Belmont University Universal Waste Policy

1. Purpose

The purpose of this policy is to ensure the safe and compliant management of universal waste at Belmont University. This policy aims to minimize environmental impact, promote safety, and comply with federal, state, and local regulations concerning universal waste management.

2. Scope

This policy applies to all Belmont University faculty, staff, students, contractors, and visitors who generate or handle universal waste on university property.

3. Definition of Universal Waste

Universal waste includes, but is not limited to:

- Batteries (e.g., nickel-cadmium, lithium, lead-acid)

- Pesticides

- Mercury-containing equipment (e.g., thermostats, barometers)

- Lamps (e.g., fluorescent, high-intensity discharge)

- Electronic waste (e.g., computers, monitors, printers)

4. Responsibilities

- Facilities Management and Office of Risk Management and Compliance: Oversee the implementation of the universal waste management program, conduct training, and ensures compliance with regulations.

- Facilities Management: Ensures proper collection, storage, and disposal of universal waste.

- Faculty, Staff, and Students: Adhere to universal waste handling procedures and report any issues or concerns to EHS.

- Contractors: Comply with the university's universal waste policy when working on campus.

5. Handling and Storage Procedures

- Labeling: All universal waste containers must be labeled with the specific type of waste and the words “Universal Waste.”

- Storage: Universal waste must be stored in designated areas that are secure, well-ventilated, and protected from the elements. Containers must be kept closed unless adding or removing waste.

- Accumulation Time: Universal waste may not be accumulated for more than one year from the date the waste is generated.

- Spill Response: In the event of a spill, immediately contain the spill, report it to Office of Risk Management and Facilities Management for proper containment and cleanup.

6. Disposal and Recycling

- Pesticides: Managed through a licensed hazardous waste disposal contractor.

- Mercury-Containing Equipment: Handled by trained personnel and disposed of through a certified mercury recycling program.

- Lamps: Collected in designated containers and recycled through a certified lamp recycling program.

- Electronic Waste: Collected and recycled through an e-waste recycling program.

7. Training

All personnel who handle universal waste must receive training on proper handling, storage, and disposal procedures.

8. Recordkeeping

Records of universal waste shipments, training sessions, and inspection logs must be maintained for at least three years. Facilities Management is responsible for keeping these records.

9. Inspections

Office of Risk Management and Compliance will conduct regular inspections of universal waste storage areas to ensure compliance with this policy and applicable regulations. Any deficiencies must be corrected promptly.

10. Compliance and Enforcement

Non-compliance with this policy may result in disciplinary action, including fines or penalties imposed by regulatory agencies. It is the responsibility of all university personnel to adhere to this policy to maintain a safe and environmentally responsible campus.

11. Policy Review

This policy will be reviewed annually by the Office of Risk Management and Compliance and updated as necessary to ensure continued compliance with applicable regulations and best practices.

12. Contact Information

For questions or concerns regarding this policy, please contact:

- Office of Risk Management and Compliance Office

- Phone: 615-460-5429

- Email: [riskmanagement@belmont.edu](mailto:riskmanagement@belmont.edu)

By following this policy, Belmont University commits to responsible universal waste management, safeguarding both the environment and the university community.