Never Dump BROKEN GLASS into regular garbage pail

To protect Custodial personnel, faculty, and staff from accidental injury due to broken glass, the Environmental Health and Safety office has developed the following procedures:

- If anyone wishes to dispose of the broken glass and the amount of glass is small, place it in an envelope, mark it “BROKEN GLASS”, and call the Custodial Department to send someone to dispose of it safely.

- If the amount of broken glass is plentiful, then a box can be used. Mark the box “BROKEN GLASS”, make a work order to B&G. Someone from B&G will move the box away safely.

- Any problem with this procedure, please contact the EHS Office at Ext. 2662/2772.