



UCCS SAFE OPERATING PROCEDURE

50. Environmental Regulatory Compliance

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

**IF YOUR UNIT USES CHEMICAL PRODUCTS,
PARTICULARLY WHEN EXCESS OR USED CHEMICALS RESULT FROM YOUR OPERATIONS,
YOU ARE RESPONSIBLE FOR ADHERING TO THE FOLLOWING GUIDELINES
TO ENSURE COMPLIANCE WITH FEDERAL AND STATE REGULATIONS.**

The [Colorado Department of Public Health and Environment \(CDPHE\)](#) is the state regulatory agency responsible for [Environmental Protection Agency \(EPA\)](#) compliance at UCCS. The [CDPHE Hazardous Materials and Waste Management Division](#) inspects all facets of chemical use, including academic teaching and research laboratories, maintenance and custodial operations. In addition, the [Colorado Springs Fire Department](#) has local jurisdiction for emergency response and therefore conducts periodic inspections and issues hazardous materials operating permits to ensure proper procedures are followed.

- ✓ **Label all chemical containers** in your work area with full chemical names.
- ✓ **Close all chemical containers with tight-fitting lids** and keep them closed at all times, except when actually in use. Only open the lid when adding or removing materials. Use a lid that would prevent a spill if the container tipped over. *Do not leave funnels in collection containers.*
- ✓ **Tag all excess or waste chemical containers** immediately upon use so they may be readily identified for collection.
- ✓ **When selecting and filling chemical collection containers:**
 - Use containers that are compatible with their contents.
 - Don't mix incompatible materials in the same container
 - Make sure collection containers are in good condition.
 - Leave three inches of headspace in 1-gallon bottles.
 - Leave one inch of headspace in all containers with a capacity of five or more gallons.
- ✓ **General safety**
 - Make sure all containers are closed and properly labeled.
 - Ensure fire doors are not blocked open.
 - Check trashcans to make sure unacceptable items are not present.
 - Clean your area if messy.
- ✓ **For additional assistance or information, please contact [EH&S](#)**

Last reviewed by Cynthia Norton on December 16, 2015