



CALGARY BOARD OF EDUCATION

Administrative Regulation 8006.1 - Disposal of Hazardous Waste

Table of Contents

Definitions	1
Responsibility	2
Disposal procedures	3
Costs	4
Inquiries	5

Definitions

- 1 For the purpose of this regulation,
- (a) "dangerous goods" are defined as any substance, product or organism included by its nature or by the Transportation of Dangerous Goods Act & Regulations in any of the following classes:
- (i) explosive materials,
 - (ii) gases that are under pressure and are flammable, poisonous, or corrosive,
 - (iii) any flammable liquid, mixture of liquids and solids or liquid containing solids in suspension, that has a flashpoint of less than 61° C,
 - (iv) flammable solids, spontaneously combustible materials, and materials that are dangerous when wet,
 - (v) oxidizers (any liquid or solid waste containing organic peroxide, or which causes the combustion of other materials by producing oxygen or other oxidizing substances, whether or not the waste itself is combustible),
 - (vi) toxic liquids or solids, and infectious substances,
 - (vii) radioactive materials,
 - (viii) corrosive liquids or solids,
 - (ix) miscellaneous products, substances or organisms

considered by the Lieutenant Governor in Council to be dangerous to life, health, property or the environment when handled, offered for or transported and prescribed to be included in this class

- (b) "hazardous waste" is defined as waste that is generated from any premises and has one or more hazardous properties as described in the Alberta Environmental Protection and Enhancement Act, Waste Control Regulation.

- Responsibility** **2(1)** Principals of schools and supervisors of other work sites other than schools are responsible for appropriate storage and arranging for disposal of hazardous wastes.
- (2) Hazardous wastes must be stored in a containment which meets all of the following requirements:
- (a) United Nations standardized (displayed on the applicable UN marks as illustrated in the UN Recommendations);
 - (b) in compliance with National Standard of Canada CAN/CGSB-43.150-97, "Performance Packaging for Transportation of Dangerous Goods", December 1997, published by the Canadian General Standards Board (CGSB);
 - (c) securely fastened/closed (no open containers);
 - (d) accurately identified with appropriate labels, such as WHMIS; and
 - (e) located in an appropriate location, such as a location which is secure, away from all air handling units, and consistent with Alberta Fire Code.

- Disposal Procedures** **3(1)** Principals and supervisors of work sites other than schools are responsible for making written requests using a Request for Disposal form for the removal of hazardous wastes through arrangements with Safety Services by July 15 of each year.
- (2) Hazardous wastes belonging to categories in section 1(a)(i) to (vii) may only be disposed of on the basis of arrangements made with Safety Services.
- (3) Principals and supervisors of work sites are responsible for all associated costs for the removal and disposal of hazardous wastes due to non-compliance of any part of section 2 or 3 of this regulation and the removal

must be arranged through Safety Services.

- (4) The principal and work site supervisor must ensure that the quantity of hazardous wastes to be picked up is minimized by:
 - (a) eliminating products which generate become hazardous wastes;
 - (b) using alternative products which do not generate hazardous wastes;
 - (c) employing measures on site to render hazardous wastes harmless, when such procedures are feasible, economic and safe; and
 - (d) minimizing the quantity of hazardous wastes generated.
- (5) Distribution Services is responsible for:
 - (a) picking up those hazardous wastes which fall into the category specified in section 1(a) above, with the exception of those in categories (a) and (g), in response to written request by certified personnel (who hold a valid Transport of Dangerous Goods certificate);
 - (b) picking up those hazardous wastes specified in 3(6)(a) from mid-May through to the first Friday of September;
 - (c) developing and familiarizing appropriate staff with pickup procedures and storage; and
 - (d) arranging for disposal of collected wastes only, through an accredited disposal agency that supplies the Calgary Board of Education, Safety Services with a copy of their Government accreditation;
 - (e) ensuring that staff handling hazardous wastes have a valid Transport of Dangerous Goods Certificate and Workplace Hazardous Materials Information Safety Training.

Costs

- 4(1)** Costs for the removal and disposal of hazardous waste service will be covered through Safety Services providing all steps in sections 2 and 3 are followed.
- (2) If any of the steps in Section 2 or 3 are not followed, the principal or the supervisor of the work site will be responsible for all costs associated with removal and disposal of hazardous waste.

- (3) As a part of the annual budget review, provision is to be made for the collection and disposal of hazardous wastes by Distribution Services.

Inquiries

- 5 Inquiries regarding the removal storage and disposal of hazardous wastes are to be directed to Safety Services.

Approved: February 15, 2003
Review Date: February 15, 2007

References

Legal References:

- Transportation of Dangerous Goods Act
- Transportation of Dangerous Goods Regulations
- Occupational Health and Safety Act (Alberta)
- Occupational Health and Safety Regulation and Codes (Alberta)
- Chemical Hazards Regulation (Alberta)
- Environmental Protection and Enhancement Act (Alberta)
- Waste Control Regulation (Alberta)

Governance Policy Reference:

- Executive Limitations, EL 8: Asset Protection

Contact Person:

- Safety Services