

OFFICE OF ENVIRONMENTAL HEALTH AND SAFETY
CHEMICAL SAFETY SECTION

Office Tel: 828-1392 Fax: 828-6169

PO Box 980112

www.vcu.edu/oehs/chemical

Satellite Accumulation Area Checklist

All hazardous waste should be accumulated at to near the point of the generation of the waste. Specifically, this means within the control, within the room or within the sight of the generator. This point to generation is defined as a satellite accumulation area.

Requirements	Y/N
There is a designated waste area or SAA	
Emergency contact information is posted at each SAA	
Containers:	
Are compatible with material within	
Are in good condition	
Are sealed except when adding material	
Have manufacturer's label removed or completely obscured	
Flammables are properly stored and labeled	
Are removed from SAA within 3 days of becoming full	
Are properly labeled	
Waste Labeling:	
Must be labeled with words 'Hazardous Waste'	
Principal Investigator & Department	
Phone number of PI	
Building floor & room number of SAA	
FULL proper chemical names (no formulas or abbreviations)	
Percentages of all wastes	
pH of waste	

*Contents should be recorded on a separate waste label maintained near the container and fixed to the container prior to its disposal.

<p>SATELLITE ACCUMULATION AREA FOR HAZARDOUS CHEMICAL WASTE RESPONSIBLE PARTY:</p> <p>Principal Investigator Name: _____</p> <p>Bldg./Floor/Room#: _____</p> <p>Department & Phone#: _____</p> <p>Emergency Phone #: _____</p>
