

**IN CASE OF EMERGENCY:  
CONTACT PUBLIC SAFETY  
(24 HOURS): (734)763-1131**

**WASTE MANIFEST**  
UNIVERSITY OF MICHIGAN - ENVIRONMENT, HEALTH & SAFETY  
1655 DEAN ROAD, ANN ARBOR, MI 48109-2159 (734)763-4568

EPA ID# \_\_\_\_\_

**HAZARDOUS / CHEMICAL WASTES**

**H  
A  
Z  
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U  
S**

CHEMICAL DESCRIPTION (Do Not Abbreviate or Use Formulas)		Container		Physical Form			Weight or Volume	Units	EHS ONLY	
		Qty.	Type	Solid	Liquid	Gas			Waste Codes	Manifest Tracking Number
1.										
2.										
3.										
4.										
5.										
6.										
7.										
Additional Descriptions / Safety Precautions for materials listed above:		EHS ONLY								

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**UNIVERSAL WASTES (Enter quantity)**

**Batteries:** Boxes \_\_\_\_ Pails \_\_\_\_ Drums \_\_\_\_ Auto/Industrial \_\_\_\_  
**Antifreeze:** Boxes \_\_\_\_ Pails \_\_\_\_ Drums \_\_\_\_  
**Mercury:** Thermostat(s) \_\_\_\_ Thermometer(s) \_\_\_\_ Switch(es) \_\_\_\_ Devices (describe) \_\_\_\_\_

**G  
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**GENERATOR INFORMATION & CERTIFICATION**

NAME		DEPARTMENT	
BUILDING		ROOM	PHONE
GENERATOR'S CERTIFICATION: This is to certify that the above named materials are properly classified, described, packaged, marked and labeled, and are in proper condition for transportation according to the applicable regulations of the Department of Transportation.		~FOR EHS USE ONLY~	
SIGNATURE	DATE		

# COMPLETING THE WASTE MANIFEST

1. Enter the EPA Identification Number of the building in which the waste was generated.

## HAZARDOUS / CHEMICAL WASTES

### CHEMICAL DESCRIPTION:

2. Use one row for each unique waste. List all of the chemicals present in the container AND their approximate concentrations (%). Do not abbreviate or use chemical formulas. Example:

CHEMICAL DESCRIPTION (Do Not Abbreviate or Use Formulas)		Container		Physical Form			Weight or Volume	Units
		Qty.	Type	Solid	Liquid	Gas		
1.	<i>15% Acetone and 85% Methanol</i>	<i>4</i>	<i>DF-P</i>		<i>x</i>		<i>4</i>	<i>G</i>

### CONTAINER:

3. Enter the total number of containers for each row.  
4. Enter the appropriate abbreviation (see table 1) for the type of container used for each waste described on the manifest. (If the same waste is shipped in different containers, each type of container must be identified).

### PHYSICAL FORM:

5. Mark the appropriate form(s) (Solid, Liquid, Gas) for each row. Check all that apply.

### WEIGHT OR VOLUME:

6. Enter the total numerical weight or volume for each row.  
7. Enter the appropriate abbreviation (see table 2) for the unit of measure for each row.

### ADDITIONAL DESCRIPTIONS / SAFETY PRECAUTIONS:

8. Enter any additional description / safety precaution, special handling, transportation, treatment, storage, or disposal information or specific properties that may be unique to the waste or pose additional concerns (i.e. acutely toxic, water reactive, etc.).

## UNIVERSAL WASTE

9. Enter the total number of containers for each Universal waste category listed.

## GENERATOR INFORMATION & CERTIFICATION

10. Enter the name of the waste generator.  
11. Enter the name of the Department where the waste was generated.  
12. Enter the name of the building in which the waste was generated.  
13. Enter the building room number in which the waste was generated.  
14. Enter the phone number at which the generator, or staff knowledgeable about the waste can be contacted.  
15. The generator must read and sign (by hand), the certification statement, or the waste will not be picked up for disposal.  
16. Enter the date the certification statement was signed.

### ADDITIONAL DESCRIPTIONS / SAFETY PRECAUTIONS:

17. Package waste bottles into a labeled box
- Package only compatible chemicals together
  - Cushion bottles to prevent breakage.
18. Place the Waste Manifest(s) with the shipment.  
19. Call (734)763-4568 to request a collection, or request a waste collection online using the QR code:



## MANIFEST ABBREVIATION TABLES

CONTAINER TYPE

Abbreviation	Container Type
DM	Metal drums, barrels, kegs
DF-F	Fiberboard drums, barrels, kegs
DF-P	Plastic drums, barrels, kegs
BOT-G	Glass bottles, jugs, tubes, containers
BOT-P	Plastic bottles, jugs, tubes, containers
CY	Cylinders
CM	Metal boxes, cartons, cases (including roll-offs)
CF	Fiber or plastic boxes, cartons, cases
O	Other (Please specify)

TABLE 1

UNIT OF MEASURE

Abbreviation	Units
G	Gallons
K	Kilograms
L	Liters
P	Pounds
T	Tons
Y	Yards

TABLE 2