Sam Houston State University

Environmental Health & Safety

Hazardous Waste Management Program

April 2022

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I. PURPOSE

Sam Houston State University (SHSU) is committed to providing students, staff, and faculty a safe work environment. The purpose of this program is to develop and implement a culture of compliance with federal and state regulations by ensuring the proper management and disposal of hazardous wastes.

II. SCOPE

This program pertains to all hazardous wastes generated on campus (e.g. laboratories, maintenance shops and other areas) but does not include procedures for the disposal of infectious or biological wastes.

III. REFERENCES

The Environmental Protection Agency (EPA) enacted the Resource Conservation and Recovery Act (RCRA) of 1976. The Act established a framework for determining what constitutes a solid waste and whether that waste is hazardous. The EPA rules and regulations can be found in 40 Code of Federal Regulations (CFR) Chapter 1 Subchapter I – Solid Wastes.

At the state level, the Texas Commission on Environmental Quality (TCEQ) is the environmental regulatory agency for the State of Texas. TCEQ is responsible for enforcing federal and state rules and regulations regarding Industrial and Hazardous Waste (IHW) and Municipal Solid Waste (MSW). The State's environmental rules and regulations can be found in 30 Texas Administrative Code (TAC) 335 – Industrial Solid Waste and Municipal Hazardous Waste.

The federal regulations listed under 40 CFR Part 261 (Identification and Listing of Hazardous Waste), identify the criteria and characteristic of hazardous waste. The section in this program titled "Waste Determination and Classification" explains in further detail the characteristic of hazardous waste and the process SHSU will utilize to classify waste.

IV. PROCESS FOR WASTE DETERMINATION AND CLASSIFICATION

SHSU generates hazardous wastes due to the many processes taking place on campus. Per 30 TAC § 335.503, and 40 CFR § 262.11, all generators of hazardous waste must make a waste determination and classification for every waste stream generated.

Per 30 TAC § 335.511, generators of waste may use their operating/process knowledge to classify their wastes. Generators should create a process knowledge document for the waste streams generated in their areas (**Appendix A**). Once this document has been created, contact EH&S for a review of the waste determination and classification.

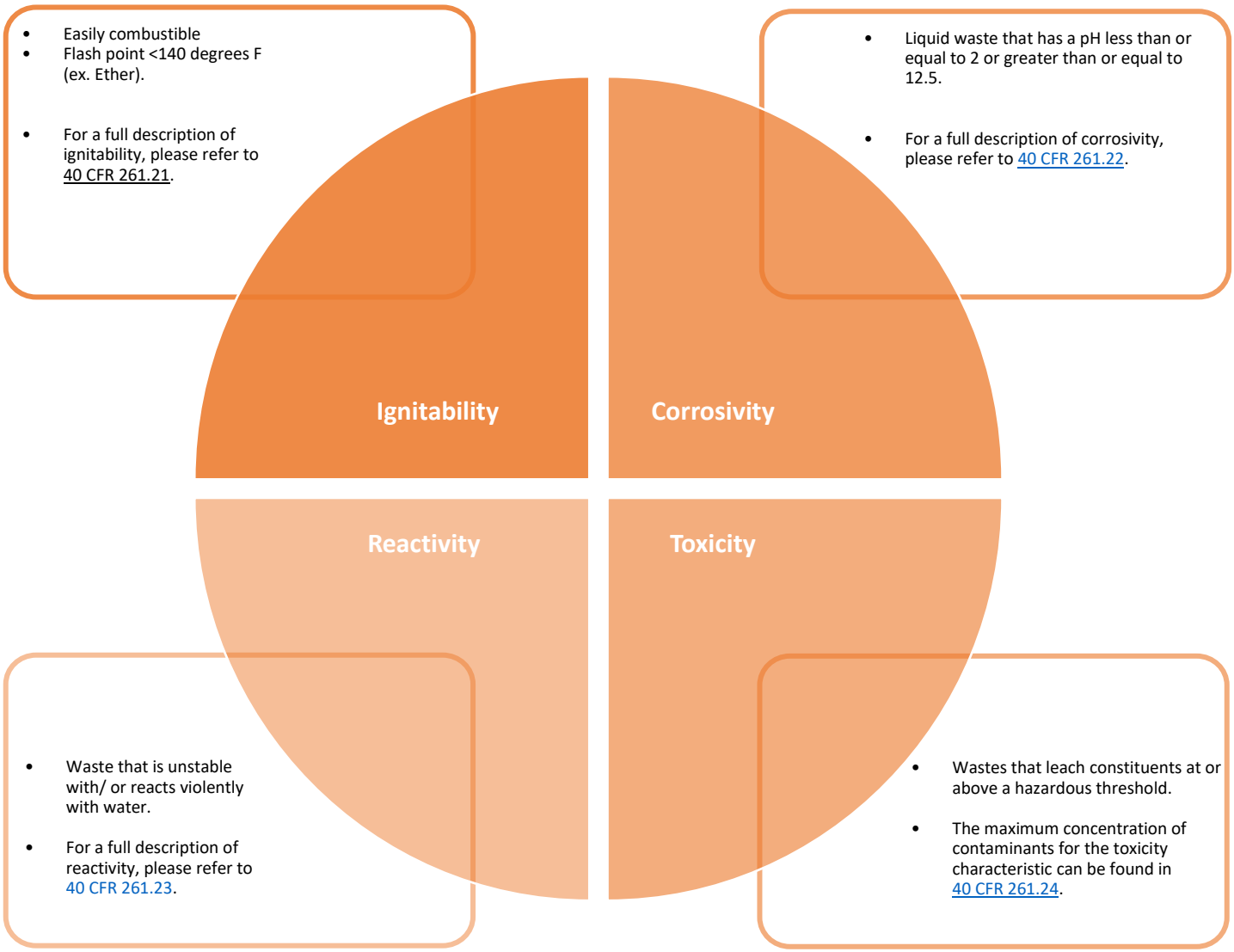
SHSU generates listed and characteristically hazardous wastes from teaching/research laboratories, maintenance shops, and other areas on campus.

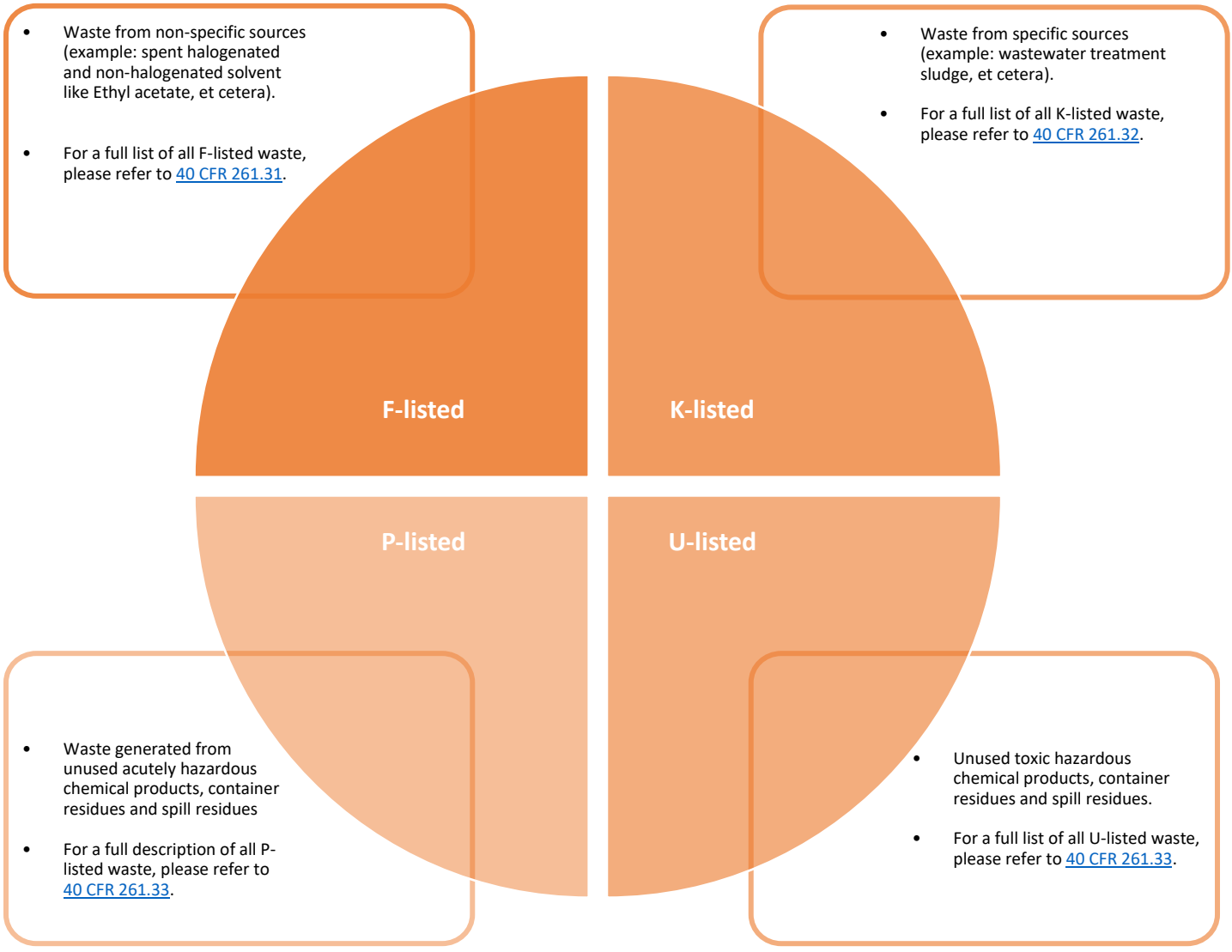
Different hazardous wastes can be generated by laboratories conducting experiments with chemicals or teaching laboratories. As such, these laboratories can generate a large range of hazardous wastes that may fall into the following categories.

- Halogenated solvents
- Non-halogenated solvents
- Acids (inorganic or organic)
- Bases (inorganic or organic)
- Heavy metals (silver, cadmium, lead, mercury, etc.)
- Poisons (inorganic or organic)
- Reactive (cyanides, sulfides, water reactive chemicals, peroxides, etc.)

It is extremely important that generators provide a complete and detailed process knowledge, as this information will be utilized to determine proper disposal. All laboratory supervisors on campus must notify EH&S of any new waste streams generated.

Generators should compare their waste and its constituents to the lists provided below to determine if their waste is listed or characteristic.




Waste from non-specific sources (example: spent halogenated and non-halogenated solvent like Ethyl acetate, et cetera).
For a full list of all F-listed waste, please refer to 40 CFR 261.31.
Waste from specific sources (example: wastewater treatment sludge, et cetera).
For a full list of all K-listed waste, please refer to 40 CFR 261.32.
F-listed
K-listed
P-listed
U-listed
Waste generated from unused acutely hazardous chemical products, container residues and spill residues
For a full description of all P-listed waste, please refer to 40 CFR 261.33.
Unused toxic hazardous chemical products, container residues and spill residues.
For a full list of all U-listed waste, please refer to 40 CFR 261.33.

Due to reporting requirements to state and federal agencies, it is imperative that EH&S maintains and receives accurate information from all waste generators on campus. For all unknown wastes generated, generators should contact EH&S for assistance.

V. GENERATORS

The federal and state rules and regulations identify three (3) generator categories based on the amount of hazardous waste generated a month. The three (3) classifications are as follows:

- Very Small Quantity Generator (VSQG) – generates less than 220 pounds (lbs.) of hazardous waste a month and less than 1 kilogram (kg) of acute hazardous waste a month.
- Small Quantity Generator (SQG) - generates more than 220 lbs. but less than 2,200 lbs. of hazardous waste a month and less than 1 kg of acute hazardous waste a month.
- Large Quantity Generator (SQG) - generates more than 2,200 lbs. of hazardous waste a month or more than 1 kg of acute hazardous waste a month.

SHSU is considered a LQG of hazardous waste, and as such, SHSU must follow specific rules and regulations pertinent to its generator status.

SHSU is not authorized nor permitted to treat, and/or dispose of any hazardous waste onsite. All hazardous waste must be properly managed and disposed through an approved hazardous waste vendor. No student, faculty or staff shall dilute or evaporate hazardous waste for the purpose of rendering that waste non-hazardous. Additionally, no student, faculty or staff shall dispose of hazardous waste via the sanitary sewer or a drain for the purpose of avoiding storage/disposal.

All investigations/inquiries conducted by the EPA or TCEQ should be taken seriously as their purpose is to verify environmental compliance. These investigations can provide valuable feedback regarding the Hazardous Waste (HW) Program, our processes, and SHSU.

A generator can be the laboratory supervisor, or anyone generating a waste. The HW Management Program is the responsibility of all those individuals generating the waste, managing the waste, and transporting the waste on campus. Generators are ultimately responsible for the wastes generated, including storage, transportation, treatment, and method of disposal.

VI. RESPONSIBILITIES

A. <u>Environmental Health and Safety (EH&S):</u>

- Administering the HW Management Program at SHSU, including procedure; development and guidance.
- Verifying waste has been properly classified.
- Ensuring all hazardous waste has been properly packaged, labeled/marked before disposal.
- Ensuring waste management areas are properly maintained.
- Ensuring all waste is transported to a permitted off-site facility for further storage, treatment, and/or disposal.

- Providing technical information and assistance to individual generators.
- Maintaining records of hazardous waste areas, inspection records, training, waste determinations, and waste disposal.
- Maintaining all documentation as required by state and federal rules and regulations.

B. Departments (Deans and Chairs):

- Ensuring all personnel follow the HW program.
- Ensuring all personnel that generate hazardous waste have received training in hazardous waste management.
- Ensuring all training for faculty and staff is up to date regarding the Hazard Communication Program, wastes in their work area, proper waste management, waste storage procedures and spill clean-up.
- Providing the necessary materials needed for the proper handling of small hazardous waste and spills in teaching and research laboratories. Contact EH&S for assistance with preparing a spill kit.

C. Faculty, Staff and Supervisors:

- Reducing the amount of waste generated by following waste minimization practices.
- Communicating to EH&S the generation of any new waste stream.
- Completing a process knowledge document for all wastes generated in their areas. All wastes must be classified at the point of waste generation.
- Maintaining Safety Data Sheets (SDS) for hazardous chemicals used in the work area, per the SHSU Hazard Communication Program.
- Storing and labeling all waste containers appropriately with the hazardous waste tag.
- Maintaining all areas generating and storing hazardous waste.
- Training students on the hazards of the chemicals, wastes in their work area, proper waste management, waste storage procedures and spill clean-up.
- Monitoring waste accumulation dates. If a waste has been accumulated for longer than 90-days, contact EH&S immediately.
- Maintaining a hazardous waste generation log. Keep track of the amount and type of waste generated every month and provide the information to EH&S at the end of every month.
- Attending trainings provided by EH&S regarding hazardous waste management.

VII. WASTE MANAGEMENT

SHSU manages its hazardous waste in Satellite Accumulation Areas and in Container Storage Areas. These areas allow for the safe storage and management of hazardous waste until the waste is ready for collection by the disposal company.

Container Storage Areas (CSAs)

CSAs are fixed locations on campus that can accumulate and manage hazardous waste. Due to the large amount of hazardous waste that can be stored and managed in these areas, they must be inspected weekly. As a LQG of

hazardous waste, SHSU can manage hazardous waste containers in a CSA for up to 90 days. A CSA inspection will be conducted weekly by EH&S. These inspections can be conducted with or without prior notification to the waste generators.

Satellite Accumulation Areas (SAAs)

SAAs are areas located at or near the point of waste generation and in the control of the generator. These areas are usually located in laboratories where students/researchers generate wastes in small quantities. SAAs have an accumulation volume limit of 55-gallons of hazardous waste or 1 quart of liquid acute hazardous waste. The SAAs do not have an accumulation time limit.

The generator is responsible for managing their SAAs properly. SAAs may be inspected by EH&S to ensure proper management and labeling of all containers.

Waste and Waste Containers

When managing hazardous waste on campus, all generators should use the following guidance for waste and their containers.

Wastes

- No hazardous waste shall be disposed of via the sanitary sewer system or in regular trash bins. It is imperative for waste generators to properly dispose of waste and pay close attention to the SDS that accompany each chemical used. EH&S has created the Sink Disposal Prohibitions Guidance (**Appendix B**) to provide additional guidance to waste generators regarding what should not be disposed of down the drain.
- For those laboratories that utilize gas cylinders, empty gas cylinders must be returned to the manufacturer to be refilled. If a gas cylinder cannot be refilled or has been damaged, please contact EH&S for further assistance. For more information, please refer to the SHSU Safe Handling of Compressed Gases and Compressed Gas Cylinders Guidance.
- Different classes of hazardous waste must not be commingled in the same waste container.
    - This is particularly important for those laboratory spaces that are shared. Generators utilizing a shared laboratory or a shared waste management area, please label all containers with the generator's name and class on the label to avoid mixing of wastes by others utilizing the same space.
- Dry materials such as paper, rags, towels, gloves, or Kim Wipes, contaminated with flammable or acutely toxic chemicals must be double bagged in heavy-duty plastic bags and must be treated as hazardous waste. The bags require a hazardous waste tag. Do not use biohazard bags.
- Do not combine inorganic heavy metal compounds and organic waste solvents.
- Do not mix waste from different waste streams.
    - Mixing of hazardous and non-hazardous waste will result in a mixture that will always be hazardous.
- Do not bring waste from off-campus. SHSU is not registered nor equipped to accept and manage third-party wastes.

Containers

- Never overfill hazardous waste containers. Expansion and excess weight can lead to spills, explosions, and extensive environmental exposure.
  - Containers of solids **must not** be filled beyond their weight and volume capacity.
  - Jugs and bottles **must not** be filled above the shoulder of the container.
  - Closed head cans (5 gallons or less) should have at least two inches of headspace between the liquid level and the head of the container.
  - Closed head drums (larger than 5 gallons) should have at least four inches of headspace.
- As a best management practice, place hazardous waste containers in areas with little or no traffic and in areas where the containers cannot be accidentally damaged or knocked over.
- Containers managing hazardous waste must be always closed, except when adding or removing waste.

If there is ever a question as to how the container must be labeled or managed, contact EH&S for assistance.

EH&S has created a hazardous waste tag for generators to use (**Appendix C**)**.** The hazardous waste tags must be complete and correct, as this may prevent collection and disposal of the waste.

VIII. OTHER WASTES

Due to the wide range of activities conducted on campus, SHSU generates other types of waste as explained in this section.

Universal Wastes (UW)

UW are hazardous wastes; however, they can be managed under a separate set of rules and regulations. This offers more flexibility in management and disposal of these wastes. The state and federal regulations can be found in 30 TAC § 335 Subchapter H Division 5 and in 40 CFR § 273, respectively.

SHSU generates UW that include batteries, pesticides, mercury containing equipment, lamps, paint and paint related waste, and aerosol cans.

EH&S has created a UW tag for generators to use (**Appendix D**). The UW tags must be complete and correct, as this can affect collection of the waste by the waste disposal company.
All generators of UW must ensure their waste is managed correctly:

- Containers must be clearly marked to identify its UW contents.
- The accumulation start date must be included in the tag. The accumulation time limit for UW is one year.
- All containers must be clearly labeled with the words “Universal Waste Battery(ies) / Aerosol Cans / Mercury-Containing Equipment / Lamp(s) / Paint and Paint Related Waste”.
- All containers must be kept closed except when adding or removing wastes.
- All containers must be in good condition (not leaking, deteriorating, or dented).
- Containers must be managed in a way that would prevent releases.

Areas that manage UW will be inspected by EH&S to ensure that containers and areas managing UW are complying.

Empty Containers

Empty containers are generated from the use of chemical products in teaching and research laboratories.

A container is not empty until all contents have been removed using common practices such as pouring, pumping, or aspirating and the container cannot be emptied any further. To consider the container empty, only one inch or less of residue must remain in the container.

When managing empty containers in the laboratory, it is recommended to always maintain the containers closed and labeled as empty.

Generators have the option to reuse or discard their generated empty containers. If discarding is the best and most feasible option, generators are to contact EH&S to assist with the classification and labeling of the empty container.

Generators making the determination to reuse the container must follow these guidelines:

- Identification
  - Identify the chemical product originally in the container. Note any hazardous characteristics. If the container managed an acutely hazardous product, it is best to discard this empty container and not reuse it.
- Rinsing
  - Triple rinse the container to remove any residue.
  - Any rinsate generated during this step, must be collected in a separate container, and labeled as either hazardous or non-hazardous waste based on the hazard characteristics of the original product in the container.

- Label Removal
  - The original product label must be removed.

- Disposal
  - Container can be placed in the regular trash or be reused.
  - If the container is to be reused, place a new label on the container to identify the new contents.

Used Oil and Used Oil Filters

SHSU generates Used Oil (UO) and Used Oil Filters (UOF) from maintenance of equipment such as vehicles or lawn maintenance. UO is managed in accordance with state regulations found in 30 TAC § 324 and federal regulations found in 40 CFR § 279.

All generators of UO and UOF must ensure their UO and UOF are managed correctly:

- UO and UOF must be managed in containers that are in good condition (i.e. not rusted or leaking).

- Each UO and UOF container must be labeled with the words “Used Oil” or “Used Oil Filters”, respectively.
- UO and UOF containers must be kept covered and out of the weather.
- Never mix UO with hazardous waste or other chemicals.

SHSU sends its UO and UOF for recycling. All recycling records are maintained by Fleet Services and a copy is kept by EH&S.

IX. WASTE MINIMIZATION

SHSU embraces environmental stewardship. To minimize the amount of hazardous waste generated on campus, faculty, and staff are encouraged to evaluate the following statements as they pertain to their waste generation activities:

- Is the chemical or item to be purchased needed?
    - Faculty and staff are encouraged to check their chemical inventory/stock room for existing chemicals/items prior to purchasing.
    - Faculty and staff are also encouraged to communicate with other departments that may use the same chemical/item for surplus product.
- How much of a chemical or material is needed?
    - Faculty and staff are discouraged from purchasing items in bulk. Bulk purchases may appear as a cost-effective strategy; however, this is outweighed by the cost of disposal of unused material.
- Is there an alternative, eco-friendly product that can be used instead?
    - Faculty and staff are encouraged to search for more eco-friendly or less hazardous products for their needs. The EPA’s Safer Chemical Ingredients list can be found here: https://www.epa.gov/saferchoice/safer-ingredients

X. ADDITIONAL GUIDANCE

Due to the number of different waste streams that may be generated in one location, EH&S has created a Waste Segregation Guidance to assist waste generators in safely managing their different wastes onsite (**Appendix F**).

XI. EMERGENCY PROCEDURES

Faculty and staff are required to inform and train all personnel and students working in the laboratory on the procedures to follow during a spill, chemical exposure, or fire.

The SHSU Emergency Procedures Quick Reference should be posted in every laboratory. This reference provides emergency contact information for fire, hazardous materials, medical emergencies, disruptive behavior, severe weather, and bomb threats/suspicious items. The laboratory supervisors must provide laboratory personnel with a means of contacting them after hours.

a. Spills – Major vs Minor

   All laboratories working with hazardous chemicals should have spill response policies and procedures in place.

   Laboratory personnel should be trained on the use of a chemical spill kit, so that minor spills can be cleaned immediately. Minor spills include spills of materials that are not highly toxic, of relatively small quantity, do not present a significant fire hazard, and can be recovered before it is released to the environment.

   Laboratory personnel should never attempt to clean up a major spill and should contact UPD Emergency Dispatch at (4-1000) or dial 9-1-1. Major spills include spills of toxic or acutely toxic materials, materials that present a fire hazard due to volatility or the quantity spilled, cannot be recovered before it is released to the environment.

b. Fire

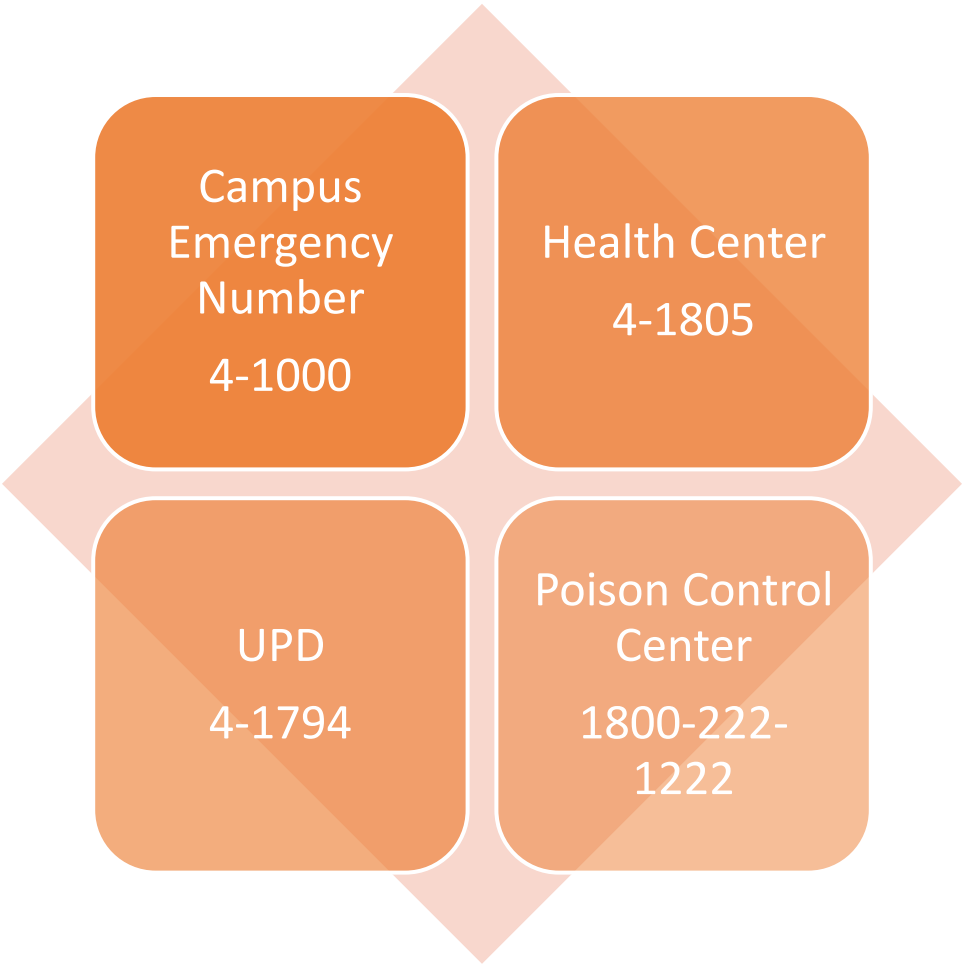
   Laboratory personnel should immediately evacuate the lab upon activation of a fire alarm. Refer to the emergency floor plans to identify the emergency exit nearest to the laboratory.

c. Chemical Exposures

   If an exposure incident occurs that results in chemical contamination of personnel or their clothing, the contaminated clothing should be immediately removed, and the affected person should be directed to a safety shower. The contaminated body parts should be flooded with large quantities of water for at least 15 minutes. Obtain the SDSs of the chemicals involved in the exposure and seek immediate medical assistance by contacting UPD Emergency Dispatch or by dialing 9-1-1.

SHSU maintains emergency procedures online, SHSU Emergency Procedures Quick Reference.

Emergency Phone Numbers:


Campus Emergency Number
4-1000
Health Center
4-1805
UPD
4-1794
Poison Control Center
1800-222-1222

XII. REFERENCES

1. State and Federal Rules and Regulations: Environmental Protection Agency (EPA) – Resource Conservation and Recovery Act (RCRA) Overview, 40 Code of Federal Regulation (CFR) Part 261, 40 CFR Part 262 and 30 Texas Administrative Code (TAC) Chapter 335
2. Waste Determination and Classification: 30 TAC 335.503, 30 TAC 335.511, 40 CFR 261.2, 40 CFR 262.11 and McCoy's RCRA Unraveled 2018 Edition, Chapter 1-Solid Wastes
3. Waste Storage Inspections: 30 TAC 335.112 and 40 CFR 265 Subpart I.
4. Universal Waste: 30 TAC 335 Subchapter H Division 5 and 40 CFR 273.
5. Used Oil: 30 TAC 324 and 40 CFR 279
6. Empty Containers: TCEQ Regulatory Guidance "Common Questions on Empty Waste Containers"

XIII. APPENDICES

A. Process Knowledge Documentation
B. Sink Disposal Prohibitions Guidance
C. Hazardous Waste Tag
D. Universal Waste Tag
E. Waste Segregation Guidance

XIV. REVISION CONTROL

Revision Date	Material Changed	Changed by:
2021	Document Created	Reyna Loosmore

Appendix A Process Knowledge Documentation

Sam Houston State University

Environmental Health and Safety

Waste Stream Process Knowledge

Per 30 TAC 335.503, and 40 Code of Federal Regulations (CFR) 262.11, all generators of waste must make a waste determination and classification for every waste stream generated. The waste determination must be made at the point of waste generation.

Per 30 TAC 335.511, generators of waste may use their operating/process knowledge to classify their wastes.

The following steps will assist in making a process knowledge for each waste stream generated.

Generator Name:	Building:
Room:	Department:
Contact Name:	Waste Stream Number:

Step 1. Description of waste

Provide a description of the waste.

Is the waste organic or inorganic? Is the waste a solid or a liquid?

August 2021

Step 2. Date of Initial Waste Generation

Provide the date when the waste was first generated.

For example, during a laboratory clean-out of chemicals, the date of generation would be the date the principal investigator or laboratory manager made the determination that the chemical will no longer be used and it is a waste.

Step 3. Detailed Description of the Process Generating the Waste

Provide a detailed description of the process that generated the waste.

Identify the chemicals used in the process.

Step 4. Safety Data Sheets (SDS)

Provide the SDS for all the chemicals involved in the process that generated the waste.

Step 5. Additional Information

In this step, identify further (if possible) the characteristics of the waste by answering the following questions:

1. Is the waste ignitable?
2. Is the waste corrosive?
3. Is the waste reactive?
4. Is the waste toxic? For toxicity, does the waste contain constituents (i.e. lead, cadmium, chloroform, etc.) at or above the levels listed under 40 CFR 261.24?

5. Is the waste a listed waste? Or mixed with a listed waste?
    a. F–listed: waste from non-specific sources (ex. spent halogenated and non-halogenated solvents like acetone, ethyl acetate, ethyl benzene, tetrachloroethylene, etc.). For a full list of all F-listed waste, please refer to 40 CFR 261.31.
    b. K-listed: waste from specific sources (ex: wastewater treatment sludge, distillation bottoms from production of acetaldehyde, etc). These waste streams are generated from specific process. For a full list of all K-listed waste, please refer to 40 CFR 261.32.
    c. P-listed: waste generated from unused acutely hazardous chemical products, off-specification chemical products, container residues and spill residues (ex. Allyl alcohol, arsenic oxide, barium cyanide, etc.). For a full list of all P-listed waste, please refer to 40 CFR 261.33.
    d. U-listed: unused toxic hazardous chemical products, off-specification chemical products, container residues and spill residues (ex. Acetophenone, bromoform, formaldehyde, etc.). For a full list of all U-listed waste, please refer to 40 CFR 261.33.

6. Is the waste Universal Waste? Universal waste includes batteries, pesticides, mercury containing equipment, lamps, and paint and paint related waste.

If none of the above questions apply, the waste may be non-hazardous:

a. Is the waste stream used oil?
b. Other types?

For any questions regarding waste stream classification and determination or for assistance in completing this form, please send an email to safety@shsu.edu for further guidance.

Appendix B Sink Disposal Prohibitions Guidance

SINK DISPOSAL PROHIBITIONS

Assist SHSU meet local, state, and federal regulatory requirements by not disposing of the following materials down the sink.

Hazardous Waste

- No reactive, toxic, or flammable chemicals or waste should be disposed of down the drain.
- Chemicals with strong odors
  - Ammonia, Piperidine, Osmium tetroxide

Controlled Substances

- Narcotics, depressants, stimulants, hallucinogens, and anabolic steroids

Fats, Oil, and Grease

Radioactive Materials

Untreated Biohazardous Waste

Any materials that have the potential to bioaccumulate

- DDT, PCBs, Mercury

Safety Data Sheets (SDS) should be readily available in every laboratory. Carefully read section 12 – Ecological Information, this section will provide guidance on bioaccumulation, mobility and ecotoxicity of the chemical.

Pay close attention to those chemicals listed as toxic, carcinogenic, and toxic to aquatic life.

Appendix C Hazardous Waste Tag

HAZARDOUS WASTE DISPOSAL TAG

Accumulation Start Date _____
Accumulation End Date _____
Contact Name/Phone No. _____
Department _____
Building/Room No. _____

Chemicals	**%**
_____	____
_____	____
_____	____
_____	____
_____	____

Physical Property: ☐ Liquid ☐ Solid ☐ Gas ☐ Other_____

Quantity: ☐ ____Liter(s) ☐ ____Gallon(s) ☐ Other_____

Reacts With: ☐ None ☐ Air ☐ Water ☐ Other_____

Hazards: ☐ Ignitable (D001) ☐ Explosive ☐ Corrosive(D002) ☐ Oxidizer ☐ Reactive (D003) ☐ Toxic - Specify_____ ☐ Other_____

Please email safety@shsu.edu to request a waste pickup when container is full.

HAZARDOUS WASTE DISPOSAL TAG

Accumulation Start Date _____
Accumulation End Date _____
Contact Name/Phone No. _____
Department _____
Building/Room No. _____

Chemicals	**%**
_____	____
_____	____
_____	____
_____	____
_____	____

Physical Property: ☐ Liquid ☐ Solid ☐ Gas ☐ Other_____

Quantity: ☐ ____Liter(s) ☐ ____Gallon(s) ☐ Other_____

Reacts With: ☐ None ☐ Air ☐ Water ☐ Other_____

Hazards: ☐ Ignitable (D001) ☐ Explosive ☐ Corrosive(D002) ☐ Oxidizer ☐ Reactive (D003) ☐ Toxic - Specify_____ ☐ Other_____

Please email safety@shsu.edu to request a waste pickup when container is full.

HAZARDOUS WASTE DISPOSAL TAG

Accumulation Start Date _____
Accumulation End Date _____
Contact Name/Phone No. _____
Department _____
Building/Room No. _____

Chemicals	**%**
_____	____
_____	____
_____	____
_____	____
_____	____

Physical Property: ☐ Liquid ☐ Solid ☐ Gas ☐ Other_____

Quantity: ☐ ____Liter(s) ☐ ____Gallon(s) ☐ Other_____

Reacts With: ☐ None ☐ Air ☐ Water ☐ Other_____

Hazards: ☐ Ignitable (D001) ☐ Explosive ☐ Corrosive(D002) ☐ Oxidizer ☐ Reactive (D003) ☐ Toxic - Specify_____ ☐ Other_____

Please email safety@shsu.edu to request a waste pickup when container is full.

HAZARDOUS WASTE DISPOSAL TAG

Accumulation Start Date _____
Accumulation End Date _____
Contact Name/Phone No. _____
Department _____
Building/Room No. _____

Chemicals	**%**
_____	____
_____	____
_____	____
_____	____
_____	____

Physical Property: ☐ Liquid ☐ Solid ☐ Gas ☐ Other_____

Quantity: ☐ ____Liter(s) ☐ ____Gallon(s) ☐ Other_____

Reacts With: ☐ None ☐ Air ☐ Water ☐ Other_____

Hazards: ☐ Ignitable (D001) ☐ Explosive ☐ Corrosive(D002) ☐ Oxidizer ☐ Reactive (D003) ☐ Toxic - Specify_____ ☐ Other_____

Please email safety@shsu.edu to request a waste pickup when container is full.

Appendix D Universal Waste Tag

UNIVERSAL WASTE DISPOSAL TAG

Accumulation Start Date _____
Contact Name/Phone No. _____
Department _____
Building/Room No. _____
Check the appropriate box:

☐ **Battery(ies)**
☐ **Pesticide(s)**
☐ **Mercury-Containing Equipment**
☐ **Lamp(s)**
☐ **Paint and Paint Related Waste**
☐ **Aerosol Cans**

Description_____
_____
_____
_____
_____
_____

Please email safety@shsu.edu to request a waste pickup when container is full.

UNIVERSAL WASTE DISPOSAL TAG

Accumulation Start Date _____
Contact Name/Phone No. _____
Department _____
Building/Room No. _____
Check the appropriate box:

☐ **Battery(ies)**
☐ **Pesticide(s)**
☐ **Mercury-Containing Equipment**
☐ **Lamp(s)**
☐ **Paint and Paint Related Waste**
☐ **Aerosol Cans**

Description_____
_____
_____
_____
_____
_____

Please email safety@shsu.edu to request a waste pickup when container is full.

UNIVERSAL WASTE DISPOSAL TAG

Accumulation Start Date _____
Contact Name/Phone No. _____
Department _____
Building/Room No. _____
Check the appropriate box:

☐ **Battery(ies)**
☐ **Pesticide(s)**
☐ **Mercury-Containing Equipment**
☐ **Lamp(s)**
☐ **Paint and Paint Related Waste**
☐ **Aerosol Cans**

Description_____
_____
_____
_____
_____
_____

Please email safety@shsu.edu to request a waste pickup when container is full.

UNIVERSAL WASTE DISPOSAL TAG

Accumulation Start Date _____
Contact Name/Phone No. _____
Department _____
Building/Room No. _____
Check the appropriate box:

☐ **Battery(ies)**
☐ **Pesticide(s)**
☐ **Mercury-Containing Equipment**
☐ **Lamp(s)**
☐ **Paint and Paint Related Waste**
☐ **Aerosol Cans**

Description_____
_____
_____
_____
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Please email safety@shsu.edu to request a waste pickup when container is full.

Appendix E Waste Segregation Guidance

Waste Segregation Guide

Waste Category	Chemical/Hazardous Waste	Biological Waste	Radioactive Waste	Mixtures		
				Biological & Chemical	**Biological & Radioactive**	**Radioactive & Chemical**
Liquid	Waste should be accumulated in the designated Satellite Accumulation Areas. All waste containers must be labeled with the hazardous waste tag. Attempt to move the container after dating it with an accumulation end date to the designated Container Storage Area in the building. All containers managing hazardous waste must be closed.	Treated liquid waste can be disposed of down the drain. Treat liquid waste with 10-20% bleach depending on organic content.	SHSU does not generate radioactive waste at this time. If a new research/project has the potential to generate radioactive waste, please contact EHS for guidance before commencing work/research.	There should not be a mixture of biohazardous and chemical wastes. If there is a potential generation of a mixture waste, contact EHS for guidance before commencing work/research.	There should not be a mixture of biohazardous and radioactive wastes. If there is a potential generation of a mixture waste, contact EHS for guidance before commencing work/research.	For any category of waste generated, contact EHS if there is a potential generation of this mixture. This waste mixture will need special disposal arrangements.
Solid	Waste can be collected in plastic containers or bags. The container/bags must have a hazardous waste tag.	Solid waste must be collected in the red biohazardous bags. No free liquid can be placed in the bag.				
Sharps	Sharps contaminated with chemicals, place in designated sharps container. This container must have the hazardous waste tag. For sharps that can be rinsed, collect the rinsate in a hazardous waste container. Once the sharps have been rinsed, they can be placed in a non-hazardous sharps container. Do not mix hazardous waste. Attempt to segregate incompatible wastes.	All sharps contaminated with biohazardous material must be collected in the red biohazardous sharps containers.				

Reminder: Keep all waste segregated, in closed containers and properly labeled.