**Disposal/Surplus Pickup Request Form**

For excess solvent or chemical containers,

**Container:** Closable, puncture resistant, leak-proof plastic container with yellow sharps label for non-biologically contaminated material or with biohazard label for biologically hazardous material. Do not fill these containers completely.

**Disposal Procedure:** When full, label with your name and lab room # and take to the red MERI collection hopper on the loading dock. Custodians will not remove sharps containers from labs or hallways.

**NON HAZARDOUS TRASH:** Items that present NO HAZARD if disposed of as normal trash. These items are neither sharp nor contaminated. This waste stream is handled directly by custodians and goes to landfill without further treatment.

**Examples include:**
- Unbroken glass and plastic that has been washed or decontaminated from chemical or biological hazards
- Weighing boats
- Sturdy test and centrifuge tubes
- Petri dishes and plastic lab ware
- Triple rinsed, uncapped empty bottles
- Paper towels and gloves that have no biological hazards

**CHEMICALS THAT POSE A HEALTH OR ECOLOGICAL HAZARD:** These items are either incinerated or recycled.

Consult the UW Laboratory Safety Guide, Appendix A, for a list of disposal procedures for specific chemicals.

**Examples include:**
- Pasteur pipettes (not contaminated)
- Other pipettes and tips (glass or plastic)
- Slides and cover slips
- Broken or fragile glass including chemically contaminated glass unless the chemical poses a significant hazard.
- Syringes bodies (without needles)

**HAZARDOUS GLASS and PLASTIC:** Items that can puncture, cut, or scratch if disposed of in normal trash containers. Package these items in a sturdy box to protect custodial staff and label with your name and lab room #. These items go directly to the landfill without any treatment.

**Examples include:**
- Pasteur pipettes (not contaminated)
- Other pipettes and tips (glass or plastic)
- Slides and cover slips
- Broken or fragile glass including chemically contaminated glass unless the chemical poses a significant hazard.
- Syringes bodies (without needles)

**E-WASTE:** Discarded computers, instruments, and other electronics are recycled by SWAP. Place these items on the carts in the sub-basement. Remove any hazardous materials and check with the Building Manager before placing in the SWAP pick-up area.

**OTHER ITEMS:** There are a number of other items that require special disposal procedures. **Examples include:**
- Fluorescent light bulbs, batteries, mercury containing items, and asbestos containing items. Consult the UW Safety Recyclopedia for appropriate disposal.

---

(Revised January 2022)