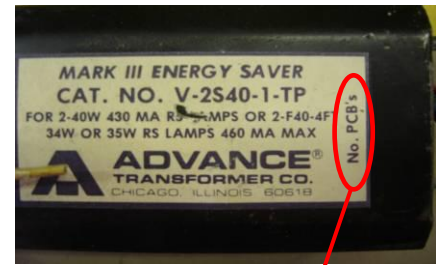


1) Be sure to use gloves and safety glasses

2) Check all ballasts to make sure they do not contain PCBs. The ballasts should say NO PCBs directly on the label. **Total Reclaim cannot accept any material containing PCBs.** See the “who to contact” section if you have ballasts containing PCBs.



“No PCB” label



If the label is missing or you can find the “no PCBs” statement, you can look for a manufacturer’s date. Any ballast made *after* 1979 will not have PCBs and may be recycled at Total Reclaim.

Imprinted manufacturer date (03 97 = March, 1997)

3) Five-gallon buckets work well to ship non-PCB ballasts. When stacked properly, 20-24 ballasts should fit into each 5-gallon bucket (60-70 pounds). Begin by stacking the ballasts vertically in the buckets as a first layer. Finish filling the bucket by stacking ballasts horizontally.



Vertical layer of ballasts



Horizontal layer of ballasts

4) Seal a lid tightly onto the bucket. Contact your shipper concerning proper labeling. The picture below displays how Alaska Building Science Network labels the lids of their ballast buckets.

- **Shipper Address Label**
 - Address of generating village entity
- **Shipping Instructions Label**
- **Ballast Content & Date Label**
 - Write number of non-PCB ballasts shipped.
 - Write the date the ballasts were packed.

