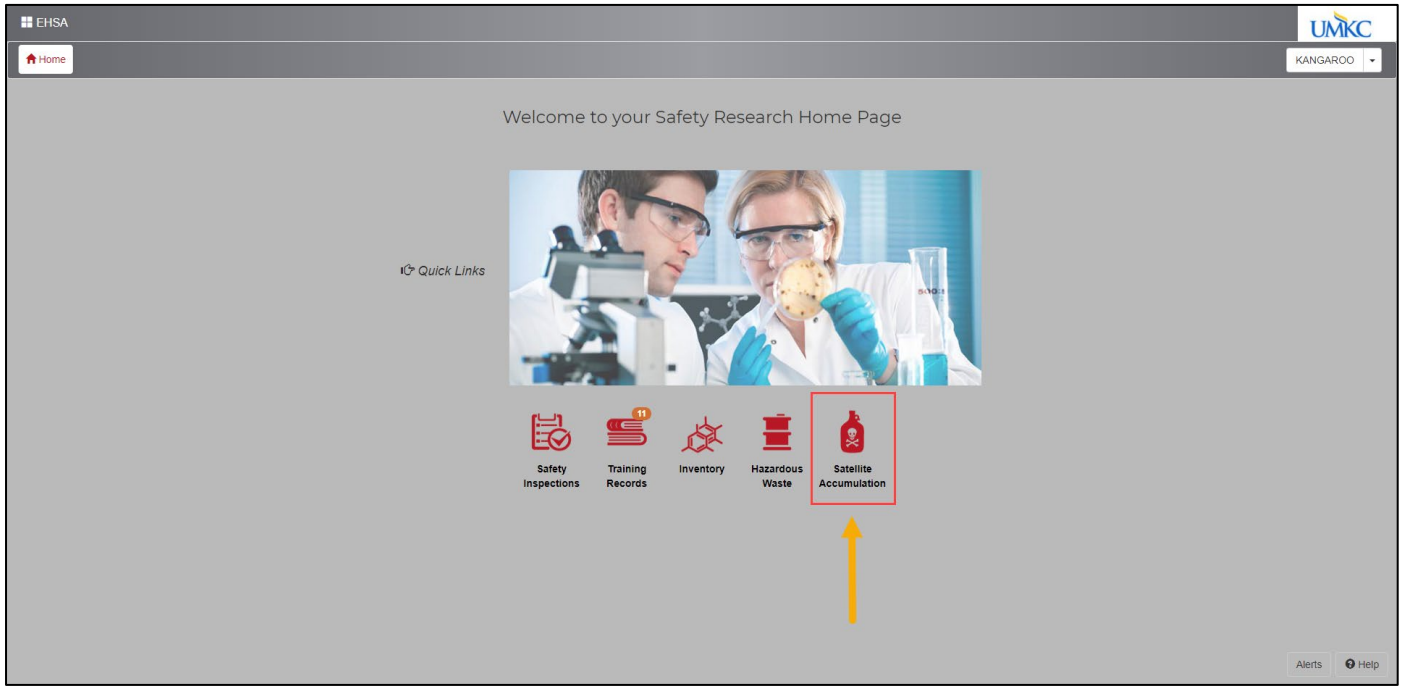
Hazardous Waste Satellite Accumulation Containers

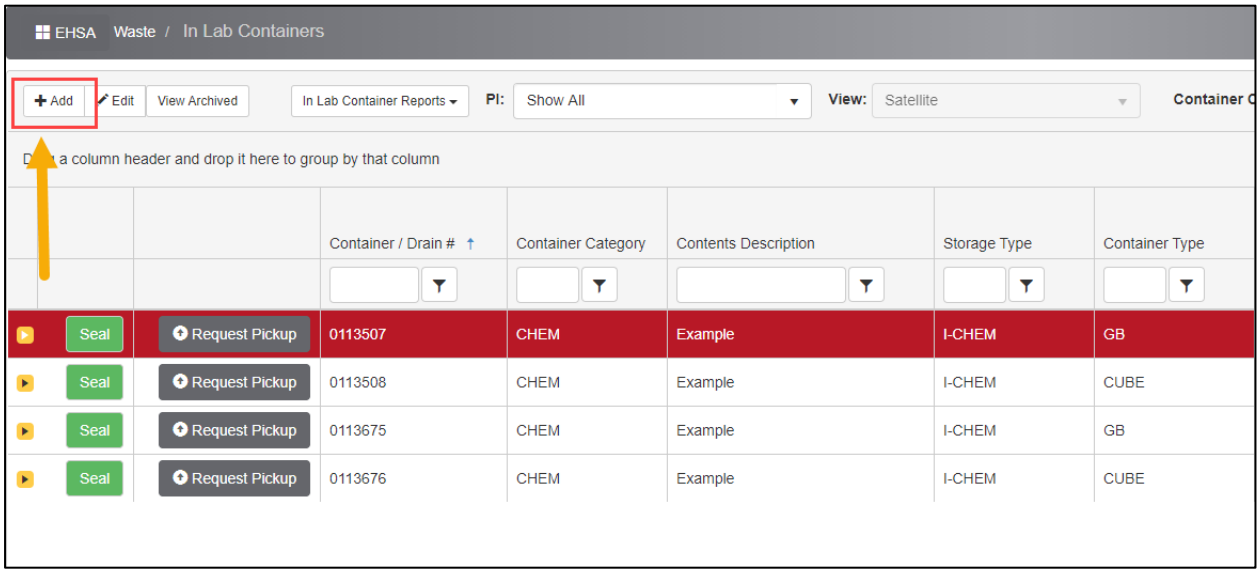
Satellite Accumulation Containers (SACs) are containers that hold accumulating RCRA-defined hazardous waste (40 CFR 261.30), hazardous chemicals past their shelf life *not* in original containers or damaged hazardous chemicals not in original containers. Hazardous waste in original manufacturer containers can be submitted for pickup via waste pickup requests (*see Hazardous Waste Pickup Request guide*). In this guide you will learn how to add hazardous waste contents to a SAC how to print a satellite accumulation label, and how to seal and submit a waste pickup request for SAC's. Satellite accumulation labels are **required** to accurately display contents the exact waste contents of each container.

Entering hazardous waste contents into a satellite accumulation container (SAC)

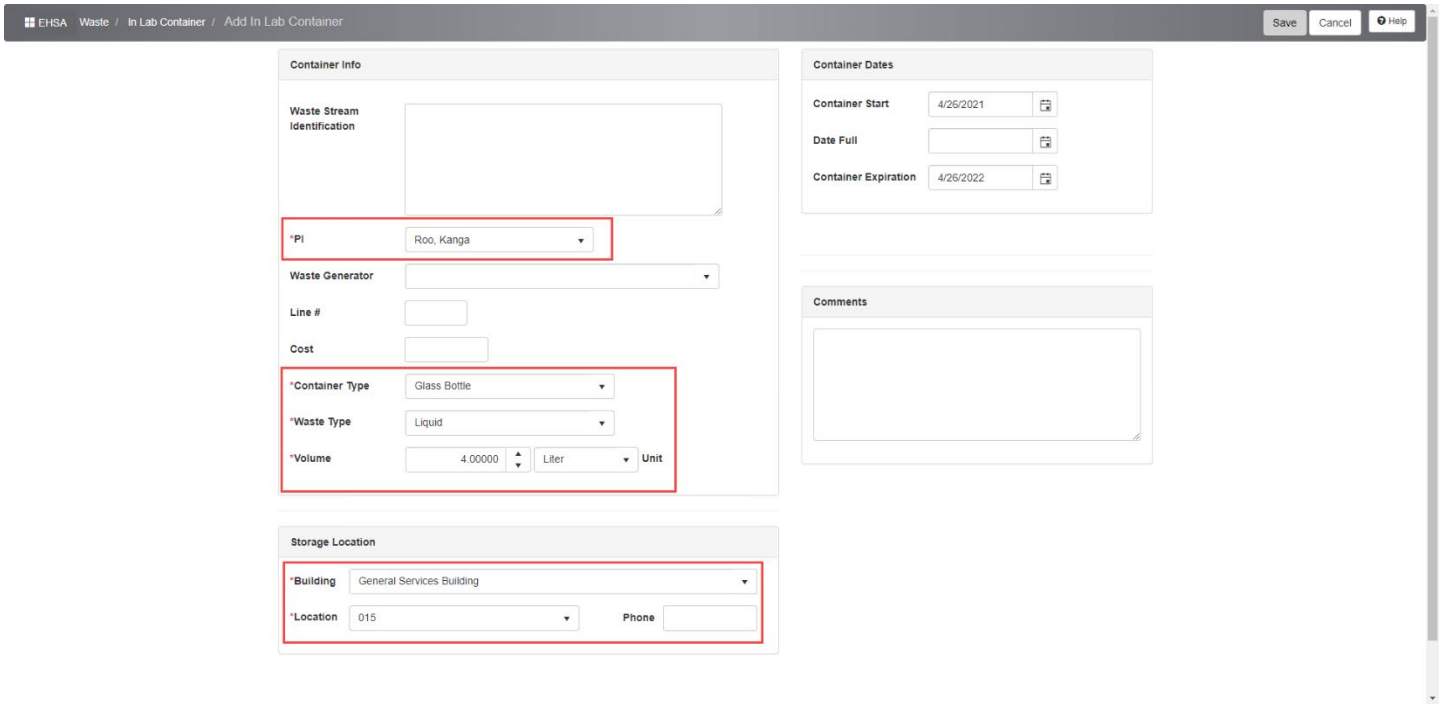


Step 1: To find OnSite's database, go to UMKC's EHS website. Click on the OnSite/EHSA Database icon and log in using your SSO. Click on the **Satellite Accumulation** icon.

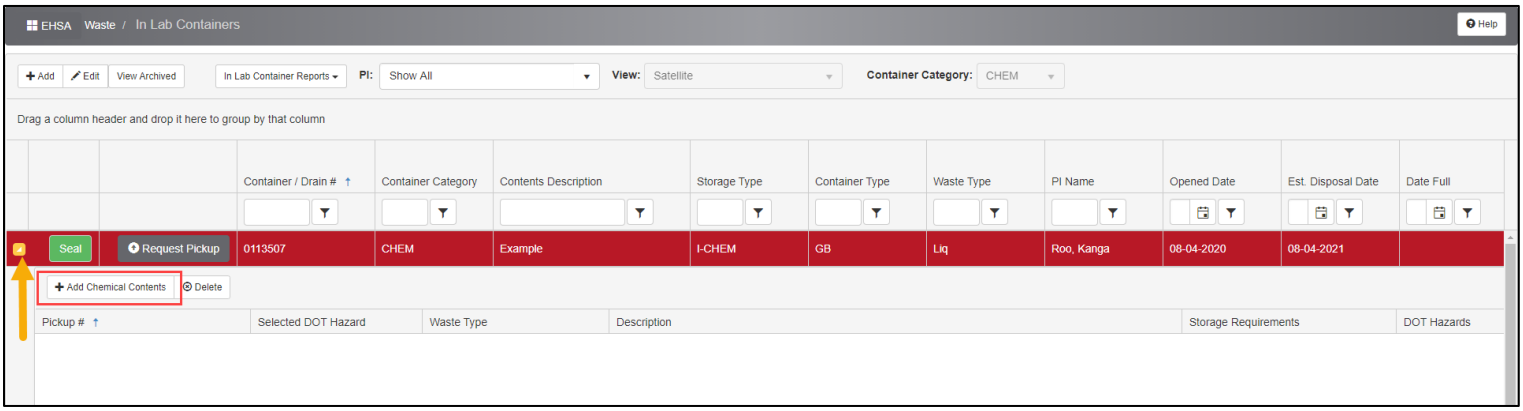
Step 2: To create a new SAC, click **Add** in the top left corner. To add contents to an already existing container, see Step 3.



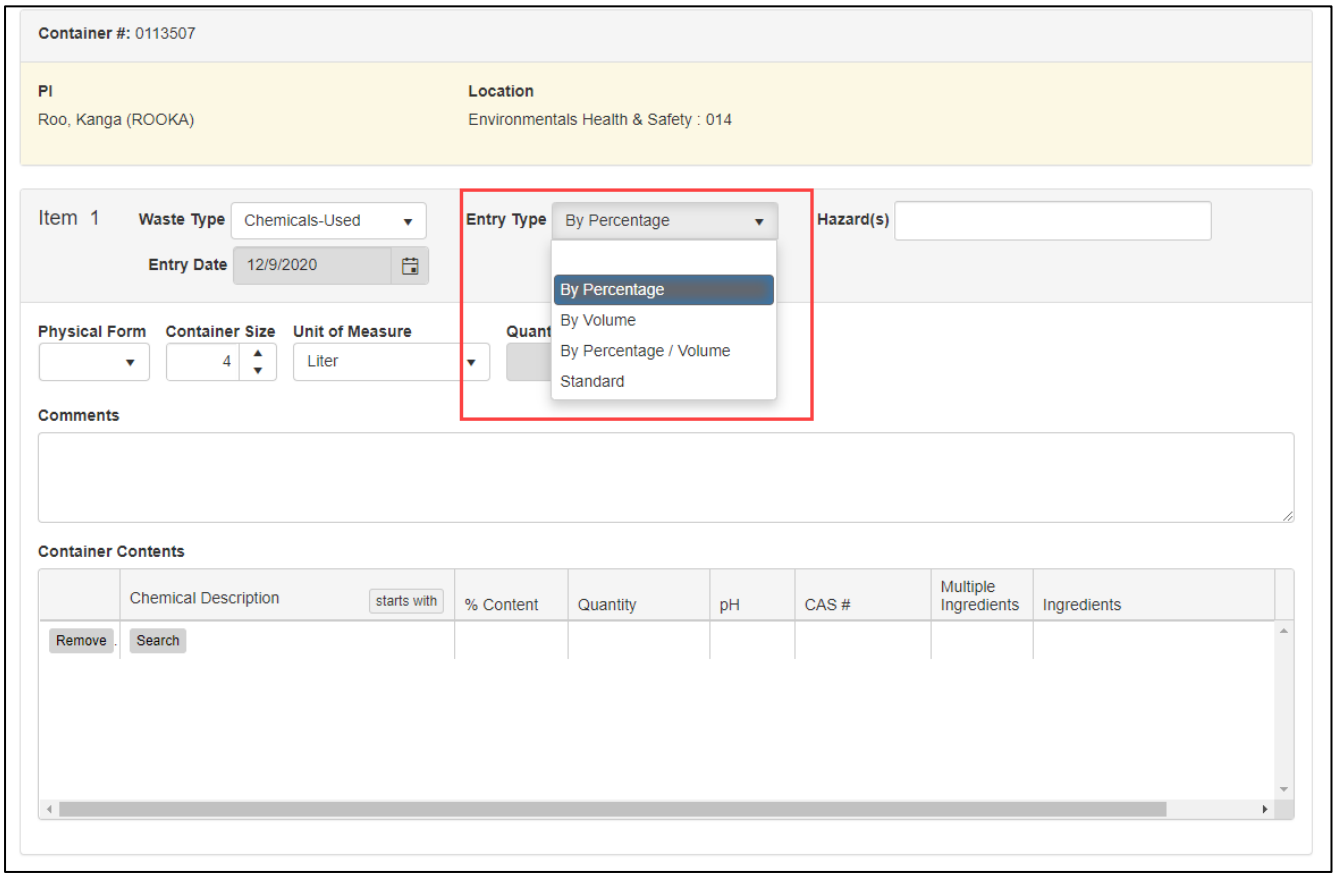
Step 3: Fill out all the required fields and click **Save**. The Waste Stream Identification field is where you can name the waste container for easy identification or a continuous waste stream (i.e. HPLC waste or "Container 1"). **You will add the container contents in the next step**.



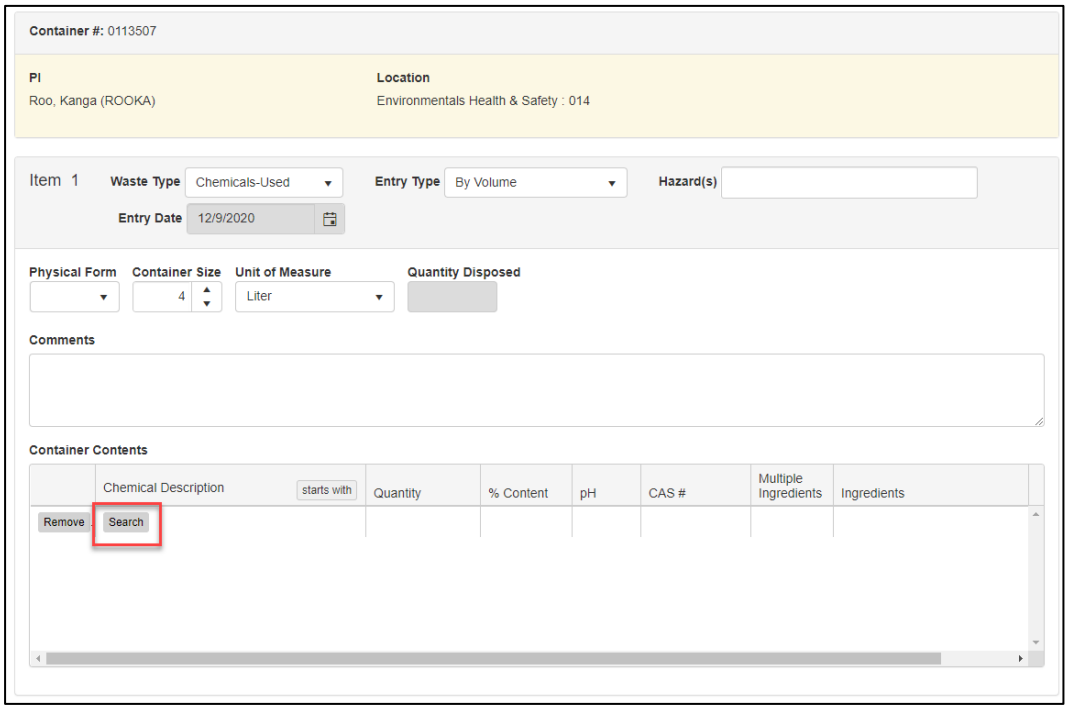
Step 4: To enter the waste contents in the database or add contents to an existing container, click on the yellow drop-down arrow. Click **Add Chemical Contents**.



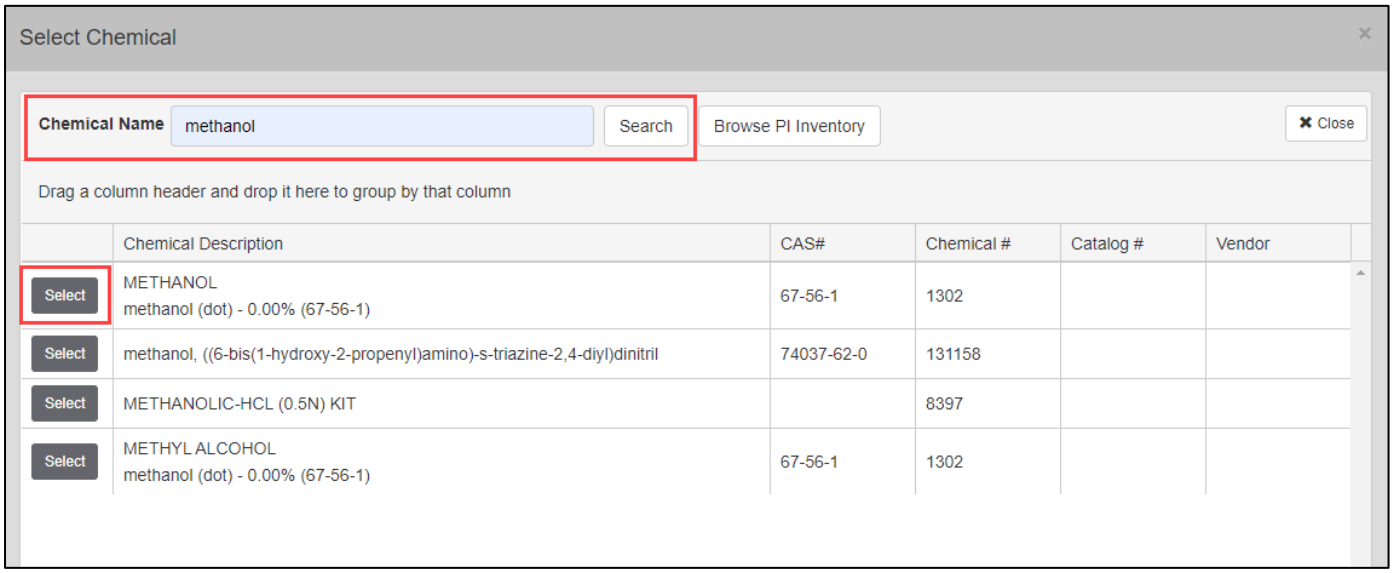
Step 5: Select the **Entry Type** you wish to enter the waste – by percentage, by volume or by percentage/volume.



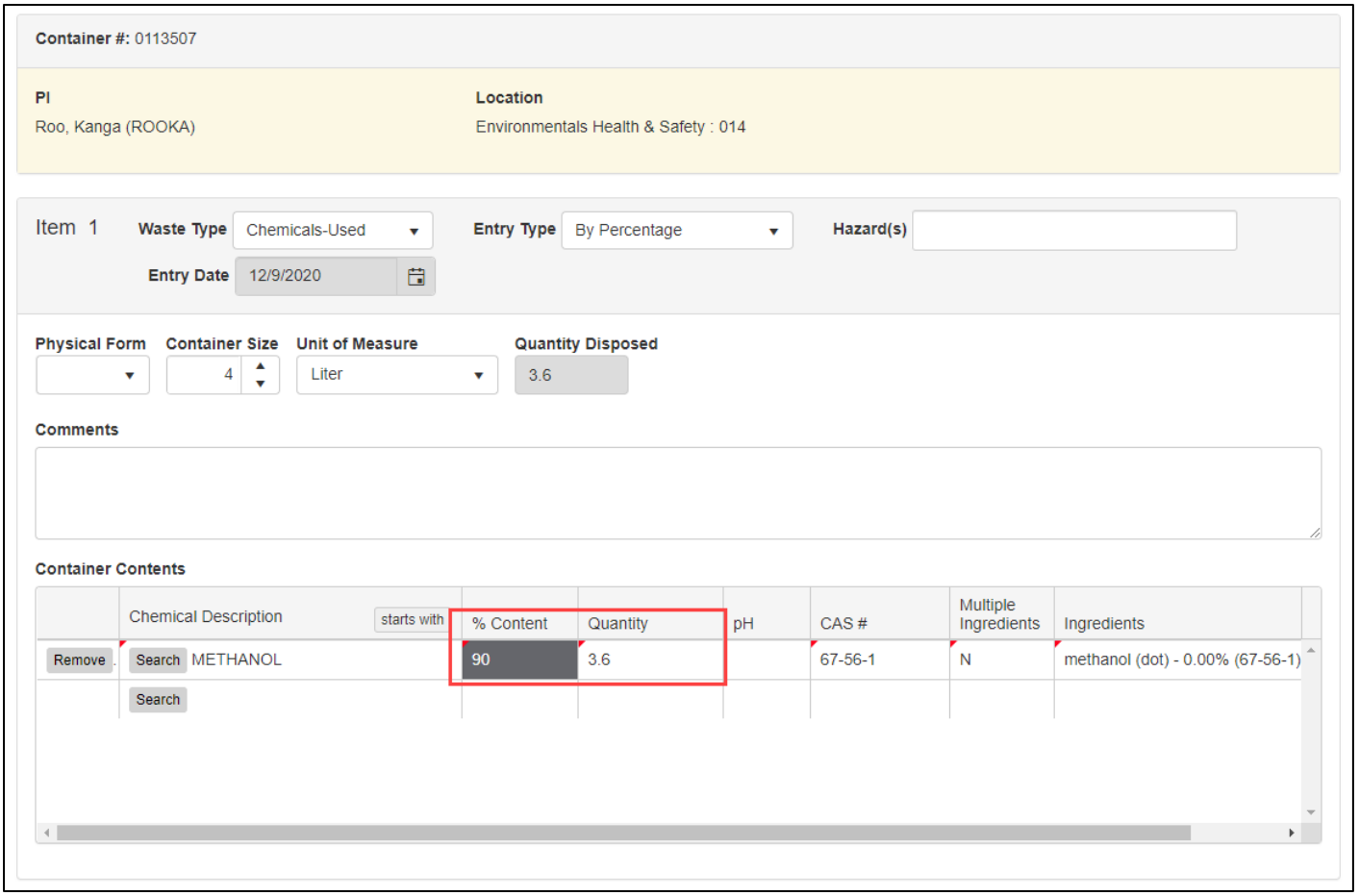
Step 6: Find the name of the chemical you wish to add to the satellite container by clicking **Search**.



Type in the chemical name and hit **Search**. Select the correct chemical waste.



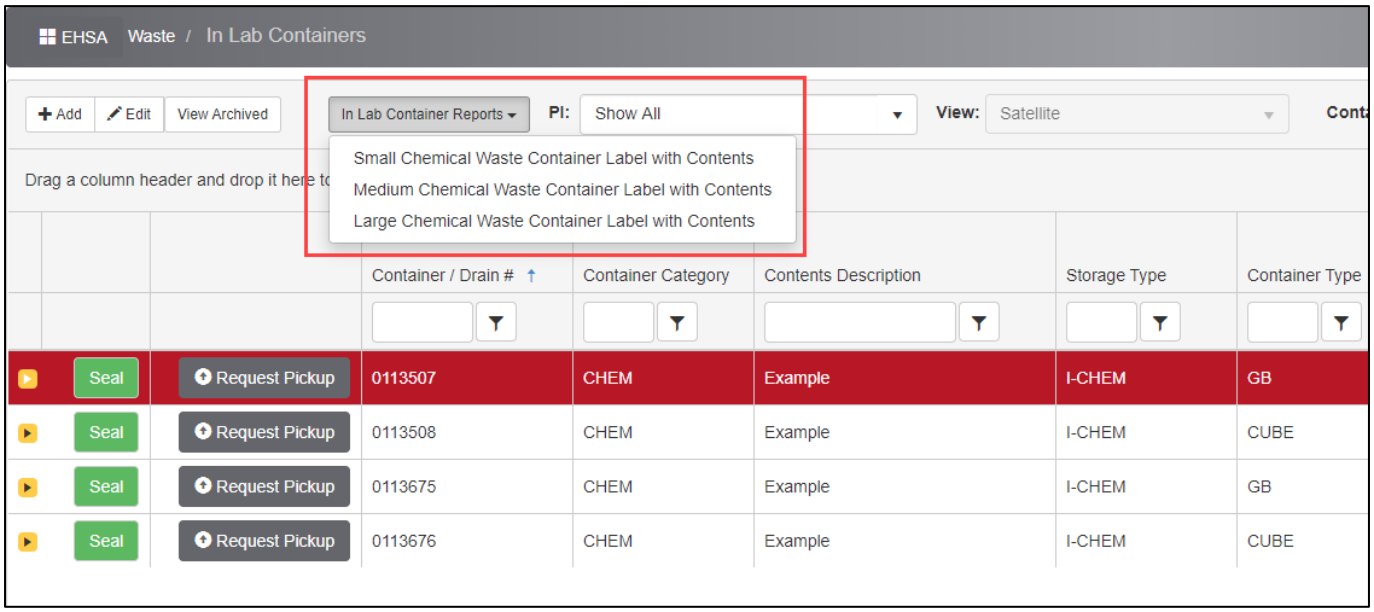
Step 7: Once you select the correct chemical, enter the % content or volume of the container filled with the chemical waste based on the waste entry type selected. Fill out the contents and click **Save**. **Note:** You will not be able to seal and request a pickup for a SAC until the contents are filled.



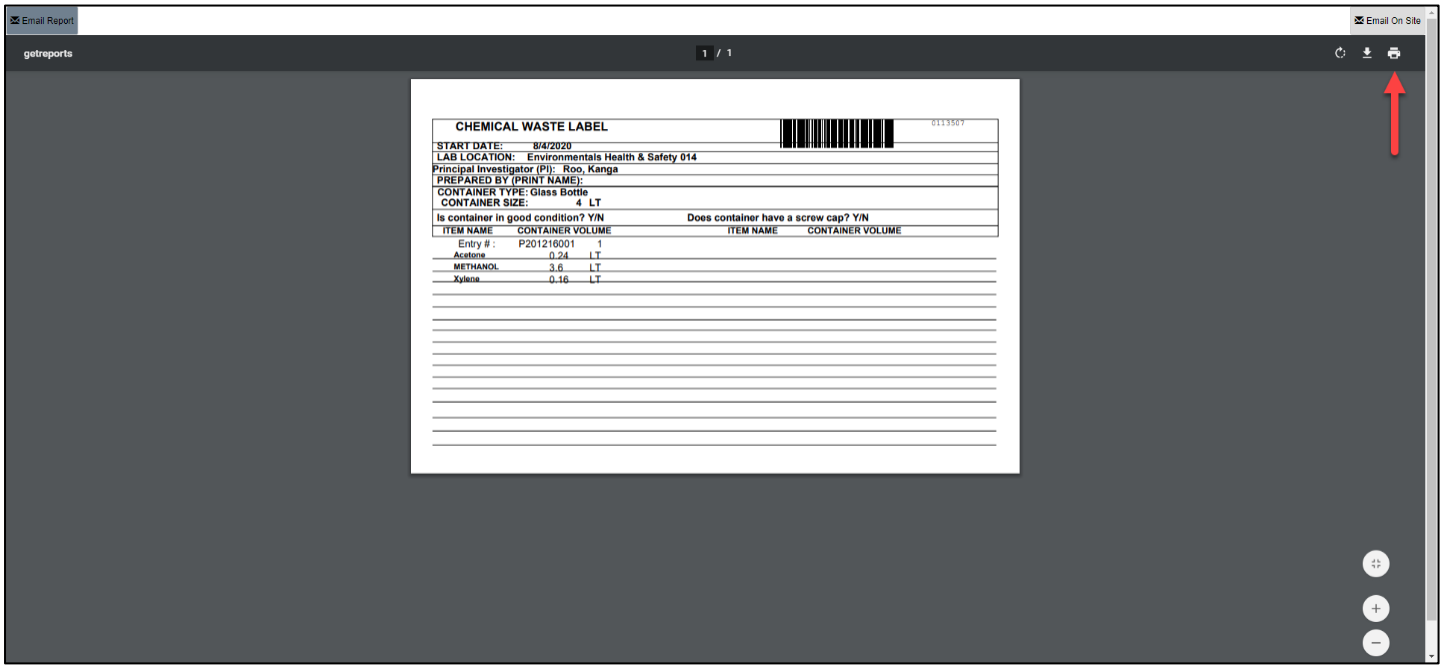
You will be able to see and edit the chemical contents at any point of the satellite accumulation container by clicking the yellow dropdown arrow at the beginning of the row that displays the container. Do not press seal or request a pickup until the SAC is ready for disposal.

Printing a satellite accumulation container (SAC) label

Step 8: Highlight the row of the satellite accumulation container you wish to print the label for. In the top ribbon, select **In Lab Container Reports** and choose the size you wish to print.

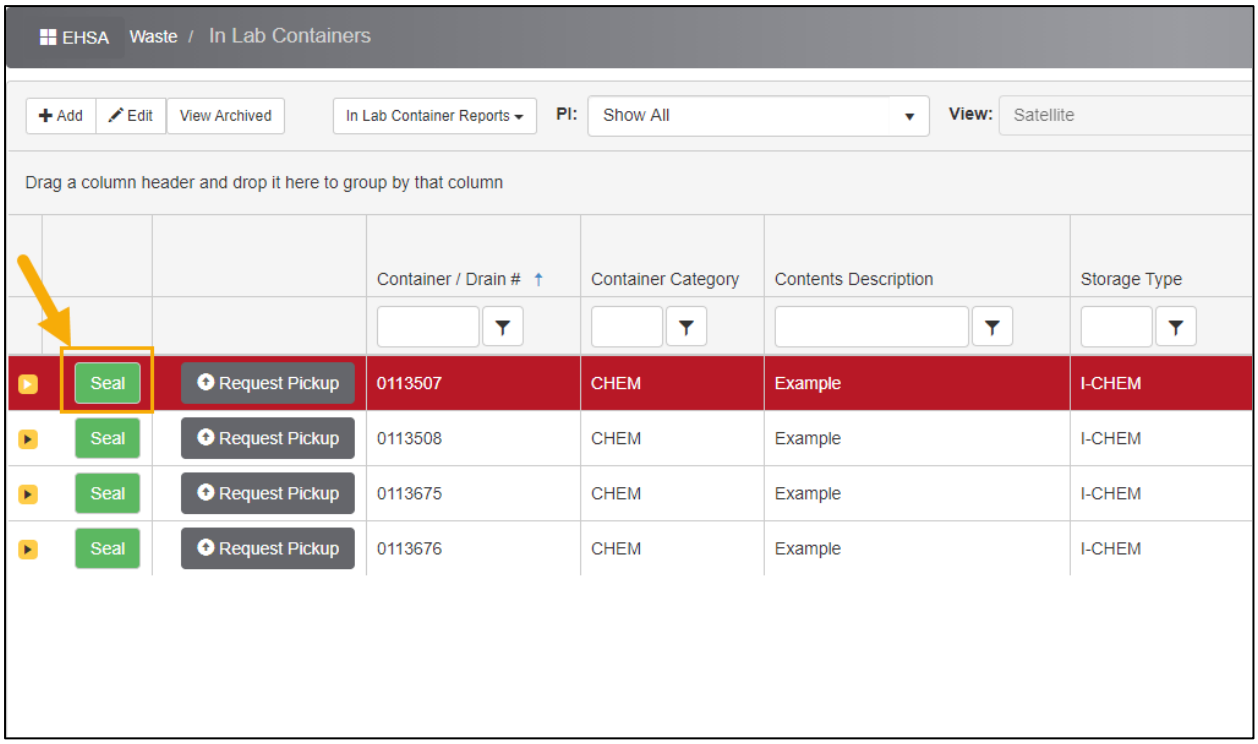


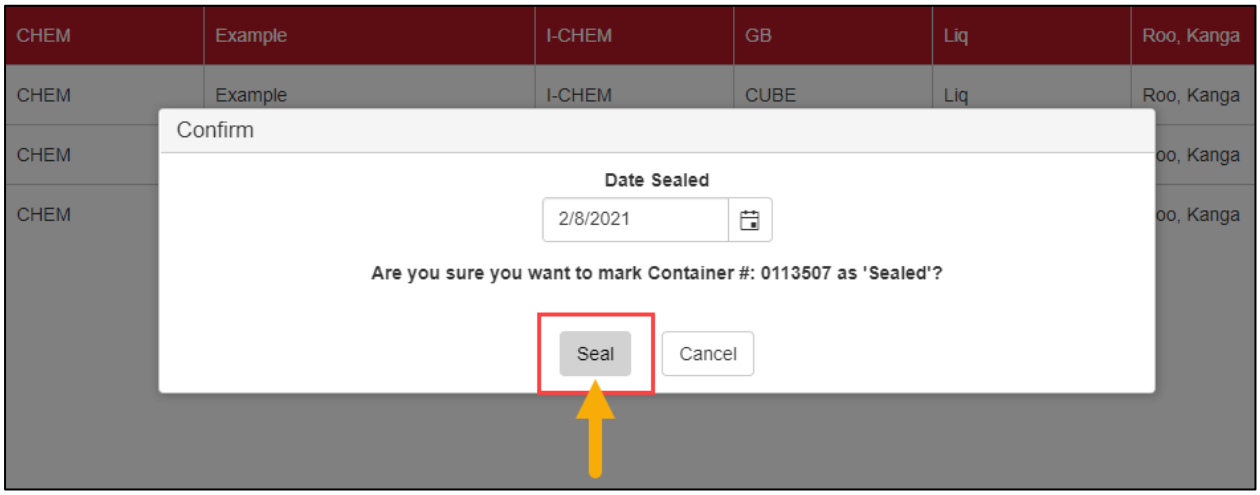
Step 9: A report will pop up in a new window containing the label. It should look similar to the image below. Make sure there are no pop up blockers. If it isn't pulling up right away, try using a different internet browser. Select the print option shown in the top right corner and affix the label to the container. If you need to add more constituents after the label is printed, you can write it in by hand on the lines below. However, you **MUST** print off a new label with the hand-written contents typed or if the current label becomes illegible before you seal and request a waste pickup for the SAC.



Sealing and submitting a waste pickup request for a SAC

Step 10: You must seal the satellite accumulation container before requesting a waste pickup. Highlight the row of the desired SAC container. Select **Seal** and a window will pop up prompting you to seal again.





Step 11: The container will then appear as being sealed and you have the option to unseal at any moment. Select **Request Pickup**. Select **Yes** from the new window that pops up. EHS will then be notified a waste pickup request was submitted for a SAC.