

Category: Study procedures

Title: Waste Management

SOP No.: DCP/Ph1/002

Date first effective: 01 Jan 2024

Review date: 31 Dec 2024

Department of Clinical Pharmacology, 1st Floor, New MS Building,
Seth GS Medical College & KEM Hospital, Parel, Mumbai 400012.

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1. Purpose

The purpose of this Standard Operating Procedure (SOP) is to outline the procedure for Bio-Medical Waste management in the Phase 1 Unit of Department of Clinical Pharmacology.

2. Scope

This SOP is limited to the procedures for segregation and disposal of biomedical waste of Phase 1 Unit of Department of Clinical Pharmacology, KEMH.

3. Responsibility

Head of the Department, Biomedical Waste officer and Laboratory in charge as designated by the HOD , will be responsible for waste management.

4. Applicable rules and regulation

- a. Bio-Medical Waste Management (Amendment) Rules, 2018.
<http://www.moef.nic.in/content/gsr-234e16-03-2018-bio-medical-waste-managementamendment-rules-2018> [last accessed on 30th November 2022]
- b. Guidelines for Good Clinical laboratory Practice, ICMR, 2021
https://main.icmr.nic.in/sites/default/files/upload_documents/GCLP_Guidelines_2020_Final.pdf

5. Reference to other applicable SOPs

SOP No. P 01 /02: Procedure for collection of Blood sample

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6. Detailed instructions

6.1.1. Sharps

- Dispose all “SHARPS” (e.g. needles, syringes, broken glass, test tubes, scalpels, lancets, slides, glass vials, tips etc.) in the ‘SHARPS’ container.
- The lab attendant should fill ¼ of the wide mouth sharps disposable containers with 1% of Sodium Hypochlorite **every morning at 10:00 am.**
- Following blood collection (SOP No P 01/02: Procedure for collection of blood samples of trial participants), the syringes with fixed needles or any other contaminated sharp objects which may cause puncture and cut wound must be disposed in the ‘SHARPS’ container
- When the SHARPS container is full, it should be drained of all 1% Sodium Hypochlorite in the wash basin by wrapping the mouth of the container with gauze piece.
- Cap all the “SHARPS” containers tightly before discarding
- Discard all the sharps containers within 24 hrs. near Gate no. 7 (Biomedical Waste Area of KEM Hospital) between 8.00 a.m. and 2 p.m.

6.1.2. Un treated Infectious waste

- Dispose all the untreated infectious waste in ‘RED BAGS’ [e.g. including but not restricted to used cotton swabs, bandages, plastic/rubber gloves, gels, catheters, urine collection tubes/bags, bottles, intravenous tubes and sets. If any of these items have even a drop of blood or body fluid it is to be considered as soiled waste (See 6.4)].
- Discard all the untreated infectious waste with red bags near Gate no. 7 (Biomedical Waste Area of KEM Hospital) between 8.00 a.m. and 2 p.m.

6.1.3. Un treated non-Infectious waste

- Dispose all the untreated non-infectious wastes in ‘BLACK BAGS’ (e.g. waste papers, food material etc.).

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- Discard the black bags near Gate No. 8 between 8 a.m. and 6 p.m.

6.1.4 Soiled waste

- Dispose all the soiled waste - Items contaminated with blood or body fluids like cotton swabs, expired or discarded medicines, chemical waste [discarded disinfectants] in 'YELLOW BAGS'.
- Discard all yellow bags near Gate No. 7 between 8 a.m. and 2 p.m.

6.1.5 Other waste

- Dispose blood clot tubes/bulbs and urine sample bottles in container with 1% Sodium Hypochlorite (SHARPS Container).
- 6.2 Fill the details in the waste record book with the signature of the designee, prior to disposal of the bags and SHARP containers
- 6.3 Tie untreated infectious wastes, non-infectious wastes, soiled wastes and contaminated or broken glass wastes in respective bags securely and label with Department name, time, date and signature of Biomedical Waste Officer.
- 6.4 All the sharps disposable containers must be labeled "SHARPS, Department of Clinical Pharmacology, KEM Hospital with date and signature of the Biomedical Waste Officer".

7. Glossary

Biomedical Waste:

Bio-Medical waste means any waste, which is generated during the diagnosis, treatment or immunization of human or animals or in research activities pertaining thereto or in the production or testing of biological, including categories mentioned in the Schedule I of the Bio-Medical Waste (Management & Handling) Rules, 1998.

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