

# VERMONT TECH

## Manual of Policy and Procedures

<i>Title:</i> <b>Disposal of Hazardous “Animal” Waste</b>	<i>Number:</i> <b>T 401 A</b>	<i>Page(s):</i> <b>2</b>
	<i>Date:</i> <b>May 1, 2017</b>	

### PURPOSE

#### **I. PROCEDURES FOR TEACHER/INSTRUCTOR:**

1. **Teacher/instructor** ensures that the “preservation fluid” that preserved the dissected animal is placed in a bottle\*, labeled, and placed in the lab “fume” hood so that it can be disposed of as hazardous waste;
2. **Teacher/instructor** ensures that the “solids” are placed in double green plastic bags\*\*, labeled and placed in a plastic trash can, with lid: (the trash can will be marked “LAB SPECIMEN”);
3. **Teacher/instructor** notifies by email [TMANAZIR@VTC.EDU](mailto:TMANAZIR@VTC.EDU) and [KTETRAULT@VTC.EDU](mailto:KTETRAULT@VTC.EDU), informing them of the location, type, and quantity of material to be disposed of; e.g. 4 cats in Morrill 210.

#### **II. PROCEDURES FOR FACILITIES DEPARTMENT**

1. **Facilities** picks up the solid material temporarily stored in the Waste Trash Can marked “lab specimen” and moves it out of the lab;
2. **Facilities** contacts the Randolph Animal Hospital and schedules a day when the solid materials can be delivered to the Animal Hospital for incineration;
3. **Public Safety** transports the material to the Randolph Animal Hospital per the date coordinated by Facilities.

#### **III. PROCEDURES FOR THE CHEMICAL HGYIENE OFFICER**

1. The **Chemical Hygiene Officer** records the “liquid” material to be disposed of in the “hazardous waste inventory record” and coordinates disposal with other material to be disposed of.

\* Bottles and labels will be available in the lab

\*\* Green trash bags will be available in the lab


#### **IV. CONTACT INFORMATION**

RANDOLPH ANIMAL HOSPITAL: Brooke Locke at 728-3266.  
CHEMICAL HYGIENE OFFICER: Dr. Joan Richmond-Hall at 728-1717  
DIRECTOR OF FACILITIES: Ted Manazir at 728-1275  
FACILITIES ADMIN. ASSISTANT: Karen Tetreault at 728-1264  
DIRECTOR OF PUBLIC SAFETY: Emile Fredette, Jr. at 728-1292

NOTE: Animal specimens are only used in nursing labs 1 to 2 times per year.

#### **POLICY MODIFICATION HISTORY**

- I. The following dates reflect chronological changes made to this policy which are henceforth considered depreciated.
  - a) October 2006
  - b) October 2009

Signed By:  Patricia Moulton President
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