

# ENVIRONMENTAL HEALTH AND SAFETY

## HAZARDOUS MATERIALS MANAGEMENT



# WASTE HOLD TAGS

## Essential Info for Proper Waste Labeling

A **waste hold tag** is used when a container can't be removed from a lab or area due to a pending question or concern. It signals that the waste is temporarily on hold. Tags may be placed on anything from lab waste containers to standard trash bins.

### What to do if you see a hold tag:

When a container is tagged with a waste hold tag, it means Environmental Health and Safety (EHS) is reviewing a concern. EHS will contact the submitter or room occupant with details and next steps. In the meantime:

- Do not move the tagged container.
- Do not add any additional waste.
- Contact EHS if the container must be moved or if you have urgent questions.



Administrative Operations

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### Why would waste be put on hold?

- A required label may be missing (chemical waste).
- Description on the label does not match the waste pickup request (chemical waste).
- The container may appear to be or is visibly compromised (e.g. cracked, wet, poorly fitting lid).
- The container is overfilled or too heavy for safe handling.
- Waste must be transported separately from the other items being picked up.
- An unacceptable item is seen in a standard trash bin (e.g. needle, razor blade, waste bottle without a "safe for disposal" label).

The image shows three overlapping waste hold tag forms. The top form is pink and titled 'TRASH SERVICE HOLD'. The middle form is green and titled 'BIOLOGICAL WASTE HOLD'. The bottom form is purple and titled 'WASTE HOLD'. Each form includes fields for 'Date:', 'BLDG:', and 'NOTES:'. The 'WASTE HOLD' form also includes a list of reasons for holding waste, such as 'Pickup request description does not match the orange disposal tag on the container.' and 'Contents of container are not consistent with description (coloration, multi-layered, excess sediments, physical form, etc.).'.

July V.2.