

SUBJECT:	Biohazardous (Laboratory) Waste	Document No.:	EHS-008
CATEGORY:	Medical Waste Management	Origin Date:	03-10-2018
ISSUING OFFICE:	Environmental Health & Safety (EHS) Office	Revision Date:	07-22-2018

Guidelines for Managing Solid Biological Waste

DESCRIPTION

“**Biological waste**” is any material that contains or has been infected with pathogens or biological agents. Biological waste includes contagious microorganisms or parts of microorganisms (*including bacteria, viruses, spores or DNA fragments*), antibiotics and disposable biological equipment that has been exposed to infectious biological agents.

This guideline instructs the proper management of “**solid biological wastes**,” e.g. pipettes, tissue culture flasks, petri dishes and multiple well plates. The District does not have a program for on-site treatment/decontamination (*sterilization*) for all biological wastes generated during laboratory experiments, and therefore must be transported off-site to a treatment and disposal facility.

LEGAL BASIS

This guideline has been established and maintained within the District for all employees to comply with requirements set forth in Sections 117600-118360 of the California Health and Safety Code known and cited as the Medical Waste Management Act, revised January 2017, and Section 173.6 of Title 49 of the Code of Federal Regulations, known and cited as Materials of Trade Exceptions, and Section 1201-1211 of the San Diego County Ordinance 9967.

CONTAINMENT & STORAGE

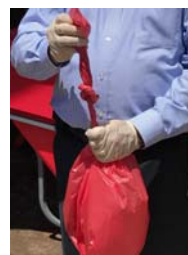
- Before starting lab activity, contact EHS Office to provide waste packaging materials.
- To containerize or store solid biological wastes, at the point of generation and while collected in that room, a person should follow these instructions:
- Collect solid biological wastes directly into disposable red biohazard bags.
 - Tie a knot using the upper third of the red bag and secure with wire or rubber band near the knot to prevent leakage or expulsion of contents during all future storage and handling. See Steps 1-3.



**Step 1-
Overhand Knot:**
Gather, Twist
End



**Step 2-
Overhand Knot:**
Make Loop with
the Twisted End



**Step 3-
Overhand Knot:**
Loop the End
through to
Create a Knot

- Deposit red bags into a leak-proof, rigid container with tight-fitting lid/cover, which meets Food and Drug Administration (FDA) compliance like in Figure 1.
- Affix the label (see Attachment A, Page 4) on the lids and sides of the container so as to be visible from any lateral direction as described below:
 - Biohazard symbol with the words “**Biohazardous Waste,**” or the international biohazard symbol and word “**BIOHAZARD,**”
 - School Name and Address, Phone Number and Contents
- If there are 20 or more pounds of biohazardous wastes generated per month, wastes shall not be contained or stored above 32^o Fahrenheit on-site for more than seven (7) days. If less than 20 pounds, wastes shall not be contained or stored above 32^o Fahrenheit on-site for more than 30 days.

DESIGNATED ACCUMULATION AREA

- Keep container in a secured room to deny access by unauthorized persons and posted with warning signs, on or adjacent to, the exterior of entry doors, gates, or lids.
- The wording of warning signs shall be in (see Attachment B, Page 5):
 - English: “**CAUTION-BIOHAZARDOUS WASTE STORAGE AREA-UNAUTHORIZED PERSONS KEEP OUT,**” and Spanish, “**CUIDADO-ZONA DE RESIDUOS-BIOLÓGICOS PRELIGROSOS-PROHIBIDA LA ENTRADA A PERSONAS NO AUTORIZADAS,**” or
 - Another language, in addition to English, determined to be appropriate by the infection control staff or enforcement agency.

DISPOSAL

- Upon completion of the lab activity, immediately notify EHS Office.
- The EHS Office will arrange with a registered hazardous waste hauler for the waste removal and shipping off-site for subsequent treatment and disposal.

RECORDKEEPING

- Leave a copy of the waste disposal receipt 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-Biohazardous Waste Label
- B-Warning Sign

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-Biohazardous Waste Label

Place this label on the lid and sides of the container and red biohazard bag

SAN DIEGO UNIFIED SCHOOL DISTRICT

BIOHAZARDOUS WASTE



BIOHAZARD

CONTENTS: _____

SITE NAME: _____

ADDRESS: _____

PHONE NO: _____

**IMPORTANT: SOLID BIOLOGICAL WASTES SHALL BE BAGGED,
TIED & PLACED IN TIGHT-FITTING RIGID CONTAINERS**

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

HANDLE WITH CARE

ATTACHMENT B-Warning Sign

Place this warning sign on the exterior door of designated accumulation area

CAUTION

BIOHAZARDOUS WASTE
STORAGE AREA
UNAUTHORIZED PERSONS
KEEP OUT

CUIDADADO

ZONA DE RESIDUOS
BIOLOGICOS PELIGROSOS
PROHIBIDA LA ENTRADA A
PERSONAS
NO AUTORIZADAS