

## **P7020 SAFETY, HAZARDOUS WASTES**

### **BOARD POLICY:**

**Hazardous wastes that are produced by any activity in USD 259 shall be identified, collected, labeled, stored, treated, and disposed of in a manner complying with all rules and regulations of governmental agencies having jurisdiction in this area. Procedures shall be established which will minimize the total amount of hazardous wastes produced.**

Administrative Implemental Procedures:

1. Hazardous wastes include, but are not limited to, wastes, which are flammable, corrosive, infectious, highly reactive, or toxic. These must not be disposed of by placing them into trash containers or the sanitary sewer system.
2. Each hazardous waste produced must be placed into an appropriate container with a hazardous waste label attached that lists the specific contents.
3. Unlabeled containers whose contents are undetermined, which may contain hazardous substances, must not be put into the trash. Contact the Director of Environmental Services for assistance and direction.
4. All flammable wastes produced as a result of activities by school district personnel must be properly labeled and stored in a flammable storage cabinet or other approved storage unit until it is picked up by authorized personnel.
5. Waste solvents produced as a result of craft operations, auto mechanics, and other similar activities and stored in approved solvent tanks will be picked up on a regular schedule by a service company that will recycle the waste solvents.
6. Hazardous wastes produced, as a result of curricular activities should be reported to the building principal. A written list of all hazardous waste materials and the amount of each should be prepared by building staff. The building principal should submit this list to the Director of Environmental Services who will employ legal and environmentally sound procedures for disposal.
7. Building principals, craft supervisors, purchasing personnel and the Director of Environmental Services shall cooperatively establish procedures to prevent the purchase of products that will generate hazardous waste.
8. Rags soaked in cleaning solvents must be stored in appropriately labeled fire resistant containers and either sent to a laundry service for cleaning or disposed of as hazardous waste.
9. Hazardous wastes storage areas must be inspected weekly using protocols established by the Kansas Department of Health & Environment and the Environmental Protection Agency.
10. An EPA six-part manifest and a Land Disposal Restriction (LDR) form must accompany all shipments of hazardous waste from any district facility. Copies of the manifest and LDR form must be maintained at the building where the waste is generated. In addition, copies of all waste manifests must be provided to the Director of Environmental Services.
11. The Director of Environmental Services must approve all hazardous waste transportation, storage, and disposal contractors.

12. All district sites that produce or manage hazardous waste must receive appropriate training as required by the Kansas Department of Health and Environment and the United States Environmental Protection Agency.
13. In any situation not covered by the procedures set forth above, the Director of Environmental Services should immediately be contacted for advice and consultation.

Administrative Responsibility: Facilities Division - Environmental Services

Latest Revision Date: February 2017

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