

# DISPOSAL OF FLUORESCENT TUBES AND HIGH INTENSITY DISCHARGE (HID) LAMPS - CHW

## PROCEDURE <sup>®</sup>

### DOCUMENT SUMMARY/KEY POINTS

- Fluorescent tubes and High Intensity Discharge (HID) lamps contain mercury.
- **ONLY Maintenance Department and trained Contractors are to remove and replace fluorescent tubes, starters and HID Lamps.**
- **Fluorescent fittings are to be replaced by LED equivalents where possible.**
- Maintenance requests should be submitted to replace fluorescent tubes or HID lamps that no longer work or that are faulty.

### CHANGE SUMMARY

- Updated for LED tubes

### READ ACKNOWLEDGEMENT

- Managers are to read and acknowledge this document.
- All staff should be aware of this document.

<b>Approved by:</b>	SCHN Policy, Procedure and Guideline Committee	
<b>Date Effective:</b>	1 <sup>st</sup> October 2023	<b>Review Period:</b> 3years
<b>Team Leader:</b>	Chief Engineer	<b>Area/Dept:</b> Maintenance Department CHW

## 1 Introduction

Fluorescent tubes and High Intensity Discharge (HID) lamps contain mercury. To a lesser extent, mercury is also found in starters. There is a risk of exposure to mercury (and cuts) if the tubes/lamps are removed and replaced by staff. For this reason:

- **ONLY Maintenance Department and trained Contractors are to remove and replace fluorescent tubes, starters and High Intensity Discharge (HID) Lamps.**

### Compliance with this document:

- Promotes a safe and healthy working environment by preventing human exposure to toxic elements.
- Disposes of the used products in accordance with the CHW Waste Management Policy, thereby complying with:
  - NSW Health: Waste Management Guidelines for Health Care Facilities – August 1998.
  - NSW Department of Environment and Climate Change, Protection of the Environment Operations (Waste) Regulation 2005.
  - Environmentally Hazardous Chemicals Act 1985 No. 14
  - NSW Occupational Health and Safety Act 2000

All CHW Staff and contractors shall follow this procedure for the disposal of used fluorescent tubes, starters and High Intensity Discharge (HID) lamps.

LED tubes do not contain any mercury but still contain glass which can shatter so should be handled and disposed of with care. They can be disposed of in the normal rubbish skip bin.

## 2 Procedure

### For staff other than Maintenance & Engineering Staff:

1. If a fluorescent tube or HID lamp no longer works or is faulty, a maintenance request should be submitted. Go to:
  - i. The *Applications* screen and click on the icon labeled “Maintenance Request”.
  - ii. Follow the prompts to complete the request.
2. Maintenance staff will arrange a time to replace with LED equivalents and dispose of the fluorescent tube/s and/or HID lamp. Starters may be replaced at the same time.
3. Maintenance staff will complete the work according to the ‘responsibilities’ listed below.

Unsure if your Department/Unit/Ward has a High Intensity Discharge (HID) lamp? Please contact Maintenance Department ext 52640.

## 3 Responsibilities

### 3.1 Engineer Manager/Supervisor

1. Ensure compliance with statutory requirements.
2. Ensure off site transportation and disposal contractor is licensed for DECC waste code D120 (mercury).
3. Consult with employees, Engineering and OH&S committee or representative for risk identification.
4. Make staff and contractors aware of the health risk associated with broken fluorescent tubes (e.g. exposure to mercury), starters and HID lamps.
5. Ensure Material Safety Data Sheets (MSDS) are obtained from the product manufacturer and filed for the duration of the products service.
6. Ensure Maintenance Department employees receive appropriate training and education relating to handling and disposal of such items mentioned above.
7. Supervise employees to encourage co-operation with agreed safe work practices.
8. Ensure any breakages are documented and cleaned to an acceptable standard.

### 3.2 Maintenance Employee and Contractor

1. **Only trained employees/contractors are to remove and replace tubes, lamps and starters** using the Maintenance and Engineering Department Electrical Procedures for replacing lamps.
2. Appropriate Personal Protective Equipment (PPE) is to be worn when handling tubes and lamps.
3. Used tubes, starters and lamps are **not to be broken** for disposal.
4. Used tubes and lamps are to be carefully placed in the manufacturer's original packaging to protect from accidental breakage.
5. Used HID lamps to be stored separately.
6. Starters to be stored separately.
7. Bulk storage of tubes, starters and lamps to be in containers designed for such purposes.
8. Breakages are to be cleaned up as [per the Safe Work Practice \(SWP\)](#) and reported to a Manager or Supervisor.

## 4 Related information

- **Risk Assessment of Fluorescent Lamps/Tubes:**  
[http://chw.schn.health.nsw.gov.au/ou/maintenance/resources/safe\\_work\\_practices/electrical/risk\\_assessment\\_-\\_disposal\\_of\\_fluorescent\\_lamps\\_-\\_tubes.pdf](http://chw.schn.health.nsw.gov.au/ou/maintenance/resources/safe_work_practices/electrical/risk_assessment_-_disposal_of_fluorescent_lamps_-_tubes.pdf)
- **Risk Management Action Plan for Disposal of Florescent Lamps/Tubes:**  
[http://chw.schn.health.nsw.gov.au/ou/maintenance/resources/safe\\_work\\_practices/electrical/risk\\_management\\_-\\_disposal\\_of\\_fluorescent\\_lamps\\_-\\_tubes.pdf](http://chw.schn.health.nsw.gov.au/ou/maintenance/resources/safe_work_practices/electrical/risk_management_-_disposal_of_fluorescent_lamps_-_tubes.pdf)
- **Safe Work Practice for Disposal of Florescent Lamps/Tubes:**  
[http://chw.schn.health.nsw.gov.au/ou/maintenance/resources/safe\\_work\\_practices/electrical/safe\\_work\\_practice\\_-\\_disposal\\_of\\_fluorescent\\_lamps\\_-\\_tubes.pdf](http://chw.schn.health.nsw.gov.au/ou/maintenance/resources/safe_work_practices/electrical/safe_work_practice_-_disposal_of_fluorescent_lamps_-_tubes.pdf)

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