Waste Liquid Collection Record Form

Department / Center Unit:

Laboratory Name:

Disposal Entry No.: (Fill in after applying for disposal entry)

Precautions (Please read before filling out the form):

1. **Supervision:** Laboratory P.I.s or instructors must guide and supervise the classified collection of waste liquid (refer to the [Waste Liquid Classification Flowchart]).
2. **Principles of Waste Liquid Classification:**
    - **Categorizable items:**
        - (1) **Strong Oxidizing Agents** should be collected separately based on acidic or alkaline properties.
        - (2) Although **Organic Acids** and **Non-halogenated Organic Solvents** both belong to Class B waste liquid, they must be collected in two separate containers.
        - (3) **Inorganic Acidic Waste Liquid** should be categorized into non-oxidizing acid waste liquid and oxidizing acid waste liquid, and must also be collected in two separate containers.
    - **Uncategorizable items:** They should be placed in the pending/temporary storage area for specialized personnel to clear, or undergo a **Stability Test** (explained in the next point). One of these two options must be chosen.

3. **Stability Test:** Must be executed jointly by at least 2 people with proper safety protection. Extract a small amount of waste liquid from the container and perform a titration test with the waste liquid generated from the current experiment. Slowly pour the liquid into the waste container only after ensuring there are no incompatible reactions, such as heat release or gas generation.
4. **Disposal & Limits:** Person pouring the waste liquid must keep accurate records. When the collected amount reaches 50–80% (approx. 10–16 liters), you may apply to enter the temporary waste storage site. The maximum volume shall not exceed 20 liters. Waste containers must be cleared at least once a year.
5. **Form Retention:** If this form is insufficient, please print additional copies. Signed record forms must be kept for audit. Fill in the Disposal Entry No. after applying for entry.

(Produced by EHS Office, last updated: February 9, 2021)

Waste Liquid Category: _____

No.	Date Generated (YYYY/MM/DD)	Experimental Waste Liquid Composition	Check if Stability Test shows no abnormality (✓)	Collection Volume (Liters)	Pourer Signature
1					
2					
3					
4					
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