



HAZARDOUS WASTE MANAGEMENT POLICY

Responsible Official: **Chief Operating Officer**

Responsible Office: **Environmental Health and Safety**

Policy Purpose

This Policy establishes the requirements for properly managing East Tennessee State University (ETSU)-generated hazardous waste and describes the procedures relating to hazardous waste labeling, disposal, training, and emergency response.

This policy applies to ETSU employees and students who engage in any University-sponsored activity on University-owned property.

Policy Statement

I. Roles and Responsibilities.

- A. The ETSU Office of Environmental Health and Safety (EHS) has the overall responsibility for hazardous waste collection, Resource Conservation and Recovery Act (RCRA) hazardous waste determinations, packaging, storage, disposal, training, inspections, and record keeping.
- B. Each principal investigator, researcher, and faculty member are responsible for the proper management of hazardous waste in their laboratory or work area, including labeling of containers, segregation, inspections and maintenance of the area. This includes chemical, biological and radiological waste.
- C. Employees, Occupational Safety and Health Administration (OSHA) Coordinators, and anyone who handles or generates hazardous waste are responsible for participating in [EHS safety training](#). Employees are also responsible for the proper management of hazardous waste in their laboratory or area, including labeling of containers, segregation, and inspections and maintenance of the area.

Authority: TCA § 49-8-203, et. Seq., United States Environmental Protection Agency (EPA 40 CFR 271) and the Tennessee Department of Environment & Conservation (TDEC), Resource Conservation and Recovery Act (RCRA), Subtitle C.

Previous Policy: Environmental Health and Safety Policy Number 700.14: Hazardous Waste Management Plan

Defined Terms

A defined term has a special meaning within the context of this policy.

Hazardous Waste: The EPA defines hazardous waste as a material that no longer has an intended value with properties that make it dangerous or potentially harmful to human health or the environment. Hazardous wastes can exist as liquids, solids, contained gases, or sludges. They can be the by-products of manufacturing processes or simply discarded commercial products, like cleaning fluids or pesticides.

In regulatory terms, under the Resource Conservation and Recovery Act (RCRA), a hazardous waste is either a listed waste that appears on one of the four hazardous wastes lists (F-list, K-list, P-list, or U-list), and/or exhibits at least one of four characteristics—ignitability, corrosivity, reactivity, or toxicity. Hazardous waste is regulated under the RCRA, Subtitle C, which is enforced by the EPA on a federal level, and by TDEC on a state level.

Satellite Accumulation Areas Areas designated for hazardous waste collection and temporary storage near the point of generation. When containers are filled they are picked up by EHS and transported to a Central Waste Accumulation Area. Never accumulate over 55 gallons of hazardous waste in individual lab.

Policy History

Effective Date:

Revision Date: 3/24/2022

Procedure

- I. Container Management in Satellite Accumulation areas.
 - A. Accumulate waste in containers that are clean, in good condition, chemically compatible, and appropriate for the quantity accumulated.
 - B. If small quantities are accumulated in larger containers, do not combine different kinds of waste unless it is known the wastes are compatible and are acceptable for disposal in the combined form.
 - C. Flammables must be stored away from oxidizers, water reactive chemicals away from moisture, acids away from bases, etc.
 - D. Containers must be within a secure area where any leak will not cause harm to the environment.
 - E. Containers must be closed at all times unless waste is being actively added to or removed from the container.
 - F. Label the waste container with the date accumulation started, identity of the contents with no abbreviations, quantity of each constituent, and the words "Hazardous Waste."
 - G. Schedule removal of the waste in a timely fashion by using the [Hazardous Waste Pickup Request Form](#).
 - H. Use the ETSU Hazardous Waste tags provided by the Environmental Health and Safety (EHS) Office to properly identify the hazardous waste.
 - I. Provide and maintain emergency material and supplies in case of a chemical spill.
 - J. Keep the Emergency Contact signage that is located outside of every lab current and up to date. Please contact EHS with any changes.
 - K. Never accumulate over 55 gallons of hazardous waste in an individual lab in satellite accumulation areas.
 - L. In case of an emergency contact ETSU Police at 439-4480 or EH&S at 439-6029.

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Related Form(s)

[Hazardous Waste Pickup Request Form](#)

[Hazardous Waste Reduction Plan](#)

Scope and Applicability

Primary:

Secondary: