Most fluorescent bulbs at IUB are managed as Universal Waste. This includes the standard overhead lighting fixture tubes that generally come in 4, 6, or 8 foot lengths as well as oddly shaped light tubes and compact fluorescent bulbs. It also includes high pressure sodium bulbs like those used in large outdoor lighting fixtures and automobile lights as well as mercury vapor and HID bulbs like those used in projectors.

**GENERAL RULES:**

Make sure that all containers are in good condition and able to close properly before adding any material to them.

Keep all universal waste containers closed after materials have been added to them.

Keep a clean work area and clean up spills promptly when they occur.

**PACKAGING:**

Fluorescent Tubes – Use the boxes that the bulbs came in or circular fiber drums provided by the disposal vendor to put the used bulbs in. Make sure to use a box or drum that is long enough to fully cover the entire length of the bulbs in the container.

Compact Fluorescent Bulbs, High Pressure Sodium Bulbs, Mercury Vapor Bulbs, and HID Bulbs (such as projector bulbs) – Use the boxes that the bulbs came in or another box or container that will hold the bulb(s) and provide enough cushioning to prevent breakage.

**LABELING:**

Make sure that all labels and markings from previous users have been removed from containers or marked out completely.

Make sure each container is labeled with the words “Universal Waste Bulbs” and the date as soon as the first bulb is added to the container.

**ACCUMULATION TIME LIMIT:**

Bulb containers must be disposed within 1 year from the time the first bulb is added to the container. Because some time is needed to prepare and arrange offsite shipments, bulb containers should be removed from accumulation areas within 9 months of their initial opening.

Once a container is full or has been open for 9 months, remove the bulbs to a central storage area for shipment, contact a removal contractor for disposal, or request a
pickup from EHS if applicable using the link at www.ehs.iu.edu.

BROKEN BULBS:

If a bulb breaks that is not an incandescent bulb or a “green” fluorescent bulb, which is non-regulated from a hazardous waste standpoint, then the debris must be handled as a hazardous waste. Clean up the broken bulb according to the procedures provided by EHS and place the debris into a closed box or bucket and follow the procedures for hazardous waste in Section 6.5 of the Hazardous Waste Management Guide located on www.ehs.iu.edu. Request a waste pickup for the cleanup debris by clicking on the pickup request link on the EHS website.

* For a list of “green” bulbs, contact EHS.
Fluorescent Bulb Cleanup Procedures

For breaks on uncarpeted surfaces:

1. Using cardboard and a dustpan, scrape up the broken glass.

2. After all broken glass has been picked up in this manner, use duct tape to pick up any remaining crushed glass pieces that could not be scraped up.

3. After all broken and crushed glass has been removed, use damp paper towels to wipe away any powder residue.

4. Wipe down reusable equipment when cleanup is finished.

5. Deposit all cleanup debris in an accumulation container for hazardous waste if there is one located in the area. When the accumulation container is full, request a waste pickup at www.ehs.iu.edu.

6. If there is not an accumulation container in the area, deposit the cleanup debris in a closed box or bucket so the glass will not cut anyone and request a waste pickup at www.ehs.iu.edu.

For breaks on carpeted surfaces:

1. Using heavy work gloves, as well as cardboard and dustpan if possible, pick up as much broken glass as you safely can.

2. Use duct tape to pick up as much of the rest of the glass and powder residue as you can.

3. If vacuuming appears to be necessary due to heavy pile carpeting, be sure to ventilate the area by opening windows and doors and turning on fans.

4. Do not use a bagless vacuum. Once the cleanup is complete, remove the bag from the vacuum and add it to the cleanup debris.

5. Continue to follow steps 4-6 above.
USED BATTERIES
ACCUMULATION AREA

All batteries at IUB are managed as Universal Waste. This includes nickel-cadmium, lithium, mercury, and nickel-metal-hydride as well as lead acid batteries. Standard alkaline batteries are also included even though they are non-hazardous. They are included with the Universal Waste batteries because many people at IU prefer to recycle them from a sustainability standpoint and also because it is difficult, with limited resources, to get community members to sort their batteries before they put them in collection containers.

GENERAL RULES:

Make sure that all containers are sturdy and in good condition before adding any batteries to them.

Keep a clean work area and clean up spills promptly when they occur.

PACKAGING:

Non-Leaking Batteries – Use the boxes, buckets, or drums – preferably non-metal to avoid any accidental discharge of batteries. The containers do not need to have lids.

Leaking or Corroded Batteries that show evidence of leakage – Use boxes, buckets, or drums – preferably non-metal to avoid any accidental discharge of batteries. The containers must have lids. This is a regulatory requirement.

LABELING:

Make sure that all labels and markings from previous uses have been removed from containers or marked out completely.

Make sure each container is labeled with the words “Universal Waste Batteries” and the date as soon as the first battery is added to the container.

ACCUMULATION TIME LIMIT:

Battery containers must be disposed within 1 year from the time the first battery is added to the container. Because some time is needed to sort and prepare the batteries, and arrange offsite shipments, EHS requires that battery containers be removed from accumulation areas within 9 months of their initial opening.

Once a container is full or has been open for 9 months, request a pickup using the link at www.ehs.iu.edu.
MERCURY-CONTAINING DEVICES AND EQUIPMENT
ACCUMULATION AREA

Mercury-containing devices such as thermostats, thermometers, barometers, mercury switches, and certain types of meters and gauges that have elemental mercury in ampules or otherwise enclosed so that they can be managed intact, are subject to the Universal Waste Regulations rather than full hazardous waste regulation as long as they are properly recycled.

GENERAL RULES:

Make sure that all containers are in good condition and able to close properly before adding any materials to them.

Keep each container closed at all times after the first material has been added to it.

Keep a clean work area and clean up spills promptly when they occur.

PACKAGING:

Use boxes lined with plastic or plastic buckets or drums provided by EHS.

Make sure the container can close or has a lid.

If the device or equipment is glass, it must be cushioned enough to prevent breakage.

LABELING:

Make sure that all labels and markings from previous users have been removed from containers or marked out completely.

Make sure each container is labeled with the words “Universal Waste Bulbs” and the date as soon as the first bulb is added to the container.

ACCUMULATION TIME LIMIT:

Containers of mercury-containing devices and equipment being managed as Universal Waste must be disposed within 1 year from the time the first item is added. Because some time is needed to prepare and arrange offsite shipments, EHS requires that the containers be removed from accumulation areas within 9 months of their initial opening.

Once a container is full or has been open for 9 months, request a pickup using the link at www.ehs.iu.edu.
BROKEN OR LEAKING DEVICES/EQUIPMENT:

If a device or piece of equipment is leaking or broken then the device or equipment and any spill cleanup debris must be handled as hazardous waste. Place the device or equipment and debris into a closed box lined with plastic, or a bucket or drum provided by EHS, and follow the guidelines for packaging and labeling hazardous waste outlined in Section 7 of the Hazardous Waste Management Guide located on www.ehs.iu.edu. Request a waste pickup by clicking on the pickup request link on the EHS website.

* For help cleaning up a mercury spill, contact EHS at 812-855-6311.