

ATTACHMENT A

TOOLBOX TALK: Hazardous Waste Awareness

Purpose

To ensure all crew understand their responsibilities when handling, storing, and disposing of hazardous waste during production activities.

What Is Hazardous Waste?

Hazardous waste is any material that is no longer usable and is discarded, and that can pose a risk to people or the environment. Common examples on productions include:

- Used solvents and thinners
- Waste paint (water-based latex, brush water)
- Adhesives and resins
- Cleaning chemicals
- Waste oil or fuel
- Batteries, bulbs, and electronics (universal waste)

Once you decide a material will be discarded, it becomes hazardous waste, and specific rules apply.

Crew Responsibilities

- Do not throw hazardous waste in regular trash or pour chemicals down sinks, toilets, or storm drains.
 - Segregate waste properly — keep flammables, corrosives, and oxidizers separated.
 - Use the designated hazardous waste storage area and never leave waste in random work locations.
 - Keep containers closed except when adding waste.
 - Use proper labels and never accumulate waste in unlabeled containers.
 - Report spills immediately to your Production Safety Representative.
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Labeling Requirements

All hazardous waste containers must have:

- Accumulation start date
- Waste description (what's inside—no abbreviations)
- EPA ID number (provided by WB Safety and Environmental Affairs)
- Generator address and contact information

Storage Rules

- Store hazardous waste only in the designated, covered area.
- Keep containers in secondary containment to catch leaks.
- Maintain 25 feet of clearance from ignition sources, open flames, heaters, etc.
- Keep incompatibles separated (e.g., oxidizers away from flammables).

Spill Response

- Stop work and prevent the spill from spreading.
- Use absorbents from the spill kit if safe to do so.
- Do not let spills enter storm drains or waterways.
- Notify your Production Safety and Environmental Affairs Representative who will coordinate with an emergency response contractor if needed.

Disposal

- Waste must be removed within 90 days of accumulation.
- Only trained personnel may sign shipping manifests.

If You Are Unsure...

Stop and ask. Contact your:

- WB Production Safety Representative, or
- WB Environmental Affairs Representative

They will help determine the correct waste stream, label, and disposal method.

ATTACHMENT B

HAZARDOUS WASTE PICK-UP REQUEST

DATE: _____ PRODUCTION NAME: _____

LOCATION: _____

WASTE VENDOR (pick one):

- VEOLIA NORTH AMERICA (sandy.nunez@veolia.com)
- CLEAN HARBORS ENVIRONMENTAL SERVICES (hanson.kristine@cleanharbors.com)
- OTHER: _____ (provide vendor name and contact info)

Waste Inventory Table

Waste Description	Number of Drums
Oil/solvent-based paint	
Brushes, rags, and paint roller sleeves	
Paint (water-based latex, brush water)*	
Solvents (acetone shellac lacquer thinner, paint thinner, etc.)	
Waste oil	
Aerosol cans	
Adhesives (liquid or canister-type)	
Universal waste (batteries, lamps, etc.)	
Other	

*Depending on your state, this waste stream may be able to be handled as non-hazardous

HELPFUL HINTS

<p>Common weights of waste: 55 gallon drum of latex paint/brush water = 400 pounds/182 kg 55 gallon drum of contaminated brushes, rollers and sleeves = 300 pounds/136 kg 55 gallons drum of solvent liquid = 225 pounds/102 kg 1 gallon of water = 8.34 pounds/3.8 kg 1 gallon of acetone = 6.55 pounds/2.97 kg 1 gallon of latex paint = 11.3 pounds/5.13 kg</p>

****This form should be completed by Production. Submit the request to the waste vendor and cc your Production Safety Representative and WB Environmental Affairs Representative****