

Safe Work Practice (SWP)

Name of Task Hazardous Waste Transportation	
Department/Unit: Trades Programs, Custodial and Maintenance	
Personal Protective Equipment or other required equipment and safety considerations: Eye protection, CSA approved footwear, approved dust mask and respirator, lab coat, face shield, protective apron and solvent resistant gloves.	
Hazards: Exposure to toxic chemicals or materials, fire hazard, explosive hazard, and ergonomic-lifting hazard	
Required Training:	<ul style="list-style-type: none"> WHMIS Not to be done without appropriately training and authorized to do so by supervisor
Steps to be taken to complete task safely:	
1	Pre-Operational Safety Checks: <ul style="list-style-type: none"> Inspect required personal protective equipment and replace if necessary. Ensure no slip/trip hazards are present. Ensure, based on the condition of the container and the contents of the container, that the waste is safe to move. Caution: Some waste that is an explosive hazard should not be moved. Confirm that the container is safe to move. Ensure the container does not leak, is sealed and cap is secure. Ensure container is labeled in accordance with WHMIS requirements. Some chemicals that may be explosive should not be moved until consulting with a hazardous waste contractor. Ensure glass containers are protected from shock.
2	Prohibited Activities: <ul style="list-style-type: none"> Do not smoke.
3	Wear appropriate personal protective equipment.
4	Ensure that all necessary materials are available in the case of a spill identified in the MSDS. If a small spill occurs, follow directions on MSDS to clean it up, contact The Campus Emergency Action Coordinator for assistance if needed. CAUTION: If a large spill occurs, activate the nearest fire alarm pull station and contact the Emergency Action Coordinator
5	Ensure cart being used for transporting is in good working order. Inspect the wheels and the cart for damage ensuring it moves freely across the floor.
6	Plan a route to take for transport that is direct as possible. Avoid travelling over rough surfaces. Avoid large groups of people or gathering areas. If transporting flammable materials, avoid areas where sparks may be generated.
7	Plan and use a safe storage location based on chemical characteristics.
8	Transport compatible waste products or products that do not have a synergistic effect.
9	If transporting gas cylinders, see Transporting Gas Cylinder SWP.
10	If lifting is required, use proper equipment and/or body positions.
11	Transport to safe storage location.
12	Post-Operational Safety Checks: <ul style="list-style-type: none"> Clean any residual material from cart used for transportation.

If an emergency situation occurs while conducting this task, or there is an equipment malfunction, shut the equipment off immediately and follow the lock out procedure. Report any hazardous situation to your instructor/supervisor immediately.

Responsibilities, Completion and Review

Management and workers to ensure all duties performed in accordance to training, established health and safety regulations/guidelines, policies and procedures (e.g. utilizing personal, protective equipment as per SAFE Work Procedures). Notify Manager or designates (i.e. supervisors) of all occurrences, injuries illnesses or safety and health concerns which are likely to harm themselves, co-workers, or any others who enter the premises.

Completed by and Date:

Approved by:

Last Reviewed/Revised by and Date:

Note: This task will be monitored periodically to ensure compliance and effectiveness.