STANDARD OPERATING PROCEDURE # FDO 3.207

Subject: Building 95A Bulb and Ballast Storage

Purpose and Scope: To formalize Facilities Maintenance with the proper procedures for storage of used bulbs and ballasts.

Procedures: When storing used bulbs and ballasts, all boxes and tubes must have spent mercury labels affixed to each container. Label containers with date and piece count. Use tubes when available for bulbs before boxes become excess. Storage of ballasts are in 55-gallon drums provided. PCB and non-PCB ballasts must be separated into separate 55-gallon drums. Keep all bulbs of the same in containers placed together. Broken bulbs shall be stored in container provided. Clean up any mess made during bulb storage, keeping dust to a minimum. All trash shall be disposed of in trash container provided. Close and lock roll down door when leaving storage facility. If ballast reads “Non-PCB”, then consider it Non-PCB. If no information, then consider it PCB.

SPENT
MERCURY-CONTAINING
LAMPS FOR RECYCLING

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