**PROCEDURES FOR CHEMICAL WASTE DISPOSAL**

***A) Disposal of chemicals (liquids/solvents) that have been used after experiments/tests.***

1. Make sure that the plastic bottle / "carboy" is in the laboratory. If there is none, you can take it from the head of chemical waste disposal (Mr. Fadzli bin Ghazali Ext:6006, mohdfadzli@usm.my).

2. After the chemicals that have been used for the experiment are no longer used, please dispose of the chemicals in the "carboy" or plastic bottle that has been prepared.

3. Once full, fill in the disposal form (UKKP/SK1).

4. The chemical waste disposal form needs to be verified by the Science Officer or the head of chemical waste disposal after it is completed.

5. Chemical waste that has been verified can be sent directly to the chemical waste disposal store (please refer to the disposal schedule) before being disposed of by the head of chemical waste disposal.

***B) Disposal of expired chemicals (solid & liquid).***

1. Make sure the chemicals to be disposed of

- have the expiry date stated.

- are chemicals that have been mixed and are no longer used.

2. Put it in a prepared place or a safe place.

3. Please fill in the form for expired chemicals (KEW.PS-19). You may ask assistance from the lab staff-in-charge for that lab to fill in the form.

4. Once filled up completely, submit to the science officer or head of chemical waste disposal for inspection and verification.

5. Once completed, expired chemicals can be sent to the chemical waste disposal store, to be disposed of by the head of chemical waste disposal (please refer to the disposal schedule).

**DISPOSAL OF CHEMICAL WASTE**

Chemical residues are collected in the laboratory

Fill out the chemical waste form

The form is verified by an officer

Chemical waste is inspected and verified by the head of chemical waste disposal

Send to the disposal store to be disposed of by the head of chemical waste disposal