Version: November 2025

Hazardous Waste Disposal Flowchart

Health, Safety & Well-being (HS&W)

Western

Chemicals (solids, liquids, gases, contaminated Containers)

Known

Unknown → Characterize

- Consult Safety Data Sheets
- Label the waste container with full name of the chemical. **Use hazardous waste disposal sticker**
- Remove inventory barcode from the original container and affix it to the "Barcode Disposal" sheet
- Segregate according to compatibility
- Pack and handle appropriately
- Ensure the integrity of the container to prevent spill
- Attached the completed Hazardous Waste Disposal Form

Deliver waste to the nearest pick-up point - see Waste Pick-up Schedule

(**Do not leave waste unattended**)

Biohazardous (solid, liquid, contaminated items)

To be incinerated

Can be internally treated

- Effectively, decontaminate through; autoclaving* or disinfection
- Double bag treated waste
- Label with "Treated Waste, Not Hazardous"
- Dispose of in regular garbage

* **DO NOT AUTOCLAVE** toxic, volatile, or radioactive waste or sharp items

- Securely bag waste
- Label with fully completed "Waste Material for Incineration". Weight of the bag should not exceed 20 kg
- Store at an appropriate temperature.
- Attached the completed Hazardous Waste Disposal Form

Deliver waste to the nearest pick-up point - see Pick-up Schedule.

Do not leave waste unattended

Internal storage and control

Radioactive (liquid, solid, vials, contaminated items)

- Fill Hazardous Waste Disposal Form and Radioactive Waste Labelling Form
- Pack radioactive waste in a labeled bag or container, as appropriate
- Keep the bag or container in a labelled radioactive pail
- Check for contamination on surfaces using a wipe test

Note: All waste in this class must be pre-approved.

Please contact a Radiation Safety Consultant

Deliver approved waste to the pick-up point - see Waste Pick-up Schedule

(**Do not leave waste unattended**)

Internal storage and control

Glassware

Cleaned or Non-contaminated

Collect in glass disposal boxes and dispose of in regular garbage

Contaminated

- Collect in a cardboard box
- Label the box with hazardous waste disposal sticker

Attach a completed Hazardous Waste Disposal Form

Deliver waste to the nearest pick-up point - see Waste Pick-up Schedule.

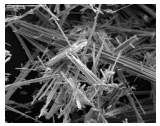
Do not leave waste unattended

Contaminated Sharps

Collect in an appropriate container

Controlled Substances and Goods

Contact Health, Safety & Well-being to request a special pick-up



Asbestos

Call Facilities Management Client Services at 83304 to arrange for asbestos disposal

May only be removed and packed by FM asbestos abatement team

Electronics, Bulbs, and Batteries

- Tape off terminals of the batteries
- Segregate batteries by type
- Drop off at approved recycling locations on campus:
  - Siebens-Drake Research, Loading Dock, 1st Floor
  - Robarts Research Institute, Loading Dock, 1st Floor
  - Biological & Geological Sciences, Loading Dock, Ground Floor
  - North Campus Building, Loading Dock, Ground Floor
  - Medical Sciences Building, Room m003, Basement
  - Chemistry Building, Loading Dock, Basement
  - Spencer engineering Building, Loading Dock, Ground Floor
  - Support Services Building, Atrium, 4th Floor
  - Social Science Centre, Loading Dock, 1st Floor
  - Physics & Astronomy Building, Loading Dock, 1st Floor
  - Residences

Offsite treatment and recycle, reuse or disposal through accredited 3rd party

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