

## **POLICY FOR WASTE DISPOSAL**

Academics and students of this University must adhere to the following policies for waste disposal with the campus

### **Day-to-day Refuge**

Day-to-day refuge should be discarded in the designated bins of the University. These are located in different sections and corners of administrative buildings, classrooms, laboratories as well as in open to sky free areas such as gardens, walkways, etc.

Such bins will be cleared on a regular basis usually after work hours during times after 9.00 pm. In case of overflow of refuge or rubbish, people coming in across these overflows should report to [facilities@wub.edu.bd](mailto:facilities@wub.edu.bd) or call +8802-9611410-3 ext 106 and report the location of overflow.

Day-to-day refuge includes garbage, refuse, other discarded material or other waste, including solid, liquid, semisolid or contained gaseous materials resulting from industrial, mining and agricultural operations and sludge from any sectors of the University facilities.

### **Management of Unwanted/Expired Controlled Substances**

Controlled substances that are expired or are no longer of use in the laboratories must be disposed of through a reverse distributor. For reporting and collection of such substances, please fill in the form ([www.wub.edu.bd/assets/UnwantedControlledSubstancesDisposalForm.pdf](http://www.wub.edu.bd/assets/UnwantedControlledSubstancesDisposalForm.pdf)) and send to [facilities@wub.edu.bd](mailto:facilities@wub.edu.bd).

### **Chemical Waste Disposal**

Students and academics in any department under the faculty of sciences and technology must ensure proper disposal of wastes. In order to consider such disposal of substances, the following guidelines should be adhered to:

- All chemical Waste needs to be labelled for disposal.
- All chemicals needs to be identified and labelled.
- An orange Waste Chemicals label should be filled out completely & placed on the container. Labels should include chemical name, quantity, name of person preparing chemical for disposal, department, telephone extension, and start date for when waste is first added to the container.
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- Waste chemicals destined for disposal should be segregated into compatible groups and packaged in a sturdy cardboard box.
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### **Waste Minimization Guidelines**

Academics and laboratory-in-charge personnel must adhere to the following guidelines:

- Order only what is needed. The cost of disposal of chemicals often exceeds the price of purchasing the chemical.
- Date containers when received and use older chemicals first.
- Use spirit-filled thermometers instead of mercury thermometers when possible.
- Use less hazardous or non-hazardous chemicals for experiments when possible.
- Prepare only the amount of solutions/mixtures needed for experiments.
- Reduce the number of unknowns by labeling all bottles/containers in lab.
- Scale down experiments that produce hazardous waste.

Other Guidelines:

With the target of reducing waste, the number of containers for overall waste should be limited to the following:

- A 35 kg allowance for weekly paper disposals. All disposals must be made in a 'blue bin'. Once filled by Saturday, no papers can be disposed off within the limit for the allowance of that week. This should be kept by the employees for next week disposal and must be within the quota amount of 35 kgs for the week.
- Glass items should not exceed a total of 10 kgs per week. All such items should be disposed in a 'green bin'. In circumstances, when there may be cases of excessive glass items, notification by email should be sent from Facilities Department ([facilities@wub.edu.bd](mailto:facilities@wub.edu.bd)).
- Plastics Usage being restricted but bottles and other carrying items are restricted to a maximum of 35 kg allowance for disposal on a weekly basis. They should be disposed off in a 'yellow bin'.
- Metals and/or electronic items have a disposal allowance of 75 kg per week. In case the allowances exceed that of the week, then request should be sent to Facilities Department ([facilities@wub.edu.bd](mailto:facilities@wub.edu.bd)) for extra weight allowances for disposal.

### Waste Disposal of Electrical and Electronics

Electronic Waste is unwanted computers, monitors, televisions, audio equipment, printers, laptops, fax machines, telephones, and other electronic equipment.

When electronic equipment breaks or becomes obsolete, it must be properly disposed or recycled. This electronic equipment may contain heavy metals and other materials that can become hazardous to human health and the environment, including:

Lead: Computer monitors and televisions contain a cathode ray tube (CRT). CRTs contain leaded glass and are the largest source of lead, a poisonous metal, in municipal waste.

Mercury: Some electronic equipment contains recoverable quantities of mercury, another poisonous metal.

Cadmium: Rechargeable nickel-cadmium (NiCd) batteries are the largest source of cadmium in municipal waste.

#### Procedures for Disposal of Electrical and Electronics Waste

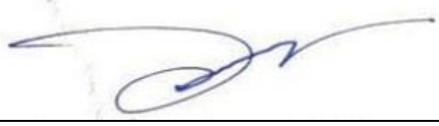
For disposal of any electrical or electronic items, they should be referred firstly to the Facilities Department who will then conduct an inspection. If items are repairable, they will be sent to specific repair units. If unrepairable, they should be collected and stored in a place for auction or sale. If not saleable, they should be disposed to the City Corporation Disposal Collection Units.

### Prohibition of Usage of Contraband Drugs and Items

The University adheres to all regulations in controlling of usage of drugs as per <http://dgda.gov.bd/>. Further the University prohibits usage of plastic bags for carrying of liquids, food, or any stuff.

### **EVALUATION**

This policy will be evaluated on a five yearly basis.

Date Implemented	:	7 <sup>th</sup> October 2007
Date Reviewed	:	6th April 2012, 30 <sup>th</sup> June 2017
Responsible for Review	:	Office of the Registrar
Approval Authority	:	
Next review Date	:	July 2022