

## Management Procedures For Used Fluorescent Bulbs

Auburn University has developed a program to recycle used fluorescent light bulbs. For your own safety and to minimize the time and effort involved in recycling please follow these guidelines.

**We do not accept incandescent bulbs.**

### Lamp Management Procedures

#### A. Handling Precautions

1. Fluorescent lamps contain mercury in both the lamp vapor and interior powder coating.
2. Mercury is a hazardous material in both vapor and solid phases.
3. Do not breathe the vapor or dust from broken lamps or get them on your clothing
4. Spent lamps should be handled with great care to prevent breakage.

#### B. Carton Packing

1. General Instructions:
  - a. Save original lamp cartons for packaging used lamps. New 4-foot lamp boxes are also available by contacting our office at 844-4870.
  - b. Cartons must be in good condition.
  - c. Attach a Universal Waste Label (or mark carton with the words "USED LAMPS") and the accumulation start date (date first lamp is placed in carton).
  - d. Cartons must be closed when not adding or removing bulbs.
  - e. When the carton is full:
    - 1) Seal the ends of the carton with tape.
    - 2) Complete the Universal Waste Label with the following information:
      - i. **Number of Lamps**
      - ii. **Building Name**
  - f. Transport filled cartons to building the Environmental Health and Safety Facility at 971 Camp Auburn Road. Note: Deliveries are accepted between 9 am – 11:30 am and 1:30 pm – 4:30 pm.
2. Straight Tube Fluorescent lamp packing:
  - a. Remove filler material and debris from carton.
  - b. Do not mix lengths in the same box and use appropriate sized box for each lamp size.
3. U-bend fluorescent lamp packing:
  - a. Save all original packing material with the carton.
  - b. Layer the lamps in the carton using the original packing material to separate the lamps.
4. Compact fluorescent and hi-intensity discharge (HID) lamp packing:
  - a. Place these lamps in a sturdy medium size carton.

### C. Storage

1. Cartons containing used lamps must be marked with the words "USED LAMPS" and the accumulation start date.
2. Cartons must be closed at all times except when adding lamps.
3. Do not tape lamps together.
4. Do not let the cartons get wet, or they may rupture.
5. Do not seal partly filled cartons for shipment, only full ones.
6. Allow no debris in with the lamps.
7. Do not pack lamps in their fixtures. Remove the fixtures.

### Waste Fluorescent Lamp Pickup & Disposal

All properly packaged used bulbs must be transported to the Environmental Health and Safety Facility at 971 Camp Auburn Road. Note: Deliveries are accepted between 9 am – 11:30 am and 1:30 pm – 4:30 pm.

If you are unable to deliver your lamp boxes, please call 844-4805 to request a pickup. Lamp boxes will only be picked up on Wednesdays.

**Please do NOT accumulate full lamp boxes until they reach critical mass. Arrange to have them delivered or picked up on a regular basis.**

### Broken Lamps/Spill Clean-Up

If lamps are broken, care must be taken to minimize exposure to the dust and broken glass. We recommend keeping spill clean-up equipment consisting of a plastic bucket with lid, trash bags, small hand broom, dustpan, safety goggles and gloves near the used lamps. This will facilitate in the clean-up in the event of a breakage.

#### Cleanup

If an individual fluorescent lamp is broken, retrieve spill clean-up supplies. Put on safety goggles and gloves. Using small hand broom, sweep all glass and lamp debris into a dustpan. Double line a bucket with trash bags, then place lamp debris into the bag. Seal the bag and bucket. Transport the bucket, containing the broken bulb, to the Environmental Health and Safety Facility at 971 Camp Auburn Road. Remove trash bag and place into the cardboard box reserved for broken lamps. Return spill bucket to original location.

If a box of lamps break, place entire box into a plastic bag, covering both side(s), and seal it with packing tape and transport the box to the Environmental Health and Safety Facility at 971 Camp Auburn Road.

### Universal Waste Labels

Please use the Universal Waste Label template available at:

<http://www.auburn.edu/administration/rms/pdf/universal-waste-labels.pdf>

The template is designed to work with Avery Label 5163/8163 or Equivalent 2" X 4" Labels. Labels can also be obtained by contacting Risk Management and Safety at 844-4870.