

# University of Southern California

## EH&S

### **Key Components of Waste Minimization Plan**

#### **1. Create a Formal Policy or Mission Statement**

A formal statement supporting source reduction is a crucial first step in adopting a waste minimization plan. A structured vision and formalization of the plan will allow staff to develop innovative ideas that will help cut disposal costs and protect worker health and safety.

#### **2. Utilize Reusable Containers**

Storing hazardous materials or waste in reusable containers will allow you to return empty containers to the supplier, further reducing waste and eliminating the need to manage the disposal of containers.

#### **3. Manage Overstock of Chemicals**

Implement purchasing controls to maintain a minimal inventory of chemicals. Additional overstock management methods include:

- Using suppliers who can provide quick delivery of small quantities
- Promoting sharing among common users
- Utilization of the Surplus Chemical Management Program (chemical exchange)

#### **4. Properly Label All Containers**

Ensure that all stock and waste containers are appropriately labeled. Unlabeled or mislabeled containers can greatly increase the risk of accidents and increase the cost of disposal.

#### **5. Recycle**

Another great way to reduce waste is to recycle.

- When solvents are used for cleaning purposes, use contaminated solvents for the initial cleaning and use new solvents for the final rinse.
- Purchase compressed gas cylinders (including lecture bottles) from manufacturers who will accept the return of the empty or partially used cylinders.
- Recycle photographic waste with a silver recovery unit.
- Do not contaminate used oil with solvents or heavy metals.
- Re-circulate unused, excess chemicals within your department.
- Use non-hazardous solvents or cleaning solutions in industrial parts washers.
- Only use distributors that have recycling programs for their product line.