EHS FACT SHEET
BIOHAZARDOUS WASTE
PACKAGING PROCEDURE

SET UP BOX
- Turn over and seal bottom flap
- Seal using at least 2-layers of packing tape
- Start tape 6-8” up the side of

LINE BOX WITH RED BAG
- Double bag contents when necessary
- Box should be kept closed except when adding waste

TIE BAG WHEN BOX IS FULL
- Limit the total weight of the box to 30lbs
- Liquid waste should be in rigid leak proof containers before

SEAL TOP OF BOX
- Seal using at least 2-layers of packing tape

CHECK MARKINGS
- Orient box correctly (Arrows up)
- Write building name, room # and IW request # on the top of the box.

BOXES CANNOT BE PICKED UP IF
- Contents of box is leaking
- Box is not sealed correctly
- Box exceeds 30 lbs. weight

REQUIREMENTS
- Generators are responsible for packaging their own waste.
- Each bag must be hand tied by gathering and twisting the neck of the bag and using a tie or hand knot to secure the bag.
- Closed bags must not be visible once secondary container is closed.
- Improperly packaged containers will be denied or returned to the generator.
- Sharps must be placed in a puncture resistant container designated for “Sharps” waste. “Sharps” include needles, syringes, broken glass, scalpels, culture slides, culture dishes, broken capillary tubes, broken ridged plastic, exposed ends of dental wires.
- All sharps containers should be properly closed before being placed into secondary containers.
- No loose sharps are permitted outside of sharps containers.

Find more information or place a request for supplies and/or disposal at www.ehs.osu.edu or EHS Waste Service Request