

Title: Disposal of Universal Waste

ISSUED BY: Fire Chief Chris Swiger

RESCINDS: Policy 301 dated November 2020

PREVIOUSLY KNOWN AS: 300.6

SCOPE: All NWFR Personnel

PURPOSE: To establish a method for properly disposing of universal waste for North Whidbey Fire and Rescue in accordance with WAC 173-303-573, WAC 173-303-040, and 40 CFR 273.

CONTENT**1. General Rules**

- 1.1. Universal waste containers must be clearly labeled on the container with the date the first item was placed inside.
- 1.2. All universal waste must be removed from the stations and recycled within one (1) year of that start date.
- 1.3. In the event of a broken fluorescent tube or leaking battery, personnel will immediately check the Safety Data Sheet (SDS) binder per Policy 305 for safe cleanup steps.

2. Batteries

- 2.1. Every station will have a designated battery collection bucket for small batteries (AA, AAA, radio batteries, etc.). No other waste shall be placed in this bucket.
- 2.2. Personnel must put electrical tape over both the positive (+) and negative (-) terminals of the battery before dropping it into the bucket.
- 2.3. During monthly station safety inspections, personnel will check the station bucket. If it is getting full or nearing its one-year date, personnel will transport the batteries to the central collection bucket located at Station 25.

3. Lightbulbs (Lamps)

- 3.1. Burned-out fluorescent tubes, mercury vapor, and neon bulbs must be stored safely inside a cardboard box or designated sound container to prevent them from shattering.
- 3.2. LED bulbs are non-hazardous. They do not go into the universal waste bins and may be thrown directly into the standard station trash.

3.3. Station personnel are authorized to change out standard, easily accessible non-hazardous lightbulbs.

3.4. Personnel shall submit a maintenance work order instead of changing a bulb themselves if: the fixture involves hazardous universal waste lamps (such as fluorescent tubes), the fixture is elevated (10 feet or higher), it requires specialized ladders or safety equipment to reach, or the fixture or ballasts appear damaged.

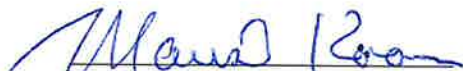
4. Responsibilities

4.1. Station personnel are responsible for properly taping batteries, safely storing fluorescent bulbs, and conducting standard bulb replacements under 10 feet.

4.2. Monthly inspectors are responsible for verifying container dates during designated monthly checks and moving accumulated station battery supplies to Station 25 when necessary.

4.3. Maintenance division is responsible for monitoring the central collection hub at Station 25 and coordinating the ultimate transport and recycling of all accumulated waste to an authorized facility before the one-year expiration hits.

Approved by:


Chairman Marvin Koorn


Fire Chief Chris Swiger