

## Preparing For A Large Chemical Disposal of Pure Chemicals for Chematix User

1. Your list of chemicals for disposal will be returned to you according to shipping categories so you can prepare the chemicals for disposal as follows:
  - Each “**shipping category**” will be a separate tab at the bottom of the page.
  - Each chemical for disposal will have been assigned to one of these shipping categories i.e. tabs.
  - Sort chemicals from the **same** shipping category in groups of 8 or less containers (4L or larger containers must be done separately).
  - Ensure that all chemicals for disposal are properly labeled, and in sealed containers with no visible contamination (Parafilm, rubber stoppers, tape ARE NOT satisfactory seals).
2. A separate Chematix Pickup Worksheet is required for each group (see above).
  - In Chematix, select the Waste Card for “**Pure Chemicals in Individual Containers**” for each group of 8 or less BUT **DO NOT** PRINT WASTE CARDS.
  - Create Pickup Worksheet for each group, print the Pickup Worksheet and place with group (chemicals listed on a sheet must have the same shipping category number).
3. If a UCC barcode is not present on the chemical bottle, please write the waste card number on the chemical bottle.
4. Create separate waste cards for all 4L or larger containers, print and place with containers.
5. When ready, please email [hazmat@ucalgary.ca](mailto:hazmat@ucalgary.ca) and you will be contacted to confirm pick-up time.