

**HOLISTA TRANZWORLD PRIVATE LIMITED**

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Doc No : HTPL-SOP11

Food Safety and Quality Management System

Issue/Rev : 1.0

Lab Test Procedure SOP

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11.Lab waste disposal

1. Purpose

To define the procedure for collection, segregation, recording, and safe disposal of laboratory waste in compliance with regulatory and environmental standards.

2. Scope

Applicable to all laboratory personnel handling any form of waste generated within the laboratory.

3. Definitions

- **Chemical Waste:** Waste containing hazardous chemicals or reagents.
- **Biological Waste:** Infectious or biohazardous materials including microbiological cultures.
- **Glass Waste:** Broken or discarded glassware.
- **Plastic Waste:** Laboratory plasticware, tips, tubes, if contaminated or general.
- **General Waste:** Non-hazardous office or domestic waste.

4. Procedure

4.1 Waste Segregation

- Segregate waste at source into designated color-coded containers:
 - **Yellow:** Food waste/oil waste
 - **Red:** Non-bio degradable
 - **Blue:** glass waste
 - **Green:** Bio degradable waste
- Label all containers with waste type

5.2 Collection and Recording

- Record waste daily in the **Lab Waste Disposal Record**.
- Ensure details include date, type, description, quantity, disposal method, disposed by, and disposal date.

5.3 Disposal

- **Chemical Waste:** Neutralize if applicable before disposal; store hazardous waste for authorized vendor collection.
- **Biological Waste:** Autoclave before disposal.
- **Glass Waste:** Collect in puncture-proof containers, dispose through scrap vendor.
- **Plastic Waste:** Decontaminate or autoclave if contaminated, then dispose.
- **General Waste:** Dispose via municipal waste bins as per facility guidelines.

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