



NMSU Hazardous Waste Accumulation Point Inspection Checklist

Inspector Name/Title:			
Inspection Date/Time:			
Inspection Location:			
	HAZARDOUS WASTE ACCUMULATION POINT REQUIREMENTS	YES	NO
1	All hazardous waste containers must be fully closed . (Each vapor tight and leak-proof.)		
2	All hazardous waste containers must be labeled " Hazardous Waste ". (This requirement is met by fully attaching a NMSU Hazardous Waste/Material Tracking Form and/or EHS&RM Hazardous Waste Sticker to each individual container.)		
3	All hazardous waste containers must be labeled with specific content hazards statement. (This requirement is met by circling the appropriate "Contents Hazards" statement in red on the top of the NMSU Hazardous Waste/Material Tracking Form or on the EHS&RM Hazardous Waste Sticker.)		
4	All hazardous waste containers must have a fully completed NMSU Hazardous Waste/Material Tracking Form listing all chemical contents by name and percent before EHS&RM pickup for final disposal. (EHS&RM cannot safely or legally dispose of hazardous waste without knowing by name and concentration each chemical in a waste container. It is strongly recommended that specific chemicals be listed by name as soon as they are added to a container so they are not forgotten.)		
5	All hazardous waste generated in a room, must stay in the same room until EHS&RM picks up the container for final disposal.		
6	All hazardous waste must be collected at a " Hazardous Waste Accumulation Point " which is designated by a yellow sign with a specific lab/shop contact person (Designated Waste Coordinator) name and phone number listed.		
7	All personnel who generate hazardous waste must complete the EHS&RM Hazard Communication Training or an approved equivalent training.		
8	The Designated Hazardous Waste Coordinator from each lab/shop (contact name listed on the yellow sign) must complete EHS&RM Hazardous Waste Management Training or approved equivalent training.		
9	All hazardous waste containers near a sewer drain or on bare soil must be placed inside secondary containment . (It is recommended all hazardous waste containers be placed in secondary containment).		
10	Incompatible wastes must not be mixed together or stored next to each other. (I.e. acids must be away from bases, cyanides, etc.)		
11	Less than 55-gallons of waste, or less than one quart of acutely hazardous waste (P-listed), can be stored at any one "Hazardous Waste Accumulation Point."		
12	Call EHS&RM (646-3327) for free pick up/disposal of hazardous waste containers when they are 75% full.		
13	Spill control kits and standard lab/shop PPE should be readily accessible to all personnel working with or near hazardous waste.		
Comments:			