



Safety Instruction

CHEMICAL ReUse PROGRAM

General

- Large research universities and colleges typically have thousands of different chemicals, albeit in small quantities, that are used and stored across hundreds of labs, clinics, and other support centers. A key component essential to waste minimization is an up to date chemical inventory. Labs can avoid duplicate purchases by knowing what chemicals are already on hand. Chemical purchases can also be reduced by borrowing and sharing chemicals between laboratories. Departments are encouraged to exchange chemicals. When this is not possible, lab personnel can utilize the Chemical ReUse Program.
- Environmental Health & Safety (EH&S) manages a Chemical ReUse Program as part of the overall OSU Hazardous Material Services program. The objective is to collect chemicals from those who have no use for them and redistribute them to those who need them. These chemicals are available at **no charge at ChemStores** to faculty and staff and for University use only.
- EHS supports waste minimization by removing unwanted but usable chemicals from the waste stream. Such chemicals are made available to faculty and staff on campus, which minimizes chemical waste reduces the impact on the environment and saves money.

Reuse Suitability

- Ideal chemicals for reuse are unopened, unexpired containers however opened containers that are still mostly full and uncontaminated can also be reused.
- Containers must be in good condition, with the original manufacturer's labels present. Damaged, leaking or non-manufacturer containers are not suitable for reuse and should be disposed of through the normal waste disposal process.
- EHS personnel will make the final determination on whether a chemical is suitable for reuse. Chemicals not suitable for reuse will be disposed of.

Requesting/Donating Materials

- Chemicals suitable for reuse can be donated to the program by using the normal [Waste Pickup Request](#) form by checking the box "Chemical ReUse Donation" and then listing the chemicals in the description section. Please mark the chemicals for reuse so EHS can easily differentiate them from waste chemicals during pickup.
- Deteriorating containers or containers in which evidence of a chemical change is apparent are not acceptable for reuse and will be disposed of. This includes leaking or damaged containers and visibly contaminated containers.
- Only chemicals with original manufacturer's labels will be accepted for reuse.
- Any expiration date stated on container will be adhered to. In the case of no expiration date or a material which does not degrade regardless of the expiration date EHS personnel will make the determination.
- Materials not acceptable for reuse will be disposed of according to normal hazardous waste disposal procedures. EHS personnel will make the final determination on whether material is acceptable for reuse or must be disposed of.

EH&S Review and Approval (or Rejection)

- After the on-line request has been submitted, EH&S anticipates seven business days for review, approval and pick up from the donator. IMPORTANT NOTE - Chemicals that are not approved for chemical exchange must be disposed through the waste disposal program.
- After approval of the donated chemicals, EH&S will transfer the donated chemical from the Principle Investigator's (PI) Inventory to the Chemical ReUse Inventory (CHEM EXCHANGE) and deliver the donated chemical to ChemStores. ChemStores will enter the item in the ChemStores catalog and assign a unique identifier, indicating the chemicals are in the Chemical ReUse program.

Transporting Chemicals

- OSU has a procedure and safety instruction for [Transporting Hazardous Materials](#) while on university business. This procedure should be adhered to when transporting chemicals for reuse.

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