All makes and types of ballast are collected for recycling. This document describes how to prepare lamp ballasts for collection.

**Supplies Available through Hazardous Materials Management**

The following supplies are available through Hazardous Materials Management (HMM). To order these supplies, call (734) 763-4568 or complete the online [Waste and Supply Request](#) form.

NOTE: HMM will deliver the pails and drums or departments can pick them up at the North Campus Transfer Facility.

<table>
<thead>
<tr>
<th>SUPPLY</th>
<th>DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>LAMP BALLAST labels</strong></td>
<td>The “LAMP BALLAST” label must be on the waste container used to collect ballasts.</td>
</tr>
<tr>
<td><strong>30 gallon steel open head drums</strong></td>
<td></td>
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<tr>
<td><strong>5 gallon pails</strong></td>
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</tr>
</tbody>
</table>
Completing the LAMP BALLAST Label

The following fields must be completed on the LAMPS BALLAST label:

- Name (of generator)
- Department
- Building
- Project
- Account Number
- Work Order Number
- Company Name (if applicable)
- Phone
- Company Contact
- U-M Contact
- Accumulation Start Date
- Total weight

**NOTE:** The accumulation start date is the first day a ballast is placed in the ballast waste container.

Procedure: Preparing Ballasts for Collection

1. Complete the LAMP BALLAST label and affix it to the container.
2. Remove ballast from the lighting fixture.
3. Is the ballast leaking?
   - If YES, seal the ballast in bag and place in a properly labeled container designated for leaking ballasts.
   - If NO, place the ballast in properly labeled container designated for intact ballasts.
4. Replace lid on the ballast waste container.
5. Within 10 months from the accumulation start date, request a waste collection from HMM using one of the following methods:
   - Call HMM at 763-4568
   - Complete the online [Waste and Supply Request](#) form