



**Worcester Students' Union
Hazardous Waste Disposal Procedures**

1. Purpose

Clear instruction to ensure that waste management for the Union is effective and efficient.

2. Scope & History

These procedures cover all staff employed by WSU. These procedures replace any previous procedures, which will be withdrawn from 17th December 2008.

3. Procedures

Hazardous Waste produced by the Union is summarised below and the method of disposal should be followed at all times:

Type and Method of Disposal of Hazardous Waste

Type of Waste	Method of Disposal
Batteries	Small number generated - no recycling in place
Chemicals	Through University of Worcester Estates Department
Electronic/Electrical Equipment	Disposed of in accordance with the WEEE Directive through University of Worcester Estates Department and/or donated to charity
Fluorescent Tubes	Through University of Worcester Estates Department, stored in specialist containers and removed periodically by Mercury Recycling
Fridges and refrigeration Equipment	Through University of Worcester Estates Department, stored in a designated area and collected by Chemtech Waste every 6 months for safe disposal
IT equipment	Through University of Worcester Estates Department, disposed of in accordance with WEEE Directive and/or donated to charity
Mercury	None generated
Mobile Phones	As per recycling mobile phones procedure
Nappies/sanitary items	PHS Group
Oils	Through University of Worcester Estates Department
Paint	Through University of Worcester Estates Department
Products containing CFCs	Through University of Worcester Estates Department
Solvents	Through University of Worcester Estates Department
Toner and printer cartridges	As per recycling toner and printer cartridges procedure

Procedure Produced: Dec 2008
 Procedure Produced By: General Manager

Procedure Approved By: General Manager

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