



Hazardous Material Management Biological Packaging Guidelines

Biological Box Disposal Checklist

- ☐ Biologically contaminated waste **ONLY**. No regular trash (Styrofoam, packaging, no chemicals, empty chemical containers, etc.).
- ☐ Max box weight 20 pounds.
- ☐ Close “red Bio bag” per DOT guidelines. Tie the bag closed or twist and tape closed.
- ☐ Close the box per the instructions located on the box.
- ☐ Make sure the bag is not showing through the box.
- ☐ Submit waste pickup through, utsa.bioraft.com.
- ☐ Label the end of the box with the two horizontal rectangles (Bar code) with Building and room number, Name of submitter, Date and the ID request number from BioRAFT.

NOTE : A replacement container will be provided on a one-for-one basis.



Sharp Container Disposal Checklist

- ☐ Verify the lid is attached on all six tabs.
- ☐ Verify “rotating cylinder lid” tabs (2) are snapped into the lid.
- ☐ Place tape over the lid to secure the lid to the red container.
- ☐ Write the “Request ID Number” on the side of the box.

NOTE : A replacement container will be provided on a one-for-one basis.



Visual Inspection of closed box:

- ☐ Closed properly so that the Red bag does not show
- ☐ NOT Deformed/Bulging
- ☐ NOT leaking
- ☐ NO pipettes protruding out of the box
- ☐ Properly labeled with 1. PI Name 2. Bldg./Room 3. Date 4. BioRAFT ID request #

NOTE: If any of the above, the lab will need to repack the box before HMM will pick it up.