

Preparing Spent Batteries for Collection

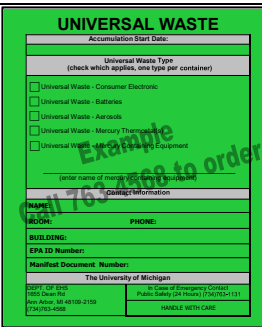

Standard Operating Procedure

Revision Date: 08/16/23

To prevent hazardous material from entering the environment, the University of Michigan recycles all types of batteries.

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.

SUPPLY	DESCRIPTION
	<p>UNIVERSAL WASTE labels</p> <p>The “UNIVERSAL WASTE” label must be affixed on all waste containers used to collect spent batteries.</p> <p>NOTE: HMM can provide pre-printed labels with the contact information.</p>
 <p>5 Gallon and 1 Gallon Batteries Pail</p>	<p>Spent batteries must be collected in a closed container. The following containers may be used.</p> <ul style="list-style-type: none"> • 1 gallon white plastic pails • 5 gallon white plastic pails <p>For lead acid batteries and batteries too large to fit in a container, call HMM at (734) 763-4568.</p>

Procedure: Completing the UNIVERSAL WASTE Label

The following fields **must** be completed on the UNIVERSAL WASTE label:

- Accumulation Start Date
NOTE: The accumulation start date is the first day a battery is placed in the pail.
- Universal Battery(ies)
- Contact Information

NOTE: The container of spent batteries **must** be collected by Hazardous Materials Management (HMM) within 10 months from the accumulation start date.

Procedure: Preparing Spent Batteries for Collection

1. Complete the UNIVERSAL WASTE label and affix it to the container.
2. For lithium batteries and batteries 9 volts or higher, cover the terminals with a non-conductive tape. The options for the type of tape include electrical tape, packing tape, and or duct tape.
3. Place spent batteries in the container and replace the lid.
4. When the container becomes 2/3 to 3/4 full or it has been about 10 months from the accumulation start date, request a waste collection from HMM using one of the following methods:
 - Call HMM at (734) 763-4568
 - Complete the online [Waste and Supply Request](#) form

Special Collection Request

Contact HMM to arrange for large collections of spent batteries or containers of spent batteries.