HAZARDOUS WASTE DISPOSAL AND MANAGEMENT POLICY

Safe Handling and Disposal of Hazardous Materials

Approved: January 2022 | Reviewed: March 2023 | Last revised: January 2025 | Next full revision: January 2028

1. Purpose

Uzbekistan State World Languages University (UzSWLU) is committed to the safe handling and disposal of hazardous waste generated by its operations, in order to protect the health of students, staff and the public and to prevent contamination of soil, water and air. This policy identifies the hazardous wastes produced at the University and sets out how they are collected, stored, handed over for disposal and recorded.

2. Scope

This policy applies to all university campuses, buildings, student residences and other premises, to all units that use or dispose of hazardous materials, and to contractors working on university premises. As a university of languages, UzSWLU does not operate chemical, biological or radiological research laboratories. Its hazardous waste arises mainly from building operation, maintenance, office equipment and information technology.

3. Legal and regulatory framework

The University complies with the legislation of the Republic of Uzbekistan on waste, on environmental protection and on sanitary and epidemiological well-being, including the requirements for handing over hazardous waste to organizations licensed to collect, recycle or dispose of it.

4. Types of hazardous waste and their handling

Type of hazardous waste	Main sources at the University	Handling and disposal
Mercury-containing lamps (fluorescent tubes and compact lamps)	Lighting in teaching buildings, offices and residences	Removed intact, stored unbroken in closed containers, handed over to a licensed organization for demercurization
Batteries and accumulators	Remote controls, devices, emergency lighting, uninterruptible power supplies, vehicles	Collected in dedicated boxes, stored dry, handed over to a licensed recycler
Electronic and electrical waste	Computers, monitors, printers, projectors, phones, cables	Written off under inventory rules, data wiped, handed over to a licensed recycler
Printer toner and ink cartridges	Offices and printing services	Returned to suppliers or handed over for refilling or recycling
Cleaning and maintenance chemicals	Cleaning services, building maintenance, painting	Kept in original labeled containers, used up where possible, residues handed over to a licensed organization
Solar installation components	Damaged panels, inverters and storage batteries of the campus solar system	Handled with the installer or a licensed recycler at the end of service life
Medical waste	University health post	Collected and disposed of under sanitary rules through a licensed service

5. Commitments

5.1 Prevention

- The University reduces hazardous waste at source by replacing fluorescent lighting with LED lighting, choosing rechargeable batteries where practical, extending the service life of equipment and buying cleaning products with lower hazard ratings.

5.2 Separation and storage

- Hazardous waste is never mixed with general waste or recyclables, and is never poured into drains, sinks or the ground.
- Each building has a designated, locked and ventilated storage point for hazardous waste, with labeled containers for each type.
- Collection boxes for used batteries and small electronics are placed in buildings and residences for students and staff.

5.3 Handover and disposal

- Hazardous waste is handed over only to organizations holding the relevant license, under a contract with the University.
- Every handover is documented with a handover record showing the type and quantity of waste, the date and the receiving organization, and records are kept for at least five years.

5.4 Spills and breakages

- Broken mercury lamps and chemical spills are dealt with according to a written response procedure: the area is ventilated and isolated, residues are collected with suitable materials into a sealed container, and the incident is reported to the Department of Administrative Affairs.
- Spill kits are kept at hazardous waste storage points.

5.5 Training and awareness

- Staff who handle hazardous materials, including technical, cleaning and IT staff, receive training on safe handling, storage and spill response when they start the job and at regular intervals.
- Students and staff are informed about the collection points for batteries and small electronics.

6. Responsibilities

- Department of Administrative Affairs: holds overall responsibility for this policy, maintains storage points, contracts licensed organizations, keeps handover records and prepares the annual report.
- Information technology unit: manages the write-off, data wiping and handover of electronic waste.
- Heads of units and building managers: ensure that hazardous waste in their areas is separated and delivered to storage points.
- Contractors: remove and dispose of hazardous waste generated by their works in compliance with this policy and provide handover records.

7. Monitoring and reporting

Progress against this policy is reported annually as part of the University's environmental report, published on the University's website. The following indicators are tracked:

Area	Indicator	Frequency
Collection	Quantities of each hazardous waste type collected (units or kg)	Annual
Disposal	Share of hazardous waste handed over to licensed organizations, with handover records	Annual
Incidents	Number of spills, breakages or improper disposals, and actions taken	Annual
Training	Number of staff trained in hazardous waste handling	Annual

8. Review

This policy was first approved in January 2022 and reviewed in March 2023. It was revised in January 2025 to list the specific hazardous wastes generated by the University, to set out handling and disposal for each, to require licensed handover with written records, and to assign responsibilities. The policy is reviewed every year, and a full revision will be undertaken by January 2028.

9. Related policies

UzSWLU Waste Management Policy, Water Quality and Discharge Management Policy and Environmental Sustainability Policy, available at uzswlu.uz/en/sdg-policies.