

Preparing Spent Bulbs for Collection

Standard Operating Procedure

Revision Date: 08/16/23



To prevent hazardous materials from entering the environment, the University of-Michigan recycles **all** bulbs (fluorescent, LED, CFL, HID, incandescent). This document describes how to prepare bulbs 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.

NOTES:

- Labels are also available at the North Campus Transfer Facility, Bulb Trailer, and Campus Safety Services Building.
- HMM will deliver the waste containers or the waste containers can be picked up at the North Campus Transfer Facility.

SUPPLY	DESCRIPTION														
<p style="text-align: center;">University of Michigan UNIVERSAL WASTE ELECTRIC LAMPS</p> <p>Building: _____ Box Accumulation Start Date: _____</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 70%;">Type of Bulbs</th> <th style="width: 30%;">Number of Bulbs in Box</th> </tr> </thead> <tbody> <tr> <td>4' Fluorescent</td> <td></td> </tr> <tr> <td>8' Fluorescent</td> <td></td> </tr> <tr> <td>Mercury Vapor</td> <td></td> </tr> <tr> <td>Compact Fluorescent</td> <td></td> </tr> <tr> <td>Fluorescent "U" Tube</td> <td></td> </tr> <tr> <td>Other (specify):</td> <td></td> </tr> </tbody> </table> <p style="font-size: small;">Environment, Health & Safety Hazardous Materials Management (734) 763-4568</p> 	Type of Bulbs	Number of Bulbs in Box	4' Fluorescent		8' Fluorescent		Mercury Vapor		Compact Fluorescent		Fluorescent "U" Tube		Other (specify):		<p>Bulb labels</p> <p>The Bulb label must be affixed on all waste containers used to collect spent bulbs.</p>
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4' Fluorescent															
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Other (specify):															
	<p>Spent bulbs can be put in its original box or any empty box. If a box is not available, the following containers can be used to collect spent bulbs:</p> <ul style="list-style-type: none"> • Fiber bulb drums • 4' boxes • 8' boxes 														

Procedure: Completing the Bulb Label

The following fields **must** be completed on the Bulb label:

- Building where HMM will collect the spent bulbs
- Box Accumulation Start Date
NOTE: The accumulation start date is the first day a bulb is placed in the container.
- Type of bulbs
- Number of bulbs (by type) in the container

NOTE: The container of spent bulbs **must** be collected by HMM within 10 months from the accumulation start date.

Procedure: Preparing Spent Bulbs for Collection

1. Complete the Bulb label and affix it onto the container.
2. Package the spent bulbs in the box to prevent breakage.
3. Close and seal both ends of the box.
4. Place boxes containing the spent bulbs in a dry, secure location.
5. Stack the boxes so that the Bulb label is clearly visible.
6. Within 10 months from the accumulation start date, transport the bulbs to one of the following locations:
 - The Bulb Trailer located in the northeast corner of the Transportation Lot (inside fence area)
 - The North Campus Transfer Facility
 - Medical School Dock 2
 - Dental School Dock
7. Request waste collection from HMM using one of the following methods:
 - Call HMM at (734) 763-4568
 - Complete the online [Waste and Supply Request](#) form