



## UNIVERSAL WASTE

**If collected and recycled these wastes are considered “universal” wastes and subject to less stringent waste storage requirements listed below:**

- Designate a Universal Waste Storage Area and Post Appropriate Signage -Signage can be obtained through University Operation Services (UOS) - Solid Waste and Recycling Group, (617) 495-3042 or can be downloaded from the EH&S web page at /ehs/env.shtml.
- Label and date containers/boxes - Containers or boxes used to collect and store Universal Waste must be labeled with Harvard’s “Universal Waste” label and must also include the specific name of the waste item(s). In addition, the label must be marked with the date upon which storage begins. The on-site storage limit for universal wastes is one year.

**Harvard’s Universal Waste labels can be obtained through the UOS Solid Waste and Recycling Group, (617) 495-3042 or EH&S at (617) 496-3322 (Cambridge) ; Longwood at (617) 432-1720.**

- Ensure Safe Storage - Store non-leaking batteries, unbroken mercury containing devices and intact fluorescent lamps in a secure drum or box to prevent breakage. In some instances it may be prudent to store Universal Waste on pallets that allow for secondary containment.
- Pick-up/Removal of Universal Waste - If you contract with the UOS Solid Waste and Recycling Group for services, then you can contact them at (617) 495-3042 and schedule pick-up of Universal Waste. If your facility/department does not contract with UOS Solid Waste and Recycling Group, then you can contact EH&S at (617) 496-3322 to arrange for pick-up or call an outside recycler for pick-up of Universal Waste.
- Record Keeping - If your facility/department contracts with the UOS Solid Waste and Recycling Group for pick-up and removal of Universal Waste, they maintain shipment logs with quantities, etc. If you choose to use an alternate recycler for Universal Waste pick-up, you must maintain shipment records, which indicate quantities of Universal Waste removed from your facility, for a minimum of three (3) years.

Enforcement penalties can result in fines of up to \$25,000 per day, per violation.