


How to Request a Waste Pick-up



THE UNIVERSITY
of
WISCONSIN
MADISON

EH&S Assistant  v1.51.6353.25387

Please log in using your Net ID. If you receive an error, please contact Radiation Safety for assistance ×

[Sign In](#)

Sign into EH&S Assistant using your NetID by going to the following address;

<https://ehs.fpm.wisc.edu/ehsa>

You will either be shown the screen above or automatically forwarded to the NetID sign in screen, shown below, depending on how your browser is set up.



University of Wisconsin-Madison Login

Login QA

NetID

[Forgot NetID](#)

Ex: bbadger

Password


[Forgot password](#)

Login

Need help?

- [Activate your NetID](#)
- [Modify your account](#)
- [Create a strong password](#)
- [Common login questions](#)
- [Contact the Help Desk](#)

Welcome to the New HPA. Please Contact RadiationSafety@wisc.edu if you are having any issues.

 Quick Links
ORS Website




THE UNIVERSITY
of
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Hazardous
Waste (test)


Waste Supply
Requests



Training
Records


Safety
Inspections


Registration
Forms


Reports


Inventory


Worker
Registration


Permits


Contamination
History


Equipment

Click on the “Inventory” icon

 RAM Inventory

Ram Requisition Entry

Inventory Usage and Disposal

[View In-Lab Waste Containers](#) ←

RAM Inventory Review Statement

Click on the “View-In-Lab Waste Containers” link

Drag a column header and drop it here to group by that column

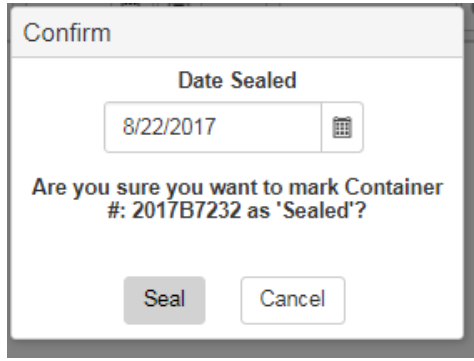
			Container / Drain # / Shelf ▲	Container Category	Contents Description	Isotope	Storage Type	Container Type	Waste Type	PI Name	Opened Date	Est. Disposal Date
			<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="button" value="Seal"/>	<input type="button" value="Add Container Survey"/>	<input type="button" value="Request Pickup"/>	2017B7232	RAM		C-14	I	B	S	TEST, TEST	08-22-2017	

This page will show all of your lab's waste containers. You can click the small arrow next to the "seal" button to see the containers contents. If no containers are listed, refer to the "Inventory Usage" instructional for how to create a container.

<input type="button" value="Seal"/>	<input type="button" value="Add Container Survey"/>	<input type="button" value="Request Pickup"/>	2017B7232	RAM		C-14	I	B	S	TEST, TEST	08-22-2017	
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+ Add		✎ Edit										
Isotope ▲	PI Origin	PI Name	Orig Inventory #	Disposal Date	Est. Disposal Date	Waste Code	Disposed?	Receipt Activity	Unit	Volume	Volume Unit	Inventory #
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
C-14	0700	TEST, TEST	170816000	08-22-2017	12-31-9999		<input type="checkbox"/>	1.5	mCi	0	uG	W17082200

To request a waste pick up of a container you must click the Seal button. A pop up box will show to confirm you would like to seal that container.



Isotope ▲	PI Origin	PI Name	Orig Inventory #	Disposal Date	Est. Disposal Date	Waste Code	Disposed?	Receipt Activity	Unit	Volume	Volume Unit	Inventory #
C-14	0700	TEST, TEST	170816000	08-22-2017	12-31-9999		<input type="checkbox"/>	1.5	mCi	0	uG	W17082200

Once sealed, perform a swipe of the container. After the swipe has completed, click on the “Add Container Survey” button

Container Survey

Container / Drain # / Shelf: 2017B7232 ✎ Autofill

Survey Date: 8/22/2017 📅

Background: ▼

Surface: ▼

Survey Instrument: ▼

Liquid Scint. Counter: ▼

Surveyor:

Comments:

This will bring up a pop up box asking for the information. Fill in the following information. Background (in dpm), Surface (in dpm). Select the LSC you used from the dropdown list, enter in who completed the survey and finally, if there are any comments about the survey they can be written in the comments section.

Unseal	View Container Survey	Request Pickup	2017B7232	RAM		C-14	I	B	S	TEST, TEST	08-22-2017																											
<div style="display: flex; justify-content: space-between; align-items: center;"> + Add Edit </div> <table border="1"> <thead> <tr> <th>Isotope</th> <th>PI Origin</th> <th>PI Name</th> <th>Orig Inventory #</th> <th>Disposal Date</th> <th>Est. Disposal Date</th> <th>Waste Code</th> <th>Disposed?</th> <th>Receipt Activity</th> <th>Unit</th> <th>Volume</th> <th>Volume Unit</th> <th>Inventory #</th> </tr> </thead> <tbody> <tr> <td>C-14</td> <td>0700</td> <td>TEST, TEST</td> <td>170816000</td> <td>08-22-2017</td> <td>12-31-9999</td> <td></td> <td><input type="checkbox"/></td> <td>1.5</td> <td>mCi</td> <td>0</td> <td>uG</td> <td>W17082200</td> </tr> </tbody> </table>													Isotope	PI Origin	PI Name	Orig Inventory #	Disposal Date	Est. Disposal Date	Waste Code	Disposed?	Receipt Activity	Unit	Volume	Volume Unit	Inventory #	C-14	0700	TEST, TEST	170816000	08-22-2017	12-31-9999		<input type="checkbox"/>	1.5	mCi	0	uG	W17082200
Isotope	PI Origin	PI Name	Orig Inventory #	Disposal Date	Est. Disposal Date	Waste Code	Disposed?	Receipt Activity	Unit	Volume	Volume Unit	Inventory #																										
C-14	0700	TEST, TEST	170816000	08-22-2017	12-31-9999		<input type="checkbox"/>	1.5	mCi	0	uG	W17082200																										

Finally, click the “Request Waste Pickup” button. If this is your first time requesting a waste pick-up. The program will ask you to make a waste profile, Select Yes. You will only need to do this once.

Missing Waste Request Profile
×

No waste request profile was found for your ID: TEST.

Would you like to create a profile now?

No
Yes

User Information

*Waste Profile

*First Name *Last Name

*Phone #

*Email

Confirm Email

Waste Request Information

Default	PI *	Department	Building	Lab / Room	Cost Center
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Comments

Enter in the required information in the top box. Then in the “Waste Request Information” box, select Add

Waste Request Information

*PI Cost Center

Department Default

Building Lab / Room

+ Add Edit Delete Options

Default	PI ▲	Department	Building	Lab / Room	Cost Center
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After clicking add, select your PI from the dropdown menu under PI, then select your department and building. Choose if you want this to be your default waste profile and select your lab room. Once complete, click save.

Isotope	PI Origin	PI Name	Orig Inventory #	Disposal Date	Est. Disposal Date	Waste Code	Disposed?	Receipt Activity	Unit	Volume	Volume Unit	Inventory #	License Line #	Original Container
C-14	0700	TEST, TEST	170816000	08-22-2017	12-31-9999		<input type="checkbox"/>	1.5	mCi	0	uG	W170822000	16B	2017B7232

Click the Request Pick up button again.

Waste Request Pickup

Container Information

Container #: 2017B7232
Isotope: C-14
Location: Radiation Safety : 0549:151

Request a pickup using the following waste request profile?

Waste Profile

Contact: mctesterson, testy (TEST) | Contact Phone: (123)123-1231 | Contact Email: matt.labron@wisc.edu
PI: TEST, TEST(0700) | Department: Environment Health & Safety (A7193)
Request Date: 8/22/2017 | Comments:

A waste confirmation box will pop up with your new waste profile already selected. Click Yes

Pickup request for Container #: 2017B7232 was successfully entered.

Waste Request #: P170822001

Radioactive Waste Request Notification Email was sent successfully.

A pickup request confirmation box will pop up. Click ok. This will send an email to you.

Date Generated	Auto Fill	Contact Number	Auto Fill
Principal Investigator	Auto Fill	Container Type	Auto Fill
Contact Name	Auto Fill	Container Size	Auto Fill

<u>Lab Container #</u>	<u>Requested Pick Up Date</u>	<u>Isotope</u>	<u>Activity (mCi)</u>	<u>Comments</u>
AutoFill	Auto Fill	Auto Fill	Auto Fill	Auto Fill

Container Survey (by Lab)				
<u>Instrument Make/Model</u>	<u>SN</u>	<u>DOC</u>	<u>Background</u>	<u>Surface</u>
Autofill	Auto fill	Auto fill	dpm	dpm

Office of Radiation Safety Use Only

<u>Lab Container #</u>	<u>Exposure @ 1 (M)</u>	<u>Exposure @ Surface</u>	<u>Background</u>
Autofill			
<u>Meter Make/Model</u>	<u>SN</u>	<u>DOC</u>	

Waste Collected by: _____
(Print name)

<u>Lab Container #</u>	<u>Moved to ORS Shelf/Container #</u>
Autofill	
Entered into HPA (Initial & Date): _____//_____	

Final Disposal Survey				
<u>GM Meter Make/Model</u>	<u>SN</u>	<u>DOC</u>	<u>Background (cpm)</u>	<u>Surface (cpm)</u>
<u>Nal. Meter Make/Model</u>	<u>SN</u>	<u>DOC</u>	<u>Background (cpm)</u>	<u>Surface (cpm)</u>

Final Disposal Method			
<input type="checkbox"/> Decay in Storage (MERI)	<input type="checkbox"/> Incineration	<input type="checkbox"/> Sewer	<input type="checkbox"/> Shipped Via Waste Vendor
Disposed By: _____ (Print name)		Entered into HPA: _____//_____ (Initial & Date)	

That email will contain attachment(s) for each item of waste that you entered. Print the waste label(s) and attached them to the proper container. The Office of Radiation Safety will then stop by to collect the container(s).