidebook training
- 90 and 180 day storage procedures
- Emergency procedures in the event of fire, explosion, spill, release, or any other situation related to hazardous material incidents
- Waste designation
- Waste reporting and recording procedures
- Sampling and monitoring
- Spill containment procedures
- Transporting hazardous chemicals and dangerous waste regulations
- Manifest requirements for dangerous waste
- Flammable liquid containment requirements
- Storage requirement for incompatibles
- Training requirements of WAC 173-303-330