

Date Prepared 05/2001  
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Revised 6/8/05 P. Watt

**BMP Technical Services #2**

**TITLE:** STORAGE & INSPECTION OF HAZARDOUS WASTE STORAGE AREA

**Regulatory Citation:** 6 NYCRR Part 373-3.9(e)

**Applicability:** Hazardous Waste Storage Area (Chemical Vault located in Fitzgibbon's Basement)

**Purpose:** To ensure that hazardous wastes in chemical vault are properly stored.

**Department Responsible:** Technical Services

**Schedule:** Once per week.

**Procedures:** Hazardous wastes shall be stored in accordance with the following requirements:

- All containers must be clearly marked with the words "Hazardous Waste" and other words that will identify the contents and note the accumulation start date;
- Keep containers closed when not in use;
- Keep containers in good condition and periodically inspect for leaks, cracks or rust.
- Never store wastes in containers that rupture, leak, corrode or fail;
- Separate and protect reactive or ignitable wastes from sources of ignition or reaction;
- Ensure that the waste being placed in a container will not react with the container itself or any with any residue of waste previously in the container;
- Separate incompatible wastes;
- Ensure containment are properly grounded; and
- Ensure all labels are visible.
- Ensure waste is not stored for more than the 180 day time limit.

At least once every seven days, Technical Services staff will conduct an inspection of the Chemical Vault Hazardous Waste Storage Area, including the containers, containment area and emergency equipment. If any deficiencies are found, they will be so noted on the attached checklist and appropriate corrective action taken, which will also be noted on the checklist. The checklist and any information concerning the status of corrective action will be shared with the Director of Technical Services.

**Record keeping:** The weekly inspection checklist will be maintained within the Technical Services department files and made available for inspection by the College Director of Environmental Health & Safety and state or federal environmental enforcement officials

**Record**

**Location:** Technical Services Office.

**Contact:** Director of Technical Services (629-7477)  
Director of Environmental, Health and Safety (629-7163)



**TECHNICAL SERVICES HAZARDOUS STORAGE AREA**  
**WEEKLY INSPECTION LOG SHEET**

**INSPECTORS' NAME:** \_\_\_\_\_ **DATE-** \_\_\_\_\_  
**INSPECTOR'S TITLE:** \_\_\_\_\_

ITEM	TYPES OF PROBLEMS	ACCEPT.	UNACCEPT.	OBSERVATIONS	DATE & NATURE OF REPAIRS REMEDIAL ACT.
Grounding 55-Gallon Drum of flammable materials	Not Grounded				
Ventilation	Not Operating, Vents Blocked				
Lighting	Not Operating				
Container placement and stacking	Aisle space, height of stacks				
Sealing of container (all containers – waste or products)	Open lids, torn lining				
Labeling of container (all containers - waste or products)	Improper identification, date missing, label missing, date past 180-day limit				
Container (all containers – waste or products)	Corrosion, leakage, structural defects				
Marking of container (all containers – waste or products)	Marking missing, inconsistent with labels				
Signs <sup>1</sup>	Damaged, missing				
Floors	Cracks, spaulding, uneven settlement, erosion, wet spots				
Walls	Cracks, deterioration				
Debris and refuse	Aesthetics, possible reaction with leaks				

<sup>1</sup> Signs that must be on door: “Hazardous Waste”, “Authorized Personnel Only”, “Flammable”, “No Smoking”, and the emergency information sheet at the emergency phone  
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ITEM	TYPES OF PROBLEMS	ACCEPT.	UNACCEPT.	OBSERVATIONS	DATE & NATURE OF REPAIRS REMEDIAL ACT.
Fire extinguisher	Missing, inspection not up to date, not mounted, not in proper working order				
Telephone	Out of service, name & phone number of emergency coordinator listed				
Overpack drum & materials	Missing				
Absorbent material	Out of stock				

Maintain copy in Technical Services Office.

Revised: 8-12-05