

Container and Collection Area Weekly Inspection Checklist

This checklist is used to guide required weekly inspections of hazardous waste containers and collection areas (*satellite waste accumulation areas [SWAAs], waste accumulation areas [WAAs], and generic waste collection areas*). These inspections do not need to be documented but they must be performed. (See [Hazardous Waste: Management Requirements](#) [SLAC-I-750-0A08S-001].)

When a storage area contains both hazardous materials and waste, the most restrictive combination of inspection requirements applies. For inspection requirements for hazardous materials, see [Chapter 40, "Chemical Lifecycle Management"](#).

1 Section A Satellite Waste Accumulation Area

All waste containers stored in an SWAA must also be inspected using Section B, "Hazardous Waste Items and Containers".

Note All SWAAs must be formally designated as such by Waste Management, and all requirements listed below must be met.

Meets requirements		What to look for	Comments / corrective actions
No	Yes	Accumulation Time	
<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> If the maximum accumulation time of nine months is nearing, Waste Management was contacted for removal 	
<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Within 3 days of reaching the 55-gallon or 1-quart limit, the container was marked with the date the quantity limit was reached, and a request was sent to Waste Management for prompt removal 	
Other SWAA-specific Requirements			
<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> The waste is accumulated in a container located at or near the point of waste generation 	
<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> The initial date of accumulation (that is, the date waste was first placed in the container) is clearly marked on the container label and is visible 	
<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> The total amount of each waste stream present at each satellite accumulation point is equal to or less than 55 gallons of hazardous waste or equal to or less than 1 quart of acutely or extremely hazardous waste 	

2 Section B Hazardous Waste Items and Containers

Also inspect the area using Section A for SWAAs or Section B for WAAs and generic waste collection areas.

Meets requirements			What to look for	Comments / corrective actions
N/A	No	Yes		
			Labeling	
			Each container or item must be clearly marked with the following information	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> The accumulation start date (that is, the date waste was first placed in the container) 	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> The words HAZARDOUS WASTE, waste composition, and physical state (solid or liquid) 	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Any hazardous properties (specify: flammable, corrosive, toxic, reactivity, or any other hazards) 	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Full identification: name and extension of waste generator, SLAC National Accelerator Laboratory, 2575 Sand Hill Road, Menlo Park, CA 94025 	
Container Condition				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Free of structural defects, dents, and leaks, and severe rusting 	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Clean and free of chemical residue and any debris 	
Container Management				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Containers are kept closed (except when adding or removing waste). Containers are considered closed when all lids, gaskets, and locking rings are in place and secured. 	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> If funnels are left in place, they must be latched and provide a seal that prevents release of waste. 	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Containers are not overfilled. Liquids: leave 3" headspace. 	
Secondary Containment				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Is in place for containers holding liquid waste or other dispersible waste (such as dust, powders, or shavings). Required for liquid waste containers ≥ 55 gallons. 	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Is clean, free of debris, residue, and rainwater 	
Incompatible Materials				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Container is compatible with the type of waste 	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Incompatible wastes are segregated into separate containers 	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Wastes are separated from incompatible materials stored nearby 	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Hazardous wastes are not mixed with universal or common hazardous waste 	
Empty Hazardous Materials Containers				
All empties must be sent to Waste Management for recycling or disposal. These details must be clearly marked on each container				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> The word EMPTY, LAST CONTAINED X (X = previous contents), DATE EMPTIED (mm/dd/yyyy) (If capacity is greater than 5 gal.) 	

3 Section C Waste Accumulation Areas and Generic Waste Collection Areas

Also use Section B to inspect hazardous waste items and containers.

Meets requirements			What to look for	Comments / corrective actions
N/A	No	Yes		
			Accumulation Time	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Hazardous waste has not accumulated for more than approximately 45 days from the accumulation start date on the container label, or nine months for universal waste. 	
Requirements that may require an administrative or engineering remedy Some of these items may not apply to all WAAs, depending on the storage area location.				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Protected from foot and vehicular traffic 	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Sheltered from rain or rainwater runoff 	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Proper signs and identification are in place at entrance. 	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> A telephone is readily available and operational. 	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Access is limited to authorized personnel only and area is locked when not in use. 	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Signs/instructions are posted for segregation and identification. 	
Maintenance				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Adequate aisle space is maintained around hazardous waste containers. 	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Spill response and cleanup materials and supplies are present or their location is clearly identified. 	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Personal protective equipment (PPE) as recommended in safety data sheets (SDSs) is present or location is identified. 	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> General area is clean and free of debris. 	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Floor surfaces are clean, free of cracks, and in good repair. 	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Fire extinguishers with current annual inspection are present (if applicable). 	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Safety showers/eyewashes with current inspection are available and functional (if applicable). 	