



# EHS Bulletin

November 2018

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## Portable Space Heaters

With the changing of the seasons, comes the colder temperatures and the portable space heaters in the office spaces. The use of portable space heaters on the OSU campus is highly discouraged due to the increased risk of fire as well as the energy required to operate them. Portable space heaters should not be used to replace a building's fixed heating system.

Environmental Health and Safety (EHS) and Facilities Management Energy Services have worked together to implement a portable space heater permitting program. If you believe your office is too cold and you need to use a portable space heater, there are some steps you will need to follow to obtain a permit to safely use your heater:

1. Submit a request for Energy Services to conduct an evaluation of your office space.
2. If it is determined that your work area would require supplemental heating, your request is then forwarded to EHS to determine if it is safe to operate a portable space heater in your work space.

Here are some of the requirements for portable space heaters:

1. Portable space heaters are not allowed in residence halls.
2. They must be plugged directly into a wall receptacle; they cannot be plugged into a power strip or an extension cord.
3. They must be located more than 36 inches away from combustible materials such as papers, clothing, curtains, etc.
4. All heaters must be capable of automatic shut-off if tipped over.

For a complete list of portable space heater requirements and the process to obtain a permit, please visit the portable space heater web page at <https://ehs.okstate.edu/portable-space-heaters.html>.

We understand that there are some old buildings that are cold and drafty, but we also need to ensure that all staff, students and faculty are safe at all times. If you have any questions about portable space heaters, please contact EHS by phone at (405) 744-7241 or by email at [fls@okstate.edu](mailto:fls@okstate.edu).

# Disposing of Hazardous Waste

Oklahoma State University is categorized by the Environmental Protection Agency as a large quantity generator of hazardous waste. Disposal of hazardous waste can be very costly and dangerous. In particular, partially filled bottles become very expensive for the amount of material being disposed of. In order to reduce this cost, compatible chemicals may be combined in a single container. Combining or bulking waste can result in significant cost savings for the University. Waste containers used for this combining or bulking are often referred to as red or white safety cans. Only certain categories of liquid chemicals can be combined into safety cans. **\* Please check with your lab PI and EHS for a complete RCRA's chemical waste compatibility list for mixtures of chemicals that can be combined into a safety can.**

Mixing and bulking saves money, however, it must be done correctly. Mixing incompatible chemicals creates potential hazards including: fire, explosion, heat generation and generation of flammable or toxic gases. Recently two university students in Delaware were injured in a laboratory from mixing incompatible chemical wastes.

Labeling and properly filling out mixed laboratory chemical log sheets can help avoid the combining of incompatible materials. Follow the link to find a current copy of the mixed chemical log sheets <https://ehs.okstate.edu/ehs-forms.html>. Please accurately fill out the log to ensure compliance with applicable state and federal regulations and with University procedure. Always ask for guidance and pay close attention to the three categories:

1. Chemical (no abbreviations or symbols)
2. Approximate amount
3. User's last name

OSU is responsible for the waste generated during daily operations. As faculty, staff and students, we are required to provide an accurate list of chemicals that are bulked and or combined. This list will follow the waste chemical all the way through to the final disposal. The accuracy of this list is very important for safety, proper transportation and disposal. If you have any questions about hazardous waste disposal or mixed chemical log sheets, please contact EHS by phone at (405) 744-7241 or email at [ehs@okstate.edu](mailto:ehs@okstate.edu).

## Current Events

### *Bloodborne Pathogen Training*

1<sup>st</sup> Monday of the month, 9-10 am or 2-3 pm  
EHS Conference Room, 003 UHS  
Required annually for members under OSHA's standard.  
Registration: Email name to [chemicalsafety@okstate.edu](mailto:chemicalsafety@okstate.edu)

### *Respiratory Protection*

1<sup>st</sup> Tuesday of the month, 8:30-9:30 am  
FM North Building, Room 101c  
Required annually for members who wear respiratory protection.  
Registration: Email name to [ohsp@okstate.edu](mailto:ohsp@okstate.edu)

### *Fire Safety w/ Hands-on Extinguisher Training*

2<sup>nd</sup> Friday of the month, 9:00-10:00 am  
EHS Conference Room, 003 UHS  
Come join us for fire safety education featuring the BullsEye laser training device.  
Registration: Email name to [ohsp@okstate.edu](mailto:ohsp@okstate.edu)

### *Monthly Employee Training*

3<sup>rd</sup> Thursday of the month, 9:30-11:30 am  
EHS Conference Room, 003 UHS  
Topics: Hazcom; Fire Safety; Slips, Trips, and Falls; Office Safety; and Back Safety  
Registration: Email name to [ohsp@okstate.edu](mailto:ohsp@okstate.edu)