

ENVIRONMENTAL GUIDANCE MANUAL for PLANT MANAGERS

Presented by the Environmental Compliance Group

Office of Environmental Health & Safety Los Angeles Unified School District

Presentation Outline

- How is Waste Handled at LAUSD?
 - Recycling
 - Universal waste
 - Hazardous waste
- What is your role in each?

Goals of LAUSD/City of LA Recycling Program

- Reduce the amount of waste the District disposes in landfills by 70 percent during the period 1990 to 2020
- Implement a District-wide joint recycling program with the City of Los Angeles
- Reduce disposal and recycling costs

Responsibilities

OEHS

- Provide training to students and staff
- Provide individual boxes for classrooms and small plastic (12gallon) recycling containers for each site

City of Los Angeles

- Provide outreach to students and staff
- Provide large (60-gallon) recycling containers for each site
- Provide pick-up services

Responsibilities

M&O (Plant Managers)

 Place large recycling containers by the curbside once per week and return emptied recycling containers to collection stations

Teachers and Students

- Collect paper in individual boxes inside the classrooms and transfer to large (60-gallon) recycling containers
- Collect bottles and cans in small (12-gallon) recycling containers

Recyclable Materials in Joint LAUSD / City of Los Angeles Program

- Homework paper
- Notebook paper
- Computer paper
- Construction paper
- White and colored paper
- Phone books
- Copier paper
- Sticky notes
- Ads and junk mail
- Envelopes
- Letters
- Newspaper
- Cereal boxes

- Plastic containers (water bottles and milk cartons)
- Glass bottles
- Aluminum, metal, steel and tin cans
- Cardboard
- Magazines
- Catalogs
- NCR paper
- Flyers
- Paper bags
- Aluminum trays

RECYCLING CONTAINER

To request recycling containers contact Douglas Santos of OEHS at (213) 241-3199



RECYCLING BIN

To request recycling bins contact Douglas Santos of OEHS at (213) 241-3199



11/17/2008

BEVERAGE CONTAINERS RECYCLING BIN

Contact Robert Skillman of LOS ANGELES CONSERVATION CORPS (LACC) at 213-749-3601 (rskillman@lacorps.org) or OEHS at 213-241-3199



TONER & INKJET CARTRIDGES RECYCLING

Contact Coastal Inkjets at (866) 410-9600







UNIVERSAL WASTE

- Fluorescent light bulbs
- Lamps with mercury
- Computers
- Televisions
- Mercury thermostats
- Mercury switches
- Batteries (nickel-cadmium batteries, small sealed lead acid batteries, alkaline batteries)

NOTE: Automotive-type lead acid batteries are not universal waste.

DISPOSAL of UNIVERSAL WASTE

COMPLETE HAZARDOUS WASTE PICK-UP REQUEST FORM & FAX TO OEHS AT (213) 241-6816 TO DISPOSE FLUORESCENT LIGHT BULBS AND LAMPS WITH MERCURY



RECYCLING of ELECTRONIC DEVICES Do not dispose of in trash!





Contact <u>Truck Operations</u> at

(562) 654-9000

to arrange for collection of <u>Computer Monitors, Televisions</u> and Other Electronic Devices

HAZARDOUS WASTE

Highly regulated waste that may harm people or the environment.

Hazardous Waste at School Sites

Examples of some hazardous wastes include:

- Duplicating fluid (flammable, non flammable)
- Laboratory chemicals (organics, acids/bases)
- Flammable solvents
- Used motor oil
- Car batteries
- Solvent based paint

Hazardous Waste at School Sites

- Contaminated gasoline or Diesel
- Asbestos containing materials
- Lead containing materials
- PCBs ballasts
- Old cleaning products
- Old maintenance and repair compounds

Segregating of Hazardous wastes

 Different hazardous waste materials may not be stored in the same container or area without separate containments

Example: Corrosive ammonia cleaning fluid must not be stored in the fuel (Gasoline/Diesel) storage area.

Hazardou	is Materials/Was	te Pick-u	ip Request	
All fields are required. Check with other staff members to ensu- ist all items. Store in a secure accessible area. Kee Complete form and mail/fax to OEHS. 3 f confirmation of request is not receive	ep incompatibles seperate. Materials s Specify number of pages at bottom righ	t of request.	D.	
Facility Information				
School/Site:		Date:		
Address:		-		
City, Zip:				
	Storage	Building:		
Contact Name:		ge Room:		_
			1	
Material/Waste Name	Amount (ea.) Ib., oz., gal.	Container Type	Container Condition (Good, Fair, Poor)	Liquid/Solid (L or S)
			-	
Number of Replacement Conta	ainers Needed:			
	**** To be completed by	OEUS ****		
CONTRACTOR:	To be completed by	20	B PACKED:	
	**** To be completed by	• OEHS ****		

Fill-out this form and fax to <u>OEHS</u> at (213) 241-6816

Labeling Hazardous Waste

 Contact OEHS (213-241-3199) if the hazardous waste label is missing from a container containing hazardous waste.

• Example: drum containing used oil, drum containing spent photographic developer and fixer solutions.

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Reference: DOT descriptions on shipping papers

Department of Transportation (DOT) Shipping Names	Common Names	Environmental Protection Agency (EPA) Waste Codes	California Waste Codes	DOT Labels
Waste Aerosols 2.1 UN1950	Aerosols	D001	331	PLAMMABLE GAS
Waste Paint Related Material 3 UN1263 PGII	Paint thinner, solvents	D001	331, 214	P. MILLION
Waste Flammable Liquid, N.O.S. 3 UN1993 PGII	Contaminated gasoline	D001	331	
Waste Combustible Liquid, N.O.S. 3 UN1993 PGII	Contaminated diesel	D001	331	PLANALE LUCIS
Non-RCRA Hazardous Waste, Solid (Absorbent with Oil)	Debris / absorbent with oil	None	223, 352	
RQ, Hazardous Waste Solid, N.O.S. 9 NA3077 PGIII	Construction debris including doors and windows containing lead, lead contaminated debris	D008	181	
Non-RCRA Hazardous Waste, Liquid (Clarifier Sludge)	Oil & water, clarifier sludge	None	221, 135	
Environmentally Hazardous Substances, Liquid, N.O.S. 9 UN3082 PGIII	Ethylene glycol, antifreeze coolant	None	343	
Non-RCRA Hazardous Waste, Liquid (Used oil)	Used oil	None	221	17/2008

Reference: DOT descriptions on shipping papers

Department of Transportation (DOT) Shipping Names	Common Names	Environmental Protection Agency (EPA) Waste Codes	California Waste Codes	DOT Labels
Waste Batteries, Wet, Filled with Acid 8 UN2794 PGIII	Automobile lead acid batteries	D002, D008	181,791	CORROSIVE 0
Waste Mercury 8 UN2809 PGIII	Broken mercury switches	D009	725	COMPROSIVE 8
Waste Paint 3 UN1263 PGII	Solvent based paint	D001	331	PLANE/ABLE LOODS
Hazardous Waste, Liquid, N.O.S. 9 NA3082 PGIII	Refrigerant oil	F002	341	Ŵ
Waste Polychlorinated Biphenyls, Solid 9 UN2315 PGII	PCBs ballasts	None	261	
RQ, Waste Asbestos 9 NA2212 PGIII	Friable asbestos containing materials and debris	None	151	
Non-RCRA Hazardous Waste, Liquid (Latex paint)	Latex paint / water based paint	None	291	~~~~~
Waste Flammable Solids, Organic, N.O.S. 4.1 UN1325 PGII	Paint booth filters with solvent based paint	D001	352	2008

Example of shipping papers

Shipping papers are required by state and federal regulations

LOS ANGELES UNIFIED SCHOOL DISTRICT (LAUSD) PBR SHIPPING PAPER

Form OEHSPBR5- Page___ of ____

From: School/site_____Date:_____ To:

School EPA ID Number:	
Address:	

Contact Person:______ Title:_____

M&O Location .Hazardous	Waste Collection	Consolidation &	Accumulation Facility
(SHWCCAF):			

Address:_____

M&O EPA ID no: _____

Name of M&O person receiving waste_____ Title_____

Signature:_____

Proper DOT shipping name, Hazard class, ID#, Packing group	Job Ticket No./ IFS Project No. (see foot-note # 1)	Waste code	Waste quantity (in pound recommended)	Waste physical state (see foot- note # 2)	No of container	Type of container used for transporting (see footnote # 3)	Size of container used for transporting (see footnote # 4)	Manifest number (to be completed by the haz waste coordinator at M&O)

24 HOUR EMERGENCY CONTACT: CWI (800) 788-2167

Contributing School Representative Name:	Signature:	Date:

District Transporter (i.e. M&O representative) Name: _______Signature: ______Date: _____Date: ______Date: ______Date: ______Date: ______Date: ______Date: ______Date: _____Date: _____Date: ______Date: _____Date: ______Date: _____Date: _____Date: ______Date: _____Date: ______Date: _____Date: _____Date: ______Date: _____Date: _____Date: ______Date: _____Date: _____Date: _____Date: ______Date: ______Date: ______Date: ______Date: ______Date: ______Date: _____Date: ______Date: _____Date: _____Date: _____Date: _____Date: _____Date: _____Date: ______Date: _____Date: ______Date: ______Date: ______Date: ______Date: ______Date: ______Date: _____Date: _____Date: ______Date: _______Date: _____D

Footnotes:

(1) Project number is required and applicable only to M&Os

(2) Hazardous waste physical state may be solid, powder, liquid, semi-solid, or gas.

(3) Container type (container used for transporting): Container may be metal or poly or approved cardboard box

(4) Container (container used for transporting) size: 5- gallon, 30 gallon, or 55 gallon or 30 gallon DOT approved cardboard box

Example of a hazardous waste manifest

These manifests are required by state and federal regulations

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Conclusion

- You have completed the training on Waste Management for Plant Managers. You now know how to arrange for recycling, universal waste, and hazardous waste disposal.
- If you have any further questions please call the Environmental Compliance group of OEHS at 213-241-3199

Appendix I

Hazardous Waste Pick-Up Request Form





Hazardous Materials/Waste Pick-up Request

- Check with other staff members to ensure chemicals may not still be used.

- List all items.

- Store all chemicals in a secure accessible area. Keep incompatibles separate. Materials should be ready to go.

- Complete form and mail/fax to OEHS. Specify number of pages at bottom right of request.

- If confirmation of request is not received within 5 working days please contact OEHS at (213) 241-3199.

-Facility Information		
School/Site:	Location Code:	Date:
Address:	Phone:	
City, Zip:	Fax:	
Contact Title:	Storage Building:	
Contact Name:	Storage Room:	
Employee # (CSCs ¹ Only):	Time Spent ² (CSCs Only	():

Material/Waste Name	Amount (ea.) Ib., oz., gal.	Container Type	Container Condition (Good, Fair, Poor)	Liquid/Solid (L or S)
Number of Replacement Containers	Needed:	1	l	

¹Chemical Safety Coordinator

²Time spent includes: Segregating chemicals for removal; separating incompatibles; preparing chemicals for disposal; itemizing all waste for disposal.

CONTRACTOR:

DATE REQUESTED:

DATE LAB PACKED:	
DATE OF PICK-UP:	

⁻ All fields are required.

Hazardous Materials/Waste Pick-up Request cont'd

Amount (ea.) Ib., oz., gal.	Container Type	Container Condition (Good, Fair, Poor)	Liquid/Solid (L or S)
	Amount (ea.) Ib., oz., gal.	Amount (ea.) Ib., oz., gal. Container Type	Amount (ea.) Ib., oz., gal. Container Type Container (Good, Fair, Poor) Image: Container Condition (Good, Fair, Poor) Image: Container Condition (Good, Fair, Poor) Image: Container Condition (Good, Fair, Poor) Image: Container Condition (Good, Fair, Poor) Image: Container Condition (Good, Fair, Poor) Image: Container Condition (Good, Fair, Poor) Image: Container Condition (Good, Fair, Poor) Image: Container Condition (Good, Fair, Poor) Image: Container Condition (Good, Fair, Poor) Image: Container Condition (Good, Fair, Poor) Image: Container Condition (Good, Fair, Poor) Image: Container Condition (Good, Fair, Poor) Image: Container Condition (Good, Fair, Poor) Image: Container Condition (Good, Fair, Poor) Image: Condition Condition (Good, Fair, Poor) Image: Condition (Good, Fair, Poor) Image: Condition Condition Condition (Good, Fair, Poor) Image: Condition (Good, Fair, Poor) Image: Condition Condition Condition Condition (Good, Fair, Poor) Image: Condition (Good, Fair, Poor) Image: Condition Condition Condition Condition Condition Condition Condition (Good, Fair, Poor) Image: Condition Condition Condition (Good, Fair, Poor) Image: Condition C