Required Elements of Proper Hazardous Waste Container Management

Completely fill out waste tag
Label each container with the words “Hazardous Waste”. Keep containers closed when NOT in use.
Do NOT overfill, leave 5% volume for expansion.
Dispose of waste within 90 days.
Do NOT mix incompatibles.
Store in a secure area.
Refer to the Waste Disposal Guide.
Submit a pickup request through the web-site.
Take the initial Chemical Hygiene / Hazardous Waste training at the ORCBS and complete your annual Hazardous Waste Refresher on-line each year.

ORCBS Contact Information
Office Phone: (517) 355-0153
Office Fax: (517) 353-4871
Office Email: orCBS@msu.edu
Web Site: www.orCBS.msu.edu
Training Hotline: (517) 432-SAFE

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MSU MATERIALS PICK UP TAG

<table>
<thead>
<tr>
<th>Project Leader</th>
<th>Dept.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bldg &amp; Room No</td>
<td>Phone</td>
</tr>
<tr>
<td>Filled Out By</td>
<td>Date</td>
</tr>
</tbody>
</table>

CONTENTS

Unabbreviated Chemical Name | Amount or Approx Conc (ppm)

<table>
<thead>
<tr>
<th>Color</th>
<th>Colorless</th>
<th>Light Brown</th>
<th>Other</th>
</tr>
</thead>
<tbody>
<tr>
<td>Consistency</td>
<td>Waterlike</td>
<td>Viscous/Oily</td>
<td>Other</td>
</tr>
<tr>
<td>Container Size</td>
<td>Solid</td>
<td>Liquid</td>
<td>Contaminated Items</td>
</tr>
</tbody>
</table>

BIOLOGICAL AND ANIMAL ITEMS:

- CATEGORY
- DESCRIBE
- Please indicate special handling or storage precautions:

OFFICE USE ONLY MANIFEST DOCUMENT #

See Instructions on Back Side
Indicate RCRA Waste Codes on Back Side

Fill immediately upon start
Use unabbreviated chemical names (no chemical shorthand - e.g. EtOH or CHCl₃)
Fill in at least when full or at 90 days.
Fill immediately upon start
Record actual amounts or concentrations of mixture(s).