



ADMINISTRATIVE POLICY

Hazardous Material Management (PS 3)

POLICY STATEMENT

The purposes of this policy are:

1. To protect people and the environment from the negative impacts of Hazardous Materials by identifying appropriate procedures for their handling, storage, and disposal;
2. To ensure that Nevada State College complies with all federal, state, and local regulations regarding Hazardous Materials, Hazardous Waste, Biohazards Materials, and Spill response.

DEFINITIONS

For detailed regulatory definitions, see the Hazardous Materials Management Manual.

Asbestos Waste: Asbestos material that has been removed or collected and labeled as waste. For a detailed regulatory definition, see the Asbestos Management Program.

Biohazardous Waste: Any substance that is no longer wanted and which contains or could potentially contain biohazard agents.

De Minimus: An amount too trivial or minor to require action.

Hazardous Chemicals: Chemicals for which there is statistically-significant evidence based on at least one study conducted in accordance with established scientific principles that acute or chronic health effects may occur in exposed people.

Hazardous Materials: Any chemical or material that poses a significant risk to the health and safety of people, the environment, or facilities. Includes licensed radioactive materials, biohazard agents, hazardous chemicals, and any material regulated as hazardous under the Comprehensive Environmental Response, Compensation, and Liabilities Act 42 USC 9601 (14) or USDOT 49 CFR 172.101. The hazard may arise from exposure by one or more routes, including skin contact, inhalation, or ingestion, or in the case of radioactive materials even by time spent in proximity, without direct physical contact. In addition to splashing and flowing, liquids may also disperse through the air as vapors or aerosols; dusts or powders may disperse through the air as well.

Hazardous Materials Waste: Waste that meets one or both of the following criteria: 1) A waste or combination of wastes as defined in 40 CFR 261.3 or 2) Substances defined as hazardous wastes in 49 CFR 171.8. 40 CFR 161.20 through 261.24 describes four characteristics of hazardous wastes, while subpart D (40 CFR 261.30 through 261.35) lists chemicals and processes that generate hazardous wastes.

Material Safety Data Sheet (also referred to as MSDS): A regulatory document containing pertinent safety information that manufacturers are required to provide for certain categories of materials.

Mixed Waste: Multi-Hazardous Waste that includes radioactive material.

Multi-Hazardous Waste: Contains two or more of the following wastes: biological, radioactive, or hazardous waste.

Polychlorinated Biphenyl (also known as PCB) Waste: Any substance that is no longer wanted and which includes biphenyl molecules that have been chlorinated to varying degrees.

Radioactive Waste: Any substance that is no longer wanted and which is known to be radioactive (producing ionizing radiation) greater than background level.

Specially Regulated Waste: Any waste that becomes a public concern and which is specifically regulated. Includes Hazardous Materials Waste, Radioactive Waste, Biohazardous Waste, PCB Waste, Asbestos Waste, Multi-Hazardous Waste, and Mixed Waste.

Spill: A material out of control.

PROCEDURES

NSC takes the management of Hazardous Materials on campus very seriously and works with University of Nevada Las Vegas Risk Management & Safety (UNLV RMS) to ensure that applicable regulations related to the handling of Hazardous Materials are followed. UNLV conducts required training for all NSC personnel who work with Hazardous Materials. The NSC Liberal Arts and Sciences Lab Coordinator works in conjunction with UNLV RMS to ensure that lab areas follow proper policies and procedures and adhere to applicable regulations.

I. Identifying Hazardous Materials

Three primary tools are used to determine if a material is hazardous and how it will be handled:

- A. Specific written documentation, such as the Material Safety Data Sheet, the container label, or shipping papers;
- B. Specific listings and definitions of materials included in various regulations, as published in the U.S. Code of Federal Regulations;
- C. Personal knowledge (e.g., when an individual created the material or knows very specific information about its properties).

If Hazardous Material status cannot be determined, call UNLV RMS and request a review by the Hazardous Materials Safety Technician. Unknown materials will be treated as Hazardous Materials until they are determined to be non-hazardous.

II. Using, Storing, and Disposing of Hazardous Materials

Hazardous Materials users are directed to the [UNLV RMS Managing Hazardous Materials website](#) for specific policies, procedures, and practices. The website includes information and management tools required to use Hazardous Materials safely and to comply with laws and regulations.

III. Hazardous Materials Spill Response

All Spills greater than 1 quart (1 liter) must be reported to the Liberal Arts and Sciences Lab Coordinator.

In addition to the minimum quantity, several other categories of Spills must be reported, regardless of quantity (beyond De Minimis levels):

- A. All Spills of extremely flammable materials (flash point less than 20°F);
- B. All Spills of extremely toxic materials (5 mg/kg LD50);
- C. All mercury Spills;
- D. All personal contaminations;
- E. All leaking containers.

All Spills shall be addressed according to procedures described in the [UNLV RMS Spill Response website](#).

FORMS/INSTRUCTIONS

CONTACTS

OFFICE/UNIT	CONTACT	PHONE	EMAIL
Finance & Administration	Kevin Butler	X2312	Kevin.butler@nsc.edu
Liberal Arts & Sciences	Nick Egan	X2668	Nicholas.egan@nsc.edu

RELATED INFORMATION

- [UNLV RMS Managing Hazardous Materials website](#)
- [UNLV RMS Chemical Inventory website](#)
- [UNLV RMS Environmental and Laboratory Safety website](#)
- [UNL RMS Occupational Safety website](#)
- [UNLV RMS Spill Response website](#)
- Hazardous Materials Management Manual

HISTORY

Associate Vice President of Finance and Administration Butler (Approved February 12, 2014)

Provost Beck (Approved February 12, 2014)
