

**Universal Waste Storage Area Self Inspection Checklist**

Date: \_\_\_\_\_ Inspector: \_\_\_\_\_

- Is the Universal Waste Storage Area clearly labeled with a sign?  Yes
- Is the Universal Waste Storage Area able to be secured when closed?

Notes:

What items are being collected:	Box Secure & Accessible?	Box in Good Condition?	Box Closed?	Labeled Accumulation Start Date?	How many in Active Collection?	How many full ready for shipment?	Label completed for transport?
Fluorescent CFL bulbs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>
Fluorescent 1-2' bulbs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>
Fluorescent Circline & U shape	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>
Fluorescent 4'	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>
Fluorescent 8'	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>
Tanning bulbs 6'	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>
Thermometers/Thermostats	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>
Larger Mercury Devices	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>
Other	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>
Button Cell-Hearing Aid style - Batteries	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>

- Any broken bulbs?  No  Yes
- Any broken devices?  No  Yes

**Corrective Actions**



- Any Elemental Mercury?  No  Yes

**Urgent Actions**

Place any elemental mercury in secondary containment of a bag and/or a bucket. Call for pickup.

Battery Collection	Present?	Battery bagged or terminals taped?
Button Cell-Hearing Aid style - Batteries	<input type="checkbox"/>	<input type="checkbox"/>
Lithium Primary Button Cell - camera, key fob style	<input type="checkbox"/>	<input type="checkbox"/>
Lithium Primary - Household sizes AAA, AA etc.	<input type="checkbox"/>	<input type="checkbox"/>
Lithium-Ion -rechargeable - phone, computer, small tool	<input type="checkbox"/>	<input type="checkbox"/>
Alkaline	<input type="checkbox"/>	<input type="checkbox"/>
Rechargeable Ni-Cad - home phone style	<input type="checkbox"/>	<input type="checkbox"/>
Lead Acid - lawnmower, car	<input type="checkbox"/>	<input type="checkbox"/>

**Corrective Actions**

**Please note:**

Shed must be secured. Shed must be labeled as Universal Waste Collection/Storage Area.

Collection methods must avoid breaks and spills.

Box bottom must be secure with tape. Not currently or previously wet.

Lids must be available and container closeable (no bulbs sticking out the top).

Containers must be labeled with the item inside and the date accumulation started. (don't put a date on before it starts).

Spill kit must be available with instructions.

Supplemental containment must be available for odd items including elemental mercury or large mercury devices (plastic bags & rigid buckets).

**For assistance during a mercury spill of more than 2 tablespoons or if you are unsure of handling on your own.**

Call MassDEP's 24/7 Spill Hotline: 888-304-1133

Or

Call your local fire department at 911

And

Notify your Health Department