

# Excess Hazardous Materials and Hazardous Waste Turn in Form

This form is to be used for the turn in of excess hazardous materials or hazardous waste to the Environmental Health and Safety Office (EHSO) for reuse or disposal. Please refer to the Hazardous Materials Management Program requirements for information on the types of materials accepted and the proper disposition of other materials. See the attached sheet for information on completing the form. The form must be completed online and e-mailed as an attachment to [hazwaste@hawaii.edu](mailto:hazwaste@hawaii.edu).

\*\*\* NOTE: Please use Adobe Reader/Acrobat and NOT a "Preview" app or view to fill out this form. \*\*\*

Dept/Org: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Location: \_\_\_\_\_ Page: \_\_\_\_\_ of \_\_\_\_\_

List of Materials:

* Item No#	Chemical Name	Quantity	** Physical State	For EHSO Use

\* Item No# = List the Item Number and mark the individual containers with the same Item Number.

\*\* Physical state = S (Solid), L (Liquid), G (Gas/Aerosol). Quantity is to be specified in pounds (lbs) for solids and gallons (gal) for liquids. See the conversion list if necessary. For gases and aerosols see Instructions.

* Item No#	Chemical Name	Quantity	** Physical State	For EHSO Use

Generator Certification: I certify that the information provided is complete and accurately describes, to the best of my knowledge, the material to be turned in.  
 Note: You have to have current training as a hazardous waste generator to sign this form.  
 By typing in my name I agree that it is equivalent to my handwritten signature.

\_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

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 EHSO Approval: \_\_\_\_\_ Date \_\_\_\_\_  
 Hazardous Materials Management Officer

Material Acceptance: The material submitted for turn in has been inspected and determined to match the list above and is labeled and packed in accordance with University Hazardous Materials Control and Hazardous Waste Disposal requirements.

\_\_\_\_\_ EHSO Representative \_\_\_\_\_ Date \_\_\_\_\_