

III Chemical Substance Management System

The Chemical Substance Management System employed by Kanazawa University is outlined below:

1. Objective

The system aims at ensuring appropriate chemical substance management used within Kanazawa University and enhance precise management of consumption and discharge.

2. Overview of the system

1) Chemical Substance Management System

System to manage the handling of chemical substances at all steps from purchase to disposal by utilizing the university LAN and personal computers (Refer to the Chemical Substance Management System flow chart on the page after next.)

2) Client (personal computers to be used)

- (1) Personal computers with the browser indicated below and connected to the university LAN
- (2) Browser: Internet Explorer 5.0 or later versions or Netscape 4.7 or later versions
- (3) In addition, the group managers require software to view CSV data for the output of collected results (such as EXCEL).

3) Chemical substances covered by the Chemical Substance Management System (chemicals)

All chemical substances handled at Kanazawa University (including newly-purchased chemical substances, inventory, and synthetic substances in solid, liquid, and gas form). They are registered and managed by containers.

Note that the chemical substances listed below are excluded:

- (1) Pharmaceutical products (chemical substances to be administered to humans or animals)
- (2) Radioactive substances (substances that require management as RI)
- (3) The consumption, destination of discharge, and discharge quantity of the substances listed below are managed separately and individually:
 - Chemical substances used only for neutralization in monitor tanks or the like;
 - Substances used for combustion such as fuel oil A, kerosene, gasoline, and light oil; and
 - Other chemical substances purchased by tank lorry, etc. and stored in large storage reservoirs

4) Research groups

- (1) All research groups and all departments that handle chemical substances at Kanazawa University
- (2) Chemicals are registered by each group that manages them. (The respective groups can only use chemicals that they registered for storage.)
- (3) Basic matters required for registration (campus, section, building, and department) are described on the Group Data Registration Sheet on page 17 (Appendix 1).

5) Center manager

Manager of the entire Chemical Substance Management System (Environment Preservation Center is in charge as the manager).

6) Group manager (Faculty members and university staff)

The responsible person in each research group who collects data and requests the disposal of liquid and other waste. Several managers can be appointed. Fill in the Group Data Registration Sheet on page 17 (Appendix 1) and send it to the Environment Preservation Center for registration.

7) Chemical substance manager (Faculty members and university staff)

The person in charge of the management of chemical substances such as purchasing, storage, and disposal shall be appointed from group managers. Register him/her to the Environment Preservation Center by using the Group DATA Registration Sheet.

8) General user (graduate students, undergraduates, etc.)

Those who obtain IDs and passwords from group managers and can use the system

9) Chemical container (Container filled with chemical substances)

Containers controlled with chemical container number labels (barcode labels) and containing chemical substances, such as bottles, plastic containers, 18-liter metal square cans, gallon containers, ampoules, paper boxes, kits, gas cylinders, etc.

10) Containers for liquid and solid waste

Containers controlled with liquid/solid waste container number labels (barcode labels: Waste) and specifically designated

3. Registration to the Chemical Substance Management System

Research groups that handle chemical substances at Kanazawa University must register in the Chemical Substance Management System.

<Registration procedure for the system>

1) Contact the Environment Preservation Center and obtain the Group Data Registration Sheet shown on page 17 (Appendix 1).

2) Fill in the Group Data Registration Sheet and send it to the Environment Preservation Center (by e-mail).

3) The Environment Preservation Center will send a notification of registration completion and ask about the number of required container number labels for chemical containers and waste containers (barcode labels).

4) Please notify the Environment Preservation Center of the number of required labels for these containers.

5) The Environment Preservation Center will send the container number labels.

4. Registration and use of chemical substances

Chemical substances to be handled at Kanazawa University become usable after they are registered in the Chemical Substance Management System. The group manager shall send information necessary for the registration of substances (refer to Appendix 2: Information for the Registration of Chemicals (pure substances and compounds) on page 18) to the Environment Preservation Center, which in turn registers the substances in the Chemical Substance Management System.

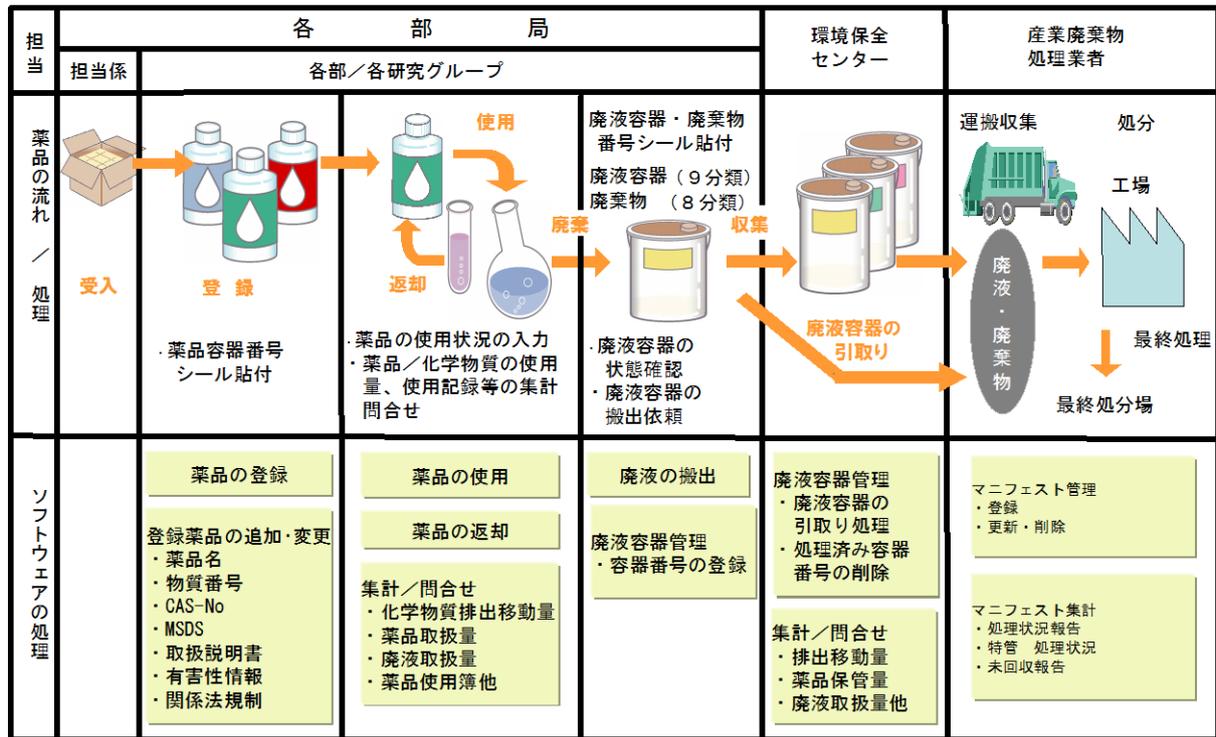
Application for registration shall include the Japanese name, English name, CAS No., and information about applicable laws and regulations (Poisonous and Deleterious Substances Control Act, Act on Hazardous Materials, PRTR Act, Ordinance on the Prevention of Organic Solvent Poisoning, Ordinance on the Prevention of Hazards Due to Specified Chemical Substances, Ordinance on the Prevention of Lead Poisoning, Water Pollution Prevention Act, Air Pollution Control Act, Rules for the Use of Internationally Controlled Materials, and Hazards [Carcinogenicity] of Narcotics and Psychotropics). However, chemical substances can be registered even with some items remaining blank (CAS No. [excluding compounds]; necessary for poisonous and deleterious substances). Missing data will be supplemented afterwards once they become known. Component names and component ratios are also necessary for compounds.

When using chemical substances and storing liquid or solid waste after use, be sure to use the Chemical Substance Management System.

5. Specific operation procedures

The outline of operation is described in Sections 5-1 through 5-8 below. The Operation Manual of the Chemical Substance Management System can be viewed on the menu screen after you log into the system.

化学物質管理システム処理フロー図



5-1 Login screen



化学物質管理システム V1.2L11 - Windows Internet Explorer

http://ptr.epckanazawa-u.ac.jp/cmsys/

化学物質管理システム V1.2L11

金沢大学

Welcome to Kanazawa University
Kanazawa University

化学物質管理システム English

ID: パスワード:

↑ ログイン/LOGIN ↑

Enter ID and password.

To display the pages in English, check the English box.

5-2 Menu screen

化学物質管理システム V1.2L11

http://prtr.epcc.kanazawa-u.ac.jp/cmsys/script/login.asp

化学物質管理システム

ようこそ

環境保全センター/Environment Preservation Center 環境保全センター/Environment Preservation Center 環
境保全センター
環境 保全 さん

薬品	廃液	集計・問合せ	構成定義・変更
<ul style="list-style-type: none"> ●薬品・容器登録 ●薬品の使用 ●薬品の返却 ●排出先保留薬品の処理 ●薬品容器の欠番化 	<ul style="list-style-type: none"> ●廃液・廃棄物容器の登録 ●廃出処理 ●廃液・廃棄物容器の欠番化 	<ul style="list-style-type: none"> ●問合せ ●化学物質排出・移動量 ●薬品取扱・保管量 ●薬品使用簿 ●薬品保管簿 ●廃液・廃棄物保管簿 	<ul style="list-style-type: none"> ●ID追加・変更 ●使用法定義追加・変更

ログインページへ戻る

操作マニュアル参照

If a chemical is to be returned on receipt or after collection, a message appears in red here.

Operation instructions

5-3 Registration of chemicals and containers

[薬品・容器登録]

検索条件を設定してください

CAS NO	毒劇物	危険物	日本語薬品名	Name-Eng
	すべて	すべて	クロロホルム	

マスから検索 グループ内検索

薬品の「日本語薬品名」の領域を選択してください

CAS-NO	日本語薬品名	Name-Eng	区分	純物/混合物
67-66-3	クロロホルム	Chloroform	P 1, 特化 2, 劇物, 大気, 変異, 癌疑, 急性毒性 (低), 腐食性, 発がん性, 水生環境有毒性, RA (労働安全衛生リスクアセスメント)	純物
10025-78-2	シロクロロホルム	Trichlorosilane	劇物, 危険	純物
865-49-6	クロロホルム-d1	Chloroform-d1	P 1, 特化 2, 劇物	純物
57-15-8	アセトクロロホルム	Acetonechloroform		純物
67-66-3	クロホルム(脱水)	Chloroform	P 1, 特化 2, 劇物, 大気, 変異, 癌疑, 急性毒性 (低), 腐食性, 発がん性, 水生環境有毒性, RA (労働安全衛生リスクアセスメント)	純物
865-49-6	クロロホルム-d1 TMS 1%添加	Chloroform-d1, TMS 1%	P 1, 特化 2, 劇物	純物
865-49-6	クロロホルム-d1 TMS 0.05%添加	Chloroform-d1, TMS 0.05%	P 1, 特化 2, 劇物	純物
865-49-6	クロロホルム-d1 TMS 0.03vol%添加	Chloroform-d1, TMS 0.03%	P 1, 特化 2, 劇物	純物
	クロロホルム/イソアミルアルコール (CIA 49/1)	Chloroform/isoamylalcohol(CIA 49/1)	P 1, 特化 2	混合物
	クロロホルム/イソアミルアルコール (CIA 24/1)	Chloroform/isoamylalcohol(CIA 24/1)	P 1, 特化 2, 劇物	混合物
1470-61-7	ジエチルジチオカルバミン酸銀-ブリン-シンクロロホルム溶液	Silver diethyldithiocarbamate-burucine-chloroform solution	P 1, 有 2, 大気	混合物

Select chemicals and containers from the chemicals database. For those not included in the database, fill in and send Appendix 2 on page 18 to the Environment Preservation Center.

If a chemical is a compound, click 'Compound,' and component names and component ratios

appear.

Compounds that have different compositions depending on the manufacturer shall be registered when necessary (please consult with the Environment Preservation Center). The Center will distinguish them based on manufacturer name and concentration.

[薬品・容器登録]

登録する薬品の情報を設定し、ボタンを押してください 履歴検索

日本語薬品名	クロロホルム
Name-Eng	Chloroform
MSDS	MSDSへのリンク
取扱説明	区分
	注意喚起語 危険
CAS-NO	67-66-3
登録日	2017/10/02
容器形状	容器容量
容器色	全体重量
保管場所	比重
使用量の計量方法	登録薬品数

Red arrows point to the following fields: 全体重量, 比重, 登録薬品数. Labels: Mandatory field.

In the registration of chemical containers, the container shape, container color, manufacturer name, grade, and container capacity vary according to the user, so their default values can be used unless changing them is necessary. The container capacity (size of bottle, for example) must be entered since no default value is set. When 'Enter the quantity of consumption (capacity)' is selected with regard to the calculation method for the quantity of consumption, or when 'ml' is selected as the unit for the default capacity, the entry of specific gravity is indispensable. If you select options other than the above, the default value of 1 may be used without any changes.

The red arrows in the above figure indicate mandatory fields.

In particular, values and units for the entire weight and capacity shall be entered carefully since they cannot be changed later. It is recommended to use g as the unit of weight and ml for volume wherever possible.

If any entry errors are found after registration but before the start of use, the chemical number shall be designated as a missing number, and a new chemical No. will be used to register it from the beginning. If the chemical container has already started to be used, consult with the Environment Preservation Center.

The chemical container is registered with regard to its capacity by designating ml as the unit of initial capacity at the time of container registration, and the residual quantity is shown in ml thereafter. In this case, no specific gravity is required to be entered (it must be set for each chemical container).

MSDS (SDS) can be viewed by clicking the 'Link to MSDS.'

Carefully handle the chemicals and their containers by referring to MSDSs and GHS pictograms.

In principle, chemicals shall be registered by each container. When the entire capacity of a container is consumed at one time, however, they can be registered by a box containing containers.

Numbers in a barcode look as if they are divided by 4 digits, but are continued. For example, 1 1124 is 11124.

If purity does not significantly deviate from 100%, it may be entered as 100%.

5-4 Registration of liquid and solid waste containers

[廃液・廃棄物容器の登録]

下記の情報を指定して「登録実行」のボタンを押してください

分割化登録	<input checked="" type="radio"/> しない <input type="radio"/> する 分割元の容器番号 <input type="text"/>
管理者	環境 保全 <input type="text"/>
容器形状	ポリタンク <input type="text"/>
容器色	茶(褐色) <input type="text"/>
容器容量	<input type="text"/> L(リットル)
分類	水銀系化合物 <input type="text"/>
保管場所	分析室 <input type="text"/>
容器番号(コメント)	<input type="text"/> (<input type="text"/>)
容器本数	1 <input type="text"/> (1~10本)

< 廃液の分類 >

水銀系化合物：水銀及びその化合物
 酸クロム系：酸、クロムおよび重金属
 シアンヒ素系：シアン化物、シアン錯化合物及びヒ素化合物
 アルカリ系：アルカリ系
 フッ化水素酸系：無機系フッ化水素酸及びその塩
 水銀試薬

廃溶媒類：廃溶媒類
 難燃不燃性：難燃性、不燃性溶媒類
 廃油類：廃油類
 希薄有機：希薄有機水溶液
 写真定着液：定着液

< 廃棄物の分類 >

(水銀系)
 Hg汚泥類：汚泥類(スラッジ)
 Hgガラス類：ガラス類(陶器類含む)
 Hgプラ類：ゴム/プラスチック類
 Hg金属製類：金属製容器類

(非水銀系)
 汚泥類：汚泥類(無機スラッジ)
 ガラス類：ガラス類(陶器類含む)
 プラ類：ゴム/プラスチック類
 有機汚泥類：汚泥類(有機スラッジ)

登録実行

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Liquid and solid waste containers shall be registered before starting to use chemicals.

The comment field beside the container No. may be used to facilitate the classification of liquid waste containers.

Since classification cannot be changed later, it shall be registered with care.

Up to 10 containers can simultaneously be registered at one time. In such a case, enter the first number of the serial numbers in the Container No. field and the number of containers to register in the Number of Containers field.

Liquid waste in a currently used liquid waste container No. can equally be divided to 1 to 10. In such a case, check 'Yes' in the Division Registration field, enter the manager of the currently-used liquid waste container number and container shape in the container No. before division as usual. Also enter the first number of the new serial container numbers of a required quantity in the Container No. field and the number of divisions (1 to 10) in the Number of Containers field.

If classification must be changed, the content can be emptied and then replaced by selecting 1 for the number of divisions in the above method.

If necessary serial container numbers are not available, notify the Environment Preservation Center of the necessary quantity of liquid waste container numbers by e-mail. In the notification, please specify the section name, research group name, manager name, and address (only when sent to a destination other than the manager).

5-5 Use and return of chemicals

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http://prtr.epc.kanazawa-u.ac.jp/cmsys/script/login.asp

化学物質管理システム

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環境保全センター
環境 保全 さん

薬品	廃液	集計・問合せ	構成定義・変更
<ul style="list-style-type: none"> ●薬品・容器登録 ●薬品の使用 ●薬品の返却 ●排出先保留薬品の処理 ●薬品容器の欠番化 	<ul style="list-style-type: none"> ●廃液・廃棄物容器の登録 ●搬出処理 ●廃液・廃棄物容器の欠番化 	<ul style="list-style-type: none"> ●問合せ ●化学物質排出・移動量 ●薬品取扱・保管量 ●薬品使用簿 ●薬品保管簿 ●廃液・廃棄物保管簿 	<ul style="list-style-type: none"> ●ID追加・変更 ●使用法定義追加・変更

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Use refers to the act of taking chemicals out of the chemical cabinet or other storage location.

Unless a chemical is used, it cannot be returned (e.g. entry of consumption).

Location of use and intended use can only be selected from the options and cannot be entered. If no applicable option is available, consult with the Environment Preservation Center by e-mail. The center will add the option.

[薬品の使用]

情報を確認の上、必要情報を指定してボタンを押してください

容器番号	478	現有コード	
日本語薬品名	クロロホルム		
Name-Eng	Chloroform		
MSDS	MSDSへのリンク	区分	
取扱説明			
		注意喚起語 (GHS)	危険
CAS-NO	67-66-3	管理者	○道上 義正
登録日	2005/3/11	容器容量	500 mL(ミリリットル)
容器形状	ビン	使用前全体重量	1066.5 g(グラム)
容器色	茶(褐色)	使用前内容量	750 g(グラム)
保管場所	薬品庫劇物保管庫左	メーカー等級	関東化学/特級
比重	1.5	純度	90%
使用量の計量方法	使用前後の重量差		

使用場所:

使用目的:

Select 'To Return Process' on the above screen to proceed to the 'Return of Chemical' screen shown below:

化学物質管理システム V1.2L10 - Microsoft Internet Explorer

ファイル(F) 編集(E) 表示(V) お気に入り(A) ツール(T) ヘルプ(H) リンク >>

[薬品の返却]

情報を確認の上、必要情報を指定してボタンを押してください

容器番号	161	現有コード	
日本語薬品名	クロロホルム		
Name - Eng	Chloroform		
MSDS		区分	<input type="radio"/> P1 <input type="radio"/> 劇物 <input type="radio"/> 水質 <input type="radio"/> 大気 <input type="radio"/> 腐食 <input type="radio"/> 有1
取扱説明			<input type="radio"/> 変異
CAS-NO	67-66-3	管理者	道上 義正
登録日	2002/5/20	容器容量	500 mL(ミリリットル)
容器形状	ビン	使用前全体重	1019.8 g(グラム)
容器色	茶(褐色)	使用前内容量	740 g(グラム)
保管場所	薬品庫 劇物保管庫左	メーカー/等級	ナカライテスク/特級
比重	1.48	純度	100%
使用量の計量方法	使用前後の重量差		

使用場所 測定室
 使用法 フー
 使用後重量 1000.0 単位 g(グラム)
 この容器は空容器として廃棄

ページが表示されました インターネット

Use correct units for quantities. It is recommended to use g as the unit for weight and ml for volume wherever possible.

Check 'Dispose of this container as an empty container' when the chemical container becomes empty. The container cannot be used thereafter.

When a chemical is returned, the storage site can be changed.

If the usage is defined, select a usage. Once the usage is selected, the discharge destination and discharge factor will be auto-populated with predetermined values. The usage can be defined with the Define/Change Usage function on the menu screen by the manager. If chemicals are routinely used or discharged to the same place, it will be convenient to define the usage.

There are two registration methods: Register the discharge destination and discharge factor now (by selecting 'Next (designate the discharge destination)' and proceed to the next screen); or return the chemical (so that the next person can use it), and register the discharge destination and discharge factor later (by selecting 'Return (withhold selecting the discharge destination)').

When selection of the discharge destination is withheld, the discharge destination, discharge factor, and liquid waste container can be entered in the 'Processing of chemicals with their discharge destination withheld' on the menu screen. The withheld quantity can be partially discharged in percentage increments.



Select the No. of the liquid/solid waste container in which used chemical is stored.

Click the flask-shaped icon, and the contents stored in the container can be confirmed.

Set the discharge factor to 100%.

Use the option 'Discharge to soil' if a chemical was inadvertently spilled on the ground or discarded, or an agricultural chemical was sprayed. Discharge to the soil is prohibited in principle.

The option 'Discharge to rivers' refers to discharge via routes other than sewers such as dumping to rainwater ditches or washing used instruments. (Discharge to public waters [including the ocean, lakes, and swamps]) Discharge to rivers is prohibited in principle.

The option 'Conversion' refers to transformation to substances other than the original materials (by synthesis or combustion). (E.g. from benzene to nitrobenzene) In principle, converted substances shall be registered to this system. (However, converted substances after combustion do not require registration.)

If converted substances will not be used, do not select 'Conversion,' and enter that the original substance was discharged. In this case, enter the details in the Remarks field on the discharge screen when requesting discharge. (For example, iron hydroxide is generated by iron sulfate and sodium hydroxide. Iron sulfate and sodium hydroxide are sorted to solid waste (sludge) and liquid waste, respectively. In actuality, however, the sludge and liquid waste is iron hydroxide and sodium sulfate, respectively.)

When samples obtained by preparing dissolved samples are to be registered in the system, select 'Conversion' as a destination of the original substance (to avoid double registration). When sulfuric acid is diluted to prepare a 30% sulfuric acid solution and the chemical container is registered for 30% sulfuric acid, for example, the discharge destination of the original 100% sulfuric acid must be 'Conversion.' Alternatively, there is a method for discharge registration to withhold the sulfuric acid discharge destination and apply processing for the destination-withheld chemical as though using the original sulfuric acid.

5-6 Request for collection of liquid waste

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http://prtr.epc.kanazawa-u.ac.jp/cmsys/script/login.asp

化学物質管理システム

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環境保全センター/Environment Preservation Center 環境保全センター/Environment Preservation Center 環境保全センター
環境保全センター
環境 保全 さん

薬品	廃液	集計・問合せ	構成定義・変更
<ul style="list-style-type: none"> ●薬品・容器登録 ●薬品の使用 ●薬品の返却 ●排出先保留薬品の処理 ●薬品容器の欠番化 	<ul style="list-style-type: none"> ●廃液・廃棄物容器の登録 ●搬出処理 ●廃液・廃棄物容器の欠番化 	<ul style="list-style-type: none"> ●問合せ ●化学物質排出・移動量 ●薬品取扱・保管量 ●薬品使用簿 ●薬品保管簿 ●廃液・廃棄物保管簿 	<ul style="list-style-type: none"> ●ID追加・変更 ●使用法定義追加・変更

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化学物質管理システム V1.2L11

http://prtr.epc.kanazawa-u.ac.jp/cmsys/Script/Waste/Waste/WasteOut3.asp?WasteID=2491

【搬出処理】

搬出の情報を指定してボタンを押してください

容器番号	管理者	内容物種類	容器形状	容器色	容器容量	保管場所
2491	道上 義正	廃液媒類	ポリタンク	白	8 L	分析室

依頼日	依頼者名	搬出化学物質重量	搬出内容量	pH	含水率(%)	搬出先	内容物
2008/05/07	環境 保全	984.435 g	L(リットル)			環境保全センター	表示

※業者へ搬出した場合は業者名を設定してください 処分業者名

備考(最大128文字、行の終端で改行入力)

搬出依頼の実行

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The pH level and moisture content must be entered. (If the pH level cannot be measured in the case of solids, for example, enter 7.)

Enter a message to the Environment Preservation Center. (Such as information about pre-treatment or substances that cannot be registered to the system and their quantities. Substances such as plastic sludge can be registered with an entry in the Remarks field without entering content details.)

As for the discharge destination, select an option from the dropdown list. (If no applicable option is

available, consult with the Environment Preservation Center and the Center will add the option.)

When you select the disposal waste contractor, select a contractor name. (If no applicable option is available, consult with the Environment Preservation Center.)

5-7 Inquiry

学科	グループ	保管場所	管理者	依頼者	状態	搬出依頼日	受付日	不備返却日	収集予定日時	収集日	収集後返却予定日時	処理完了日	容器形状	容器色	容器容量	搬出先	処分業者	内容物	備考	
環境保全センター Environment Preservation Center	環境 保全 センター	測定室	道上義正	道上義正	処理済	2007/4/4	2007/4/4	--	2007/5/9 10:00	2007/5/9	--	2007/6/21	ポリタンク	赤	16L	環境 保全 センター	--	--	表示	表示
環境保全センター Environment Preservation Center	環境 保全 センター	分析室	道上義正	道上義正	処理済	2007/5/2	2007/5/2	--	2007/5/9 10:00	2007/5/9	--	2007/6/21	ポリタンク	赤	16L	環境 保全 センター	--	--	表示	表示
環境保全センター Environment Preservation Center	環境 保全 センター	測定室	道上義正	道上義正	処理済	2007/6/1	2007/6/1	--	2007/6/6 10:00	2007/6/6	--	2007/7/17	ポリタンク	赤	16L	環境 保全 センター	--	--	表示	表示
環境保全センター Environment Preservation Center	環境 保全 センター	分析室	道上義正	道上義正	収集済	2007/6/20	2007/6/20	--	2007/6/27 10:00	2007/6/27	--	--	ポリタンク	赤	16L	環境 保全 センター	--	--	表示	表示

When the request is accepted, the reception date app

When the collection date is determined, the date and time of collection appear.

Whether a requested liquid/solid waste container is accepted and the scheduled collection date and time can be confirmed by this table. To confirm, two search methods are available: Designate the period for the requested discharge date, and select 'All' for the state; or designate 'Accepted' or 'Scheduled to be collected' for the state, and start the search.

If a container is improperly returned at the time of receipt, search it with the state of 'Returned on receipt' or 'Returned after collection.' {MSG, Yes} appears in red in the Remarks field. When View in the Remarks field is clicked, the reason for returning appears.

5-8 Calculation of Total Values

Only managers can calculate the total values for their own research groups.

Period within the fiscal year can only be designated for the calculation (from April 1 to March 31 of the next year).

Total values cannot be calculated over the fiscal year end.

To print the results, output them by CSV and print by using spreadsheet software such as Excel.

6. Other precautions

When you request the issuance of container numbers for chemical or liquid waste containers (barcode labels) or make an inquiry to the Environment Preservation Center, make sure to convey your department, name, and research group name.

When treatment is outsourced to external contractors, the manifest management system that coordinates with this system can be used. For details of usage, please consult with the Environment Preservation Center.

When mixed chemicals are used for a long period of time, the three methods described below under 1) to 3) are available. In the description, a chloroform-phenol mixture (hereinafter abbreviated as CHCl_3 -PhOH liquid mixture) is used for several months.

1) Method to register a new chemical database

Request registration of ' CHCl_3 -PhOH liquid mixture' in the chemical database as a new mixture. Prepare the CHCl_3 -PhOH liquid mixture. Enter the consumed amounts of chloroform and phenol used for preparation in grams (or mls) in the system, respectively, and designate 'Conversion' as the discharge destination. Then, attach the chemical barcode label to the prepared CHCl_3 -PhOH liquid mixture and register it as a chemical in the system. Register other necessary information including usage in the system as in procedures for ordinary chemicals.

Note: Once a chemical is registered as liquid mixture, it can be used with the compound name thereafter, and the component ratios are automatically calculated by the system. (This method is also effective when subdividing to several portions or preparing dilutions.)

2) Method of using the discharge destination withholding option

Prepare a CHCl_3 -PhOH liquid mixture. Register chloroform and phenol used for preparation as Use/Return in the system and select Discharge Destination Withheld on returning. When the mixture is stored as liquid waste in a tank or when you request disposal of the liquid waste tank, select original chloroform for discharge from the discharge destination withheld chemical list, and designate the quantity of discharge by percentage. Select a liquid waste tank to which chloroform is discharged as in other ordinary discharge cases, and discharge it. Carry out the same procedure for phenol. Complete the procedure until no chemicals are withheld.

3) Method to temporarily store a mixture in a liquid waste tank and discharge it by subdividing it later

Prepare a CHCl_3 -PhOH liquid mixture. Register chloroform and phenol used for preparation as Use/Return in the system and designate as though the mixture will be discharged to a single liquid waste tank. Once the discharge destination is determined, divide the liquid waste tank and request disposal. In this method, you must pay attention to the liquid waste acceptance criteria. It is effective when decomposition is required.

Appendix 1

Group Data Registration Sheet

(1) Research group name (up to 20 double-byte characters)	(8) Campus	(9) Building (Select the liquid waste collection site.)	(10) Section (Select one.)	(11) Department (up to 20 double-byte characters. Refer to the description example.)	
Enter the research group name in Japanese using double-byte characters. (Up to 20 characters can be entered.)	Select one from the pulldown menu. If no applicable option is available, consult with the Environment Preservation Center.	Corresponding to the liquid waste collection site. Select one from the pulldown menu.	Select one from the pulldown menu. If no applicable option is available, consult with the Environment Preservation Center.	Refer to the table on the attached sheet (description omitted). If no applicable option is found in the table on the attached sheet, consult with the Environment Preservation Center.	
(2) Group manager (up to 20 double-byte characters)	(3) ID (up to 12 single-byte alphanumeric characters)	(4) Password (up to 12 single-byte alphanumeric characters)	(5) Job title (up to 20 double-byte characters)	(6) Telephone number (up to 20 single-byte alphanumeric characters)	(7) E-mail (up to 64 single-byte alphanumeric characters)
Enter the full name of the group manager in Japanese using double-byte characters. (Up to 20 characters can be entered.) * Only faculty members can serve as group managers. * Several group managers can be registered. Use one line per manager. Add lines if necessary.	Enter the ID of the group manager in single-byte alphanumeric characters to log into the Chemical Substance Management System. (Up to 12 characters can be entered.) * A change may be requested due to overlap. Note: Entry is case-insensitive.	Enter the password of the group manager using single-byte alphanumeric characters to log in the Chemical Substance Management System. (Up to 12 characters can be entered.) * Enter a tentative password, and change it before actual use. ID may be used as the tentative password. Note: Entry is case-insensitive.	Enter the job title of the group manager in Japanese using double-byte characters. (Up to 20 characters can be entered.)	Enter the telephone number of the group manager using single-byte alphanumeric characters and single-byte hyphens. (Up to 20 characters can be entered.)	Enter the e-mail address of the group manager using single-byte alphanumeric characters. (Up to 64 characters can be entered.) The domain (kanazawa-u.ac.jp) may be omitted.
(12) Storage site (up to 64 double-byte characters)	(13) Location of use (up to 64 double-byte characters)	14) Intended use (up to 64 double-byte characters)	(15) Storage site of liquid/solid waste containers (up to 64 double-byte characters)		
Enter the chemical storage site in Japanese using double-byte characters. (Up to 64 double-byte characters can be entered.) Use one cell for each site.	Enter the location of use of chemicals in Japanese using double-byte characters. (Up to 64 double-byte characters can be entered.)	Enter the intended use of the chemicals in Japanese using double-byte characters. (Up to 64 double-byte characters can be entered.) If university-wide standards become necessary, reconsider the intended use.	Enter the storage site of the liquid/solid waste container in Japanese using double-byte characters. (Up to 64 double-byte characters can be entered.)		

* If you have any questions, please consult the Environment Preservation Center.

