Radioactive Waste Pickup Request Instructions
Radioactive Waste Pickup

• Radioactive waste will only be picked up if waste had been properly sorted, packed, and labeled as outlined in this document.
# RADIOACTIVE WASTE GUIDE

## 1. Sort by HALF-LIFE ($T_{1/2}$)

<table>
<thead>
<tr>
<th>Short Lived ($T_{1/2} \leq 175$ days)</th>
<th>Long Lived ($T_{1/2} &gt; 175$ days)</th>
</tr>
</thead>
<tbody>
<tr>
<td>F-18, P-32, S-35, Tc-99m, I-125, etc.</td>
<td>H-3, C-14, Uranium, Thorium, etc.</td>
</tr>
</tbody>
</table>

If an experiment involves mixing short- and long-lived radionuclides, then all waste should be placed in the “long-lived” category.

## 2. Sort by RADIOACTIVE WASTE TYPE

After sorting by half-life, waste must then be sorted by their physical and chemical form into the categories listed below. Do not mix different categories together. All waste containers must be properly marked as “radioactive”.

**NOTE:** For Short-Lived waste, deface or remove all radioactive material labels, stickers, and markings on items before putting them into waste containers.

### WASTE TYPE

<table>
<thead>
<tr>
<th>DO INCLUDE</th>
<th>DO NOT INCLUDE</th>
<th>PACKAGING</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>A. SHARPS</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Needles (must go in plastic sharps container)</td>
<td>• Lead</td>
<td>• Plastic sharps container</td>
</tr>
<tr>
<td>• Glass and plastic pipette, tips, and Pasteur pipettes</td>
<td>• Liquids</td>
<td></td>
</tr>
<tr>
<td>• Glass ampoules, other glassware</td>
<td>• Animal/biological waste</td>
<td></td>
</tr>
<tr>
<td>• Razor blades, etc.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>B. DRY SOLIDS</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Dry, solid radioactive material</td>
<td>• Lead</td>
<td>• Clear, heavy duty, plastic bag</td>
</tr>
<tr>
<td>• Gloves, absorbent pads or paper</td>
<td>• Liquids</td>
<td></td>
</tr>
<tr>
<td>• Empty plastic vials</td>
<td>• Animal, biological material</td>
<td></td>
</tr>
<tr>
<td><strong>C. ANIMAL / BIOLOGICAL</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Frozen animal carcases, parts</td>
<td>• Unfrozen animals</td>
<td>• Clear, heavy duty, plastic bag or plastic-lined cardboard box</td>
</tr>
<tr>
<td>• Excreta, bedding, tissue, blood</td>
<td>• &gt; 10 kg (22 lbs) per package</td>
<td></td>
</tr>
<tr>
<td>• Separate animals from other bio waste</td>
<td>• Other waste types</td>
<td></td>
</tr>
<tr>
<td>• &lt; 10 kg (22 lbs) per package</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>D. LIQUIDS</strong> (Non-Hazardous, Non-Toxic)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• NHNT liquids, including full LSC vials or cocktail (e.g., Optifluor)</td>
<td>• Hazardous, toxic, or flammable liquids</td>
<td>• Full vials in cardboard trays original box (preferred) or in clear, heavy-duty bag;</td>
</tr>
<tr>
<td>• Bulk liquid or full vials</td>
<td>• Non-radioactive vials/liquids</td>
<td>• Bulk liquids in carboy containers</td>
</tr>
<tr>
<td><strong>E. MIXED WASTES</strong> (Hazardous, Toxic)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Avoid or minimize creating “mixed” hazardous and radioactive waste</td>
<td>• Non-hazardous, non-toxic material</td>
<td></td>
</tr>
<tr>
<td>• Toluene, xylene, hexane, etc.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Acids, bases, Hg, Pb, etc.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>F. SEALED SOURCES</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Non-dispersible radioactive material in original configuration</td>
<td>• Dispersible radioactive material</td>
<td>• Original container with sealed source documents</td>
</tr>
<tr>
<td>• Single solid piece of radioactive material</td>
<td>• Radioactive material in bottles/vials</td>
<td></td>
</tr>
</tbody>
</table>
Submitting a Waste Pickup Request
Radioactive Waste Pickup Request

- Log In to SAM: [https://sam.ehs.utah.edu/ehsa/](https://sam.ehs.utah.edu/ehsa/)
- Select “Waste Pickup Request”
Radioactive Waste Pickup Request

- Verify all PI and contact information are correct
- Location information must be the exact room # the waste is located

Enter any relevant comments for the pick-up. Example: lab room is locked, please call before pick-up.
Radioactive Waste Pickup Request

- Fill out the waste information completely and accurately.

a. Complete information for first waste container/waste bag

b. Waste Type is “Radioactive”

c. DOT Hazard(s)
   - Select all applicable hazards present on the waste
   - If hazard is ONLY radioactive, select “N/A”
Radioactive Waste Pickup Request

d. Select the physical form of waste inside the container

• Liquid – for bulk liquids, LSC vials with liquid radioactive material, etc.

• Solid – gloves, plastics, napkins, empty containers, etc.

e. Select the container type

f. If applicable, enter the container size with the appropriate units
Radioactive Waste Pickup Request

- Select specific Rad Waste Type applicable to your waste
  - **Animal/Biological**: waste containing animal carcass/excreta, blood, etc.
  - **Dry Solid Waste**: gloves, napkins, empty containers, etc.
  - **Liquid – Radioactive Hazard Only**: liquid containing only radioactive hazards and no other chemical/biological hazards

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Radioactive Waste Pickup Request

g. Select specific Rad Waste Type applicable to your waste

- **Liquid – Rad with Other Hazards**: radioactive liquids that are toxic/flammable/corrosive

- **LSC Standards**: liquid scintillation counter (LSC) calibration standards

- **LSC Vials – Rad Only**: non-toxic/non-hazardous LSC sample vials containing radioactive material.

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Radioactive Waste Pickup Request

g. Select specific Rad Waste Type applicable to your waste

- **LSC Vials – Rad with Other Hazards (Flammable/Toxic/Hazardous):** LSC sample vials containing radioactive material and other chemical/biological hazard.

- **Sharps – Needles (Biological):** Needles with biological hazard only

- **Sharps – Pipettes/Tips/Glassware:** All other sharps without biological hazard
Radioactive Waste Pickup Request

h. List the **original inventory #s** of the radioactive materials in the waste container (as found in the RPR13C) and estimated waste activity per inventory item.
Radioactive Waste Pickup Request

i. If applicable, enter all hazardous non-radioactive components of the waste.

j. Enter the isotopes and the estimated activity for each isotope in the waste container.
Radioactive Waste Pickup Request

k. Click “Add Container” to enter information on another waste container/waste bag.

Note: Each declared container # is expected to be in its own bag. Do not group multiple declared containers in one waste bag.

- E.g. If your waste request has Container 1, Container 2, and Container 3, it is expected that there are three separate waste bags.
Radioactive Waste Pickup Request

1. If you need to remove a container, click the red “Remove” button located on the upper right side of the container information you want to remove.
Radioactive Waste Pickup Request

Verify all the information are complete and accurate.

m. Save/submit the waste pickup request by clicking the “Save” button at the bottom of the webpage.
Radioactive Waste Pickup Request

n. When prompted, click “Save & Submit” when the waste request is ready to be submitted.

o. If you are not ready to submit the request, you can save your work by clicking on “Save” instead.
Radioactive Waste Pickup Request

• After submitting the waste pickup request, the requestor will receive an email containing the Waste Disposal Label

New Radioactive Waste Pickup Request: #P210614001 was received at 6/14/2021 10:17:28 PM
Submitted By: RSO, Test (U01234567)
Phone #: (555) 555-5555
Email: firstname.lastname@utah.edu
Researcher / PI: RS, Test
Department: Radiation Safety
Location: 0512 - Research Administration Building : 00335
Comments: Comments for this waste pickup.
Radioactive Waste Pickup Request

- Print the disposal labels and attach them to the appropriate waste container
  - Each waste container must have a disposal label.
  - Containers without a correct label will not be picked up.
- Record the specific P#s for the corresponding RPR13C inventories. (see RPR13C Instructions document.)
Waste Supply Request
Waste Supply Request

• Log In to SAM: [https://sam.ehs.utah.edu/ehsa/](https://sam.ehs.utah.edu/ehsa/)
• Select “Waste Supply Requests”
Waste Supply Request

- Click “+Add” to create a new request
Waste Supply Request

Fill out the necessary information

a. Select your lab’s building and lab room number

b. If building/room is not listed, check allow any location, and enter location on the comments section.

c. Edit the quantity desired for each container

d. Add any special requests in the comments.

e. Click “Save”
Waste Supply Request

• Labs may also order waste supplies while completing a Waste Pick-up Request.

• Click “Order Replacement Containers & Labels” button at the top of a Waste Pick-up Request webpage.