

Date Prepared 05/2004  
Prepared By P. Watt  
Revised:

**BMP# HRS #9**

**TITLE:** Management and Disposal of Mercury Thermostats

**Regulatory Citation:** 6 NYCRR 374.3

**Applicability:** Mercury containing articles

**Purpose:** Proper management and disposal of mercury containing articles.

**Person or  
Department Responsible:** HRS Laboratory Assistant (629-7561)

**Schedule:** As needed

**Procedure:** When the HRS Laboratory Assistant has mercury thermostats for disposal, the Coordinator of Environmental Health & Safety will be contacted for proper recycling by the approved recycling vendor. The thermostats will be placed in a leak proof container and labeled, "Mercury containing articles, Universal Waste" The container will be transported to the lower level of the Campus Center, universal waste storage area.

The containers must be stored in such a manner as to prevent breakage. At the end of each spring semester, or during the next pickup by the approved recycling vendor, the Coordinator of Environmental Health and Safety will include this waste in the shipment.

The Coordinator will keep on record the insurance and license information from the transporter/disposal contractor. The Coordinator of Environmental, Health and Safety or designee will sign shipping receipt and file a copy in the Physical Plant environmental files.

**Record keeping:** receipt of waste shipping

**Record Location:** Physical Plant Office.

**Contact:** Coordinator of Environmental, Health and Safety (629-7163)  
HRS Laboratory Assistant (629-7561)

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