



Albemarle County Public Schools



Subject: PCB Ballast Management

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1.0 PURPOSE

This Standard Operating Procedure (SOP) outlines the work instructions for the handling and disposal of waste polychlorinated biphenyl (PCB)-containing ballasts and non-PCB ballasts. The handling of PCB-contaminated waste requires special consideration. This applies to any PCB-waste with a concentration greater than 50 parts per million (ppm) of PCBs.

2.0 PROCEDURE

Responsibility:

- All electricians, and anyone whose job may require them to remove, handle, or replace PCB-containing ballasts and non-PCB ballasts from lighting fixtures
- Environmental Compliance Manager

- 1) Determine if light ballast is PCB-containing
IF BALLAST IS NOT LABELED “NO PCBs” or “ELECTRONIC”:
 - When removing PCB ballast, wear gloves and eye protection.
 - ASSUME it is PCB-containing
 - Place ballast in “Intact PCB Ballast” labeled drum in chemical storage area at Building Services

- 2) If any ballast is found to be **LEAKING**:
 - Leaking PCB ballasts are to be double-bagged, brought to the storage area and placed in the drum labeled “Leaking PCB Ballast.”
 - Always use nitrile gloves when handling leaking PCB ballasts

- 3) If any **LEAKING** ballast has resulted in a PCB **SPILL**:
 - A) Report this to Environmental Compliance Manager IMMEDIATELY.
 - Environmental Manager must report incident to EPA and State.

 - B) Contaminated clothes, materials and clean-up materials must be disposed of as PCB- waste and placed in a “PCB”-labeled container.

- 4) If a ballast is labeled “NO PCBs” or “ELECTRONIC”, place ballast in the “Non PCB Ballast” drum in chemical storage area at Building Services.

Call Building Services if you have ANY questions about this procedure.