



Office of Administration PO Box 809 Jefferson City, MO 65102-0809

Fluorescent Lamp Recycling Guidelines

Fluorescent Lamp Recycling Services Contract is available at
<http://archive.oa.mo.gov/purch/noa/c311028.pdf> |

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

Recycling Fees Paid By The Agency

The lamp recycling contract offers on-site pick up services or a mail order recycling service. The lamp recycling contract specifies a minimum charge of \$350 per pick up. Based on contract pricing a \$350 minimum is equivalent to (see pricing page of contract on p. 12):

Examples of loads that meet the \$350 minimum charge

1,750 4-foot lamps (5-cents per foot) or
100 u-tubes (30-cents each), 100 compacts (40-cents each), and 1,400 4-foot lamps etc.

Small Loads: If an agency doesn't generate enough lamps to meet the \$350 minimum then see the “Mail-Back Recycling” option @ www.wmplamptracker.com This is a pre-paid service where different sized boxes are purchased for recycling lamps.

In order to get contract pricing an online account must be setup. **If boxes are ordered thru the webpage without logging-in to an online account the cost per box is about 50% higher.** To insure contract pricing is charged, compare pricing on the lamptracker web page with contract pricing listed on p. 14 of the contract.

Large Loads: For agencies that are able to meet the \$350 or come close to this amount then see the “Pallet-Load Recycling” option @ www.wmlamptracker.com Agencies using this service will be invoiced based on the actual number of lamps shipped to lamptracker.

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 \$350 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 number count 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):

1. Setup an online account to order boxes and reference the contract listed at the top of p. 1 when registering. If the State Recycling Program is ordering / paying for the boxes then no need to setup an online account.
2. After an online account is setup then place order for number of boxes needed here → http://www.wmlamptracker.com/v2/product_lamp.cfm

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. There is pricing listed next to each type of container. For instance, item #SD55 (55-gal steel drum) costs \$75; however, by utilizing the State's contract there is no cost for these supplies provided these containers are ultimately returned to the lamp recycling contractor. **If the State doesn't return the containers then the State would be charged for them.**
4. Here's the link to order lamp/ballast recycling supplies from the State's contractor → http://www.wmlamptracker.com/v2/bulktracker_packagingsupplies.cfm

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 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.
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 HID's.**

Accumulation Start Date: Write the date the 1st lamp was placed in the box.

Shipper: Write the name of the agency paying for the lamps to be recycled

Address | City, State, Zip: Write the address of the agency paying for the lamps to be recycled.

3. For bulk shipments boxes must be placed on a pallet and shrink wrapped to the pallet.

Sample Universal Waste Sticker

