# Standard Operating Procedure (SOP)

## Labeling and Color-Coding of Waste Containers

This SOP details the procedures for **labeling and color-coding of waste containers** to ensure proper waste segregation, enhance safety, and comply with regulatory requirements. It covers standardized color codes for different types of waste, clear labeling techniques, container maintenance, and employee training to prevent cross-contamination and facilitate efficient waste management within the facility.

## 1. Purpose

To provide clear instructions for labeling and color-coding of waste containers to promote safe, compliant, and efficient waste management within the facility.

## 2. Scope

This SOP applies to all employees involved in waste generation, handling, storage, or disposal activities.

## 3. Responsibilities

- **Facility Manager:** Ensure implementation and compliance with the SOP.
- **Supervisors:** Monitor staff for compliance and provide necessary resources.
- **Employees:** Follow procedures for waste segregation, labeling, and container maintenance.
- **Training Coordinator:** Train employees on color-coding and labeling protocols.

## 4. Standard Color Codes for Waste

| Waste Category | Color Code | Typical Container Label |
|---|---|---|
| General Waste (Non-Hazardous) | Grey/Black | General Waste |
| Biohazardous (Infectious) Waste | Red | Biohazard/Infectious Waste |
| Chemical Waste | Yellow | Chemical Waste |
| Sharps | Orange | Sharps Waste |
| Recyclable Waste | Green | Recyclable |
| Radioactive Waste | Yellow with Trefoil Symbol | Radioactive Waste |
| Pharmaceutical Waste | Blue | Pharmaceutical Waste |

## 5. Labeling Requirements

- Labels must be:
    - Waterproof, durable, and securely affixed to the container.
    - Clearly visible and legible at all times.
    - Indicate the waste type in large, bold lettering.
    - Display hazard symbols (e.g., biohazard, radioactive) where applicable.
- Update or replace labels if damaged or faded.
- Do not use improper or handwritten labels unless as a temporary measure pending official replacement.

## 6. Container Maintenance

- Inspect containers regularly for cleanliness and structural integrity.
- Clean or decontaminate containers as necessary, following safety procedures.
- Ensure lids are color-matched and fit securely to prevent spillage and exposure.
- Replace containers that are damaged, corroded, or otherwise unsafe for use.

## 7. Training

- All employees must undergo training on:
  - Waste segregation and color-coding system
  - Proper labeling procedures
  - Container handling and maintenance
  - Emergency procedures for accidental exposure or spillage
- Refresher training as needed or upon updates to the SOP.

# 8. Compliance and Documentation

- Compliance with this SOP is mandatory and may be subject to audit.
- Records of training, inspections, and maintenance must be maintained for regulatory review.

# 9. References

- OSHA Standards
- EPA Waste Management Guidelines
- Local and state environmental regulations
- Facility-specific waste management policies

---

**Review Date:** _____

**Approved by:** _____