Instructions

Preparation of Materials:

- 1) All chemicals must be disposed of through the University's **Hazardous Waste Program**, unless written permission is given by EHS for disposal in a sanitary sewer.
- 2) Write "Hazardous Waste" on containers of outdated chemicals, chemicals no longer required, or waste resulting from a laboratory process. List the names of the waste chemicals and the amounts of each chemical on the label and the waste form.
- 3) Containers which meet the definition "Hazardous Waste" require the words "Hazardous Waste" to be written on the container. These containers must have the following labeling information as well:
 - a. Primary Investigator's Name / Contact Name
 - b. Building Name and Room Number
 - c. Telephone Number
 - d. Date container is filled
 - e. Bottle Number—Each container is on a separate line and numbered sequentially
 - f. Content of the container—DO NOT ABBREVIATE CHEMICAL NAMES
- 4) All containers must be tightly closed.
- 5) Do NOT combine wastes.
- 6) Signature is required for processing.
- 7) Please delete unused pages prior to submission. If additional pages are required, an additional document can be submitted.
- 8) Email completed forms to ehswaste@case.edu. For further information, contact Safety Services office at 368-2907. TRADITIONAL HANDWRITTEN FORMS ARE AVAILABLE AT THE EHS OFFICE, WHICH MUST BE SUBMITTED IN PERSON. EHS office is located at 2220 Circle Dr. (Service Building) 1st Floor.

Is this a	move	/termin	ation?	Yes □	No □
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PAGE	_ of				
Contact	Primary Investigator	Bui	ding	Room#	
Department	Account Number	Pho	one	Date	
should be do	me or mass (L or Kg) of each component in each contain ocumented as .010L of formaldehyde and .090L of water 5. at 368-2907.				
BOTTLE#	DESCRIPTION (Chemical component in each container)		QUANTITY (L or Kg)	OFFICE USE O	NLY
1	formaldehyde (EXAMPLE) water		.010 L .090 L		
I certif	fy the above information to be true and correct	Picked up by: _			_
Signatu	ire Required	Date: _			_
	OFFICE U	ISE ONLY ·····			
	AREA: Millis Science Center—OHD 000812330 / DOA 99		PI#		Up#
Wolstein—0	OHR 000120147 / The Greenhouse—OHR 000112482 /	Cedar—OHD 004174660	ID #		

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