



Guidance Document
Best Management Practices for the
Use and Disposal of Solid Samples and Associated Equipment
August 2016

Background: Solid samples are sometimes collected by students and faculty from various locations offsite (construction debris, road or freeway shoulders, paint chips, geologic samples such as rocks and minerals, etc.) and brought to campus labs for study. These samples are then discarded; the collection and testing equipment washed, decontaminated and reused.

Purpose: The purpose of this guidance document is to prevent these samples from entering the sanitary sewer (sink and/or floor drains) during:

- Use,
- Disposal after testing is complete, and
- Washing of lab equipment used for the experiment

Best Management Practices (BMPs): Outlined below are BMPs for the use, disposal and washing of samples and lab equipment:

1. Sample Collection: In the field and immediately after collecting the samples, use scrapers, rags and/or paper towels to wipe down and remove contamination from the outside surfaces of the collection equipment (boots, buckets and tools). Collect then dispose of paper towels in the trash. Maintain a clean lab bench when performing your experiment. Wipe any spilled liquid or solid with paper towels and dispose in the trash (not the sink).
2. Sample Transportation: Place the equipment and sample containers on/in plastic trash bags to prevent contamination of vehicles. Trash bags may be reused or disposed in the trash.
3. Equipment Cleaning: (Soiled boots, soiled collection tools, buckets, etc.):
 - a. Place equipment on a grassy field large enough to accommodate the water being used. Hose down/wash equipment on the grass and allow the resulting water to soak into the ground. Do not allow water to flow out of the grass area and into the storm/sanitary drains.
 - b. Wipe down equipment with rags/paper towels, as needed and dispose paper towels in the trash.
 - c. Decontaminate equipment as required.
4. Lab Equipment Cleaning: (vials, test tubes, slides, dishes, flasks, etc.):
 - a. Pour out contents of lab equipment into collection containers or buckets, rinse as needed, and collect rinsate into same collection containers or buckets.
 - b. Wipe down lab equipment with rags/paper towels or Kimwipes®, as needed. Dispose of paper products in the trash.



- c. After lab equipment has been decanted and wiped, it may be washed with soap and water in the sink, as required.
 - d. Decontaminate as required.
5. Sample Disposal:
- a. Liquids – dispose of all resulting liquids in the “Aqueous” or “Organic” hazardous waste collection container located in the lab hood. DO NOT dispose of any liquid in the lab sinks.
 - b. Solids – Dispose of all solids, such as lead-based painted material, soil, mud, droppers, paper towels, disposable vials, etc. in the trash. If you have significant heavy metal contamination (more than 5 ppm and 0.2 ppm for lead and mercury, respectively), dispose in the solid waste collection container located in the lab hood.
 - c. DO NOT: Dispose of sediment water and/or mud into sanitary sewer or storm sewer
 - d. DO NOT: Dispose of wet sediments in the trash. Decant as much water from wet sediments as possible or soak up excess moisture with paper towels and then dispose in the trash.