



Wastewater: Glass Wash Standard Operating Procedures

Stanford Water Resources and Civil Infrastructure

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The following procedures have been developed as part of a comprehensive program to reduce the amount of pollutants that reach the sanitary sewer system and the South San Francisco Bay. This SOP provides guidance for laboratory users on how hand washing glassware can be performed while remaining in compliance with wastewater general discharge permit requirements from the Palo Alto Regional Water Quality Control Plant (RWQCP).

1. **Do not dispose of chemical waste down the sink drain, into the sewer, or into regular trash containers.** Check chemical disposal guidelines for proper handling.
2. If glassware is hand washed with acids, bases, solvents, or alcohols, triple-rinse and dispose of all three rinses as hazardous waste, along with any waste product. All rinsate should be drained thoroughly into the appropriate waste container. Do not mix incompatible wastes. To properly triple rinse, follow these steps:
 - a. Use clean tap water or DI water and add enough to the container (approximately 10-20% of its capacity), recap or seal if appropriate, swirl carefully to all sides, and empty contents into Hazardous Waste (HW) containers. Repeat two more times.
 - b. The rinsate should always be collected in an intact sealable, HW container which is compatible with the waste. Affix a completed HW label, which should be applied as soon as the first drop is generated. Go to wastetag.stanford.edu to create the tag.
 - c. The empty container or glassware should be drained so no liquid pours out of the container, or does not drip when inverted. After the third rinse is drained to the hazardous waste container, the glassware can be allowed to air dry on a drying rack (or equivalent).
3. If needed, soak glassware in base cleaning bath (e.g. potassium hydroxide)
 - a. Remove glassware from base cleaning bath, and then dip into a buffer rinse solution (e.g. 0.5 M Sodium Citrate solution).
 - b. Remove glassware from rinse buffer solution; allow it to drain thoroughly into the buffer container.
 - c. Rinse glassware with water.
 - d. Test the pH of the buffer solution and transfer it to the appropriate acid or base waste container.

If you would like more information on your building's general discharge permit, contact the building or lab manager. More information about wastewater best management practices is available at suwater.stanford.edu/laboratories.

Contact the Water Planning & Stewardship team if you have questions or concerns regarding this SOP or other wastewater compliance items. Find our contact information at suwater.stanford.edu/wps.