1 - Contact information. Fill in building and room number and PI name.

2 - Constituents of waste. List all chemicals or composition of waste including non-hazardous ingredients like water as well. No abbreviations. List concentration or percentage and MUST equal 100%.

3 - Listed waste, check all that apply. This information is found on the waste code sheet in the chemical labeling station.

4 - Waste Hazard, check all that apply. This may be found on the SDS.

Helpful tips

- Attach a COMPLETED hazardous waste tag to the container BEFORE you begin using the container to accumulate and store waste.
- Do not store or transport in lightweight polyethylene containers such as milk jugs.
- The waste accumulation containers itself must be kept in a labeled secondary containment bin.
- Containers holding hazardous waste must always be kept closed, except when adding or removing waste. Remove funnel from container and cap the bottle after pouring waste into it!
- It is acceptable to reuse empty bottles to accumulate hazardous waste. However, it is ESSENTIAL that the bottle is completely empty and the old label removed or defaced before the waste is added.
- Do not overfill waste containers. Leave a sizable amount of head space in the container to allow for expansion and safe transportation — 10% head space is a good rule of thumb.
- Do not mix solids with liquid waste.
- Liquid-filled small containers such as vials and Eppendorf tubes:
  - Double-bag containers in clear plastic bags to allow visual inspection by EH&S waste technicians.
  - Containers bagged together must contain liquids or liquid mixtures with the same chemical constituents.
  - Seal each bag individually.
  - Accurately list the bag's contents and chemical constituents on the hazardous waste tag.

Please contact us if you have a question or need supplies at hazardouswaste@oregonstate.edu