



# NEMS ENVIRONMENTAL MANAGEMENT PROGRAM

<b>PROGRAM NAME:</b>	Chemical Waste Management Plan		
<b>SIGNIFICANT ENVIRONMENTAL ASPECT(S):</b> Chemical Waste Generation	<b>DOCUMENT NUMBER:</b>	EMS.EMP.03.2006.BALT	
	<b>DATE REVISED:</b>	11.20.2006	
	<b>REVISION NUMBER:</b>		
	<b>SUNSET DATE:</b>		
	<b>PROGRAM LEAD:</b>	Jane Clarke, Karen Baxley	

## SECTION 1 – PROGRAM DESCRIPTION

EPCRA Sections 302, 311/312, and 313 require federal agencies, including NIH to report a facility-wide inventory of chemicals. Chemical inventory and tracking for the NIA facility is currently managed by NIH-Bethesda, however, NIA is currently involved in a phased purchasing and implementation of an inventory management software system. Chemical inventory and tracking for the NIDA facility is managed by the NIDA Safety Director.

The Chemical Management Program is designed to help NIH Baltimore maintain an updated inventory of chemicals used, comply with regulatory requirements concerning chemical management and reporting and provide for the safe handling of chemical materials to ensure employee protection. NIH Baltimore emphasizes source reduction and chemical recycling, wherever feasible, to minimize the quantity of hazardous chemicals used.

## SECTION 2 – GOALS AND OBJECTIVES

<b>GOAL:</b>	<b>Performance Indicator(s):</b>		<b>Resource requirements:</b>
<i>Justification:</i>			
<b>A. Objective:</b> Develop a Chemical Inventory System (NIDA only)	<b>Performance Indicator(s):</b>	<b>Responsibility:</b> Karen Baxley	<b>Timeframe:</b>
- <i>Target/Milestone:</i>		<b>Responsibility:</b>	<b>Timeframe:</b>
<b>B. Objective:</b> Complete Phase II of Chemical Inventory System (NIA only)	<b>Performance Indicator(s):</b>	<b>Responsibility:</b> Jane Clarke	<b>Timeframe:</b>
- <i>Target/Milestone:</i>	<b>Performance Indicator(s):</b>	<b>Responsibility:</b>	<b>Timeframe:</b>
<b>C. Objective:</b> Investigate options for using environmentally friendly cleaning products	<b>Performance Indicator(s):</b>	<b>Responsibility:</b> Scott Koehler	<b>Timeframe:</b>

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- <i>Target/Milestone:</i>	<b>Performance Indicator(s):</b>	<b>Responsibility:</b>	<b>Timeframe:</b>
<b>D. Objective:</b> Institute an oil recycling program in Bayview Research Center.	<b>Performance Indicator(s):</b>	<b>Responsibility:</b> Scott Koehler	<b>Timeframe:</b>
- <i>Target/Milestone:</i>	<b>Performance Indicator(s):</b>	<b>Responsibility:</b>	<b>Timeframe:</b>

**SECTION 3 – PROGRAM DESCRIPTION, SIGNIFICANCE, IMPACTS AND REQUIREMENTS**

<b>REASON(S) FOR SIGNIFICANCE:</b>	<ul style="list-style-type: none"> <li>▪ Aspect is subject to a variety of federal, state and local requirements</li> <li>▪ Aspect has potential to cause negative environmental and public health affects</li> <li>▪ Significant potential to reduce the amount of chemical waste released to the environment.</li> </ul>
<b>POTENTIAL ENVIRONMENTAL/ ORGANIZATIONAL IMPACTS:</b>	<ul style="list-style-type: none"> <li>▪ Ground and surface water contamination</li> <li>▪ Soil contamination</li> <li>▪ Public image/community relations</li> </ul>
<b>LEGAL AND OTHER REQUIREMENTS:</b>	<ul style="list-style-type: none"> <li>▪ Resource Conservation and Recovery Act (RCRA)</li> <li>▪ 40 CFR Parts 260-290</li> <li>▪ COMAR Title 26 Subtitle 13</li> <li>▪ Executive Order 13423: Strengthening Federal Environmental, Energy and Transportation Management</li> <li>▪ NIH Manual Issuance 1340, NIH Occupational Safety and Health Management</li> <li>▪ NIH Manual Issuance 3032, Waste Minimization and Management at NIH</li> </ul>

**SECTION 4 – OPERATIONAL CONTROLS**

ACTIVITY(IES) THAT GIVES RISE TO ASPECT	CONTROL(S)	RESPONSIBLE PERSON	MONITORING	RECORDS	ACTION TAKEN IF CONTROL FAILS
A/B Neutralization for wastewater	<ul style="list-style-type: none"> <li>▪ NIA/ NIDA safety orientation and annual refresher courses</li> <li>▪ PI Compliance Statement</li> </ul>	▪	▪	▪	▪
Cage Washing	<ul style="list-style-type: none"> <li>▪ Terms of contract</li> </ul>	▪	▪	▪	▪

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	<ul style="list-style-type: none"> <li>▪ CMS SOP Book</li> </ul>				
Chemical Use, Storage and Transportation	<ul style="list-style-type: none"> <li>▪ NIA/ NIDA safety orientation and annual refresher courses</li> <li>▪ PI Compliance Statement</li> </ul>	▪	▪	▪	▪
Decontamination and sterilization	<ul style="list-style-type: none"> <li>▪ NIA/ NIDA safety orientation and annual refresher courses</li> <li>▪ PI Compliance Statement</li> </ul>	▪	▪	▪	▪
Haz Mat Response and Clean-Up	<ul style="list-style-type: none"> <li>▪ Emergency Response Plan</li> <li>▪ NIA/ NIDA safety orientation and annual refresher courses</li> <li>▪ PI Compliance Statement</li> </ul>	▪	▪	▪	▪
Imaging (x-ray, MRI)	<ul style="list-style-type: none"> <li>▪</li> </ul>	▪	▪	▪	▪
Janitorial services	<ul style="list-style-type: none"> <li>▪ Terms of contract</li> </ul>	▪	▪	▪	▪
Operation and Maintenance of HVAC Systems	<ul style="list-style-type: none"> <li>▪ O&amp;M Manual</li> </ul>	▪	▪	▪	▪
Operation of Central Utility Plant (Chillers, Boiler, Cooling Towers)	<ul style="list-style-type: none"> <li>▪ O&amp;M Manual</li> </ul>	▪	▪	▪	▪
Procurement of Chemicals and	<ul style="list-style-type: none"> <li>▪</li> </ul>	▪	▪	▪	▪

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Pharmaceutical products					
Solvent Bulking		▪	▪	▪	▪

**SECTION 5 – RELEVANT DOCUMENT(S)**

DOCUMENT NAME	LOCATION	RESPONSIBLE PERSON
NIH Green Procurement Policy		
NIH Policy on HVAC systems		
Contract with Quitlabs		
NIH Manual Issuance 1340, NIH Occupational Safety and Health Management		
NIH Manual Issuance 3032, Waste Minimization and Management at NIH	<a href="http://www1.od.nih.gov/oma/manualchapters">http://www1.od.nih.gov/oma/manualchapters</a>	
NIH Manual Chapter 3034: Working with Hazardous Materials		
NIH Waste Disposal Guide	<a href="http://orf.od.nih.gov/Environmental+Protection/Waste+Disposal/">http://orf.od.nih.gov/Environmental+Protection/Waste+Disposal/</a>	
NIA Chemical Hygiene Plan		
NIH Radiation Safety Guide	<a href="http://drs.ors.od.nih.gov/">http://drs.ors.od.nih.gov/</a>	

**SECTION 6 – COMPETENCY OF RESPONSIBLE PERSONS**

NAME/TITLE	BASIS FOR COMPETENCE
Jane Clarke	Education and Training
Karen Baxley	

**SECTION 7 – AUTHORIZATION**

<b>NAME:</b>	
<b>SIGNATURE:</b>	
<b>DATE:</b>	

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