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EAST TENNESSEE STATE  
UNIVERSITY

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## **Hazardous Waste Management**

**Policy Name:** Hazardous Waste Management

## **Policy Purpose**

This policy specifies the requirements for properly managing East Tennessee State University (ETSU or University)-generated hazardous waste and specifies the procedures relating to Hazardous Waste labeling, disposal, training, and emergency response

## **Applicability**

This policy applies to all ETSU employees, students, visitors, and third-party vendors.

## **Responsible Official, Office, and Interpretation**

The Director of Environmental Health and Safety (EHS) is responsible for the review and revision of this policy. For questions about this policy, please contact the ETSU Office of Environmental Health and Safety. The Associate Vice President for Facilities Management, in consultation with the Office of University Counsel, has the final authority to interpret this policy.

## **Defined Terms**

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

### Hazardous Waste

The Environmental Protection Agency (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 byproducts 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 the Tennessee Department of Environment and Conservation (TDEC) on the state level.

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**Procedures Effective Date:** 05/10/2022 • **Procedures Revised:** Insert

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### Central Waste Accumulation Area

A Central Waste Accumulation Area refers to a designated location within a facility where Hazardous Waste generated elsewhere on-site is temporarily stored until it can be disposed of, treated, or transported for further management.

### 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 an individual laboratory.

## **Policy**

### 1. Roles and Responsibilities

- 1.1. 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.
- 1.2. 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.
- 1.3. 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.

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### Procedures

1. Container Management in Accumulation Areas.
  - 1.1. Waste must be accumulated in containers that are clean, in good condition, chemically compatible, and appropriate for the quantity accumulated.
  - 1.2. 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.
  - 1.3. Flammables must be stored away from oxidizers, water reactive chemicals away from moisture, acids away from bases, etc.
  - 1.4. Containers must be within a secure area where any leak will not cause harm to the environment.
  - 1.5. Containers must be closed at all times unless waste is being actively added to or removed from the container.
  - 1.6. Waste containers must be labelled with the date accumulation started, identity of the contents with no abbreviations, the quantity of each constituent, and the words "Hazardous Waste."
  - 1.7. Schedule removal of the waste in a timely fashion by using the [Hazardous Waste Pickup Request Form](#).
  - 1.8. Use the ETSU Hazardous Waste tags provided by the Environmental Health and Safety (EHS) Office to properly identify the hazardous waste.
  - 1.9. Provide and maintain emergency material and supplies in case of a chemical spill.
  - 1.10. Keep the Emergency Contact signage that is located outside of every lab current and up to date. Please contact EHS with any changes.
  - 1.11. Never accumulate over 55 gallons of hazardous waste in an individual lab in satellite accumulation areas.
  - 1.12. In case of an emergency contact ETSU Police at 423-439-4480 or EH&S at 423-439-6029.

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## **Applicable Forms and Websites**

[Hazardous Waste Pickup Request Form](#)

[Hazardous Waste Reduction Plan.](#)

## **Authority and Revisions**

**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

The ETSU Board of Trustees is charged with policy making pursuant to TCA § 49-8-203, et seq. On March 24, 2017, the Board delegated its authority to ETSU's President to establish certain policies and procedures for educational program and other operations of the University, including this policy. The delegation of authority and required process for revision to this policy can be found on the [Policy Development and Rule Making Policy webpage](#).

To suggest a revision to this policy, please contact the responsible official indicated in this policy. Before a substantive change to the policy section may take effect, the requested changes must be: (1) approved by the responsible office; (2) reviewed by the Office of University Counsel for legal sufficiency; (3) posted for public comment; (4) approved by either Academic Council or University Council; and (5) approved by ETSU's President.