

Roles and Workflow

Overview

WASTE provides automated hazardous waste tracking, tag generation, and pickup for proper disposal.

Workflow



Roles

Administrator

- Creates, prints, edits, and deletes waste tags for any lab/facility, shipping containers, Lab Packs, manifests, and shipments
- Sets allowable types of waste (Chemical, Mixed, Radiological, Biological, and Universal), EPA numbers for all labs and facilities, and weight units for the electronic pickup feature
- Manages all tag inventories and lab/facility locations, sublocations, and personnel
- Creates and edits waste accumulation areas (WAAs) and enables/disables maximum accumulation emails for location

- Creates vendor profiles for shipping containers
- Scans and uploads primary tags and scans to consolidate into shipping containers/Lab Packs
- Searches for tags and manifests
- Prints PDF pickup lists
- Assigns roles to users
- Uses in-app notifications to communicate with users about specific tags and general requests
- Generates reports (facility, users, waste type, and status)

Waste Yard Staff

- Creates, prints, edits, and deletes waste tags for any lab/facility and shipping containers, Lab Packs, manifests, and shipments
- Manages all tag inventories
- Prints PDF pickup lists
- Creates vendor profiles for shipping containers
- Scans and uploads primary tags and scans to consolidate into shipping containers/Lab Packs
- Searches for tags and manifests
- Uses in-app notifications to communicate with users about specific tags and general requests

Group Owner/Delegate

- Creates, prints, edits, and deletes waste tags and profiles
- Moves tag to Ready for Pickup
- Managed lab/facility locations, sublocations, and personnel
- Generates a report of lab/facility activity
- Emails administrator

Group Member

- Creates, prints, edits, and deletes waste tags and profiles
- Moves tag to Ready for Pickup
- Emails administrator

Notifications

- Notification of Maximum Accumulation Date (to responsible person/delegate)