



UNIVERSITY POLICY

SUBJECT: HEALTH AND SAFETY **TITLE:** ENVIRONMENTAL POLLUTION CONTROL

CODING: 00-01-45-05:00 **ADOPTED:** 08/01/91 **AMENDED:** 04/27/07

LAST REVIEWED: 04/27/07

I. PURPOSE

To ensure compliance with federal, state, and local laws for controlling environmental pollution, UMDNJ takes a proactive approach to identifying and correcting potential violations. This policy covers: underground and aboveground storage tanks; air quality and protection; water protection, pesticide use and storage, and wetlands preservation and conservation. Solid and hazardous waste management (including regulation medical waste), NJ Worker and Community Right-to-Know Act, and source reduction and recycling are addressed in separate policies.

II. ACCOUNTABILITY

Under the direction of the President, the Executive Vice President for Academic and Clinical Affairs, Senior Vice President for Administration, the Deans, Vice Presidents, Presidents/CEOs of the Healthcare Units and Department Chairpersons shall ensure compliance with this policy through the individual Department Directors and Administrators. The Director of Environmental and Occupational Health and Safety Services (EOHSS), under the Office of Emergency Management and Occupational Health and Safety (EMOHS) shall implement this policy.

III. REFERENCES

- A. Regulated Medical Waste Management [00-01-45-15:00](#)
- B. NJ Worker and Community Right to Know Act [00-01-45-25:00](#)
- C. Hazardous Waste Management [00-01-45-35:00](#)
- D. University Transportation – Motor Vehicle Fleet [00-01-55-60:00](#)
- E. Waste Source Reduction and Recycling [00-01-55-75:00](#)

IV. POLICY

A. Requirements:

1. Underground and Aboveground Storage Tanks (UST)

Physical Plant ensures that proper management of oil, gas and other chemical storage tanks meet current standards for leak detection, spill/overflow protection and secondary containment. Physical Plant maintains the necessary registration and a written spill prevention plan that is updated as necessary. EOHSS shall review the plan and provide technical assistance to renew the UST registration as required.

End-users are required to monitor all throughputs in fueling systems. All related documentation is maintained by the end-user and copies are forwarded to Physical Plant.

2 Waste Management

- a. Hazardous Waste Management - This University-wide policy is managed by EOHSS and is detailed separately (refer to University policy Hazardous Waste Management, 00-01-45-35:00).
- b. Regulated Medical Waste - This University-wide program is managed by Physical Plant and is detailed separately (refer to University policy, Regulated Medical Waste Management, 00-01-45-15:00).

3. Air Quality and Protection

Potential sources of indoor and outdoor air pollution include chemicals emanating from building systems and motor vehicles; chemical, radiological, and biological contaminants from research and clinical labs; and other materials. Indoor Air Quality issues are investigated in-house in a joint effort by EOHSS and Physical Plant. Ambient air discharges from equipment sources are maintained and controlled in accordance with permit requirements, by the Physical Plant. Logistical Services maintains, repairs, and disposes of University-owned motor vehicles. End-users are responsible for record keeping and forwarding documentation to Physical Plant, Logistical Services, and EOHSS, as required.

To enhance the working environment for all faculty and staff, the University will ensure that the potential for indoor and outdoor air pollution is minimized by the following actions:

- a. All generators and boilers on the various campuses are monitored daily or as required by the particular regulation, and records are logged as stipulated in the permit to ensure they meet state limits.
- b. Ensuring that pollution control equipment is operating properly and any discharges into the air do not exceed state standards.
- c. Continually seeking alternatives to decrease the amount of effluent discharged into the air by encouraging cleaner disposal of waste.
- d. Maximizing the performance of the heat, ventilation, and air conditioning (HVAC) systems, using a regular program of preventive maintenance.
- e. Ensuring that lab hoods and safety cabinets where chemical, radioactive, or biological materials are used have filtration systems, such as activated charcoal and high efficiency particulate air (HEPA) filters, prior to exhaust into the air.
- f. All new construction and renovations address the quality of air entering and exhausting the facility. This will be accomplished through:
 - i. Appropriate placement of air intakes and exhausts, and providing adequate amounts of supply and exhaust.
 - ii. Using certified contractors for asbestos and lead abatement projects.
 - iii. Hiring licensed air conditioner and refrigerator repair technicians.

- iv. Contractor/vendor is required to supply all information for completing inspection permits and certifications.

4. Water Protection, Conservation Management

Water pollution, in the form of process and laboratory wastewater, sewerage, biological contaminants, and low-level radioactive wastes may derive from many sources. Physical Plant, with guidance by EOHSS, maintains waste treatment system permits. Physical Plant ensures that discharge limits are met in accordance with state and local standards. Sampling is conducted by a state-licensed laboratory and reports are compiled pursuant to permit requirements. Potable water is supplied and sampled publicly.

To ensure that the University actively protects, conserves, and manages water resources, the protocol below is followed:

- a. Only chemicals that have a pH between 5.5 and 9.5 and have no other hazardous constituents will be released into the sanitary sewer system.
- b. Detergents with little or no phosphate will be utilized for dishwashing. Corrosive toilet bowl cleaners will be replaced with appropriate alternatives.
- c. All toxic liquid products such as automotive products, cleaning products, paints, refrigerants, etc. will be handled with care and disposed properly (refer to University policy Hazardous Waste Management, 00-01-45-35:00,) or replaced by other non-toxic substitutes.
- d. Low flow water regulators, toilets and other water saving equipment will be utilized in all University facilities, wherever possible.
- e. All water line repairs will be scheduled as soon as they are reported. Major water leaks will be repaired as soon as they are reported. Minor water leaks will be addressed as soon as practical.
- f. Radioactive materials discharged into the sanitary sewer are monitored to insure that the federal Nuclear Regulatory Commission (USNRC) and New Jersey Department of Environmental Protection (NJDEP) levels are not exceeded.

5. Pesticide Use and Storage

Every effort will be made to use and store fertilizers, insecticides and pesticides according to the manufacturer's instructions. Every effort will be made to substitute such hazardous products with environmentally friendly ones when maintaining the University's grounds. NJ Worker and Community Right to Know Act and the related UMDNJ policy (00-01-45-25:00) requires all vendors to submit for review a file of MSDS on all hazardous chemicals brought onto UMDNJ property. All necessary licensure is maintained by Physical Plant.

- 6. NJ Worker and Community Right to Know Act – This University-wide program is managed by EOHSS and is detailed separately (refer to University policy, NJ Worker and Community Right to Know Act, 00-01-45-25:00).

7. Wetlands

Wetlands (marshy areas) are integral to the health and well-being of environmentally sensitive areas. The University adheres to federal protocol in this matter. Special consideration will be given if a campus construction project includes an activity that would disturb a wetlands area. The department of Facility Planning and Construction (FP&C) will secure the necessary Army Corps of Engineers permit in the event that a project requires one.

8. Source Reduction and Recycling:

Source reduction is the practice of minimizing or eliminating the generation of waste. Recycling is the reuse of material. The intent is the reduction of solid waste and recovery of reusable materials, and procurement and use of products made from recycled materials. The University, in response to this mandatory requirement, has established goals, guidelines and procedures to achieve optimum recycling and waste source reduction. This program is managed by Physical Plant and is addressed separately (refer to University policy, Waste Source Reduction and Recycling, 00-01-55-75:00)

B. Responsibilities:

This section outlines each department's specific responsibilities for achieving the objectives of this policy:

1. EOHSS is responsible for:

- a. administering the Hazardous Waste Management program (University policy, 00-01-45-35:00) and NJ Worker and Community Right to Know Act program (University policy, 00-01-45-25:00), University-wide.
- b. providing technical and regulatory assistance as needed.
- c. overseeing the permitting and permit renewal process; and
- d. conducting environmental compliance audits of the programs in this policy.

2. FP&C is responsible for administering wetlands compliance, university-wide. FP&C ensures the acquisition of permits for new equipment as required and provides copies of permits and operational instructions to building owners and tenants. They are also responsible for managing contractors performing large asbestos and lead abatements throughout the University.

3. Physical Plant is responsible for administering fuel oil and gasoline storage tank management on all but one UST system (see 5. below). Physical Plant is responsible for ensuring air and water protection measures are employed and overseeing pesticide use and storage. They are responsible for managing contractors doing small asbestos and lead abatements. They operate a Central Cogeneration Power Plant on the Newark campus and several small heating plants throughout the University.

Physical Plant is responsible for administering the solid waste management and recycling programs on all UMDNJ campuses. Additionally, they are responsible for administering regulated medical waste university-wide, including managing the Newark campus Microwave Unit.

4. The Office of Radiation Safety Services is responsible for administering the Radiation Safety Program and low-level radioactive waste management program on the Newark campus. This office has a specific role in air and water quality protection related to compliance with the Nuclear Regulatory Commission (NRC). RSO also ensures that lab hoods are labeled and monitored according to NRC permit requirements.
5. Logistical Services manages one bio-diesel fuel tank on the Newark campus and administers the transportation fleet for the University throughout the state.
6. The University's Schools, Units, and individual Principle Investigators are responsible for:
 - a. adhering to the requirements of this policy and establishing a workplace where these ideals can be expressed.
 - b. use and care of properly equipped local exhaust systems (e.g., biological safety cabinets) to minimize indoor/outdoor air pollution.
 - c. buying and using reusable, recyclable, biodegradable, and recycled products and ensuring that all appropriate UMDNJ purchasing requirements are met.

C. Enforcement:

1. Compliance with the provisions and the guidelines set forth in this policy by all faculty and staff is mandatory.
2. Policy violations will result in appropriate disciplinary actions, up to and including termination, and unfavorable performance appraisals.

By Direction of the President:

Senior Vice President for Administration