

Date Prepared 4/2004
Revised 2/24/09 P. Watt
Prepared By Patty Watt

BMP Physical Plant #20

TITLE: SCRAP METAL RECYCLING

Regulatory Citation: 6 NYCRR Part 371.1(g)

Applicability: Scrap metal from any source.

Purpose: Proper management and recycling of scrap metal.

**Person or
Department Responsible:** Maintenance Supervisor

Schedule: As needed

Procedures: All scrap metal generated will be segregated from other waste and stored inside the Universal waste room of the Lapan Services Building. The scrap metal containers must be stored away from rainwater and periodically inspected for spillage. Once the containers are full the Maintenance Supervisor will have the scrap transported to the scrap metal dumpster at Cogan, or will be directly transported to one of the College's designated scrap metal recyclers for resale. A receipt and cash received for the scrap metal will be obtained and given to the Executive Manager of Physical Plant for recording and then file with the Director of EHS.

The Director of Environmental Health and Safety (EHS) is responsible for submitting notification to the State Dept of Environmental Conservation under 371.1(c)(7) of our intent to use the scrap metal exemption. If the disposal/recycling vendor changes, the Executive Manager of Physical Plant will notify the Director of EHS so that an updated notification can be filed.

Record keeping: receipts of scrap metal
c-7 notifications to DEC

Record Location: EHS Office environmental files

Contact: Exec Mgr Physical Plant (629-7427)
Assistant to Exec Mgr (629-7361)
Director of Environmental, Health and Safety (629-7163)