



## UCCS SAFE OPERATING PROCEDURE

### 38. HAZARDOUS MATERIALS CHECKLIST FOR NON-LABORATORY OPERATIONS

(For assistance, please contact [Environmental Health & Safety](#))

Hazardous wastes can be generated in many occupations and tasks. Most people do not recognize chemical regulatory implications that exist in an office setting, facilities or other non-laboratory operations.

The checklist below will assist employees in determining chemical use in the workplace. A “yes” response may indicate that a regulated hazardous waste may result from your operation and you should contact [EH&S](#) for information to help you comply with applicable regulations.

DO YOU HAVE:	NO	YES <sup>1</sup>
Flammable chemicals, products, or materials (oil base paint, stains, varnish, paint thinner, acetone, ethanol, inks, etc.) with a flashpoint 140°F or less? Look for warnings such as "combustible", "flammable", "keep away from fire".		
Corrosive chemicals, products, or materials (muriatic acid, hydrochloric acid, drain cleaner, bleach, sodium hydroxide, etc.) with a pH less than 2.0 or greater than 12.5? Look for warnings such as "corrosive", "may cause burns".		
Chemicals, products or materials containing heavy metals (barium, cadmium, chrome, lead, mercury, silver) such as rechargeable batteries, photographic fixer, button batteries, paint?		
Poisons or poisonous chemical, products or materials such as bug spray or other pesticides or rodent control products, typewriter cleaner, or oil? Look for skull and crossbones or warnings such as "keep out of reach of children".		
Products in an aerosol can, even if the contents are not otherwise hazardous (hair spray, room deodorizer, whipping cream, "air in a can")?		
Fluorescent lamps?		
Unwanted electronic equipment, such as old or non-working computers, fax machines, telephones, calculators, computers, computer accessories, etc.?		
Compressed gas cylinders?		
Unlabeled chemicals?		
Open or uncapped chemicals?		
Batteries (non-alkaline)?		

<sup>1</sup>If you answered **YES** to any of these questions, please contact

[EH&S](#) @ (719) 255-3212

Last reviewed by Cynthia Norton on December 14, 2015