



## Hazardous Waste Management Overview

If you generate hazardous waste ... what do you need to know or do?

- Become familiar with GPR 8500.3, Waste Management to learn about GSFC's waste management procedures.
- Notify the Medical & Environmental Management Division (MEMD), Code 250, of planned activities that may generate hazardous waste or when changes to processes occur.
- Provide information to properly characterize the waste in order to determine *where* and *how* the waste may be disposed, whether in a landfill, recycling facility, or a licensed treatment, storage and disposal facility. The information needed may include your general knowledge about the waste, analytical testing, safety data sheets, and work instructions.
- The hazardous waste team will provide you with the right labeled container to store your waste. Request a hazardous waste container using the Management of Operations Services and Information (MOSI) system at <https://mosi.ndc.nasa.gov/services/> or by email at [gsfc-hazwaste@lists.nasa.gov](mailto:gsfc-hazwaste@lists.nasa.gov).
- Manage waste properly (e.g., keep containers closed, labeled, and in good condition). Each waste generated needs to be stored in its own waste container and labeled with its contents.
- Inspect satellite accumulation areas on a monthly basis and document inspection on GSFC Form 23-63 (available through the Goddard Directives Management System. Maintain the records for one calendar year.
- Use safe practices when handling hazardous materials and waste.
- Keep all documentation that was provided by MEMD current and readily available (e.g., waste profiles, inspection forms, etc.).





- Take the Hazardous Waste Management Training annually. The training is offered in a class setting during Safety Awareness Camping or you can take it on [SATERN](#) (Hazardous Waste Management Training, course GSFC-SH-HWMT14).
- Do not purchase more of a chemical than you need. Excess and unused chemicals become hazardous waste, which can be costly to dispose. The more waste you have, the more you pay. Reduce waste through better inventory control up front.
- Use non-hazardous chemical/material substitutions and minimize waste whenever possible.

For hazardous waste questions or assistance, call Lixa Rodriguez-Ramon at extension 6-4613 or e-mail the Hazardous Waste Team at [gsfc-hazwaste@lists.nasa.gov](mailto:gsfc-hazwaste@lists.nasa.gov).

# GSFC environmental bulletin

