



DEPARTMENT OF  
**ENVIRONMENTAL  
HEALTH AND SAFETY**

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# EHS BULLETIN

**FEBRUARY 2026**

## CHEMICAL AND MATERIAL REMOVAL

Oklahoma State University (OSU) maintains over 1,000 laboratories, approximately 300 are identified as Satellite Accumulation Areas (SAAs) for hazardous waste. Compliance with [40 CFR § 262](#) requires Environmental, Health, and Safety (EHS) to remove waste from SAAs to the university Central Accumulation Area (CAA). To streamline

this process, EHS created the [Chemical and Material Removal \(CMR\) request form](#). This PDF may be printed and filled out by hand – or filled out electronically. Once completed, forms are to be emailed to [ehs@okstate.edu](mailto:ehs@okstate.edu). The container(s) to be disposed of need to be labeled with:

- The chemical name
- The words “hazardous waste”
- The waste characteristics (e.g., ignitable, corrosive, reactive, toxic)

Once a CMR is submitted, EHS will remove the items within 5 days. From that point, the laboratory is free of the waste stream(s) until generation recurs. Note that SAAs are limited to 55-gallons or less capacity. If the SAA ever reaches 55-gallons of waste storage, EHS must transport the SAA waste to the university CAA within 3 days.

Labeling chemicals is an OSHA requirement for all chemicals in the laboratory ([29 CFR 1910.1200](#); [29 CFR 1910.1450](#)). However, it is not uncommon to find a container left behind from an experiment without a clear label or an older chemical with a damaged label. Every effort should be made to identify unknown chemicals, to communicate any hazards associated with the chemicals, and to avoid added costs involved in removing unknown chemicals. EHS will not pick up unknowns during CMRs. For more information regarding the classification of unknown substances, visit the EHS [webpage](#).

For chemical mixtures, a [mixed chemical log sheet](#) is available online. These should be submitted with CMRs if applicable.

### FOR ADDITIONAL RESOURCES AND HELPFUL DOCUMENTS:

- [Chemical and Material Removal Request](#)
- [Chemical list for EHS supplied safety cans](#)
- [Chemical Reuse Program Video](#)
- [SAA Surveys](#)

**For more information or questions, please contact EHS at (405) 744.7241 or email us at [ehs@okstate.edu](mailto:ehs@okstate.edu).**

# WHY FIRE DOORS SHOULD NEVER BE PROPPED OPEN

One of the most frequently observed fire and life-safety violations is the practice of propping open fire doors. Although it may seem convenient, doing so creates a serious safety risk.

Fire doors are engineered to help contain fire and smoke, acting as a barrier that slows their spread throughout a building. When these doors are properly installed, kept closed, and maintained, they play a vital role in protecting occupants, exit pathways, and property.

When a fire door is held open with a wedge, doorstop, or other object, it cannot serve its intended purpose. During a fire, smoke and flames can easily pass through the open doorway, allowing the fire to spread much more quickly.

Propped-open fire doors can also endanger exit corridors and evacuation routes. Smoke entering these areas reduces visibility, increases exposure to toxic gases, and makes it more difficult for occupants and emergency responders to move safely.

In areas where doors must remain open for operational reasons, approved magnetic hold-open devices connected to the fire alarm system are used. These devices automatically release when the alarm activates, allowing the door to close and function as designed. Makeshift methods of holding doors open do not offer this protection.

Recognizing, reporting, and preventing propped fire doors is a shared responsibility and can make a critical difference in saving lives. The education of employees and students assists in ensuring OSU buildings are protected.

## MONTHLY TRAINING OPPORTUNITIES

### **Respiratory Protection**

1st Tuesday of every month at 8:30 a.m.  
FM North Building, Room 101C  
Registration: email [ohsp@okstate.edu](mailto:ohsp@okstate.edu)

### **Bloodborne Pathogen Training**

2nd Tuesday of every month at 9 a.m. and 2 p.m.  
EHS Conference Room, 003 UHS  
Registration: email [chemicalsafety@okstate.edu](mailto:chemicalsafety@okstate.edu)

### **Safety w/Hands-On Extinguisher Training**

2nd Friday of every month at 9 a.m.  
EHS Conference Room, 003 UHS  
Registration: email [ohsp@okstate.edu](mailto:ohsp@okstate.edu)

### **Monthly Employee Training**

3rd Thursday of every month at 9:30 a.m.  
EHS Conference Room, 003 UHS  
Registration: email [ohsp@okstate.edu](mailto:ohsp@okstate.edu)

### **Laboratory Safety and Hazardous Waste Training**

4th Tuesday of every month at 8:30 a.m.  
EHS Conference Room, 003 UHS  
Registration: email [ohsp@okstate.edu](mailto:ohsp@okstate.edu)

**If there are any questions or concerns about fire doors, please contact EHS at (405) 744-7241 or send us an email at [fls@okstate.edu](mailto:fls@okstate.edu).**