

III. Responsibilities

A. Deans, Chairs, Directors, and Supervisors Responsibilities

1. Ensure that personnel who generate hazardous wastes have received training in the use of the SFA Hazardous Waste Program and are complying with federal and state regulations related to hazardous and universal waste.
 - Training is typically provided by the individual colleges/departments, but specialized training sessions will be provided by the EHSRM Department upon request.
2. Provide all necessary materials and equipment (containers, spill kits, personal protective equipment, etc.) needed for the proper handling of their hazardous waste.
3. Provide funding for disposal fees for the waste generated within their department.
 - The EHSRM Department is not funded to pay for disposal of waste; however, all hazardous waste disposal must be coordinated by the EHSRM Department.

B. Faculty and Staff Responsibilities

1. Receive the proper training in hazardous waste management appropriate for the level of hazard of the materials being handled in the laboratory or work area (chemical, biological, radioactive).
2. Identify waste streams generated in the laboratory or work area and determine if the waste is hazardous or otherwise controlled (see section V: Waste Identification on page 7 for more information).
3. Discuss new processes or chemical use on campus that are expected to create large quantities of hazardous waste with the EHSRM Department prior to initiating the new process or chemical use.
4. Properly label all hazardous waste containers and notify EHSRM when containers are ready for disposal (See section VI: Waste Handling, Labeling, and Storage Requirements on page 17 for more detailed information).
5. Adhere to all requirements contained in this manual as well as any other applicable SFA safety manuals (Laboratory Safety Manual, Biosafety Manual, Radiation Safety Manual, and Pesticide Safety Manual).

C. Environmental Health, Safety, and Risk Management Responsibilities

1. Ensure compliance with applicable city, state, and federal regulations related to the proper management and disposal of hazardous waste.
2. Advise SFA faculty and staff of current and relevant regulatory requirements and information related to proper waste management and disposal.
3. Maintain a current contract with a licensed and reputable hazardous waste disposal contractor.
4. Coordinate all hazardous waste disposal efforts with the contracted hazardous waste disposal company.
5. Provide training as needed to university faculty, staff, and students related to the proper management and disposal of hazardous waste.

6. Periodically inspect hazardous waste generation and storage areas to ensure compliance with container, labeling, and storage requirements.

COMPLIANCE CAUTION

FEDERAL AND TEXAS LAW STIPULATES THAT EACH INDIVIDUAL WHO GENERATES HAZARDOUS WASTE IS PERSONALLY LIABLE AND IS RESPONSIBLE FOR ASSURING COMPLIANCE WITH REGULATIONS AND PROPER HAZARDOUS WASTE MANAGEMENT.

AT NO TIME SHOULD ANY HAZARDOUS WASTE BE DISPOSED OF DOWN SINK, FLOOR OR STORM DRAIN, EVAPORATED OUTSIDE OR IN A FUME HOOD, OR DISPOSED OF IN THE REGULAR TRASH.