

Laboratory Waste Audit - Template

Location:

Building(s) _____ Room(s) _____

Department(s) _____

Timing:

Collection will be performed for ____ days, with waste collected every ____ days, ____ times per day.

Waste collected will be sorted, weighed and logged on _____.

Other:

Individuals assisting in audit: _____

Location for storage of waste: _____

Location for weighing and logging of waste: _____

Checklist before beginning:

- Waste Management/Janitorial informed of plan
- Signs describing audit distributed in rooms to be collected
- Categories for analysis finalized
- Labels (signifying room and date) pre-printed/written for bags of waste
- Scales, PPE identified and reserved for use
- Rain/alternate location for analyzing identified (if primary location is outdoors)

When performing a Laboratory Waste Audit, we realize there are many waste streams that a lab produces that are too dangerous to sort and audit, or must be handled with caution.

IF you plan on analyzing streams such as biohazardous waste, sharps, or anything with possible contamination, you must contact your organization's Environment Health and Safety office for guidance.

Laboratory Waste Audit, Day _____
 Waste Stream _____

Date: _____

Mark the categories below which would be considered 'contamination' in this waste stream.

	Total Weight of Material in Waste Stream (kg)							
	Contamination (yes/no)?	Room	Room	Room	Room			
Plastics	<input type="checkbox"/>							
Glass	<input type="checkbox"/>							
Plastic Film	<input type="checkbox"/>							
Gloves	<input type="checkbox"/>							
Paper	<input type="checkbox"/>							
Metal	<input type="checkbox"/>							
E-Waste	<input type="checkbox"/>							
Rubber	<input type="checkbox"/>							
Other								

Define Categories: (these are examples! Alter to reflect conditions of your audit/lab)

Hard Plastics – pipette tip boxes, centrifuge tubes, caps, bottles

Glass – bottles, slides, flasks, etc

Plastic Film – deflated air bags/bubble wrap, plastic packing film, cling wrap, plastic bags, etc

Gloves – gloves in non-hazardous waste SHOULD be uncontaminated, but wear gloves yourself to be safe

Paper – printed papers, manuals, packing paper, tissue/wipes, etc

Metal – metal hardware, pins/clips, etc

E-Waste – wiring, remotes, circuitboards, etc

Rubber – Rubber bands, pipette bulbs, gaskets, etc

Other – gel packs, filter cartridges, etc

