



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 red bag is not showing through the box.
- Submit waste pickup through, <https://utsa.campusoptics.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 container ID number from Campus Optics.

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



Sharp Container Disposal Checklist

- Verify the lid is attached to 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 “Container ID Number” from Campus Optics on the container.

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, PI Name, Bldg./Room #, Date, and Campus optics container ID #

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