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<b>SUBJECT:</b>	Lead-Acid Batteries (Automotive Type)	<b>Number:</b>	EHS-005
<b>CATEGORY:</b>	Hazardous Waste Management	<b>Origin Date:</b>	10-17-2017
<b>ISSUING OFFICE:</b>	Environmental Health & Safety (EHS) Office	<b>Revision Date:</b>	07-23-2018

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## Guidelines for Managing Abandoned Automotive Batteries from School Sites

### DESCRIPTION

“**Lead-acid batteries**”, which are equivalent in type and size to common vehicle batteries, including utility batteries and those used in emergency power supplies, contain lead and sulfuric acid. Because they contain lead and sulfuric acid, lead-acid battery disposal is fully regulated as a hazardous waste management activity, but when intact lead-acid batteries are managed for recycling, and the handling requirements are relaxed. Abandoned vehicle batteries are wastes left on or near district sites as a result of illegal dumping.

### LEGAL BASIS

This guideline has been established and maintained within the District for all employees to comply with requirements set forth in Sections 66266.80-66266.81 of the California Code of Regulations, Title 22, known and cited as the Requirements for Management of Spent Lead-Acid Storage Batteries.

### WASTE DETERMINATION

- When an automotive battery is abandoned or illegally dumped at a school site, determine the condition of the battery. Contact the EHS Office immediately.
  - If battery is “**damaged**” (cracked, broke or missing caps), manage it as hazardous waste.
  - If battery is “**intact**”, it can go to PPO Equipment Repair Shop who will exchange it as cores.

### CONTAINMENT & STORAGE

1. For “**intact battery**”, contact Warehouse & Distribution to initiate the removal process and provide waste packaging material.

To containerize, a person shall do all the following:

- Place the battery into the over pack drum and secure screw top lid onto the drum like in Figure 1
- Affix the following label (see Attachment A, Page 3) on the side of the drum as described below:
  - The word “**Automotive Batteries**” and
  - School Name and Accumulation Start Date

2. For “**damaged battery**,” contact EHS Office to arrange with registered hazardous waste hauler for removal and provide waste packaging material.

To containerize, a person shall do all the following:

- Place the battery into the over pack drum and secure screw top lid onto the drum like in Figure 1
- Affix the following label (see Attachment B, Page 4) on the side of the drum as described below:
  - The word “**Hazardous Waste**”, and
  - School name, address, phone number, accumulation start date, contents, hazardous characteristic and physical property

## DISPOSAL

- For “**intact battery**,” which is going to be transported to PPO Equipment Repair, follow these instructions:
  - Contact PPO Equipment Repair at (858) 627-7207
  - Complete the Automotive Battery Tracking Document (see Attachment C, Page 5). Both site staff and Warehouse driver sign the document
  - Site staff emails a copy of tracking document to EHS Office.
  - Warehouse driver brings the tracking document with the battery.
  - Upon delivery at PPO Equipment Repair, leave the tracking document with the battery

## RECORDKEEPING

- For “**damaged battery**,” leave a copy of the hazardous waste manifest at the site and provide original copy to EHS Office. The site shall maintain records for not less than three (3) years. EHS Office shall have available electronically records.

## ATTACHMENTS

- A-Automotive Battery label
- B- Hazardous Waste label
- C-Automotive Battery Tracking Document



Figure 1

If you have questions or comments about these guidelines, please contact  
Environmental Health & Safety (EHS) Office  
(858) 627-7174

*San Diego Unified School District reserves the right to make exceptions to, modify or eliminate this guideline and or its content. This document supersedes all previous guidelines relative to this subject.*

**ATTACHMENT A- Automotive Battery label**

Place this label on the side of the drum

SAN DIEGO UNIFIED SCHOOL DISTRICT

# **AUTOMOTIVE BATTERY**

**Contains Lead and Sulfuric Acid  
Toxic and Corrosive**

**SITE NAME:** \_\_\_\_\_

**ACCUMULATION START DATE:** \_\_\_\_\_

**IN CASE OF AN EMERGENCY CONTACT THE  
ENVIRONMENTAL HEALTH & SAFETY OFFICE AT (858) 627-7174**

## **HANDLE WITH CARE**

ATTACHMENT B- Hazardous Waste label

Place this label on the side of the drum

# HAZARDOUS WASTE

## STATE & FEDERAL LAW PROHIBIT IMPROPER DISPOSAL

IF FOUND, CONTACT THE NEAREST POLICE OR PUBLIC SAFETY AUTHORITY,  
THE U.S. ENVIRONMENTAL PROTECTION AGENCY OR  
THE CALIFORNIA DEPARTMENT OF TOXIC SUBSTANCES CONTROL.

PROPER D.O.T. SHIPPING NAME: \_\_\_\_\_ UN OR NA #: \_\_\_\_\_  
\_\_\_\_\_

### GENERATOR'S INFORMATION

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_ ZIP: \_\_\_\_\_

GENERATOR'S EPA ID NUMBER: \_\_\_\_\_ MANIFEST TRACKING  
NUMBER: \_\_\_\_\_

ACCUMULATION START DATE:

\_\_\_\_/\_\_\_\_/\_\_\_\_

CA WASTE NUMBER:

\_\_\_\_\_

EPA WASTE NUMBER:

\_\_\_\_\_

CONTENTS, COMPOSITION: \_\_\_\_\_  
\_\_\_\_\_

PHYSICAL STATE:  
 SOLID  LIQUID

HAZARDOUS  FLAMMABLE  TOXIC  
PROPERTIES:  CORROSIVE  REACTIVE  OTHER

COMPLETE  
FOR  
STORAGE

**HANDLE WITH CARE!**  
CONTAINS HAZARDOUS OR TOXIC WASTES

COMPLETE  
FOR  
TRANSPORT

COUNTY OF SAN DIEGO CUPA-DEPARTMENT OF ENVIRONMENTAL HEALTH-HAZARDOUS MATERIALS DIVISION

**ATTACHMENT C- Automotive Battery Tracking Document**

**AUTOMOTIVE BATTERY TRACKING DOCUMENT**

School Site / Generator: \_\_\_\_\_ Date: \_\_\_\_\_

Generator Site Address: \_\_\_\_\_

Site Contact / Staff List: \_\_\_\_\_ Contact Phone: \_\_\_\_\_

Emergency Response Telephone Number: \_\_\_\_\_ School Police: (619) 291-7678

Consolidation / Receiving Facility Site Address: Physical Plant Operations – Equipment Repair

Number of Containers	Type of Material	Total Quantity in Pounds
	Automotive Battery	

**Generator's Certification:** I hereby declare that the contents of this consignment are fully and accurately described above by proper shipping name and are classified, packed, marked, and labeled, and are in all respects in proper condition for transport by highway according to applicable international and national government regulations.

Site Staff Printed / Typed Name	Signature	Date

Transporter Printed / Typed Name	Signature	Date

Receiving Facility Printed / Typed Name	Signature	Date