



**Biowaste Plastic Bin Collection Procedures**

1. Line the plastic bin with one red bag (obtained from your school’s custodial contact as noted below).
2. Place BL1 and BL2 solid biowaste (except “Incinerate Only” waste noted below) in the lined bin.  
Note: Harvard policy and Massachusetts state law do not require BL1 or BL2 waste to be autoclaved prior to placement in the bin. However, your laboratory may have an SOP that requires autoclaving certain biowaste, so check with the PI to determine if your lab has this requirement.
3. Place closed sharps containers in the bin. Do not place loose sharps in the bin.
4. When the bin is ¾ full, tie a knot to close up the red bag and **snap the cover shut**.
5. Don’t put additional labels or write anything directly on the plastic bins.  
Note: Some of these bins may be delivered with labels. Remove or deface any old labels on the bin. Custodians will affix a pre-printed generator barcoded label at the waste storage rooms.
6. Request a pickup of the bin in a pre-arranged or obvious area. Do not leave bins in hallways.

<b>Contacts for Plastic Biowaste Bins and Red Bags</b>	
FAS	Custodial Services (FMO or UGL) for delivery and pickup: If you require additional empty containers or need an immediate pickup, call the FMO supervisor at (617) 312-2489 or UGL Services at (617) 495-3778 (whichever is applicable for your building).
HMS	HMS Custodial Supervisors for delivery and pickup: before 2:30 PM: 617-432-1567 or x2-2923   after 2:30 PM: 617-432-5347 HMS Custodial Supervisors above or Facilities Call Center at 617-432-1901 for pickup
HSDM	HSDM Custodians (617-432-1405) will pick up full bins. Laboratory staff will pick up empty bins in the Dental Research and Education Building (REB) basement.
HSPH	HSPH Custodians (617-432-4270) will pick up full bins. Laboratory staff will pick up empty bins from the Dental REB basement, passing through HSPH loading dock only between 2 pm and 4:30 pm, and using the lab’s own cart/dolly if necessary.



**Guidance on Closed Biowaste Containers**

Except in non-human primate animal use areas, partially-filled biowaste containers in the laboratory may remain open until ready for pickup, and subsequently transferred to a storage area where the containers are required to be closed in accordance with Massachusetts State Law and Harvard policy. Nonetheless, laboratories may choose to close the containers in the lab by taping the bag to the integral flaps and sides or purchasing covers (e.g., plastic flip-top covers or metal sliding covers) from Stericycle. Stericycle charges about \$20 - \$35, depending on the quantity ordered, for the plastic flip-top cover and \$50 for the metal sliding cover.

**Incinerate Only Waste**

Animal carcasses/body parts and human pathological waste **must not** be placed in the plastic Stericycle bins, but rather placed in cardboard biowaste boxes with an “Incinerate Only” sticker to indicate the required treatment method. Waste without the “Incinerate Only” sticker is treated by low-frequency radiowaves.

Note: Human pathological waste **includes** human anatomical parts, organs, tissues, body fluids, and discarded material saturated with body fluids, but **does not include** teeth and contiguous structures of bone without visible tissue, nasal secretions, sweat, sputum, vomit, urine, or fecal materials that do not contain visible blood or involve confirmed diagnosis of infectious disease.