



Office of Administration | General Services | 301 W High St, Room 760 | Jefferson City, MO 65101 | 573.751.3384

Fluorescent Lamp Recycling Guidelines

Fluorescent Lamp Recycling Services Contract is available at

<http://archive.oa.mo.gov/purch/cgi/display.cgi?contnum=C316030001>

The types of lamps and lighting supplies that can be recycled include:

- Straight / Linear fluorescent (1-foot; 2-foot; etc.)
- Utube / Circular
- High Intensity Discharge / Mercury Vapor / Metal Halide / High-Pressure Sodium
- Compact fluorescent
- Shatter shield / Power groove
- PCB ballasts
- Non-PCB ballasts
- “Green Tip” lamps contain mercury and require proper disposal like other fluorescent lamps.

Note: It is very important to keep PCB ballasts separate from non-PCB ballasts

Fluorescent Lamps in Leased Buildings

Responsibility for proper disposal of fluorescent lights in leased facilities will vary. In some cases the state agency is responsible and in other situations the landlord is responsible. Please contact your building’s manager or the State Recycling Program for assistance in determining the responsible party.

Recycling Fees Paid By The Agency

The lamp recycling contract offers on-site pick up services for pallets of used lamps or a mail order recycling service. The lamp recycling contract specifies a **minimum charge of \$360.00** per pick up for on-site pickup. Based on contract pricing a minimum charge is equivalent to ...

Examples of loads that meet the \$360 minimum charge

1,714 4-foot lamps (5.25-cents per foot) or
100 u-tubes (32-cents each), 100 compacts (38-cents each), and 1,381 4-foot lamps etc.

Small Loads: If an agency doesn’t generate enough lamps to meet the minimum charge then the prepaid recycling service is the best option. See pages 17 – 18 of the contract for a list of containers and pricing. To order containers call 800-556-5267.

Large Loads: For agencies that are able to meet the minimum charge please review the contractor’s “Bulk Packaging Guidelines” document (pages 3 – 7 address lamps and ballasts). Agencies using this service will be invoiced based on the actual number of lamps shipped. Pricing for bulk loads (palletized shipments) is on pages 15 – 16 of the contract. Call 800-556-5267 when ready to schedule a pickup.

Note on Cost of Service: The pre-paid service typically used for small loads is significantly more expensive than the pallet-load service. It may be more cost effective for an agency to pay the minimum charge than to utilize the pre-paid box service.

Recycling Fees Paid By The Recycling Program

Assistance in paying for recycling of lamps and lighting supplies may be available from the State Recycling Program. The state agency should send an e-mail to recycling@oa.mo.gov requesting assistance along with the numbers and types of lamps and lighting supplies to be recycled. For instance, 500 4-foot; 100 2-foot; 150 u-

tubes; etc. After reviewing the request, the State Recycling Program will determine if funding is available. The agency will be informed of the determination by e-mail.

Lamp & Ballast Packaging Supplies

Small Loads (see p. 1)

Large Loads (see p. 1):

1. Ideally boxes containing the new lamps will be used to recycle the old lamps.
2. If the State Recycling Program is paying for lamp recycling then email recycling@oa.mo.gov with an estimate of the number of lamps and size of each lamp. State Recycling will order the boxes and drums needed. If state agency is paying for lamp recycling services then continue to step 3.
3. Determine how many boxes or drums are needed and call 800-556-5267 to order supplies.

Ballasts

1. It is **very important** that PCB ballasts be kept separate from non-PCB ballasts. All PCB ballasts must be packaged separately from all other materials.
2. Non-PCB ballasts can be sold as scrap. In most situations non-PCB ballasts should not be sent to the lamp recycling contractor as it will cost 25-cents/lb. to recycle.

Labeling & Packaging Requirements ... Required by Law

1. A “universal waste” label must be placed on each box or container. State Recycling Program has “universal waste” adhesive labels available for state agencies to use. The contractor can also supply these labels when calling 800-556-5267.
2. Fill in the following information on the Universal Waste label
Contents: Write “*Used Lamps*” and the number and type of lamps. For example ... ***35 4-foot ... 12 u-tubes ... 15 HIDs.***
Accumulation Start Date: Write the date the 1st lamp was placed in the box.
Shipper: Write the name of the agency generating the lamps to be recycled
Address | City, State, Zip: Write the address of the building generating the lamps to be recycled.
3. For bulk shipments boxes must be placed on a pallet and shrink wrapped to the pallet.
4. Individual containers of lamps must be kept closed at all times during storage.

Sample Universal Waste Sticker



SEE NEXT PAGE FOR REQUIREMENTS TO DELIVER USED LAMPS TO TRUMAN BUILDING

Requirements for Agencies That Want to Deliver Lamps to the Truman Bldg for Recycling

1. Used lamps must be collected and stored as described in the “Labeling & Packaging Requirements” section.
2. Universal Waste labels may be obtained from the State Recycling Program by emailing a request to recycling@oa.mo.gov or by calling the contractor at 800-556-5267
3. State agencies wanting to deliver used lamps to the Truman Building for recycling must email the MO State Recycling Program (MSRP) at recycling@oa.mo.gov **BEFORE** lamps are delivered. State agency must receive permission from the MSRP to deliver lamps to the Truman Bldg.