RCRA Subtitle C Reporting Instructions and Forms

EPA Forms 8700-12, 8700-13 A/B, 8700-23

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INTRODUCTION

GENERAL INFORMATION

The U.S. Environmental Protection Agency's (EPA's) mission to protect human health and the environment includes the responsibility to effectively manage, with the States, the nation's hazardous waste facilities regulated under the Resource Conservation and Recovery Act of 1976 (RCRA), as amended by the Hazardous and Solid Waste Amendments of 1984 (HSWA). As part of this task, the EPA and the States:

- Collect and maintain information about sites that are conducting RCRA Subtitle C activities via the RCRA Subtitle C Site Identification Form (8700-12);
- Collect and maintain information about the generation, management, and final disposition of the nation's hazardous waste via the Hazardous Waste Report Form (8700-13 A/B); and
- Collect permit information from owners and operators of RCRA facilities where hazardous waste is treated, stored, or disposed via the Hazardous Waste Permit Part A Form (8700-23).

NOTE	Although this document contains information and instructions for completing the forms listed above, it should not be considered a substitute for the regulations in Title 40 of the Code of Federal Regulations (40 CFR). Rather it should be considered a supplement to the regulations and provide additional information not contained in 40 CFR. As a handler of regulated waste, you are responsible for learning and complying with all requirements that apply to you and your regulated waste activities. In addition, this document and the regulations in 40 CFR address only the Federal hazardous waste program. Many States may have notification requirements that differ from the Federal requirements; therefore, those States may use the Federal forms or may choose to use a State form that requires information not requested in the Federal EPA form. Again, it is your responsibility to make sure that you have completed and submitted all forms required under the Federal or your respective State program.

This document is separated into three main sections Notification of RCRA Subtitle C Activities (Site Identification Form), Hazardous Waste Report, and RCRA Hazardous Waste Part A Permit Application. It supersedes all previous documents titled Notification of RCRA Subtitle C Activity, 2015 Hazardous Waste Report, and RCRA Hazardous Waste Part A Permit Application. Please read each section carefully and follow the instructions provided for each applicable set of forms.

WHERE TO GET HELP

FEDERAL REGULATIONS

The Federal regulations can be found at: http://www.gpo.gov/fdsys/.

RCRA LAWS AND REGULATIONS

The RCRA overview, tools, resources, etc. can be found at: https://www.epa.gov/rcra.

RCRA ONLINE

The RCRA Online tool is designed to enable users to locate documents, including publications and other outreach materials that cover a wide range of RCRA issues and topics. The tool can be found at: https://rcrapublic.epa.gov/rcraonline/.

STATE CONTACTS

We have listed the addresses and phone numbers of the contacts in each State who can answer your questions and help you understand the Federal and State requirements that apply to you. This contact list is located at: https://rcrainfo.epa.gov/rcrainfoprod/action/public/public-site/state-contacts.

Authorized States may have state-specific forms and instructions for reporting and program requirements that are more stringent and broader-in-scope than the federal requirements. Please check with your State contact listed in the above link.

COMPLIANCE ASSISTANCE CENTERS

The EPA's Compliance Assistance Centers help businesses, colleges and universities, local governments, tribes and federal facilities understand and comply with environmental requirements and save money through pollution prevention techniques. Visit the Compliance Assistance Centers at: https://www.complianceassistance.net for a comprehensive source of compliance assistance information and resources.

EPA SMALL BUSINESS OMBUDSMAN OFFICE

1-800-368-5888.

YOUR TRADE ASSOCIATION

If you are a member of an industry-specific trade association, they may have information regarding hazardous wastes that are generated by other members.

CONFIDENTIAL BUSINESS INFORMATION (CBI)

All information you submit via the forms provided in this document can be released to the public, per the Freedom of Information Act, unless it is determined to be confidential by the EPA pursuant to 40 CFR Part 2.

You may not withhold information from the Administrator of the EPA because it is confidential. However, when the Administrator is requested to consider information confidential, it must be treated according to the EPA regulations contained in 40 CFR Part 2, Subpart B. These regulations provide that a business may, if it desires, assert a claim of business confidentiality covering all or part of the information furnished to the EPA. 40 CFR 2.203(b) explains how to assert a claim.

The EPA will treat information covered by such a claim in accordance with the procedures set forth in 40 CFR Part 2, Subpart B. If someone requests release of information covered by a claim of

confidentiality, or if the EPA otherwise decides to make a determination as to whether such information is entitled to confidential treatment, the EPA will notify the business. The EPA will not disclose information as to when a claim of confidentiality has been made except to the extent of and in accordance with 40 CFR Part 2, Subpart B. However, if the business does not claim confidentiality when it furnishes the information, the EPA may make the information available to the public without notice to the business.

If your State is authorized to conduct the RCRA Subtitle C program, check with the State if you wish to assert a claim of business confidentiality on your submission. The State may have specific procedures for asserting a claim.

FILLING OUT THE FORMS

SYMBOLS

LIST

The **LIST** symbol denotes references to relevant code lists. Please use only the codes included in the instructions or in the lists of codes provided.

SKIP INSTRUCTIONS

The ➡ symbol denotes directions to skip to the next appropriate section or item to be completed, given certain responses to some questions.

NOTE

The **NOTE** symbol denotes explanatory text of information relevant to filling out the forms.

ALPHANUMERIC FIELDS

Valid characters for alphanumeric fields are limited to:

`~!@#$%^&*()_-+={}[]|\:;'",.?/1234567890ABCDEFGHIJKLMNOPQRSTUVWXYZ

Invalid characters for alphanumeric fields include: <>

If the "<" or ">" symbols are used to indicate less than or greater than, it is recommended that these symbols be replaced with "LT" or "GT."

COMMENTS SECTION OF FORMS

Use the Comments section where applicable to clarify or continue any entry. For the general comment sections, reference the section number and item letter of the entry that is being continued. For example, if your site has more federally regulated hazardous waste codes than can fit in Item 10.B, enter the remaining waste codes in the Comments section and cross-reference Item 10.B. For example, you would write: "Item 10.B, continued: D007."

PAGE NUMBERING OF FORMS

When you have filled out all the appropriate forms on your RCRA Subtitle C submission, number the pages (each piece of paper is a page) consecutively throughout your submission. **Do not** number each set of forms separately, but rather number each page sequentially. The individual page number and the total number of pages in your submission should appear at the bottom of each page (e.g., Page 1 of 7, Page 2 of 7).

If it is necessary to continue information from one form onto another page, make additional copies of the form and number the additional pages with the same page number as the first page, followed by a letter (e.g., page 27, page 27a, page 28, page 28a, 28b). When continuing information on a supplemental page, enter only the information that is being continued.

PAPER FORM REPORTING

Each form is included in this document. If submitting paper copy, photocopy as many forms as you need to complete your submission. Make copies **after** you have written your site name and EPA Identification Number in the top left-hand corner of the form, but **before** you begin filling out the form.

After you have finish filling out the forms, keep a copy for a period of at least three years from the due date of the report as required by 40 CFR 262.40(b).

ELECTRONIC REPORTING

The EPA encourages electronic reporting of RCRA Subtitle C information. Facilities can now enter data via electronic submissions by using the RCRAInfo Industry Application (RIA). The RIA allows for Site Identification Form submissions (myRCRAid) and Hazardous Waste Report submissions (Biennial Report). To see if your State has opted in to the use of the RIA, and obtain instructions on how to file electronically, contact your State or EPA Regional Office.

NOTIFICATION OF RCRA SUBTITLE C ACTIVITIES (SITE IDENTIFICATION FORM)

AUTHORIZATION

Section 3010 of Subtitle C of the Resource Conservation and Recovery Act (RCRA) requires any person who generates, transports, or recycles regulated wastes or who owns or operates a facility for the treatment, storage, or disposal of regulated wastes to notify the U.S. Environmental Protection Agency (EPA) of their activities, including the location and general description of the activities and the regulated wastes handled. Respondents must submit the information required in the Notification of Subtitle C Activity Instructions and Form by completing the RCRA Subtitle C Site Identification Form (EPA Form 8700-12). As required by statute, the EPA promulgated regulations to implement these notification requirements at 40 CFR Parts 260, 261, 262, 263, 264, 265, 266, 270, 273, and 279. The EPA needs this information to determine the universe of persons who generate, handle, and manage these regulated wastes; assign EPA Identification Numbers; and ensure that these regulated wastes are managed in a way that protects human health and the environment as required by RCRA. This is mandatory reporting by the respondents.

The EPA enters notification information submitted by respondents into RCRAInfo, the EPA national database, and assigns EPA Identification Numbers. The EPA uses this information to identify the universe of regulated waste generators, handlers, and managers and their specific regulated waste activities. The EPA also uses the information for tracking and for a variety of enforcement and inspection purposes. Finally, the EPA uses this information to ensure that regulated waste is managed properly, that statutory provisions are upheld, and that regulations are adhered to by facility owners or operators.

Section 3007(b) of RCRA and 40 CFR Part 2, Subpart B, which defines the EPA's general policy on public disclosure of information, both contain provisions for confidentiality. However, the Agency does not anticipate that businesses will assert a claim of confidentiality covering all or part of the Notification of Subtitle C Activity. If such a claim were asserted, the EPA must and will treat the information in accordance with the regulations cited above. The EPA also will assure that the information collection complies with the Privacy Act of 1974 and Office of Management and Budget (OMB) Circular 108.

Estimated Burden: Facilities - The reporting and recordkeeping burden for the Notification of Regulated Waste Activity (initial and subsequent) is estimated to average 1 hour for a facility to complete and submit the form, and keep copies of notification and affiliation agreements on site, as applicable. State Agencies - The recordkeeping burden for the Notification of Regulated Waste Activity (initial and subsequent) is estimated to average 2 hours for State agencies to review and enter notification information into the RCRAInfo database. There is no reporting associated with this requirement, and as such, there is no reporting burden for State agencies.

To comment on the EPA's need for this information, the accuracy of the provided burden estimates, and any suggested methods for minimizing respondent burden, including the use of automated collection techniques, the EPA has established a public docket for the Information Collection Request (ICR) under Docket ID Number EPA-HQ-OLEM–2016–0182, which is available for online viewing at www.regulations.gov, or in person viewing at the RCRA Docket in the EPA Docket Center (EPA/DC), EPA West, Room B102, 1301 Constitution Avenue, NW, Washington, D.C. The EPA Docket Center Public Reading Room is open from 8:30 a.m. to 4:30 p.m., Monday through Friday, excluding legal holidays. The telephone number for the Reading Room is (202) 566-1744, and the telephone number for the RCRA Docket is (202) 566-0270. An electronic version of the public docket is available at www.regulations.gov. This site can be used to submit or view public comments, access the index listing of the contents of the

public docket, and to access those documents in the public docket that are available electronically. When in the system, select "search," then key in the Docket ID Number identified above. Also, you can send comments to the Office of Information and Regulatory Affairs, Office of Management and Budget, 725 17th Street, NW, Washington, D.C. 20503, Attention: Desk Officer for EPA. Please include the EPA Docket ID Number EPA-HQ-OLEM–2016–0182 and OMB Control Number 2050-0024 in any correspondence.

INTRODUCTION

These instructions are designed to help you determine if you are subject to requirements under the Resource Conservation and Recovery Act of 1976 (RCRA), as amended by the Hazardous and Solid Waste Amendments of 1984 (HSWA) for notifying the U.S. Environmental Protection Agency (EPA) of your regulated waste activities. Regulated wastes are hazardous wastes as defined by 40 CFR Part 261, universal wastes as defined by 40 CFR Part 273, and used oil as defined by 40 CFR Part 279. If you are managing hazardous secondary material under 40 CFR 260.30, 40 CFR 261.4(a)(23), (24), (25), or (27), you also must notify under 40 CFR 260.42 using the RCRA Subtitle C Site Identification Form and Addendums to the Site Identification Form. In addition, you must notify if:

- you are a facility that either recycles hazardous waste with a RCRA permit (i.e., store the hazardous waste prior to recycling), or recycles hazardous waste without first storing the material you must notify under 40 CFR 261.6 (c)(2)(iv) which references 40 CFR 265.75;
- you are a very small quantity generator (VSQGs), previously called conditionally exempt small quantity generators (CESQGs) and you are taking advantage of the episodic generation provision at 40 CFR 262.232 (a);
- you are large quantity generator (LQG) consolidating waste from VSQGs under the control of the same person under 40 CFR 262.17 (f));
- you are closing either a waste accumulation unit or your facility, both prior to closing and after conducting closure performance operations under 40 CFR 262.17 (a)(8)).

The instructions contained in this document will assist you in obtaining or updating an EPA Identification number by completing and submitting the RCRA Subtitle C Site Identification Form (Site ID Form). RCRA is a Federal law. If you are regulated but do not comply with the RCRA notification requirements, you may be subject to civil penalties.

DETERMINING IF YOU MUST NOTIFY

HOW TO DETERMINE IF YOU MUST NOTIFY EPA OF YOUR SUBTITLE C ACTIVITIES

All persons who generate, transport, recycle, treat, store, or dispose of hazardous waste are required to notify the EPA (or their State agency if the State is authorized to operate its own hazardous waste program) of their hazardous waste activities. Furthermore, if you are managing hazardous secondary material under 40 CFR 260.30, 40 CFR 261.4(a)(23), (24), (25), or (27), you also must notify using the RCRA Subtitle C Site Identification Form and the Addendum to the Site Identification Form: Notification of Hazardous Secondary Material Activity. Lastly, if you are a recognized trader arranging for import or export of hazardous wastes, including hazardous waste managed under the alternate management standards of 40 CFR Part 266 or Part 273, you must notify. These persons must obtain an EPA Identification Number unless their solid waste has been excluded from regulation or their hazardous

waste has been exempted as outlined below. These respective notification requirements are found in 40 CFR Parts 260, 261, 262, 263, 264, 265, and 266.

In addition to the discussion below, you will need to refer to 40 CFR Part 261 to help you determine if the waste you handle is both a solid waste and a hazardous waste that is regulated under RCRA. If you need help making this determination after reading these instructions, contact the agency listed for your State. If your facility was granted a solid waste variance under 40 CFR 260.30 prior to July 13, 2015, the management of your hazardous secondary materials under 40 CFR 260.30 is grandfathered under the previous regulations and you are not required to notify.

NOTE	Under the Hazardous Waste Import Regulations, 40 CFR Part 262.84, foreign generators should not apply for an EPA Identification Number. These regulations state that when filling out a U.S. manifest, you must include the name and address of the foreign generator, and the name, address, and EPA Identification Number of the importer. Please contact the U.S. firms involved with your shipments and determine which firm will serve as the U.S. Importer.

To determine if you handle a solid waste that is also a hazardous waste and regulated under RCRA, ask yourself the following questions:

DO I HANDLE A SOLID WASTE?

40 CFR 261.2 defines "solid waste" as any discarded material that is not excluded under 40 CFR 261.4(a) or that is not excluded by variance granted under 40 CFR 260.30 and 260.31. A discarded material is any material which is:

- Abandoned, as explained in 40 CFR 261.2(b); or
- Recycled, as explained in 40 CFR 261.2(c); or
- Considered inherently waste-like as explained in 40 CFR 261.2(d); or
- A military munition identified as a solid waste in 40 CFR 266.202.

The list of general exclusions can be found in 40 CFR 261.4. If the solid waste that you handle has been excluded, either by rule or special variance, then you do not need to notify the EPA for that solid waste unless otherwise stated in the regulations. If your solid waste was not excluded from regulation, you need to determine if it is a hazardous waste that the EPA regulates. The EPA regulates a solid waste as hazardous waste in two ways:

- By specifically listing the solid waste as a hazardous waste and assigning it a unique EPA Hazardous Waste Code Number; or
- By regulating it because it possesses any of four hazardous waste characteristics and assigning it a generic EPA Hazardous Waste Code Number.

IS MY SOLID WASTE SPECIFICALLY LISTED AS A HAZARDOUS WASTE?

40 CFR 261.30 through 261.33 identify certain solid wastes that the EPA has specifically listed as hazardous. Persons who handle listed hazardous waste are subject to regulation and must notify the EPA of their hazardous waste activities unless they are exempted as discussed below. Refer to these regulations to see if your solid waste is included as a "listed hazardous waste." If you are handling a newly regulated hazardous waste and have already notified the EPA prior to that hazardous waste being regulated and already have an EPA Identification Number, you do not need to submit a Subsequent Notification for that newly regulated hazardous waste.

DOES MY SOLID WASTE POSSESS A HAZARDOUS CHARACTERISTIC?

Even if your solid waste is not specifically listed as a hazardous waste, it may still be hazardous because it exhibits certain hazardous characteristics. These characteristics are:

- Ignitability;
- Corrosivity;
- Reactivity; and
- Toxicity.

40 CFR 261.20 through 261.24 explain each of the characteristics and outlines the testing procedures you should use to determine if your solid waste meets these characteristics. Persons who handle characteristic hazardous waste that is regulated must notify the EPA of their activities unless they are exempted, as discussed below. If you are handling a newly regulated hazardous waste and have already notified the EPA prior to that hazardous waste being regulated and already have an EPA Identification Number, you do not need to submit a Subsequent Notification for that newly regulated hazardous waste.

HOW TO DETERMINE IF YOU MUST NOTIFY EPA OF YOUR UNIVERSAL WASTE ACTIVITIES

Under 40 CFR Part 273, Subpart C, Large Quantity Handlers of Universal Waste (LQHUW) who accumulate a total of 5,000 kilograms (kg) or more of universal wastes at any time are required to notify the EPA (or their State agency if the State is authorized to operate its own universal waste program) of their universal waste activities and obtain an EPA Identification Number, unless they have previously notified the EPA of their hazardous waste activities. LQHUWs must notify the EPA of their universal waste activities and obtain an EPA Identification Number before meeting or exceeding the 5,000 kg storage limit. Small Quantity Handlers of Universal Waste are exempt from these notification requirements.

NOTE	Please refer to the regulations in 40 CFR Part 273 to ensure that you are aware of all the requirements that apply to your universal waste handling activities.

HOW TO DETERMINE IF YOU MUST NOTIFY EPA OF YOUR USED OIL MANAGEMENT ACTIVITIES

Under 40 CFR Part 279, Subparts E, F, G, and H, respectively, persons who transport used oil; process or re-refine used oil; burn off-specification used oil for energy recovery; or market used oil fuel, are required to notify the EPA (or their State agency if the State is authorized to operate its own used oil program) and obtain an EPA Identification Number, unless they are exempt as outlined below. Off-specification used oil may be burned for energy recovery in an industrial furnace, boiler, or hazardous waste incinerator subject to regulation under Subpart O of 40 CFR Part 264 or 265.

Used oil transporters; used oil processors/re-refiners; off-specification used oil burners; and used oil fuel marketers who have not previously notified the EPA of their hazardous waste activities or notified under 40 CFR Part 266, Subpart E (replaced by 40 CFR Part 279) must notify the EPA to identify their used oil management activities.

NOTE	Please refer to the regulations in 40 CFR Part 279 to ensure that you are aware of all the requirements that apply to your used oil management activities.

EXEMPTIONS

40 CFR 262.13 and 261.6(a)(3)_list certain hazardous wastes that are not subject to RCRA regulation. If the hazardous waste that you handle has been exempted, then you do not need to notify the EPA for that hazardous waste.

USED OIL FOR ENERGY RECOVERY

Used oil that is to be burned for energy recovery and that meets the specification provided under 40 CFR 279.11 is exempt from the regulations. However, the person who first claims that the used oil meets the specification is subject to notification as a used oil fuel marketer and certain other requirements (see 40 CFR Part 279, Subpart H). The burner of fuel that meets the specification in 40 CFR 279.11 is not required to notify.

USED OIL GENERATORS

Used oil generators are not required to notify the EPA.

USED OIL GENERATORS OPERATING USED OIL-FIRED SPACE HEATERS

Persons who burn only used oil that they generate (or used oil received from household do-it-yourself used oil changers) in used oil-fired space heaters are exempt from the notification requirement provided that the device is vented to the outdoors and the device is not designed to have a capacity greater than 0.5 million BTU/hour.

FILING A NOTIFICATION OF RCRA SUBTITLE C ACTIVITIES FORM

OBTAIN OR UPDATE AN EPA ID NUMBER

If you do not currently have an EPA Identification Number and you handle regulated waste or hazardous secondary material directly or as an E-manifest broker, or if you have an EPA Identification Number and need to revise information regarding your site and/or activity, you must submit a Site Identification Form with a reason for submittal of Obtaining or Updating an EPA ID Number for an on-going regulated activity that will continue for a period of time. Circumstances under which you should submit this notification include:

- If you generate, transport, treat, store, or dispose of hazardous waste. or
- If you recycle hazardous wastes. (Recyclable materials are defined as hazardous wastes that are recycled). The recycling process itself is exempt from regulation, but you must notify the EPA and obtain an EPA Identification Number prior to recycling recyclable materials; or
- If you are a large quantity handler of universal waste. (Notification is required for people who have not previously notified the EPA of their hazardous waste activities or who have not already sent a notification to the EPA as required by 40 CFR 273.32); or
- If you transport, process, or re-refine used oil; burn off-specification used oil for energy recovery; or market used oil. (Notification is required for people who have not previously notified the EPA of their hazardous waste activities or have not notified under 40 CFR Part 279 or under 40 CFR Part 266, Subpart E, which was replaced by 40 CFR Part 279.)
- If you are an eligible academic entity opting into 40 CFR Part 262, Subpart K for managing laboratory hazardous wastes AND you have never submitted site identification information, you must submit this form to notify the appropriate State or EPA Regional Office of your activities.

NOTE	You <u>must</u> check with your State to determine if you are eligible to manage laboratory hazardous waste pursuant to 40 CFR Part 262, Subpart K in order for you to notify

- If you will begin managing hazardous secondary material under 40 CFR 260.30, 40 CFR 261.4(a)(23), (24), (25), or (27) you must submit this form, pursuant to 40 CFR 260.42, to notify the appropriate State or EPA Regional Office of your activities.

NOTE	You <u>must</u> check with your State to determine if you are eligible to manage hazardous secondary material under these exclusions in order for you to notify.

- If you are an Electronic Manifest Broker that has a contractual relationship and elects to use the system to obtain, complete and transmit an electronic manifest format supplied by the EPA electronic manifest system for handlers of hazardous wastes.
- If you are either a VSQG or a SQG who, as a result of a planned or unplanned episodic event, generates a quantity of hazardous waste in a calendar month sufficient to cause the facility to move into a more stringent generator category (i.e., VSQG to either an SQG or an LQG; or an SQG to an

LQG).

- If your business moves to another location and you are still conducting activities regulated under RCRA Subtitle C.
- If the contact for your site changes.
- If the ownership of your site changes.
- If an additional owner has been added or replaced since you submitted your last notification.
- If the type of RCRA Subtitle C activity you conduct changes.
- If you have previously submitted site identification information and are an eligible academic entity opting into or withdrawing from 40 CFR Part 262, Subpart K for managing laboratory hazardous wastes, you must use this form.

NOTE	You must check with your State to determine if you are eligible to manage laboratory hazardous waste pursuant to 40 CFR Part 262, Subpart K in order for you to notify.

- If you are managing or will stop managing hazardous secondary material under 40 260.30, 40 CFR 261.4(a)(23), (24), (25), or (27), you are required to re-notify by March 1 of each even-numbered year pursuant to 40 CFR 260.42.

NOTE	If your facility was granted a solid waste variance under 40 CFR 260.30 prior to July 13, 2015, the management of your hazardous secondary materials under 40 CFR 260.30 is grandfathered under the previous regulations and you are not required to notify.

HOW MANY FORMS SHOULD I FILE?

If you fall under any of the regulations above to notify EPA, you must submit one Site Identification Form along with the applicable Addendums. For example, if you manage hazardous secondary material under 40 CFR 260.30, 40 CFR 261.4(a)(23), (24), (25), or (27), along with the Site Identification Form you should submit the Notification of Hazardous Secondary Material Activity addendum. If you are an SQG or VSQG generating hazardous waste from a planned or unplanned episodic event pursuant to 40 CFR262 Subpart L, along with Site Identification Form you should submit the Episodic Generator addendum. And if you are receiving hazardous waste from VSQGs under the control of the same person, along with the Site Identification Form you should submit the LQG Consolidation of VSQG Hazardous Waste addendum.

WHERE SHOULD I SEND MY COMPLETED FORM?

Click *here* to find access to a contact list containing the address for your State or EPA Regional Office where you should send your completed Site ID Form. The list contains contact names, addresses, phone numbers, and e-mail addresses that you can use to obtain additional information.

Many States use the forms included in this document; some also require additional information. Other

States require that you complete and submit a State-specific form. Information about which form to use is included with the contact list located at the web page noted above. Even if you use the included form, you should check with your State to determine if you need to submit additional information. Also, contact your State if you have any questions about your submission.

After your completed Site ID Form for Obtaining an EPA Identification number or for Obtaining an Electronic Manifest Broker is received and processed, you will be sent a written acknowledgement that will include your EPA Identification Number. You must use this number on all communications with the EPA regarding your regulated waste activities for this site.

INSTRUCTIONS FOR FILLING OUT THE RCRA SUBTITLE C SITE IDENTIFICATION FORM

Type or print, in black ink, an "X" in all items that apply (if "Yes", type or print an "X" in the "Y" box, if "No", type or print an "X" in the "N" box) and then type or print an "X" in all other boxes that apply. In Item 19, provide the required ink signatures. Signatures must be original. Stamped or photocopied signatures are not acceptable. Enter your site's EPA Identification Number in the top left-hand corner on all pages of the form; for an initial notification for this site, leave the EPA identification Number blank. Use Item 18 – Comments to clarify or provide additional information for any entry. When entering information in the comments section, enter the item number and box letter to which the comment refers. If you must use additional sheets for comments, enter your site's EPA Identification Number in the top left-hand corner of each sheet.

ITEM 1 – REASON FOR SUBMITTAL

Place an "X" in the appropriate box to indicate whether you are submitting this form to obtain or update an EPA ID Number for an on-going regulated activity; as a component of the Hazardous Waste Report; to notify that regulated activity is no longer occurring at your site; to obtain or update an EPA ID Number for conducting electronic manifest broker activities; or as a component of a First or a Revised Hazardous Waste Part A Permit Application.

OBTAINING OR UPDATING AN EPA ID NUMBER FOR AN ON-GOING REGULATED ACTIVITY THAT WILL CONTINUE FOR A PERIOD OF TIME. (INCLUDES HSM ACTIVITY)

- If your waste activity is regulated under Subtitle C of the Resource Conservation and Recovery Act (RCRA) and the rules promulgated pursuant to the Act (specifically 40 CFR Parts 260-299), you must submit this form to notify the appropriate State or EPA Regional Office of your regulated waste activities and **obtain an EPA Identification Number**.

- If you are an eligible academic entity opting into 40 CFR Part 262, Subpart K for managing laboratory hazardous wastes **AND** you have never submitted site identification information, you must submit this form to notify the appropriate State or EPA Regional Office of your activities.

NOTE	You must check with your State to determine if you are eligible to manage laboratory hazardous waste pursuant to 40 CFR Part 262, Subpart K in order for you to notify.

- If you are a recognized trader arranging for export or import of hazardous waste, including those managed under the alternate standards of 40 CFR Parts 266 and 273; or an exporter or importer of spent lead acid batteries (SLABs), you must submit this form to notify the appropriate State or EPA Regional Office of your activities.

- You must use this form to **submit a subsequent notification** if your site already has an EPA Identification Number and you wish to change information (e.g., generator status, new site contact person, new owner, new mailing address, new regulated waste activity, etc.).

- If you have previously submitted site identification information and are notifying (or re-notifying) that you will begin managing, are managing, or have stopped managing hazardous secondary material under 40 CFR 260.30, 40 CFR 261.4(a)(23), (24), (25), or (27), you must submit this form, pursuant to 40 CFR 260.42, to notify the appropriate State or Regional Office of your activities.

NOTE	You must check with your State to determine if you are eligible to manage hazardous secondary material under these exclusions in order for you to notify.

- If you are a very small quantity generator (VSQG), previously called conditionally exempt small quantity generator (CESQG), taking advantage of the episodic generation provision at 40 CFR 262.232 (a), you must submit this form to report your episodic event.

- You must use this form to if you are a small quantity generator (SQG) re-notifying, beginning in 2021 and every four (4) years thereafter, unless a state program has more frequent reporting/notification requirements (See 40 CFR 262.18).

- You must use this form if you are a large quantity generator (LQG):
  - Consolidating wastes from VSQGs under the control of the same person. (See 40 CFR 262.17 (f)). Such LQGs must complete the Addendum to the Site Identification Form: LQG Consolidation of VSQG Hazardous Waste, and identify the RCRA Identification Number of the VSQG (if applicable), name, address, emergency contact phone number and contact name of every VSQG that they are receiving hazardous wastes from.
  - Closing either a waste accumulation unit (optional) or their facility, both prior to closing and after conducting closure performance operations (See 40 CFR 262.17 (a)(8)).

SUBMITTING AS A COMPONENT OF THE HAZARDOUS WASTE REPORT

If you are required to submit a Hazardous Waste Report indicating the amount of hazardous waste you generate, treat, recycle, dispose, on-site or ship off-site for subsequent treatment, recycling and disposal, or receive from off-site, you must fill out this form. A Site ID Form submitted with a Hazardous Waste Report is equivalent to a subsequent notification.

- *Site was a TSD facility and/or generator of ≥ 1,000 kg of non-acute hazardous waste, > 1 kg of acute hazardous waste, or > 100 kg of acute hazardous waste spill cleanup in one or more months of the report year (or State Equivalent LQG regulations)*

  The purpose of this check box is to distinguish between sites that meet the criteria and are required to file a report versus those who file voluntarily or by State-only requirement but were not a treatment, storage, and disposal facility (TSDF) or a Large Quantity Generator (LQG) during the report year. Sites required to file the report should place an "X" in this box, while non-LQG/TSD sites should not. For more information about who must file a report, refer to the *Who Must File a Hazardous Waste Report* section.

NOTIFIYING THAT REGULATED ACTIVITY IS NO LONGER OCCURING AT YOUR SITE

If you are no longer conducting ANY RCRA Subtitle C federal or state regulated hazardous waste activities, listed on the Site Identification Form, then you can use this Reason for Submittal to deactivate your EPA ID number.

OBTAINING OR UPDATING AN EPA ID NUMBER FOR CONDUCTING ELECTRONIC MANIFEST BROKER ACTIVITIES

If you are requesting an EPA ID in order to create and broker manifest transactions for handlers of hazardous waste, then select this Reason for Submittal. An Electronic Manifest Broker is considered a user of the electronic manifest system that has a contractual relationship and elects to use the system to obtain, complete and transmit an electronic manifest form supplied by the EPA electronic manifest system for handlers of hazardous wastes. This designation is for users of the electronic manifest system, defined in 40 CFR 260.10 as a person that elects to use the system to obtain, complete and transmit an electronic manifest format supplied by the EPA electronic manifest system.

SUBMITTING A NEW OR REVISED PART A (PERMIT) FORM

If your site is planning to treat, store, or dispose of hazardous waste on-site in a unit that is not exempt from obtaining a hazardous waste permit, you must submit this form as a component of the Part A Permit Application. Also, if the activity at this site (treatment, storage, or disposal) became newly regulated under RCRA Subtitle C and the rules promulgated pursuant to the Act (specifically 40 CFR Parts 260-299), you must submit this form as part of the Part A Permit Application. Also, you must submit a Revised Part A Permit Application to reflect changes that have occurred at your site, you must submit this form as part of your Revised Part A Permit Application.

ITEM 2 – SITE EPA ID NUMBER

Provide your EPA Identification Number in Item 2 **for this site**. The first two characters of the EPA Identification Number must be a valid State postal code. Be sure to include your EPA Identification Number at the top of all pages of the form (as well as on any attachments to the Site ID Form).

NOTE	If this is your initial notification for this site, leave the EPA Identification Number blank and proceed to Item 3.

ITEM 3 AND 4 – SITE NAME AND SITE LOCATION ADDRESS

Provide the legal name of your site and a complete location address. Please note that the address you give for Item 4, Site Location Address, must be a physical address, not a post office box or route number. Only foreign hazardous waste transporters, with their headquarters located outside the U.S., may provide a Site Location Country outside of the U.S.

NOTE	A new EPA Identification Number is **required** if you change the location of your site

ITEM 5 – SITE MAILING ADDRESS

Provide the Site Mailing Address. If the Mailing Address and the Site Location Address (Item 4) are the same, you can check the "Same as Location Address" checkbox.

ITEM 6 – SITE LAND TYPE

Place an "X' in the box that **best describes** the land type of your site. Select only one type: Private, County, District, Federal, Tribal (see below), Municipal, State, or Other. If your site's Land Type could be described as Municipal **and** another Land Type, such as County, District, or Tribal, do not place an "X" in Municipal. Instead, choose the other appropriate Land Type. (For example, if your site's Land Type is both Municipal and County, you would place an "X" in the box for County.) You may explain this in Item 18 – Comments.

Tribal–The land which your site is on belongs to one of the tribes/entities on the list of Federally recognized American Indian tribes and Alaskan Native entities located at: https://www.epa.gov/environmental-topics/z-index.

ITEM 7 – NORTH AMERICAN INDUSTRY CLASSIFICATION SYSTEM (NAICS) CODE(S)

Box A (Primary) must be completed. Completing Boxes B-D is recommended, if applicable.

BOX A

Provide the North American Industry Classification System (NAICS) code that best describes your site's **primary** business production process for your products or services. Referencing the latest version of NAICS codes, use the 6-digit code (most specific description) if available for your business; if not, use the 5-digit code; do not enter any four (4) or less digit codes.

Check with your accounting or business staff to determine your NAICS code(s); the NAICS code is used in tax reporting and other business reports. You can obtain additional information about NAICS codes at http://www.census.gov/eos/www/naics.

BOXES B – D

List other NAICS codes that describe the other business production processes for your site. Referencing the latest version of NAICS codes, use the 6-digit code (most specific description) if available for your business; if not, use the 5-digit code; do not enter any four (4) or less digit codes.

NOTE	The Census Bureau has published NAICS Code effective January 1, 2017. Please verify that your NAICS codes are still applicable. You can obtain additional information about the 2017 NAICS codes at: http://www.census.gov/eos/www/naics

ITEM 8 – SITE CONTACT INFORMATION

Enter the name, title, business address, e-mail address, telephone number, extension, and fax number of the individual who should be contacted regarding the information submitted in the Site ID Form. A subsequent notification is recommended when the Site Contact Person changes. **Do not** enter other contact persons here; if there are other persons, who may be contacted about this submission, list them and their contact information in Item 18 – Comments. If the person completing this form is not the primary site RCRA hazardous waste contact, enter the primary site RCRA hazardous waste contact here and add the contact information for the person completing the form in Item 18 – Comments.

NOTE	This is NOT the Facility Permit Contact's information. The Facility Permit Contact information should be entered on the RCRA Hazardous Waste Part A Permit Application.

ITEM 9 – LEGAL OWNER AND OPERATOR OF THE SITE

This section should be used to indicate all owners and operators of this site. If your Reason for Submittal is for an Electronic Manifest Broker whose site of business is an office only, and you do not otherwise physically generate, treat, store, recycle or dispose of hazardous waste on site, you do not have to fill out this item.

A. NAME OF SITE'S LEGAL OWNER

Provide the name of your site's legal owner(s). This includes owner(s) of the building(s) and land. Please review these definitions:

Owner – The person who owns a RCRA site or part of a RCRA site. **Note:** This includes the owner(s) of the building(s) and/or land. This may be an individual, company, or business name. See **Person**.

Person – An individual, trust, firm, joint stock company, Federal Agency, corporation (including a government corporation), partnership, association, State, municipality, commission, political subdivision of a State, or any interstate body.

DATE BECAME AN OWNER

Indicate the date on which the above entity became the owner of your site. Enter dates as in this example: For April 22, 2015, enter 04/22/2015. This is optional information.

OWNER TYPE

Place an "X' in the box that **best describes** the owner type for your site. Select only one type: Private, County, District, Federal, Tribal (see below), Municipal, State, or Other. If your site's Owner Type could be described as Municipal **and** another Owner Type, such as County, District, or Tribal, do not place an "X" in Municipal. Instead, choose the other appropriate Owner Type. (For example, if your site's Owner Type is both Municipal and County, you would place an "X" in the box for County.) You may explain this in Item 18 – Comments.

Tribal - A member of one of the tribes/entities on the list of Federally recognized American Indian tribes and Alaskan Native entities located at: https://www.epa.gov/environmental-topics/z-index.

LEGAL OWNER ADDRESS

Enter the address of the legal owner. If the address and the Location of Site (Item 4) are the same, you can check the "Same as Location Address" checkbox.

ADDITIONAL OWNER INFORMATION

Enter the e-mail, telephone number, extension, and fax number of the legal owner.

Use the Comments section to list any additional owners, their names, the dates they became owners, owner type, mailing address, and which owner(s), if any, are no longer owners since your last submission of this form. If necessary, attach a separate sheet of paper. Remember to enter your site's EPA Identification Number in the top left-hand corner of each sheet.

B. NAME OF SITE'S LEGAL OPERATOR

Provide the name of your site's operator. Please review these definitions:

Operator – The person responsible for the overall operation of a RCRA site. **Note:** This is the legal entity which controls the RCRA site operation rather than the plant or site manager. This is usually a company or business name, but may be an individual. See **Person**.

Person – An individual, trust, firm, joint stock company, Federal Agency, corporation (including a government corporation), partnership, association, State, municipality, commission, political subdivision of a State, or any interstate body.

DATE BECAME AN OPERATOR

Indicate the date on which the above entity became the operator of your site. Enter dates as in this example: For April 22, 2015, enter 04/22/2015. This is optional information.

OPERATOR TYPE

Place an "X" in the box that **best describes** the operator type for your site. Select only one type: Private, County, District, Federal, Tribal (see below), Municipal, State, or Other. If your site's Operator Type could be described as Municipal **and** another Operator Type, such as County, District, or Tribal, do not place an "X" in Municipal. Instead, choose the other appropriate Operator Type. (For example, if your site's Operator Type is both Municipal and County, you would place an "X" in the box for County.) You may explain this in Item 18 – Comments.

Tribal - A member of one of the tribes/entities on the list of Federally recognized American Indian tribes and Alaskan Native entities located at: https://www.epa.gov/environmental-topics/z-index.

LEGAL OPERATOR ADDRESS

Enter the address of the legal operator. If the address and the Location of Site (Item 4) are the same, you can check the "Same as Location Address" checkbox.

ADDITIONAL OPERATOR INFORMATION

Enter the e-mail, telephone number, extension, and fax number of the operator.

Use the Comments section to list any additional operators, their names, the dates they became operators, operator type, mailing address, and which operator(s), if any, are no longer operators since your last submission of this form. If necessary, attach a separate sheet of paper. Remember to enter your site's EPA Identification Number in the top left-hand corner of each sheet.

NOTE	A subsequent notification is recommended when the owner or operator of a site changes. Because an EPA Identification Number is site-specific, the new owner will keep the existing EPA Identification Number for that location. If your business moves to another location, the owner or operator must notify the State or EPA Regional Office of this change. Since your business has changed locations, a new EPA Identification Number will be assigned.

ITEM 10 – TYPE OF REGULATED WASTE ACTIVITY (AT YOUR SITE)

Place an "X" in box "Y" or box "N" as appropriate for all **current** activities at this site **(as of the date submitting the form)**; complete any additional boxes as instructed. **Current** activities mean activities that are in effect when the form is submitted or those that the site plans to begin after EPA Identification Number assignment. The information you provide in Item 10 will be considered current as of the date you certify the form. If the site is no longer a generator as of the date you certify the form, you should mark the "N" (not a generator) box for Generator of Hazardous Waste.

10.A HAZARDOUS WASTE ACTIVITIES

NOTE	Listed below are the Federal generator status definitions. If, however, the State where your site is located has definitions different from the Federal definitions, you must use the State definitions.

10.A.1. GENERATOR OF HAZARDOUS WASTE

If you generate a hazardous waste that is listed in 40 CFR 261.31 through 261.33 or identified by one or more hazardous waste characteristic(s) contained in 40 CFR 261.21 through 261.24, place an "X" in the appropriate box for the quantity of hazardous waste that is generated per calendar month. The regulations for hazardous waste generators are found in 40 CFR Part 262—specifically 40 CFR 262.14 for very small quantity generators (VSQGs), 40 CFR 262.16 for small quantity generators (SQGs), and 40 CFR 262.17 for large quantity generators (LQGs). Consult these regulations and your State for details about how the regulations apply to your situation. Below is a brief description of the three types of hazardous waste generators.

If "Yes", place an "X" in only one of the following – a, b, or c. Otherwise, **place an "X" in the "N" box**.

a. LQG: Large Quantity Generator

For purposes of providing information in this report, the site is a Large Quantity Generator (LQG) if the site generates **any** of the following amounts in a calendar month**:**

(i) Generates, in any calendar month, (including quantities imported by importer site) 1,000 kilograms (2,200 pounds) or more of non-acute RCRA hazardous waste; **or**

(ii) Generates, in a calendar month, more than 1 kilogram (2.2 pounds) of any RCRA acute hazardous waste listed in sections 261.31 or 261.33(e); **or**

(iii) Generates, in any calendar month, more than 100 kilograms (220 pounds) of residue or contaminated soil, waste, or other debris resulting from the cleanup of a spill, into or on any land or water, of any RCRA acute hazardous waste listed in sections 261.31 or 261.33(e).

NOTE	If, in addition to being a LQG, you recycle hazardous wastes at your site, mark both this box and Item 10.A.6. Hazardous secondary material managed under 40 CFR 260.30, 40 CFR 261.4(a)(23), (24), (25), or (27) DOES NOT count towards your generator status. However, you must check with your State to determine if you are eligible to manage hazardous secondary material under these exclusions.

b. SQG: Small Quantity Generator

This site is a SQG if the site meets **all** of the following criteria:

(i) Generates, in any calendar month, greater than 100 kilograms (220 pounds) but less than 1,000 kilograms (2,200 pounds) of non-acute hazardous waste; **and**

(ii) Generates, in any calendar month, less than or equal to 1 kilogram (2.2 pounds) of acute hazardous waste listed in sections 261.31 or 261.33(e); **and**

(iii) Generates, in any calendar month, less than or equal to 100 kilograms (220 pounds) of any residue or contaminated soil, water, or other debris resulting from the cleanup of a spill, into or on any land or water, of any acute hazardous waste listed in sections 261.31 or 261.33(e).

c. VSQG: Very Small Quantity Generator:

This site is a VSQG if the site meets **all** of the following criteria:

(i) Generates in any calendar month, less than or equal to 100 kilograms (220 pounds) of

hazardous waste; **and**

(ii) Generates in any calendar month, less than or equal to 1 kilogram (2.2 pounds) of acute hazardous wastes listed in sections 261.31, or 261.33(e); **and**

(iii) Generates in any calendar month, less than or equal to 100 kilograms (220 pounds) of any residue or contaminated soil, waste, or other debris resulting from the cleanup of a spill, into or on any land or water, of any acute hazardous wastes listed in sections 261.31, or 261.33(e).

10.A.2. SHORT-TERM GENERATORS

Place an "X" in the "Y" box if the site is normally not a generator of hazardous waste, but is currently generating hazardous waste only as the result of a one-time, non-recurring, temporary event that is not related to normal production processes. In other words, short-term generators produce hazardous waste from a particular activity for a limited time and then cease conducting that activity. Short-term generators are not considered episodic generators because episodic generators (i.e., VSQGs and SQGs) regularly generate hazardous waste as part of their operations, but elevate to a higher generator category as a result of a planned or unplanned event. Examples of short-term generators include: (1) one-time highway bridge waste generation; (2) underground storage tank removals; (3) generation of off-specification or out-of-date chemicals at a site that normally doesn't generate hazardous waste; (4) remediation or spill clean-up at sites with no previous RCRA EPA Identification Number; and (5) site or production process decommissions by a new operator. If you mark "Y", you must provide an explanation of your short-term generation event in Item 18 –Comments. Otherwise, **place an "X" in the "N" box**.

10.A.3. TREATER, STORER, OR DISPOSER OF HAZARDOUS WASTE

If you treat, store, or dispose of hazardous waste, **place an "X" in the "Y" box**. Part B of a RCRA Hazardous Waste Permit is **required** for this activity. Contact the appropriate office for your State for more information. The Federal regulations for owners and operators of permitted treatment, storage, and disposal facilities (TSDFs) are found in 40 CFR Parts 264, 265, 266, and 270.

Place an "X" in the "N" box if any of the following conditions are true for your facility:

- This facility does not receive hazardous waste from other generators and ships all waste off-site for management within the regulatory timeframe.
- This facility is only involved with on-going post-closure activities, corrective actions under the Hazardous and Solid Waste Amendments of 1984 (HSWA), or a consent order under a non-traditional permit or without a RCRA permit being required.
- Receives waste from off-site but does not store greater than 10 days before re-shipping (i.e., transfer facility).

NOTE	If your site is a destination facility for universal wastes in addition to being a TSDF for other RCRA hazardous wastes, place an "X" in the "Y" box for both this box **and** Item 11.B.2.

10.A.4. RECEIVES HAZARDOUS WASTE FROM OFF-SITE

If you received hazardous waste from another site, whether this waste was received as a commercial transaction or waste received from a restricted group of off-site generators, **place an "X" in the "Y" box.** Otherwise, **place an "X" in the "N" box**. Item 10.A.5 "Receives Hazardous Waste from Off-site" is not for transfer facilities. If you are a transfer facility receiving hazardous waste from off-site, you should mark item 11.A.1.b (Transfer Facility).

10.A.5. RECYCLER OF HAZARDOUS WASTE

Place an "X" in the "Y" box if you recycle regulated hazardous wastes (recyclable materials) at your site. Otherwise, **place an "X" in the "N" box**. If you mark "Y", then mark the subsequent box that identifies whether you recycle regulated hazardous wastes, with or without storage prior to recycling. The Federal regulations for owners and operators of sites that recycle hazardous waste are found in 40 CFR 261.6. You also may be subject to other Federal and State regulations; in some cases, a permit is required.

NOTE	The 2016 Hazardous Waste Generator Improvements Final Rule requires that both facilities that do store prior to recycling and facilities that do not store prior to recycling submit a Hazardous Waste Report. If your site, in addition to being a recycling site for hazardous waste, treats, stores, or disposes of hazardous waste, place an "X" in the "Y" box for both this box **and** Item 10.A.4. If your site is a destination facility for universal wastes in addition to being a recycling site for other RCRA hazardous wastes, place an "X" in the "Y" box for both this box **and** Item 11.B.2.

10.A.6. EXEMPT BOILER AND/OR INDUSTRIAL FURNACE

If "Yes", place an "X" in all that apply. Otherwise, **place an "X" in the "N" box**.

a. Small Quantity On-Site Burner Exemption
You burn small quantities of hazardous waste in an on-site boiler or industrial furnace in accordance with the conditions in 40 CFR 266.108, place an "X" in the box to indicate that you qualify for the Small Quantity On-Site Burner Exemption.

b. Smelting, Melting, and Refining Furnace Exemption
You process hazardous wastes in a smelting, melting, or refining furnace solely for metals recovery, as described in 40 CFR 266.100(d), or to recover economically significant amounts of precious metals, as described in 40 CFR 266.100(g), or if you process hazardous wastes in a lead recovery furnace to recover lead, as described in 40 CFR 266.100(h), place an "X' in the box to indicate that you qualify for the Smelting, Melting, and Refining Furnace Exemption.

10.B. WASTE CODES FOR FEDERALLY REGULATED HAZARDOUS WASTES

Please list the waste codes of the Federal hazardous wastes (described in 40 CFR Part 261) handled at your site. List them in the order they are presented in the regulations using the appropriate 4-digit code(s) (e.g., D001, D003, F007, U112).

NOTE	If you handle more hazardous wastes than will fit under Item 10.B, please continue under Item 18 – Comments or on an extra sheet. Remember to include your EPA Identification Number on the top of each page. If you handle a large number of codes, you may copy the list in this document and mark the ones that you handle. Attach any additional sheets to the Site ID Form. Remember to include your EPA Identification Number on the top of each page. A healthcare facility operating under Part 266 Subpart P is not required to list the waste codes for its hazardous waste pharmaceuticals.

LIST	Click *here* for a list of the nationally-defined Hazardous Waste Codes.

10.C. WASTE CODES FOR STATE-REGULATED (NON-FEDERAL) HAZARDOUS WASTES

If you manage State-regulated hazardous wastes that have a State waste code, enter the appropriate code(s) in the box(es) provided. Please list the waste codes of the State-regulated hazardous wastes handled at your site in the order they are presented in the regulations.

NOTE	If you handle more hazardous wastes than will fit under Item 10.C, please continue under Item 18 – Comments or on an extra sheet. Remember to include your EPA Identification Number on the top of each page.

ITEM 11– ADDITIONAL REGULATED WASTE ACTIVITIES

11.A OTHER WASTE ACTIVITIES

Place an "X" in the "Y" or "N" box as appropriate for all additional current regulated waste activities at this site **(as of the date submitting the form)**; complete any additional boxes as instructed. **Current** activities mean activities that are in effect when the form is submitted or those that the site plans to begin after EPA Identification Number assignment. The information you provide in Item 11 will be considered current as of the date you certify the form.

11.A.1. TRANSPORTER OF HAZARDOUS WASTE

If "Y", place an "X" in all that apply. Otherwise, **place an "X" in the "N" box**.

a. Transporter

You transport hazardous waste within the U.S. The Federal regulations for hazardous waste transporters are found in 40 CFR Part 263.

b. Transfer Facility

You are a hazardous waste transfer facility, at your site, if you hold manifested hazardous waste(s) at your site for a period of ten (10) days or less while the waste is in transit. The Federal regulations for hazardous waste transfer facilities are found in 40 CFR 263.12.

11.A.2. UNDERGROUND INJECTION CONTROL

If you generate, treat, store, or dispose of hazardous waste and place the waste or its residuals into an underground injection well (e.g., a Class I well) located at your site, **place an "X" in the "Y" box**. Otherwise, **place an "X" in the "N" box**. The Federal regulations for owners and operators of underground injection wells are found in 40 CFR Part 148.

11.A.3. UNITED STATES IMPORTER OF HAZARDOUS WASTE

Place an "X" in the "Y" box if you import hazardous waste from a site located in a foreign country into the U.S. Refer to 40 CFR 262.10(e) and 40 CFR 262.84 for additional information. Otherwise, **place an "X" in the "N" box**.

11.A.4. RECOGNIZED TRADER

Place an "X" in the "Y" box if you are a recognized trader, defined in 40 CFR 260.10 as a person domiciled in the United States, who acts to arrange and facilitate transboundary movements of wastes destined for recovery or disposal operations, either by purchasing from and subsequently selling to United States and foreign facilities, or by acting under arrangements with a United States waste facility to arrange for the export or import of the waste. Otherwise, **place an "X" in the "N" box**. Mark all that apply.

a. Importer
b. Exporter

11.A.5. IMPORTER/EXPORTER OF SPENT LEAD-ACID BATTERIES (SLABS) UNDER 40 CFR PART 266 SUBPART G

Place an "X" in the "Y" box if you are an importer or exporter of spent lead-acid batteries (SLABs) being managed domestically under 40 CFR 266 Subpart G to obtain an EPA Identification number (see 40 CFR 266.80(a)(6), (8) - (10)). Otherwise, **place an "X" in the "N" box**. Mark all that apply.

a. Importer
b. Exporter

11.B UNIVERSAL WASTE ACTIVITIES

Refer to your State-specific requirements and definitions for universal waste. Also, refer to 40 CFR 261.9 and 40 CFR Part 273 for the Federal regulations covering universal waste. **Complete parts 1 and 2.**

11.B.1 LARGE QUANTITY HANDLER OF UNIVERSAL WASTE (LQHUW)

You are a Large Quantity Handler of Universal Waste (LQHUW) if you accumulate a total of 5,000 kg or more total of universal wastes (batteries, pesticides, mercury-containing equipment, or lamps – calculated collectively) at any time. This designation is retained through the end of the calendar year in which the 5,000 kg limit is met or exceeded. **Place an "X" in the "Y" box,** then **place an "X"** in the appropriate box(es) to indicate the type(s) of universal wastes managed at your site. Otherwise, **place an "X" in the "N" box**.

If your State has other additional universal wastes, indicate what they are by **placing an "X"** in the corresponding box(es) (11.B.1.e - g).

11.B.2 DESTINATION FACILITY FOR UNIVERSAL WASTE

Place an "X" in the "Y" box if you treat, dispose, or recycle universal wastes on-site. Otherwise, **place an "X" in the "N" box**. A hazardous waste permit is required if you treat or dispose of universal wastes; a permit may be required if you recycle universal wastes.

NOTE	If your site, in addition to being a destination facility for universal wastes, is also a TSDF for RCRA hazardous wastes, **place an "X" in the "Y" box** for both this **and** Item 10.A.4. In addition, if your site recycles RCRA hazardous wastes, **Place an "X" in the "Y" box** for both this **and** Item 10.A.6.

11.C. USED OIL ACTIVITIES

Place an "X" in the appropriate box(es) to indicate which used oil management activities are taking place at this site. Otherwise, **place an "X" in the "N" box**. The Federal regulations for used oil management are found in 40 CFR Part 279. Also, the facility should check with its State to find out if there are additional State-specific reporting requirements for used oil activities. **Complete all parts 1 through 4.**

11.C.1. USED OIL TRANSPORTER

Place an "X" in the "Y" box, then **place an "X" in all that apply.** Otherwise, **place an "X" in the "N" box**.

a. Transporter
You transport used oil within the U.S. The Federal regulations for used oil transporters are found in 40 CFR 279.40-47.

b. Transfer Facility (at your site)
You own or operate a used oil transfer facility. The Federal regulations for used oil transfer facilities are found in 40 CFR 279.40-47.

11.C.2. USED OIL PROCESSOR AND/OR RE-REFINER

Place an "X" in the "Y" box, then **place an "X" in all that apply.** Otherwise, **place an "X" in the "N" box**.

a. Processor
You process used oil. The Federal regulations for processors of used oil are found in 40 CFR 279.50-59.

b. Re-refiner
You refine used oil. The Federal regulations for re-refiners of used oil are found in 40 CFR 279.50-59.

11.C.3. OFF-SPECIFICATION USED OIL BURNER

Place an "X" in the "Y" box, to indicate that you are conducting this used oil management activity. Otherwise, **place an "X" in the "N" box**.

11.C.4. USED OIL FUEL MARKETER

Place an "X" in the "Y" box, then **place an "X" in all that apply.** Otherwise, **place an "X" in the "N" box**.

a. **Marketer Who Directs Shipment of Off-Specification Used Oil to Off-Specification Used Oil Burners**
You are a marketer who directs shipment of off-specification used oil to off-specification used oil burners. The Federal regulations for used oil fuel marketers are found in 40 CFR 279.70-75.

b. **Marketer Who First Claims the Used Oil Meets the Specification**
You are the first to claim that used oil meets the used oil specifications established in 40 CFR 279.11.

NOTE	If either of these boxes is marked, you must also notify (or have previously notified) as a used oil transporter (11.C.1), used oil processor/re-refiner (11.C.2), or off-specification used oil fuel burner (11.C.3), unless you are a used oil generator. (Used oil generators are not required to notify.)

11.D.1 MANAGING HAZARDOUS WASTE PHARMACEUTICALS UNDER 40 CFR 266 SUBPART P

NOTE	40 CFR Part 266, Subpart P must be in effect in your State in order to report as a healthcare facility or reverse distributor. See EPA's website for more information about these regulations at http://www.epa.gov/hwgenerators/final-rule-management-standards-hazardous-waste-pharmaceuticals-and-amendment-p075.

40 CFR Part 266, Subpart P is mandatory for the management of hazardous waste pharmaceuticals at all healthcare facilities (except healthcare facilities that are VSQGs) and reverse distributors. The rule is effective at the federal level on August 21, 2019. Authorized States have until July 1, 2021 to adopt this rule. When the rule is effective in your State, healthcare facilities and reverse distributors **must** notify EPA of these pharmaceutical activities using the Site ID Form. If a healthcare facility that is a VSQG chooses to operate under Subpart P, it also must notify using the Site ID Form.

A healthcare facility that is co-located within a larger facility that is not a healthcare facility (e.g., a clinic at a military base, school, or manufacturer), must notify that it is operating as a healthcare facility under 40 CFR Part 266, Subpart P, unless the entire site is a VSQG.

Place an "X" in the "Y" box, if you are a healthcare facility or reverse distributor operating under 40 CFR Part 266, Subpart P for the management of hazardous wastes pharmaceuticals. Otherwise, place an "X' in the "N" box. If you mark "Y" for this box, you must place an "X" in one of the following to indicate whether you are a healthcare facility or reverse distributor.

1. Healthcare Facility

You are a healthcare facility if you are lawfully authorized to –

(1) Provide preventative, diagnostic, therapeutic, rehabilitative, maintenance or palliative care, and counseling, service, assessment or procedure with respect to the physical or mental condition, or functional status, of a human or animal or that affects the structure or function of the human or animal body; or

(2) Distribute, sell, or dispense pharmaceuticals, including over-the-counter pharmaceuticals, dietary supplements, homeopathic drugs, or prescription pharmaceuticals. This definition includes, but is not limited to, wholesale distributors, third-party logistics providers that serve as forward distributors, military medical logistics facilities, hospitals, psychiatric hospitals, ambulatory surgical centers, health clinics, physicians' offices, optical and dental providers, chiropractors, long-term care facilities, ambulance services, pharmacies, long-term care pharmacies, mail-order pharmacies, retailers of pharmaceuticals, veterinary clinics, and veterinary hospitals. This definition does not include pharmaceutical manufacturers, reverse distributors, or reverse logistics centers.

2. Reverse Distributor

You are a reverse distributor if you receive and accumulate prescription pharmaceuticals that are potentially creditable hazardous waste pharmaceuticals for the purpose of facilitating or verifying manufacturer credit. Any person, including forward distributors, third-party logistics providers, and pharmaceutical manufacturers, that processes prescription pharmaceuticals for the facilitation or verification of manufacturer credit is considered a reverse distributor.

11.D.2 WITHDRAWING FROM MANAGING HAZARDOUS WASTE PHARMACEUTICALS UNDER 40 CFR 266 SUBPART P

Healthcare facilities that are no longer a large quantity generator or small quantity generator may withdraw from managing hazardous waste pharmaceuticals under 40 CFR Part 266, Subpart P. Reverse distributors may NOT withdraw from this rule.

Place an "X" in the "Y" box, if you are a healthcare facility that is no longer an LQG or SQG and you want to withdraw from operating under 40 CFR Part 266, Subpart P for the management of hazardous wastes pharmaceuticals. Otherwise, place an "X' in the "N" box.

ITEM 12 – ELIGIBLE ACADEMIC ENTITIES WITH LABORATORIES

NOTE	40 CFR Part 262, Subpart K must be in effect in your State in order to report as an eligible academic entity with laboratories. See EPA's website for more information about these regulations at http://www.epa.gov/hwgenerators/regulations-hazardous-waste-generated-academic-laboratories

40 CFR Part 262, Subpart K is an optional alternative set of requirements for eligible academic entities with laboratories. Certain generators (i.e., eligible academic entities as defined in 40 CFR 262.200) are eligible to operate under Subpart K for management of their hazardous wastes in laboratories in lieu of

40 CFR 262.15 (or 40 CFR 262.14 for VSQGs). Eligible academic entities with laboratories that generate hazardous waste that elect to opt into Subpart K, are currently operating under Subpart K, or subsequently withdraw from Subpart K must complete this section to meet the notification requirements of this Subpart. Refer to 40 CFR 262.203 and 40 CFR 262.204.

NOTE	Eligible academic entities with laboratories must complete a separate Site ID Form for each site (i.e., EPA Identification Number) that is managing hazardous waste under Subpart K. All laboratories with the same EPA Identification Number will be regulated under this Subpart. If eligible academic entities with laboratories withdraw from Subpart K, all laboratories with the same EPA Identification Number associated with the withdrawal from Subpart K will be regulated under 40 CFR 262.15 (or 40 CFR 262.14 for VSQGs).

12.A OPTING INTO OR CURRENTLY OPERATING UNDER 40 CFR PART 262, SUBPART K FOR THE MANAGEMENT OF HAZARDOUS WASTES IN LABORATORIES

Place an "X" in the "Y" box, if you are an eligible academic entity and you elect to opt into or are currently operating under 40 CFR Part 262, Subpart K for the hazardous wastes generated in your laboratories. Otherwise, **place an "X" in the "N" box**. If you mark "Y" for this box, you must place an "X" in at least one of the following to indicate your type of eligible academic entity. **Place an "X" in all that apply**:

a. **College or University**
   You are an eligible college or university if you are a private or public, post-secondary, degree-granting, academic institution, that is accredited by an accrediting agency listed annually by the U.S. Department of Education.

b. **Teaching Hospital that is owned by or has a formal written affiliation agreement with a college or university**
   You are an eligible teaching hospital if you are a hospital that trains students to become physicians, nurses, or other health personnel and is either: (1) owned by a college or university, or (2) has a master affiliation agreement and program letter of agreement, as defined by the Accreditation Council for Graduate Medical Education, with an accredited medical program or medical school.

c. **Non-profit Institute that is owned by or has a formal written affiliation agreement with a college or university**
   You are an eligible non-profit institute if you are an organization that conducts research as its primary function and files as a non-profit organization under the tax code of 26 U.S.C. 501(c)(3) and is either: (1) owned by a college or university, or (2) has a formal written affiliation agreement with a college or university that establishes a relationship between institutions for the purposes of research and/or education and is signed by authorized representatives from each institution. A relationship on a project-by-project or grant-by-grant basis is not considered a formal written affiliation agreement.

12.B WITHDRAWING FROM 40 CFR PART 262, SUBPART K FOR THE MANAGEMENT OF HAZARDOUS WASTES IN LABORATORIES

Place an "X" in the "Y" box, if you have previously elected to opt into 40 CFR Part 262, Subpart K and are now withdrawing from participation in this optional set of alternative requirements for hazardous waste generation in laboratories. Withdrawing generators will automatically revert to regulation under 40 CFR

262.15 requirements (or 40 CFR 262.14 for VSQGs). If marking "Y" for this box, please include comments in Item 18 – Comments that explain your reasons for withdrawing from Subpart K. Otherwise, **place an "X" in the "N" box**.

ITEM 13 – EPISODIC GENERATION

Place an "X" in the "Y" box, if you are a VSQG or SQG notifying that you are taking advantage of the episodic generator event provision in 40 CFR 262.232. This provision allows a VSQG or an SQG to generate additional quantities of hazardous waste—temporarily exceeding its normal generator category limits—and still maintain its existing generator category, provided it complies with the specified conditions identified in 40 CFR 262.232 (a) and (b). Otherwise, **place an "X" in the "N" box**.

NOTE	If you **mark "Y,"** you must fill out the Addendum to the Site ID Form: Episodic Generator.

The generator may use this provision once per calendar year with the ability to petition for a second event. However, if the first event is planned, the petition must be for a second event that is unplanned, or vice-versa. It is recommended you review the regulation at 40 CFR 262.233 to understand what is required of a generator should you choose to take advantage of this petition process.

Although not inclusive, examples of planned episodic events include tank cleanouts, short-term construction projects, short-term site remediation, equipment maintenance during plant shutdowns, removal of excess chemical inventories, and site and production process decommissions by a new operator. Unplanned episodic events, which EPA expects would be less frequent, include production process upsets, product recalls, accidental spills, or "acts of nature," such as a tornado, hurricane, or flood. If you are taking advantage of this provision, you must complete the Addendum to the Site Identification Form for Episodic Generation. Information to be completed includes:

- the type of episodic event (i.e., planned or unplanned),
- the name and telephone number of an emergency contact at the site,
- the beginning or start date of the episodic event, and expected completion date (no later than 60 days from beginning date),
- the reason for the episodic event (event description),
- identification of the applicable federal waste codes (and state waste codes, if applicable), and
- the estimated total quantity of hazardous wastes that will be generated as a result of the episodic event.

ITEM 14 – LQG CONSOLIDATION OF VSQG HAZARDOUS WASTE

The 2016 Hazardous Waste Generator Improvements Final Rule allows LQGs to receive and consolidate hazardous wastes from VSQGs if the VSQGs are under the control of the same "person" as defined in 40 CFR 260.10.

NOTE	"Control," for the purposes of this section, means the power to direct the policies of the generator, whether by the ownership of stock, voting rights, or otherwise. Contractors who operate generator facilities on behalf of a different person as defined in 40 CFR 260.10 are not be deemed to "control" such generators. If you **mark "Y,"** you must fill out the Addendum to the Site ID Form: LQG Consolidation of VSQG Hazardous Waste.

Place an "X" in the "Y" box, if you are an LQG taking advantage of the provision found at 40 CFR 262.17 (f), you must notify (or re-notify) EPA or your authorized State. Otherwise, **place an "X" in the "N" box**. Information to be completed for each VSQG you are receiving hazardous waste from including:

- EPA Identification number (if applicable),
- the site name,
- address,
- contact name, and
- telephone number.

ITEM 15 – NOTIFICATION OF LQG SITE CLOSURE FOR A CENTRAL ACCUMULATION AREA (CAA) OR ENTIRE FACILITY

The 2016 Hazardous Waste Generator Improvements Final Rule requires LQGs to notify EPA no later than 30 days prior to closing their facility. They must also notify EPA within 90 days after closing the facility and having complied with the closure performance standards of 40 CFR 262.17 (a)(8) (iii) or 40 CFR 262.17 (a)(8)(iv), or notify EPA that they cannot meet the closure performance standards. Optionally, an LQG may notify that they are closing a central accumulation area.

Place an "X" in the "Y" box, then **complete the appropriate boxes: 15.A – D.** Otherwise, **place an "X" in the "N" box**.

15.1 CENTRAL ACCUMULATION AREA (CAA) OR ENTIRE FACILITY

Indicate if you are closing a central accumulation area or are closing the entire facility.

15.2 EXPECTED CLOSURE DATE

Provide the date (mm/dd/yyyy) that you expect to close the CAA or the entire facility.

15.3 REQUESTING NEW CLOSURE DATE

If you cannot complete the closure of your facility (or central accumulation area) within 90 days of starting the closure process, indicate the new closure date (mm/dd/yyyy). Explain in Item 18 - Comment why you are requesting the additional time.

15.4 DATE CLOSED

Provide the date (mm/dd/yyyy) that the facility or CAA closed.

a. In compliance with the closure performance standards 40 CFR 262.17(a)(8):
Indicate if the facility or CAA closed in compliance with the closure performance standards in 40 CFR 262.17(a)(8).

b. Not in compliance with the closure performance standards 40 CFR 262.17(a)(8):
Indicate if the facility or CAA closed but failed to meet closure performance standards in 40 CFR 262.17(a)(8).

ITEM 16 – NOTIFICATION OF HAZARDOUS SECONDARY MATERIAL (HSM) ACTIVITY

NOTE	40 CFR 260.42 must be in effect in your State in order to manage hazardous secondary material under these regulations.

Place an "X" in the "Y" box if you are notifying under 40 CFR 260.42 that you will begin managing, are still managing, or will stop managing hazardous secondary material under 40 CFR 260.30, 40 CFR 261.4(a)(23), (24), (25), or (27). Otherwise, **place an "X" in the "N" box**.

NOTE	If you mark "Y," you must fill out the Addendum to the Site ID Form: Notification of Hazardous Secondary Material Activity.

ITEM 17 – ELECTRONIC MANIFEST BROKER

Place an "X" in the "Y" box if you are a person as defined in 40 CFR 260.10 that elects to use the electronic manifest system to obtain, complete and transmit an electronic manifest format supplied by the EPA electronic manifest system under a contractual relationship with a hazardous waste generator. Otherwise, **place an "X" in the "N" box**.

ITEM 18 – COMMENTS

Use this section as needed to provide additional information for Items 1 through 17. Include the item number and box letter (if any) for each comment you make. You may attach additional sheets if needed. Remember to include your EPA Identification Number on the top of each page.

ITEM 19 – CERTIFICATION

This certification must be signed and dated by the generator(s), owner(s), operator(s), or authorized representative(s) of the site. See 40 CFR 270.11 for more information on signatories in general. An "authorized representative" is a person responsible for the overall operation of the site or an operational unit (i.e., a plant manager or superintendent, or a person of equivalent responsibility). To qualify as an "authorized representative," generator, owner, operator, or responsible official must submit a written authorization to the Director in an authorized state or the EPA Regional Director in non-authorized states.

NOTE	All Site ID Form submissions must include this certification to be complete.

ADDENDUM TO THE SITE IDENTIFICATION FORM: NOTIFICATION OF HAZARDOUS SECONDARY MATERIAL (HSM) ACTIVITY

YOU MUST FILL OUT THIS ADDENDUM IF:

- You are located in a State that allows you to manage excluded hazardous secondary material under 40 CFR 260.30, 40 CFR 261.4(a)(23), (24), (25), or (27), (or state equivalent) **AND**

- You are or will be managing excluded HSM in compliance with 40 CFR 260.30, 261.4(a)(23), (24), (25), or (27) (or state equivalent) or have stopped managing excluded HSM in compliance with the exclusion(s) and do not expect to manage any amount of excluded HSM under the exclusion(s) for at least one year. Do not include any information regarding your hazardous waste activities in this section. Note: If your facility was granted a solid waste variance under 40 CFR 260.30 prior to July 13, 2015, your management of HSM under 40 CFR 260.30 is grandfathered under the previous regulations and you are not required to notify for the HSM management activity excluded under 40 CFR 260.30. See EPA's website for more information about these regulations at https://www.epa.gov/hw.

Complete all Items 1 and 2.

NOTE	You must be managing excluded hazardous secondary material in compliance with 40 CFR 260.30, 40 CFR 261.4(a)(23), (24), (25), or (27) (or State equivalent). Do not include any information regarding your hazardous wastes in this section. See 80 FR 1694 or https://www.epa.gov/hw for more information on these exclusions. You must submit a completed Site ID Form, including this Addendum, prior to operating under the exclusion(s) and by March 1 of each even-numbered year thereafter to your regulatory authority using the Site ID Form as pursuant to 40 CFR 260.42. Persons who must satisfy this notification requirement can submit this information at the same time as their Hazardous Waste Report (which is also due by March 1 of each even-numbered year). If you stop managing hazardous secondary material in accordance with the exclusion(s) and do not expect to manage any amount of hazardous secondary material under the exclusion(s) for at least one year, you must also submit a completed Site ID Form, including this Addendum, within thirty (30) days pursuant to 40 CFR 260.42.

ITEM 1 – REASON FOR NOTIFICATION

Place an "X" in the box for the reason that applies to you:

FACILITY WILL BEGIN MANAGING EXCLUDED HAZARDOUS SECONDARY MATERIAL AS OF (MM/DD/YYYY)

Place an "X" in this box if you are notifying that you will begin managing hazardous secondary material under the exclusion(s).

- Facilities must notify prior to operating under the exclusion(s).
- If placing an "X" in this box, list the date (mm/dd/yyyy) when you will begin managing hazardous secondary material under 40 CFR 260.30, 40 CFR 261.4(a)(23), (24), (25), or (27).

NOTE	If the facility had previously notified that it will stop managing hazardous secondary material in the past but will now begin anew, list the next planned start date.

FACILITY IS STILL MANAGING EXCLUDED HAZARDOUS SECONDARY MATERIAL/RE-NOTIFYING AS REQUIRED BY MARCH 1 OF EACH EVEN-NUMBERED YEAR

Place an "X" in this box if you are re-notifying that you are still managing hazardous secondary material under the exclusion(s).

- Facilities must re-notify by March 1st of each even-numbered year.
- If placing an "X" in this box, you do not have to list a date.

NOTE	You must have previously notified that you began managing hazardous secondary material in order to check this box.

FACILITY HAS STOPPED MANAGING EXCLUDED HAZARDOUS SECONDARY MATERIAL AS OF (MM/DD/YYYY) AND IS NOTIFYING AS REQUIRED

Place an "X" in this box, if you are notifying that you have stopped managing hazardous secondary material under the exclusion(s) and do not expect to manage any amount of hazardous secondary material for at least one year (pursuant to 40 CFR 260.42(b)). List the date when you stopped managing hazardous secondary material. Enter the date in "mm/dd/yyyy" format.

- Facilities must notify within 30 days of when they stopped managing hazardous secondary material. You are considered to have stopped managing hazardous secondary material if: (1) you stop managing hazardous secondary material completely (e.g., you cease operations); (2) you choose to manage the hazardous secondary material as hazardous waste; (3) you undergo closure and request release from financial assurance per 40 CFR 261.143(h) or 40 CFR 264.143; or (4) you temporarily suspend management of hazardous secondary material for at least one year.

- Only place an "X" in this box if you have stopped managing all hazardous secondary material under the exclusion(s). For example, if your facility only stopped managing one hazardous secondary material, but continued to manage another hazardous secondary material, you would leave this box blank since your facility continues to manage some amount of hazardous secondary material.

- If you submit a notification that you have stopped managing hazardous secondary material, you do not need to re-notify (unless you choose to manage hazardous secondary material again, in which case you would have to submit a notification prior to managing). After submitting a stop notification, you can leave the Addendum blank for subsequent submissions, including any subsequent Hazardous Waste Report submissions.

ITEM 2 – DESCRIPTION OF EXCLUDED HAZARDOUS SECONDARY MATERIAL (HSM) ACTIVITY

In the table provided on this Addendum to the Site Identification Form, list your appropriate facility code, each waste code for the hazardous secondary material you manage, the estimated and actual quantities, in short tons, for each hazardous secondary material, and the appropriate land-based code for how you manage the hazardous secondary material. Do not include any information regarding your hazardous wastes in this section. See examples below on how to answer this question.

a. Facility Code

Using the nationally-defined Facility Codes enter the appropriate 2-digit code(s) that correctly describes your facility. If more than one code applies to your facility, enter each 2-digit code on a separate row. Each hazardous secondary material should be reported by facility code.

LIST	Click *here* for a list of the nationally-defined Facility Codes.

b. Waste Code(s) for HSM

Use the box provided to enter the appropriate 4-digit hazardous waste code(s) that would apply to your hazardous secondary material if you managed it as hazardous waste (i.e., the waste code(s) that would apply if you did not manage your material in accordance with 40 CFR 260.30, 40 CFR 261.4(a)(23), (24), (25), or (27).

NOTE	If you list more codes or manage more hazardous secondary material than will fit in the table under Item 2, please continue the Site Identification Form under Item 18 – Comments, or on an extra sheet. Remember to include your EPA Identification Number on the top of each page.

LIST	Click *here* for a list of the nationally-defined Hazardous Waste Codes.

c. Estimate Short Tons of Excluded HSM to be Managed Annually

In the box provided, enter your estimated quantity (using short tons) of hazardous secondary material you expect to manage annually. Convert all physical quantities (e.g., gallons, cubic yards, kilograms, metric tons, etc.) to short tons (1 short ton = 2,000 pounds) and round to the nearest ton (no decimals).

NOTE	Your estimated quantity should be for the entire amount of hazardous secondary material to be reclaimed NOT just the quantity of constituent or product reclaimed.

d. Actual Short Tons of Excluded HSM Managed During the Most Recent Odd-Numbered Year

Report the quantity (using short tons) of each hazardous secondary material you actually managed during the most recent odd-numbered year. For example, if you are submitting this notification on February 20, 2018, enter the amount you actually managed during 2017 (i.e., the quantity you managed from January 1, 2017 to December 31, 2017). Convert all physical quantities (e.g., gallons, cubic yards, kilograms, metric tons, etc.) to short tons (1 short ton = 2,000 pounds) and round to the nearest ton (no decimals). If this is your initial notification, enter "0."

NOTE	Your actual quantity should be for the entire amount of hazardous secondary material that was sent for reclamation NOT just the quantity of constituent or product reclaimed.

e. Land-based Unit Code

Using the nationally-defined Land-based Unit Codes, enter in the 2-digit code that best describes the land-based unit you use or will use to manage the hazardous secondary material. If you do not use any land-based units, enter "NA." If you use the code "OT" (Other), please describe your land-based unit in Item 18 – Comments. If more than one land-based unit code applies to a hazardous secondary material, list it separately using another row.

LIST	Click *here* for a list of the nationally-defined Land-based Unit Codes.

EXAMPLES FOR REPORTING HAZARDOUS SECONDARY MATERIAL ACTIVITY

EXAMPLE 1

A pharmaceutical manufacturer generates spent solvents that are characteristic for ignitability (D001). The manufacturer plans to manage spent solvents under 40 CFR 261.4(a)(23) and 261.4(a)(24) by sending some amount to a reclaimer within its own company and the rest off-site to a recycling facility within the U.S. The manufacturer will not manage any spent solvents in a land-based unit. Following the regulations, the manufacturer submits an initial notification prior to managing its spent solvents under the exclusions. The facility would report its hazardous secondary material activity as follows:

a. **Facility code**	b. **Waste Code(s) for hazardous secondary material (HSM)**	c. **Estimated short tons of HSM to be managed annually**	d. **Actual short tons of HSM managed during the most recent odd-numbered year**	e. **Land-based unit code**
02	D001	15	0	NA
06	D001	40	0	NA

EXAMPLE 2

A steel manufacturer generates electric arc furnace dust and spent pickle liquor from one of its steel operations. The manufacturer sends electric arc furnace dust (K061) off-site to a recycling facility within

the U.S. and reclaims spent pickle liquor (K062) on-site. Neither hazardous secondary material is managed in a land-based unit. The steel manufacturer has managed both hazardous secondary material under 40 CFR 261.4(a)(23) and 261.4(a)(24) for a number of years and it is now time to re-notify. The facility would report its hazardous secondary material activity as follows:

a. **Facility code**	b. **Waste Code(s) for hazardous secondary material (HSM)**	c. **Estimated short tons of HSM to be managed annually**	d. **Actual short tons of HSM managed during the most recent odd-numbered year**	e. **Land-based unit code**
01	K062	60	52	NA
06	K061	20,000	22,468	NA

EXAMPLE 3

A RCRA-permitted recycling facility has been receiving and reclaiming spent solvents under 40 CFR 261.4(a)(23) and 261.4(a)(24) for a number of years. The facility receives and reclaims spent solvents from multiple hazardous secondary material generators, some of which are within the same company. No spent solvents are managed in a land-based unit. It is now time to re-notify. The facility would report its hazardous secondary material activity as follows:

a. **Facility code**	b. **Waste Code(s) for hazardous secondary material (HSM)**	c. **Estimated short tons of HSM to be managed annually**	d. **Actual short tons of HSM managed during the most recent odd-numbered year**	e. **Land-based unit code**
03	D001; F002; F003; F005	6,000	7,533	NA
03	D001; D035; F002; F003	1,500	918	NA
07	D001; F002; F003; F005	3,000	3,509	NA
07	D001; D038; F002; F003	1,000	523	NA

EXAMPLE 4

A smelting operation generates furnace bricks that are characteristic for chromium (D007) and sends them off-site for recycling. Before shipping the bricks off-site, the facility manages some of the bricks in a containment building and the rest in a pile on the land. The facility has been managing the bricks under 40 CFR 261.4(a)(24) for a number of years and must now re-notify. The facility would report its activity as follows:

a. **Facility code**	b. **Waste Code(s) for hazardous secondary material (HSM)**	c. **Estimated short tons of HSM to be managed annually**	d. **Actual short tons of HSM managed during the most recent odd-numbered year**	e. **Land-based unit code**
06	D007	200	235	NA
06	D007	115	126	PL

EXAMPLE 5

A RCRA-permitted intermediate facility has been managing wastewater treatment sludges from electroplating operations (F006) for the past seven years but, due to company consolidation, it will soon shut down. In accordance with 40 CFR 260.42, the facility notifies that it will stop managing hazardous secondary material. The facility would report its activity as follows:

a. **Facility code**	b. **Waste Code(s) for hazardous secondary material (HSM)**	c. **Estimated short tons of HSM to be managed annually**	d. **Actual short tons of HSM managed during the most recent odd-numbered year**	e. **Land-based unit code**
08	F005	0	5,034	NA

ADDENDUM TO THE SITE IDENTIFICATION FORM: LQG CONSOLIDATION OF VSQGS HAZARDOUS WASTES

YOU MUST FILL OUT THIS ADDENDUM IF:

You must fill out this Addendum if you are an LQG taking advantage of the new provision at 40 CFR 262.17(f) allowing you to consolidate hazardous wastes from VSQGs under the control of the same person (as defined in 40 CFR 260.10). For each VSQG that the LQG is receiving hazardous waste from, the LQG must identify the EPA Identification Number, if applicable, the name of the site, the site address, contact name, phone number, and email address.

ITEM 1 – EPA ID NUMBER

Provide the EPA Identification Number for the VSQG whose waste you are consolidating, if applicable. A VSQG may have an EPA ID Number either because it's State requires it, or because it may have been an SQG or LQG at one time, or for another reason. If the VSQG does not have an EPA ID Number, leave this blank.

ITEM 2 – SITE NAME

Provide the legal name of the VSQG.

ITEMS 3-6 – SITE LOCATION

Provide the complete location address for the VSQG. Please note that the address must be a physical address, not a post office box or route number.

ITEM 7-9 –CONTACT INFORMATION

Enter the telephone number, name of the individual who should be contacted for information about the VSQG, and their email address.

ADDENDUM TO THE SITE IDENTIFICATION FORM: EPISODIC GENERATOR

YOU MUST FILL OUT THIS SECTION IF:

You must fill out this Addendum if you are a VSQG or SQG taking advantage of the provision in 40 CFR 262 Subpart L allowing you to generate additional quantities of hazardous waste—temporarily exceeding your normal generator category limits — and still maintain your existing generator category, if complying with the specified conditions identified at 40 CFR 262.232(a) and (b). These conditions include management standards, completing the event, and removing all hazardous waste from the site within sixty (60) days.

NOTE	You cannot use this Addendum when submitting your Hazardous Waste Report.

Examples of planned episodic events include tank cleanouts, short-term construction projects, short-term site remediation, equipment maintenance during plant shutdowns, removal of excess chemical inventories, and site and production process decommissions by a new operator. Unplanned episodic events, which EPA expects would be less frequent, include production process upsets, product recalls, accidental spills, or "acts of nature," such as a tornado, hurricane, or flood. Generators conducting episodic events must notify with the type of event (planned or unplanned), an emergency contact and phone number, the start and end date of the episodic event (must be sixty (60) days or fewer apart), a description of the event, federal and state waste codes of wastes being generated, and the expected amount of waste to be generated.

ITEM 1-2 – PLANNED/UNPLANNED EVENT

Indicate whether the event being conducted is planned or unplanned. Furthermore, indicate the reason for the planned or unplanned event. If none of the reasons listed apply, mark "Other" and describe the event in Item 18 - Comments.

ITEM 3-4 – EMERGENCY CONTACT INFORMATION

Provide an emergency contact phone number and contact name for the individual who should be contacted regarding the information relating to this episodic event.

ITEM 5-6 – BEGINNING AND END DATES

Provide the estimated start date and end date of the event. The event must be complete within sixty (60) days of the start date.

WASTE 1 – 3

For each waste stream produced as a result of the episodic event, provide a description of the waste generated, the estimated quantity generated, and the applicable federal and/or state hazardous waste codes. If necessary, attach a separate sheet of paper. Remember to enter your site's EPA Identification Number in the top left-hand corner of each sheet.

7. WASTE DESCRIPTION

Provide a short narrative description of the hazardous waste, such as:

- General type;
- Source;
- Type of hazard; and
- Generic chemical name or primary hazardous constituents.

8. ESTIMATED QUANTITY

Provide an estimated quantity, **in pounds**, of hazardous waste to be generated as a result of the episodic event.

9. FEDERAL AND/OR STATE HAZARDOUS WASTE CODES

Provide the federal hazardous waste codes and/or the state hazardous waste codes for the hazardous wastes you expect to generate during the episodic event.

LIST	Click *here* for a list of the nationally-defined Hazardous Waste Unit Codes.

HAZARDOUS WASTE REPORT

AUTHORIZATION

This is an ongoing information collection from hazardous waste generators and hazardous waste treatment, storage, or disposal facilities. This collection is done on a two-year cycle as required by Sections 3002 and 3004 of the Resource Conservation and Recovery Act (RCRA). The information is collected via a mechanism known as the Hazardous Waste Report for the required reporting year [EPA Form 8700-13 A/B] (also known as the "Biennial Report"). Both RCRA Sections 3002 and 3004 require the U.S. Environmental Protection Agency (EPA) to establish standards for recordkeeping and reporting of hazardous waste. Section 3002 applies to hazardous waste generators and Section 3004 applies to hazardous waste treatment, storage, and disposal facilities. The implementing regulations are found at 40 CFR 262.40(b) and (d); 262.41(a)(1)-(5), (a)(8), and (b); 264.75(a)-(e) and (j); 265.75(a)-(e) and (j); and 270.30(1)(9). This is mandatory reporting by the respondents.

The respondents' submissions (reports) describe each generated hazardous waste, the activity by which they generated the wastes, and the waste quantity; the reports also list the management method by which each waste is treated, recycled, or disposed, and the quantity managed. There are a number of uses of Biennial Report data. The EPA uses Biennial Report data for planning and developing regulations, compliance monitoring, and enforcement. Also, Biennial Report data allow the Agency to determine whether its regulations are having the desired effect on the generation and management of hazardous waste. For example, Biennial Report data provide information on whether waste management has shifted from one method of disposal to another. Some State uses of Biennial Report data include support of planning, fee assessment, compliance monitoring, and enforcement.

Some businesses consider some of their hazardous waste information to be Confidential Business Information (CBI). A business may, if it desires, protect its Biennial Report information from public disclosure by asserting a claim of confidentiality covering all or part of its information. When a claim is made, the EPA will treat the information in accordance with the confidentiality regulations in 40 CFR Part 2, Subpart B. The EPA also ensures that the information collection procedures comply with the Privacy Act of 1974 and OMB Circular 108.

Estimated Burden: Facilities - The reporting burden for the Hazardous Waste Report is estimated to average 14 hours for a facility to gather data, complete and review the forms, and submit the Hazardous Waste Report. The recordkeeping burden is estimated to average 5 hours for a facility to read the instructions, and file and store the Hazardous Waste Report submission for three years. State Agencies - The reporting burden is estimated to average 30 hours per facility for a State agency to distribute the Hazardous Waste Report Instructions and Forms, assist respondents, key entry report submissions, and perform quality assurance. There is no recordkeeping associated with this requirement, and as such, there is no recordkeeping burden for State agencies.

To comment on the Agency's need for this information, the accuracy of the provided burden estimates, and any suggested methods for minimizing respondent burden, including the use of automated collection techniques, the EPA has established a public docket for the Information Collection Request (ICR) under Docket ID Number EPA-HQ-OLEM–2016–0182, which is available for public viewing at the RCRA Docket in the EPA Docket Center (EPA/DC), EPA West, Room 3334, 1301 Constitution Ave., NW, Washington, D.C. The EPA Docket Center Public Reading Room is open from 8:30 a.m. to 4:30 p.m., Monday through Friday, excluding legal holidays. The telephone number for the Reading Room is (202) 566-1744 and the telephone number for the RCRA Docket is (202) 566-0270. An electronic version of the public docket is available through EPA Dockets (EDOCKET) at http://www.epa.gov/dockets/regulations.htm.

Use EDOCKET to submit or view public comments, access the index listing of the contents of the public docket, and to access those documents in the public docket that are available electronically. Once in the system, select "search," then key in the docket ID number identified above. Also, you can send comments to the Office of Information and Regulatory Affairs, Office of Management and Budget, 725 17th Street, NW, Washington, D.C. 20503, Attention: Desk Office for EPA. Please include the EPA Docket ID Number EPA-HQ-OLEM–2016–0182 and OMB Control Number 2050-0024 in any correspondence.

INTRODUCTION

The U.S. Environmental Protection Agency's (EPA's) mission to protect human health and the environment includes the responsibility to effectively manage, with the States, the nation's hazardous waste. As part of this task, the EPA and the States collect and maintain information about the generation, management, and final disposition of the nation's hazardous waste regulated by the Resource Conservation and Recovery Act of 1976 (RCRA), as amended by the Hazardous and Solid Waste Amendments of 1984 (HSWA).

The EPA prepared this document for hazardous waste generators and for facilities that treat, store, or dispose hazardous waste to report their hazardous waste activities. The information collected will:

- Provide the EPA and the States with an understanding of hazardous waste generation and management in the U.S.
- Help the EPA measure the quality of the environment, such as monitoring industry compliance with the regulations and evaluating waste minimization efforts taken by industry.
- Be summarized and communicated to the public via the following public website: https://rcrainfo.epa.gov/rcrainfoweb

DETERMINING WHO MUST FILE

WHO MUST FILE

You are required by Federal statute (mandatory reporting) to complete and file a Hazardous Waste Report (also known as the "Biennial Report") or your State's equivalent hazardous waste report if you:

- Met the definition (see box below) of a RCRA Large Quantity Generator (LQG) during the collection year (odd year); **or**

DEFINITION OF A RCRA LARGE QUANTITY GENERATOR

You are a RCRA LQG if you, by site**:**

(i) Generate, in any calendar month, (which includes quantities imported by importer site) 1,000 kilograms [kgs]/month [mo] (2,200 pounds [lbs]/mo) or more of non-acute RCRA hazardous waste; **or**

(ii) Generate, in a calendar month, or accumulates at any time, more than 1 kg/mo (2.2 lbs/mo) of any RCRA acute hazardous waste listed in sections 261.31 or 261.33(e); **or**

(iii) Generate, in any calendar month, or accumulates at any time, more than 100 kg/mo (220 lbs/mo) of residue or contaminated soil, waste, or other debris resulting from the cleanup of a spill, into or on any land or water, of any RCRA acute hazardous waste listed in sections 261.31 or 261.33(e); **or**

(iv) Generate amounts above the LQG threshold of either acute hazardous waste or residue or contaminated soil containing acute hazardous wastes would become a LQG for the calendar month. In this case, you need to complete a Hazardous Waste Report.

- Treated, stored, recycled or disposed of RCRA hazardous wastes on-site or shipped hazardous waste off-site to a RCRA permitted treatment, storage, recycling and disposal facility, or received hazardous wastes from off-site hazardous waste generators without storing the wastes before recycling during the reporting year (odd years).

NOTE	You will report your current Hazardous Waste Generator status as of the date of submitting your Hazardous Waste Report on the Site ID Form in Item 10.A.1 – Generator of Hazardous Waste. Your current status may be different from the status during the report year that requires you to file the Hazardous Waste Report. Hazardous waste imported from a site located in a foreign country must be counted in determining your generator status if your site is the U.S. Importer. This waste must be reported on the Waste Generation and Management Form (GM Form) or the Waste Received From Off-site Form (WR Form) in your Hazardous Waste Report. Some States, as a matter of State law, require other categories of generators to report as well. Contact your State for additional information.

WHO SHOULD NOT FILE

DO NOT file a Hazardous Waste Report if, during the collection year, your site was not a RCRA LQG (i.e., your site did not meet any of the LQG criteria) **and** your site did not treat, store, recycle or dispose of RCRA hazardous wastes on-site and/or received from off-site in waste management units' subject to a RCRA operating permit. The exception is only if your State has more stringent reporting requirements. Contact your State to determine if there are more stringent reporting requirements.

If you are not required to report, you should notify us if your hazardous waste generator status has changed; please fill out the RCRA Subtitle C Site Identification Form (Site ID Form) and submit it to your State Office. **Place an "X" in the box** for Obtaining or updating an EPA ID number for an on-going regulated activity that will continue for a period of time in Item 1 – Reason for Submittal.

Unless required by your State, you are not required to submit a Hazardous Waste Report for your hazardous waste that was exported directly out of the U.S. to a site located in a foreign country. Facilities that export hazardous waste must file a separate Annual Report under 40 CFR 262.83(g). (This Annual Report will be in addition to the Hazardous Waste Report, if your State requires you to submit a Hazardous Waste Report with hazardous waste exported to a site located in a foreign country.)

FILING A HAZARDOUS WASTE REPORT

The instructions and forms for the Hazardous Waste Report are prepared by the U.S. Environmental Protection Agency (EPA) for generators and treatment, storage, recycling and disposal facilities to report their hazardous waste activities.

Additionally, a site may use this Hazardous Waste Report to notify their regulatory authority that they are managing hazardous secondary material under 40 CFR 260.30, 40 CFR 261.4(a)(23), (24), (25), or (27) (these facilities would notify using the RCRA Subtitle C Site Identification Form and Addendum to the Site Identification Form: Notification of Hazardous Secondary Material (HSM) Activity).

Detailed instructions for filling out each of the forms are provided. Other reference information and code lists are provided, including: a list of excluded wastes; definitions of key terms; special instructions that explains how to report certain types of wastes (e.g., lab packs, PCBs); a list of hazardous waste codes, hazardous secondary material facility codes, hazardous secondary material land-based unit codes, source codes, form codes, management method codes, waste minimization codes, and sample of Foreign Site Identification Number.

DOCUMENTS HELPFUL IN FILLING OUT THE FORMS

To prepare the RCRA Hazardous Waste Report forms, you should consult your records on quantities and types of hazardous waste that your site generated, managed, shipped, or received. Some records that may be helpful are:

- Hazardous waste manifest forms;
- Hazardous Waste Report forms submitted in previous years;
- Records of quantities of hazardous waste generated or accumulated on-site;
- Results of laboratory analyses of your waste;
- Contracts or agreements with off-site facilities managing your wastes; and
- Copies of permits for on-site waste management systems.

WHICH FORMS TO SUBMIT AND WHAT TO REPORT

The Hazardous Waste Report contains the following four forms:

SITE ID FORM

A site required to file a Hazardous Waste Report **MUST** also submit the RCRA Subtitle C Site Identification Form (Site ID Form) as a component of Hazardous Waste Report.

Mark “Submitting as a component of the Hazardous Waste Report” as the Reason for Submittal and enter the reporting year in the space provided. Additionally, indicate if your site was a TSD facility and/or generator of >1,000 kg of hazardous waste, >1 kg of acute hazardous waste, or >100 kg of acute hazardous waste spill cleanup in one or more months of the reporting year.

You will fill out the Site ID Form by reporting all information current as of the date of submitting your Hazardous Waste Report. This includes reporting your **current** Hazardous Waste Generator status in Item 10.A.1 (Generator of Hazardous Waste), which may be different from your reporting year.

Sites that will begin managing, are managing, or will stop managing hazardous secondary material under 40 CFR 260.30, 40 CFR 261.4(a)(23), (24), (25), or (27), must submit the Addendum to the Site Identification Form as a component of the Hazardous Waste Report pursuant to 40 CFR 260.42. You are required to re-notify by March 1

of each even-numbered year pursuant to 40 CFR 260.42. These regulations exclude certain hazardous secondary material(s) being reclaimed from the RCRA Subtitle C definition of solid waste provided certain requirements and conditions are met.

NOTE	If your site was granted a solid waste variance under 40 CFR 260.30 prior to July 13, 2015, the management of your hazardous secondary materials under 40 CFR 260.30 is grandfathered under the previous regulations and you are not required to notify unless you became an LQG as a result of generating new hazardous wastes from which the variance was granted.

GM FORM

A site required to file a Hazardous Waste Report must submit Waste Generation and Management Form(s) (GM Form(s)) for all hazardous waste that was used to determine the site's generator status. Hazardous waste must be reported if it was:

- Generated and accumulated on-site and subsequently managed on-site or shipped off-site in; **or**
- Generated and accumulated on-site in the reporting year but not managed on-site or shipped off-site until after the reporting year; **or**
- Generated and accumulated on-site prior to the reporting but either managed on-site or shipped off-site in the reporting year; **or**
- Hazardous wastes received from VSQGs by LQGs under the control of the same "person" (as defined at 40 CFR 260.10) and managed according to the applicable hazardous waste regulations at 40 CFR 262.17(f); **or**
- Imported from a site located in a foreign country.

Examples of RCRA hazardous wastes to be reported include those that were:

- Generated on-site from a production process, service activity, or routine cleanup;
- Generated from equipment decommissioning, spill cleanup, or remedial cleanup activity;
- Shipped off-site, including hazardous waste that was received from off-site (reported on the Waste Received From Off-site Form [WR Form]) and subsequently shipped off-site without being treated or recycled on-site;
- Removed from on-site storage for treating, recycling, or disposing on-site or for off-site shipment.
- Derived from the management of non-hazardous waste; or
- Derived from the on-site treatment (including reclamation), disposal, or recycling of previously existing hazardous waste (as a residual).

Unless required by your State, you are not required to complete GM Form Item 3.B for hazardous waste shipped directly to a site located in a foreign country (i.e., hazardous waste directly exported). Facilities that export hazardous waste must file a separate Annual Report under 40 CFR 262.83(g). (This Annual Report will be in addition to the Hazardous Waste Report, if your State requires you to submit a Hazardous Waste Report with hazardous waste exported to a site located in a foreign country.)

WR FORM

A site required to file the Hazardous Waste Report must submit Waste Received From Off-site Form(s) (WR Form(s)) if, during the reporting year, it received RCRA hazardous waste from off-site and managed the waste on-site (including subsequent transfer off-site). This includes imports of hazardous waste received from a site located in a foreign country, hazardous wastes that are received and recycled without first being stored, hazardous wastes received and stored prior to being recycled (i.e., the site has a RCRA storage permit), and hazardous wastes received from hazardous wastes generators to be partially reclaimed into commodity-like materials excluded from RCRA regulations.

OI FORM

A site must complete Off-site Identification Form(s) (OI Form(s)) **only if the site's State requires it**. The OI Form collects the name and address information of the sites (generators, transporters, and/or receiving facilities) identified within the Hazardous Waste Report.

WHEN AND WHERE TO SEND YOUR COMPLETED REPORT

The Hazardous Waste Report is due to your State or EPA Regional Office by March 1 of every even year. See the Where to Get Help section above to find access to a contact list containing the address for your State or EPA Regional Office where you should send your completed Hazardous Waste Report. The list contains contact names, addresses, phone numbers, and e-mail addresses that you can use to obtain additional information.

Many States use the forms included in this document; some also require additional information. Other States require that you complete and submit a State-specific form. Information about which form to use is included with the contact list located at the web page noted above. Even if you use the included form, you should check with your State to determine if you need to submit additional information. Also, contact your State if you have any questions about your submission.

INSTRUCTIONS FOR FILLING OUT THE WASTE GENERATION AND MANAGEMENT (GM) FORM

WHO MUST SUBMIT THIS FORM?

A site required to file a Hazardous Waste Report must submit a GM Form if the site generated RCRA hazardous waste that, in the reporting year, was accumulated on-site; managed on-site in a treatment, storage, or disposal unit; and/or shipped off-site for management, consistent with the criteria below. Refer to the *Wastes to be Reported* section below for specific instructions on generated RCRA hazardous wastes that should be reported on the GM Form. For exclusions or exemptions from the GM Form reporting requirements under the Hazardous Waste Report, refer to the *Wastes not to be Reported* section below.

PURPOSE OF THIS FORM

The GM Form is for reporting on-site hazardous waste generation and management and off-site shipment in the reporting year. The GM Form is divided into three sections that document: (1) the source, characteristics, and quantity of hazardous waste generated; (2) the quantity of hazardous waste managed on-site along with the management method used; and (3) the quantity of hazardous waste shipped off-site for treatment, disposal, or recycling along with the off-site management method used.

HOW TO FILL OUT THIS FORM

Make and submit a photocopy of the GM Form for each generated RCRA hazardous waste that should be reported, consistent with the criteria discussed below. Prior to photocopying, enter your EPA Identification Number in the top left-hand corner of the form.

Use Item 4 (Comments) at the end of the form to clarify any entry (e.g., "Other" responses) or to continue any entry. When entering information in the Comments section, cross-reference the item number and item letter to which the comment refers.

NOTE	Please review your previous cycle's GM source, form, and management method codes to see if they are still applicable. If applicable, use those same codes for consistency. Click *here* for additional information for reporting lab packs, asbestos, PCBs, waste oils, groundwater contaminated by hazardous waste, RCRA-radioactive mixed wastes, and laboratory clean-out wastes.

WASTES TO BE REPORTED

In general, each generated RCRA hazardous waste that is used to determine the site's generator status should be reported on the GM Form.

A GM Form must be submitted for each generated RCRA hazardous waste. Hazardous waste must be reported if it was:

- Generated and accumulated on-site and subsequently managed on-site or shipped off-site in the reporting year; **or**

- Generated and accumulated on-site in the reporting year but not managed on-site or shipped off-site until after the reporting year; **or**

- Generated and accumulated on-site prior to the reporting year but either managed on-site or shipped off-site in the reporting year; **or**

- Received by an airbag waste facility collection or designated facility from an airbag waste handler under the airbag waste exemption at 40 CFR 261.4(j); **or**

- Received by an LQG from one or more VSQGs under the control of the same person for purposes of consolidation; **or**

- Imported from a site located in a foreign country in the reporting year. Refer to 40 CFR 262.10(e) and 40 CFR 262.84 for additional information; **or**

- An evaluated hazardous waste pharmaceutical accumulated on-site at a reverse distributor, as defined in 40 CFR 266.500, that was shipped off-site to a designated facility in the reporting year.

Examples of RCRA hazardous wastes to be reported include those that were:

- Generated on-site from a production process, service activity, or routine cleanup.

- Generated from equipment decommissioning, spill cleanup, or remedial cleanup activity.

- Removed from on-site storage for treating, recycling, or disposing on-site or for off-site shipment.

- Derived from the management of non-hazardous waste.

- Derived from the on-site treatment (including reclamation), disposal, or recycling of previously existing hazardous waste (as a residual).

- Shipped off-site, including hazardous waste that was received from off-site (reported on the Waste Received From Off-site Form [WR Form]) and subsequently shipped off-site without being treated or recycled on-site.

- Radioactive wastes mixed with RCRA hazardous wastes. (*See the Mixed Waste definition and Special Instructions related to radioactive wastes for additional information*)

- Hazardous wastes regulated only by your State (*if required by your State*).

WASTES NOT TO BE REPORTED

Materials and wastes identified at 40 CFR 261.4(a) , (b), and (j)(1), 262.13 (c) and 266.70 **should not be reported** on the GM Form. 40 CFR 261.4(a) and (b) identify materials and solid wastes that do not qualify as solid or hazardous wastes, respectively. 40 CFR 261.4(j)(1) identifies hazardous airbag waste that should not be included in an airbag waste handler's generator status determination, even if these wastes were generated at the site. 40

CFR 262.13(c) identifies hazardous wastes that should not be included in a site's generator status determination, even if these hazardous wastes were generated at the site. 40 CFR 266.70 identifies recyclable materials utilized for precious metal recovery.

Following are the materials and wastes addressed under 40 CFR 261.4(a), (b), and (j)(1), 262.13 (c), and 266.70, which **should not be reported** on the GM Form:

- Materials which are excluded from being a solid waste, e.g., any mixture of domestic sewage and other wastes that passes through a sewer system to a publicly owned treatment works (unless they are stored or treated in regulated units prior to being discharged). (40 CFR 261.4(a))

- Solid wastes that are excluded from being hazardous waste, e.g., petroleum-contaminated media and debris that fail the test for toxicity characteristic (waste codes D018 through D043 only) and are subject to the corrective action regulations under 40 CFR Part 280. (40 CFR 261.4(b))

- Waste exempt from regulation because the waste has not exited the raw material storage or production unit yet, as specified in 261.4(c). (40 CFR 262.13 (c)(1))

- Hazardous waste that has been collected as a sample(s) for the purpose of determining its characteristic or composition, as specified in 261.4(d). (40 CFR 262.13 (c)(1))

- Sample(s) undergoing treatability studies, as specified in 261.4(e). (40 CFR 262.13 (c) (1))

- Sample(s) undergoing treatability studies at the laboratory or testing facility, as specified in 261.4(f). (40 CFR 262.13 (c) (1))

- Airbag waste at the airbag waste handler or during transport to an airbag waste collection facility or designated facility, as specified in 40 CFR 261.4(j)(1).

- Hazardous waste that is a specified recyclable material such as ethyl alcohol or scrap metal, as specified in 261.6(a)(3). (40 CFR 262.13 (c) (1))

- A residue of hazardous waste in an empty container or in an inner liner removed from an empty container, as specified in 261.7(a)(1). (40 CFR 262.13 (c) (1))

- PCB wastes regulated under the Toxic Substance Control Act, as specified in 40 CFR 261.8, unless mixed with a hazardous waste. (40 CFR 262.13 (c) (1))

- Wastes managed immediately upon generation only in on-site elementary neutralization units, wastewater treatment units, or totally enclosed treatment facilities as defined in 40 CFR 260.10. (40 CFR 262.13 (c) (2)). **Any hazardous waste residues generated from these units, however, must be reported on the GM Form.**

- Wastes recycled, without prior storage, only in an on-site process subject to regulation under 40 CFR 261.6(c)(2) and (40 CFR 262.13 (c) (3)). **Any hazardous waste residues generated from these units, however, must be reported on the GM Form.**

- Used oil that is recycled and is also a hazardous waste solely because it exhibits a hazardous waste characteristic and is managed under 40 CFR 279. (40 CFR 262.13 (c) (4))

- Spent lead-acid batteries managed under the requirements of 40 CFR 266, Subpart G, which includes persons who reclaim spent lead-acid batteries that are recyclable materials; persons who generate, transport, or collect spent batteries; persons who regenerate spent batteries; or persons who store them (other than spent batteries that are to be regenerated). (40 CFR 262.13 (c)(5)) **Any hazardous wastes generated during battery reclamation, however, must be reported on the GM Form.**

- Universal wastes managed under 40 CFR 261.9, 40 CFR 273, and (40 CFR 262.13 (c)(6)). **Any hazardous waste residues generated from these units, however, must be reported on the GM Form.**

- Hazardous wastes that are unused chemical products that are generated solely as a result of a laboratory clean-out conducted at an eligible academic entity pursuant to 40 CFR 262.213 (40 CFR 262.13(c)(7)).

- Hazardous waste managed as part of an episodic event in compliance with 40 CFR 262 Subpart L (40 CFR 262.13 (c)(80)).

- Recyclable materials that are reclaimed to recover economically significant amounts of gold, silver, platinum, palladium, iridium, osmium, rhodium, ruthenium, or any combination of these. (40 CFR 266.70)

- Hazardous waste pharmaceuticals, including potentially creditable hazardous waste pharmaceuticals and non-creditable hazardous waste pharmaceuticals generated by a healthcare facility, as defined in 40 CFR 266.500.

- Potentially creditable hazardous waste pharmaceuticals received by a reverse distributor, as defined in 40 CFR 266.500.

- **Unless required by your State**, hazardous wastes that were, during the reporting year, exported directly out of the U.S. to a site located in foreign country. Facilities that export hazardous waste must file a separate Annual Report under 40 CFR 262.83(g). (This Annual Report will be in addition to the Hazardous Waste Report, if your State requires you to submit a Hazardous Waste Report with hazardous waste exported to a site located in a foreign country.)

HOW TO REPORT SIMILAR HAZARDOUS WASTE ON THE GM FORM

Generally, a GM Form should be completed for **each** generated RCRA hazardous waste. A separate GM form should be completed whenever a combination of wastes would require more than one Source Code or Form Code. Contact your State about combining similar hazardous wastes on the GM form.

ITEM 1 – WASTE CHARACTERISTICS

Item 1 requests information on each RCRA hazardous waste that, in the reporting year, was generated and accumulated on-site; managed on-site; and/or shipped off-site. All information (A-G) is mandatory.

1.A - WASTE DESCRIPTION

Provide a short narrative description of the waste, such as:

- General type;
- Source;
- Type of hazard; and
- Generic chemical name or primary hazardous constituents.

EXAMPLE

"Ignitable spent solvent from degreasing operation in tool production; mixture of mineral spirits and kerosene."

In the example, note that the general type (spent solvent), source (degreasing operation in tool production), type of hazard (ignitability), and generic chemical names (mineral spirits and kerosene) have all been cited.

1.B – EPA HAZARDOUS WASTE CODE(S)

Enter the four-character EPA hazardous waste code(s) that apply to the waste reported in Item 1.A. If you need room for additional codes, list the codes in Item 4 - Comments and cross-reference Item 1.B. If the waste is regulated only by your State, leave Item 1.B blank and report the State hazardous waste codes in Item 1.C.

LIST	Click *here* for a list of the nationally-defined Hazardous Waste Codes.

1.C – STATE HAZARDOUS WASTE CODE(S)

Enter the State hazardous waste code(s) that applies to the waste reported in Item 1.A, if:

- Your State regulates hazardous wastes not regulated as RCRA hazardous waste and requires these wastes to be reported in the Hazardous Waste Report; or

- Your State uses a hazardous waste code system **other** than the EPA hazardous waste codes that applies to the waste describe in Item 1.A.

Otherwise, leave Item 1.C blank. If you need space for additional State hazardous waste codes, list the codes in Item 4 - Comments and cross-reference Item 1.C.

NOTE	Either Item1.B and/or Item 1.C must be provided for each waste stream.

1.D – SOURCE CODE

Enter the Source Code that best describes how the hazardous waste reported in Item 1.A originated. If the hazardous waste was mixed with other non-hazardous materials, report the Source Code for only the hazardous waste portion.

If your site is a U.S. Importer, enter the Source Code of G62, then provide the Country Code for foreign country from which the hazardous waste was received. Also, mark "Yes" on the Site ID Form, Item 11.A.3 – United States Importer of Hazardous Waste. Click *here* for special instructions for reporting wastes received from foreign countries.

LIST	Click *here* for a list of the nationally-defined Source Codes.

NOTE	If reporting **Source Code G25** (Treatment, disposal, or recycling of hazardous wastes), you also need to provide the Management Method Code. Source Code G25 indicates that this waste was generated from an on-site hazardous waste management system described on a separate GM Form or WR Form. Enter the same Management Method Code that is listed on the matching GM Form – Item 1.D, or on the matching WR Form – Item 1.G, linking this waste with the on-site process that created it. **Do not report H141 in Item 1.D.** If reporting **Source Code G61** (Hazardous waste received from off-site for storage/bulking and transfer off-site for treatment or disposal), **the generation amount must be zero (0) in Item 1.F. Do not use G61 for waste you generate.** If reporting **Source Code G62** (Received hazardous waste from a foreign country), you must also specify the Country Code from which the hazardous waste was imported. **Source Code G17** (Subpart K laboratory waste clean-out) is for facilities that have opted into the Subpart K Academic Laboratory Waste Rule to report the amount of laboratory waste shipped or managed during clean-out. **The generation amount must be zero (0) in Item 1.F for this source code.** Click *here* for special instructions for reporting Subpart K Laboratory Waste. **Source Code G51** is for LQGs that are consolidating hazardous wastes that was received from VSQGs that are under the control of the same person as defined by 40 CFR 260.10. **The generation amount must be zero (0) in Item 1.F for this source code to avoid double counting.**

1.E – FORM CODE

Review the Form Codes and enter the code that best corresponds to the physical form or chemical composition of the hazardous waste reported in Item 1.A.

LIST	Click *here* for a list of the nationally-defined Form Codes.

1.F – WASTE MINIMIZATION CODE

40 CFR 262.41(a)(6), 264.75(h), and 265.75(h) requires that data be collected for waste minimization activities. Enter the code that best corresponds to waste minimization, recycling, or pollution prevention efforts implemented to reduce the volume and toxicity of the hazardous waste reported in Item 1.A. This waste minimization activity must have occurred during this reporting cycle. If minimization was not attempted (to the point of implementing a change) for this waste, you must enter an "X" (no waste minimization efforts were implemented for this waste) for this item.

LIST	Click *here* for a list of the nationally-defined Waste Minimization Codes.

1.G – RADIOACTIVE MIXED WASTE

Place an "X" in the "Y" box if the hazardous waste reported in Item 1.A is mixed with nuclear sources, special nuclear, or by-product material. Otherwise, **place an "X" in the "N" box**. "Mixed Waste" is defined as waste that contains both hazardous waste and source, special nuclear, or by-product material subject to the Atomic Energy Act (AEA), RCRA Section 1004(41), 42 U.S.C. 6903 (63 FR 17414; April 9, 1998).

1.H – QUANTITY GENERATED / UOM AND DENSITY

Enter the total quantity of the hazardous waste described in Item 1.A that was generated during the reporting year.

Enter the Unit of Measure (UOM) code for the quantity you reported in Item 1.F. Report the quantity in one of the units of measure listed below. ***If you select a volumetric measure (gallons, liters, or cubic yards), you also must report the density of the waste.***

Code	Unit of Measure
1	Pounds
2	Short tons (2,000 pounds)
3	Kilograms
4	Metric tons (1,000 kilograms)
5	Gallons
6	Liters
7	Cubic yards

Weight and Volume Conversions

1 kilogram (kg) = 2.2046 pounds (lbs)
1 short ton = 2,000 lbs
1 metric ton = 1,000 kg
1 metric ton = 1.1023 short tons

1 cubic meter (m) = 1.3079 cubic yards
1 cubic yard (yd) = 27 cubic feet (ft)
1 liter (l) = 0.2642 gallons (gal)

NOTE	**Skip to Item 2** if you selected Unit of Measure 1, 2, 3, 4. **Continue to Density** if you selected Unit of Measure code 5, 6, 7.

Report the density only if you entered code 5, 6, or 7 for the unit of measure. Provide the density in either pounds per gal (lbs/gal) or specific gravity (sg) and place an "X" in the appropriate box to indicate which measure was used.

ITEM 2 – ON-SITE GENERATION AND MANAGEMENT OF HAZARDOUS WASTE

Answering "Yes" or "No" to this question is **mandatory**. If "Yes", provide the management method and quantity treated, disposed, or recycled on-site during the reporting year for each on-site RCRA-regulated management system.

WAS ANY OF THIS WASTE THAT WAS GENERATED AT THIS FACILITY TREATED, DISPOSED, AND/OR RECYCLED ON-SITE?

Mark "Yes" or "No" to this question to indicate if the site did any of the following to the waste reported in Item 1.A: treat on-site; dispose on-site; recycle on-site. If you marked "Yes," complete the blocks for On-site Process Systems below. If you marked "No," skip to Item 3.

EXAMPLE 1

Facility A generates spent solvents that it recycles on-site in a distillation column. This facility would mark "Yes" in Item 2 and would fill out the on-site process system box accordingly.

EXAMPLE 2

Facility B receives spent solvents from off-site and blends the solvents into fuel. The facility then sends the fuels off-site to be burned for energy recovery. Facility B would report on its GM Form the new waste generated in Item 1.D as Source Code G25 (Treatment, disposal, or recycling of hazardous wastes) with the management method code of H061 (Fuel Blending). Facility B would mark "No" in Item 2 because it did not manage any of the newly generated fuels on-site. This facility would report the off-site shipment in Item 3 and would report the Management Method Code H050 (Energy Recovery).

ON-SITE MANAGEMENT METHOD CODE

Classify the process system (see definition) with a Management Method Code that best identifies the last substantive purpose/operation performed at your site. Space is provided to report up to two different (non-sequential) Management Methods. If you did not use a second on-site process system to manage the waste, leave the Management Method Code under On-site Process System 2 blank. **Do not report H141 in Item 2.**

LIST	Click *here* for a list of the nationally-defined Management Method Codes.

The space provided for the second on-site process system should be used **only in the special case** of management of the same waste on-site by more than one process system during the reporting year. Use the second on-site process system only when:

- A waste is managed in one process system for a part of a year and in another process system for the rest of the year; or
- A waste is managed by two different process systems at the same time (i.e., management of the waste is split between parallel process systems).

EXAMPLE OF NON-SEQUENTIAL (PARALLEL) PROCESSES

A firm generated 100 tons of F002 solvent waste in the reporting year. 80 tons were recycled for reuse in a batch distillation process system, generating 5 tons of still bottoms. The remaining 20 tons were burned in an industrial boiler. Under On-site Process System 1, the site enters the Management Method Code H020 (Distillation) and a quantity of 80 tons. Under On-site Process System 2, the site enters the Management Method Code H050 (Energy Recovery) and a quantity of 20 tons. The 5 tons of still bottoms should be reported on a separate GM Form.

If more than two on-site process systems meet one of the above conditions, you need not complete the entire form again. Simply attach a second copy of the GM Form with the EPA Identification number and Site Name. Leave all the other fields blank, except Item 2 for on-site process systems. Note in Item 4 - Comments of each page: "Item 2 continued on supplemental page." Refer to *Page Numbering of Forms* for information on how to number supplemental pages.

The space provided for the second on-site process system should not be used to report the following:

- The on-site management of the treatment residual generated from management of the waste by the first management method (on-site management of treatment residuals should be reported on a separate GM Form); or

- To report treatment in a series of process units. Report only process systems, not process units. Click *here* for the definition of a process system.

EXAMPLE OF SEQUENTIAL PROCESSES

A firm generated 100 tons of D002 and D007 plating waste in the reporting year. 100 tons were neutralized, stored on-site, and then chemically batch-treated to remove the D007 (Chromium). 90 tons of wastewater and 10 tons of D007 and F006 sludge were shipped off-site for eventual disposal. Under On-site Process System 1, the site enters the last substantive on-site Management Method Code H070 (Chemical Treatment) and a quantity of 100 tons. The site reports the residual 10 tons of sludge on a separate GM Form with Item 1.D Management Method Code H070 (Chemical Treatment). (If there was no storage and the wastewater had been allowed to go into the POTW or NPDES, this page would not be reported, only the D007 and F006 sludge – with a source code of G23.)

QUANTITY TREATED, DISPOSED, OR RECYCLED ON-SITE

Enter the quantity of hazardous waste described in Item 1 that was treated, disposed, or recycled by the reported on-site process management method during the reporting year. ***Enter the quantity in the same unit of measure reported in Item 1. H (Quantity Generated in the reporting year).***

ITEM 3 – OFF-SITE SHIPMENT OF HAZARDOUS WASTE

This item requests information on the off-site shipment of hazardous waste. Answering "Yes" or "No" to this question is **mandatory**. If you answer "Yes," all items in this item are **mandatory**. **Do** report shipments of previously generated hazardous wastes stored until the reporting year. **Do** report waste shipped via transfer facility, however, do not list on a GM Form a less-than-10-day transfer facility where waste storage is incidental to transportation. **Do not** report shipments of de-characterized wastes.

Space is provided to report shipments of the waste to three different off-site facilities. If the waste you reported in Item 1 was shipped to more than three off-site facilities during the reporting year, you need not complete the entire form again. Simply attach a second copy of the GM Form, leaving blank all entries except Items 3.B, 3.C, and 3.D. Note in Item 4 -Comments of each page: "Item 3.B continued on supplemental page." Refer *to Page Numbering of Forms* for information on how to number supplemental pages.

3.A – WAS ANY OF THIS WASTE SHIPPED OFF-SITE IN THE REPORTING YEAR FOR TREATMENT, DISPOSAL, OR RECYCLING?

Mark "Yes" or "No" to indicate if any of the waste described in Item 1 was shipped off-site for treatment, disposal, or recycling during the reporting year.

→	**This GM Form is complete** if you marked "No" in Item A. **Continue to Item 3.B** if you marked "Yes" in Item A.

3.B – EPA ID NUMBER OF FACILITY TO WHICH WASTE WAS SHIPPED

This is the 12-digit EPA Identification Number of the facility to which the waste was shipped. If your State requires you to submit a Hazardous Waste Report for hazardous waste exported to a site located in a foreign country, facilities that export hazardous waste should list in Item B, a Foreign Site Identification Number that has been assigned to the facility. If a site located in a foreign country to which hazardous waste is shipped has not been assigned an ID Number, enter "FC" followed by the name of the country as the EPA Identification Number. Click *here* for special instructions for wastes shipped to foreign countries.

LIST	Click *here* for a sample list of the nationally-defined Foreign Site Identification Numbers.

Generators are to report in item 3.B the EPA ID Number for the designated TSDF that signed the manifest, which can be found in Item 8 of the manifest form. **Do not list on a GM Form a less-than-10-day transfer facility where waste storage is incidental to transportation.** All transporters used should be listed on the OI Form if your State requires that form to be submitted.

3.C – OFF-SITE MANAGEMENT METHOD CODE SHIPPED TO

Enter the Management Method Code that best describes the way in which the waste was managed at the initial receiving facility reported in Item 3.B. This should be listed on the manifest in Item 19 or in documentation that the TSDF may have provided.

Receiving facilities with a Part B RCRA hazardous waste permit whose only management type is storage and transfer may be a designated TSDF on a manifest and these should be listed in GM Form Item 3 with a management method code of H141. Permitted storage facilities that report management method code H141 on their WR Form should report shipment of this transferred waste on a GM Form with a Source Code of G61.

LIST	Click *here* for a list of the nationally-defined Management Method Codes.

3.D – TOTAL QUANTITY SHIPPED

Enter the total quantity of the waste shipped to the off-site facility during the reporting year. ***Report the quantity in the same unit of measure entered in Item 1.H.*** Shipment quantities should equal the total quantity recorded on Uniform Hazardous Waste Manifests for this site during the reporting year, unless there were rejections or other complications. The quantity shipped may not necessarily equal the quantity generated (e.g., because some waste is still on-site at the end of the year or waste was removed from storage from a previous year's generation).

ITEM 4 – COMMENTS

Use this Item as needed to explain anything contained in the form including any waste minimization efforts. The comments may help make determinations of data validity if questions arise during the review of the report. If there are special circumstances surrounding the waste described on the form, please note this here, especially if you are filing the report due to a one-time event.

INSTRUCTIONS FOR FILLING OUT THE WASTE RECEIVED FROM OFF-SITE (WR) FORM

WHO MUST SUBMIT THIS FORM?

A site required to file a Hazardous Waste Report must submit this form if, during the reporting year, it received RCRA hazardous waste from off-site. The 2016 Hazardous Waste Generator Improvements Final Rule, requires facilities that receive and recycle regulated hazardous wastes without first storing to complete a WR form for each type of hazardous waste they receive.

PURPOSE OF THIS FORM

The WR Form identifies hazardous wastes that were received from other hazardous waste sites and the method(s) used to manage them. The WR Form is divided into three identical parts (i.e., waste blocks), labeled Waste 1, Waste 2, and Waste 3, that collect information on the quantities and characteristics of each hazardous waste received from an off-site source during the reporting year and managed on-site.

HOW TO FILL OUT THIS FORM

You may report waste received from more than one off-site handler on the same page of the form. A separate waste block must be filled out for each hazardous waste received from each off-site handler. Hazardous waste from the same off-site handler may be aggregated as long as a single form code describes the physical form or chemical composition, and all of the waste is managed in a single process system (i.e., same management method code).

If your site received more than three RCRA hazardous wastes from off-site handlers during the reporting year, photocopy and fill out additional copies of this form. Prior to photocopying, write your EPA Identification Number in the top left-hand corner of the form.

Use Item 4 - Comments at the end of the form to clarify any entry (e.g., “Other” responses) or to continue any entry. When entering information in Item 4, cross-reference the waste block and item letter to which the comment refers.

All items in this section are mandatory for each waste reported.

ITEM A – WASTE DESCRIPTION

Provide a short narrative description of the waste, such as:

- General type;
- Source;
- Type of hazard; and
- Generic chemical name or primary hazardous constituents.

EXAMPLE

"Ignitable spent solvent from degreasing operation in tool production; mixture of mineral spirits and kerosene."

In the example, note that the general type (spent solvent), source (degreasing operation in tool production), type of hazard (ignitability), and generic chemical names (mineral spirits and kerosene) have all been cited.

ITEM B – EPA HAZARDOUS WASTE CODE(S)

Enter the four-character EPA hazardous waste code(s) that applies to the waste reported in Item A. If you need room for additional codes, list the codes in Item 4 - Comments and cross-reference the applicable waste block number (e.g., Waste 1, Item B). If the waste is regulated only by your State, leave Item B blank and report the State hazardous waste codes in Item C.

LIST	Click *here* for a list of the nationally-defined Hazardous Waste Codes.

ITEM C – STATE HAZARDOUS WASTE CODE(S)

Enter the State hazardous waste code(s) that applies to the waste reported in Item A, if:

- Your State regulates hazardous wastes not regulated as RCRA hazardous waste and requires these wastes to be reported in the Hazardous Waste Report; or

- Your State uses a hazardous waste code system **other** than the EPA hazardous waste codes that applies to the waste describe in Item A.

Otherwise, leave Item C blank. If you need space for additional State hazardous waste codes, list the codes in Item 4 -Comments, and cross-reference the applicable waste block number (e.g., Waste 1, Item C).

NOTE	Either Item B and/or Item C must be provided for each waste stream.

ITEM D – OFF-SITE HANDLER EPA IDENTIFICATION NUMBER

Enter the 12-digit EPA Identification Number of the off-site handler from which the waste was received. If the site does not have an EPA Identification Number, it may be a very small quantity generator (VSQG) or a site located in a foreign country.

If the waste reported under Waste 2 is received from the same off-site handler as the waste reported under Waste 1, put "Same as above" to indicate that the EPA Identification Number is the same as the one reported in Waste 1; if Waste 3 is received from the same off-site handler as Waste 2, put "Same as above" to indicate that the EPA Identification Number is the same as the one reported under Waste 2.

NOTE	Refer to the Special Instructions on reporting *Wastes Received from VSQGs* and *Wastes Received from Foreign Countries*.

ITEM E – FORM CODE

Review the Form Codes and enter the code that best corresponds to the physical form or chemical composition of the hazardous waste reported in Item A.

LIST	Click *here* for a list of the nationally-defined Form Codes.

ITEM F – MANAGEMENT METHOD CODE

Enter the code that describes the type of process system (see definition) in which the waste was managed.

LIST	Click *here* for a list of the nationally-defined Management Method Codes.

ITEM G – QUANTITY RECEIVED / UOM AND DENSITY

Report the total quantity of hazardous waste reported in Item A that was received from the off-site handler reported in Item D during the reporting year. If more than one shipment of this waste was received from the same off-site handler, add the quantities and report only the sum.

Enter the Unit of Measure (UOM) code for the quantity you reported in Item E – Quantity Received in the report year. Report the quantity in one of the units of measure listed below. ***If you select a volumetric measure (gallons, liters, or cubic yards), you must also report the density of the waste.***

Code	Unit of Measure
1	Pounds
2	Short tons (2,000 pounds)
3	Kilograms
4	Metric tons (1,000 kilograms)
5	Gallons
6	Liters
7	Cubic yards

Weight and Volume Conversions

1 kilogram (kg) = 2.2046 pounds (lbs)
1 short ton = 2,000 lb
1 metric ton = 1,000 kg
1 metric ton = 1.1023 short tons

1 cubic meter (m) = 1.3079 cubic yards
1 cubic yard (yd) = 27 cubic feet (ft)
1 liter (l) = 0.2642 gallons (gal)

→	**Skip to Item F** if you selected waste code 1, 2, 3, or 4. **Continue to Density** if you selected waste code 5, 6, or 7.

Report the density only if you entered waste code 5, 6, or 7 for the unit of measure. Provide the density in either pounds per gal (lbs/gal) or specific gravity (sg) and place an "X" in the appropriate box to indicate which measure was used.

ITEM 4 – COMMENTS

Use this item as needed to explain anything contained in the form. The comments may help make determinations of data validity if questions arise during the review of the report. If there are special circumstances surrounding the waste described on the form, please note this here.

INSTRUCTIONS FOR FILLING OUT THE OFF-SITE IDENTIFICATION (OI) FORM

WHO MUST SUBMIT THIS FORM?

Sites required to file a Hazardous Waste Report must submit the OI Form if:

- The OI Form is required by your State; AND
- The site received hazardous waste from off-site or sent hazardous waste off-site during the reporting year.

PURPOSE OF THIS FORM

The OI Form documents the names and addresses of off-site installations and transporters.

HOW TO FILL OUT THIS FORM

The OI Form is divided into four identical parts. You must fill out one part for each off-site installation to which you shipped hazardous waste, each off-site installation from which you received hazardous waste, and each transporter you used to ship hazardous waste during the reporting year. If these off-site installations and transporters total more than four, you must photocopy and complete additional copies of the form. Prior to photocopying, enter your EPA Identification Number, in the top left-hand corner of the form.

Use Item 4 -Comments, at the end of the form to clarify any entry or to continue any entry. When entering information in Item 4, cross-reference the site number and item letter to which the comment refers. Complete Items A through D for each off-site installation to which you shipped hazardous waste and each off-site installation from which you received hazardous waste during the reporting year. Complete Items A through C for each transporter you used during the reporting year (address in Item D is not required for transporters).

ITEM A – EPA ID NO. OF OFF-SITE INSTALLATION OR TRANSPORTER

Enter the 12-digit EPA Identification Number of the off-site installation to which you shipped hazardous waste or from which you received hazardous waste. Or, enter the EPA Identification Number of the transporter who shipped hazardous waste to or from your site. Each EPA Identification Number should appear only once. If the off-site installation or transporter did not have an EPA Identification Number during the reporting year, leave blank if this item is not applicable or “don’t know” in Item A and note the reason in Item 4 - Comments.

ITEM B – NAME OF OFF-SITE INSTALLATION OR TRANSPORTER

Enter the name of the off-site installation or transporter reported in Item A.

ITEM C- HANDLER TYPE

Place an "X" in all boxes that apply to the handler type (i.e., generator, transporter, or receiving facility) of the off-site installation or transporter reported in Item A.

ITEM D – ADDRESS OF OFF-SITE INSTALLATION

Enter the address of the off-site installation reported in Item A. If the EPA Identification Number reported in Item A refers to a transporter, leave blank if this item is not applicable or "don't know" in Item D.

ITEM 4 – COMMENTS

Use this item as needed to explain anything contained in the form. The comments may help make determinations of data validity if questions arise during the review of the report. If there are special circumstances surrounding the waste described on the form, please note this here.

RCRA HAZARDOUS WASTE PART A PERMIT APPLICATION

AUTHORIZATION

The Resource Conservation and Recovery Act (RCRA) Section 3005 requires the U.S. Environmental Protection Agency (EPA) to establish permitting requirements applicable to hazardous waste treatment, storage, or disposal facilities (TSDFs). The owner and operator of a TSDF must obtain a permit as required under 40 CFR Part 270. Respondents must submit the information required in the RCRA Hazardous Waste Part A Permit Application [EPA Form 8700-23] (Part A Permit Application) for a first permit application or for a revised permit application. Owners and operators of four types of TSDFs are subject to the requirements: new facilities not yet constructed; newly regulated existing facilities subject to RCRA permitting requirements for the first time; permitted facilities with newly regulated units; and interim status facilities. The EPA needs information contained in the application to identify the person(s) legally responsible for hazardous waste activity, to determine which facilities require permits under more than one program, to assess potential for the facility to pollute nearby ground and surface waters, to identify the timeframe available for the EPA to process permit applications, and to determine the specific wastes a facility is legally allowed to handle for different purposes. The EPA must ensure that hazardous wastes are managed in a way that protects human health and the environment as required by RCRA. This is mandatory reporting by the respondents.

The EPA enters Part A Permit Application information submitted by respondents into RCRAInfo, the EPA national database, and issues permits. The EPA uses this information to identify the universe of regulated waste TSDFs and their specific regulated hazardous waste activities. The EPA also uses the information for tracking and planning and for a variety of enforcement and inspection purposes. Finally, the EPA uses this information to ensure that: hazardous wastes are managed properly; TSDFs are operated and maintained as required; statutory provisions are upheld; and that regulations are adhered to by facility owners and operators.

Section 3007(b) of RCRA and 40 CFR Part 2, Subpart B, which defines the EPA's general policy on public disclosure of information, both contain provisions for confidentiality. However, the Agency does not anticipate that businesses will assert a claim of confidentiality covering all or part of the Part A Permit Application. If such a claim were asserted, the EPA must and will treat the information in accordance with the regulations cited above. The EPA also will assure that the information collection complies with the Privacy Act of 1974 and OMB Circular 108.

Estimated Burden: Facilities - The reporting burden associated with the Part A Permit Application requirements is estimated to average 12 hours for a facility to prepare and submit a new or revised Part A Permit Application and associated documentation. The recordkeeping burden is estimated to average 4 hours for a facility to read the regulations. State Agencies - The reporting burden associated with the Part A Permit Application requirements is estimated to average 2 minutes for a State agency to notify an applicant of a deficiency in a new Part A Permit Application. The recordkeeping burden is estimated to average 5 hours for a State agency to review a new or revised Part A Permit Application and associated documentation, and enter the permit information into the RCRAInfo database.

To comment on the EPA's need for this information, the accuracy of the provided burden estimates, and any suggested methods for minimizing respondent burden, including the use of automated collection techniques, the EPA has established a public docket for the Information Collection Request (ICR) under Docket ID Number EPA-HQ-OLEM–2016–0182, which is available for online viewing at www.regulations.gov, or in person viewing at the RCRA Docket in the EPA Docket Center (EPA/DC), EPA West, Room B102, 1301 Constitution Avenue, NW, Washington, D.C. The EPA Docket Center Public

Reading Room is open from 8:30 a.m. to 4:30 p.m., Monday through Friday, excluding legal holidays. The telephone number for the Reading Room is (202) 566-1744, and the telephone number for the RCRA Docket is (202) 566-0270. An electronic version of the public docket is available at www.regulations.gov. This site can be used to submit or view public comments, access the index listing of the contents of the public docket, and to access those documents in the public docket that are available electronically. When in the system, select "search;" then key in the Docket ID Number identified above. Also, you can send comments to the Office of Information and Regulatory Affairs, Office of Management and Budget, 725 17th Street, NW, Washington, D.C. 20503, Attention: Desk Officer for the EPA. Please include the EPA Docket ID Number EPA-HQ-OLEM–2016–0182 and OMB Control Number 2050-0024 in any correspondence.

INTRODUCTION

The Resource Conservation and Recovery Act (RCRA), as amended by the Hazardous and Solid Waste Amendments of 1984 (HSWA) requires anyone who owns or operates a facility where hazardous waste is treated, stored, or disposed to have a RCRA hazardous waste permit issued by the U.S. Environmental Protection Agency (EPA). This section is designed to help you determine if you are subject to RCRA hazardous waste permitting requirements. The instructions contained in this section will assist you in starting the permit process by completing and submitting a RCRA Hazardous Waste Part A Permit Application (8700-23) or in modifying your hazardous waste permit by submitting a revised application.

There are two parts to a RCRA Hazardous Waste Permit Application: Part A and Part B. Part A of the RCRA Hazardous Waste Permit Application consists of both the RCRA Subtitle C Site Identification Form and the RCRA Hazardous Waste Part A Permit Application, along with maps, drawings, and photographs, as required by 40 CFR 270.13. Part B of the RCRA Hazardous Waste Permit Application contains detailed, site-specific information. There is no form for the Part B Permit Application; rather, the Part B Permit Application must be submitted in narrative form and contain the information described in applicable sections of 40 CFR 270.14 through 270.27.

NOTE	Although this section contains information and instructions for completing a Part A Permit Application, it should not be considered a substitute for the regulations in Title 40 of the Code of Federal Regulations (40 CFR). Rather, this section serves as a supplement to the regulations and provides additional information not contained in 40 CFR. As an owner or operator of a hazardous waste treatment, storage, or disposal facility, you are responsible for learning and complying with all the requirements that apply to you and the operations at your facility. In addition, remember that this document and the regulations in 40 CFR address only the Federal hazardous waste program. Many States may have hazardous waste permitting requirements that differ from the Federal requirements; those States may use EPA's Form for the Part A Permit Application submission or they may use a similar State form that requires information not requested in the EPA form. Again, it is your responsibility to make sure that you have completed and submitted all forms required under the Federal or your State program.

DETERMINING IF YOU MUST FILE

WHO MUST FILE A RCRA HAZARDOUS WASTE PERMIT APPLICATION?

The Resource Conservation and Recovery Act (RCRA), as amended by the Hazardous and Solid Waste Amendments of 1984 (HSWA), requires each person owning or operating a facility for the treatment, storage, or disposal of regulated hazardous waste to have a RCRA hazardous waste permit. This includes individuals, trusts, firms, joint stock companies, Federal agencies, corporations (including government corporations), partnerships, associations, States, municipalities, commissions, interstate bodies, other political subdivisions of a State, or Indian tribes (or an authorized Indian tribe organization). If you treat, store, or dispose of regulated hazardous waste without obtaining a permit, you may be subject to a civil or criminal penalty.

Both new and existing facilities that treat, store, or dispose of regulated hazardous waste are required to submit a RCRA Hazardous Waste Part A Permit Application as described in 40 CFR Part 270. Four types of facilities are required to submit the Part A Permit Application: new facilities not yet constructed; newly regulated existing facilities subject to RCRA permitting requirements for the first time; permitted facilities with newly regulated units; and interim status facilities.

In an instance where the State may have a newly regulated unit, a Part A Permit Application is required. Adding new units for treating, storing, and disposing of waste creates a change to the facility (be it an existing facility or interim status facility) which would require a Revised Part A Permit Application, as does a major permit modification.

Contact your State if you have questions about the applicability of the Part A Permit Application form to your facility. Refer to the *State Contact* section to find your appropriate state contact.

HOW DO I KNOW IF I HANDLER REGULATED HAZARDOUS WASTE?

OFF-SITE FACILITIES

Owners or operators of off-site facilities that treat, store, or dispose of solid wastes, as defined by 40 CFR 261.2, are encouraged to obtain information on the solid wastes they receive from generators. If the generators will not supply this information, you are still responsible for determining if the solid wastes you handle are also hazardous wastes that are regulated by RCRA. To do so, you should follow the procedures for on-site facilities that are described below.

ON-SITE FACILITIES

Generators who treat, store, or dispose, on-site, their own solid wastes (as defined by 40 CFR 261.2), should employ the following procedures in determining if their solid wastes are hazardous wastes that are regulated by RCRA. This determination is made as follows:

- First, you need to determine if the solid waste handled is excluded from regulation under RCRA. The list of exclusions can be found in the regulation entitled "Identification and Listing of Hazardous Waste," 40 CFR 261.4. If the solid wastes handled are excluded, a RCRA hazardous waste permit is not needed

to treat, store, or dispose of these solid wastes. If the solid waste handled is not excluded by 40 CFR 261.4, you need to determine if the solid waste handled is a hazardous waste that is regulated under RCRA. As described below, the EPA regulates a solid waste as a hazardous waste by specifically listing it as a hazardous waste or by assigning it a generic hazardous waste code because it possesses any of the four hazardous waste characteristics.

- If the solid waste handled is not excluded by 40 CFR 261.4, you need to determine if it is a hazardous waste that is listed in 40 CFR Part 261, Subpart D, "Lists of Hazardous Wastes." If you own or operate a facility where listed hazardous waste is treated, stored, or disposed, you are subject to regulation and must file a RCRA Hazardous Waste Permit Application, unless the hazardous waste has been exempted as described below.

- If the solid waste handled is not listed in 40 CFR Part 261, Subpart D, the solid waste may still be a hazardous waste if it possesses certain characteristics or contains certain contaminants. These characteristics and contaminants are described in 40 CFR Part 261, Subpart C, "Characteristics of Hazardous Waste." A determination that a solid waste possesses these characteristics or contaminants may be made based on either:

- Your knowledge of the hazard characteristic of the solid waste in lieu of the materials or processes used; or

- The results of testing the solid waste according to the methods in 40 CFR Part 261, Subpart C.

If you own or operate a facility where characteristic hazardous waste is treated, stored, or disposed, you are subject to regulation and must file a RCRA Hazardous Waste Part A Permit Application, unless the hazardous waste has been exempted as described below.

If the hazardous waste that you handle has been exempted under 40 CFR 261.5 or 40 CFR 261.6(a)(3), you are not subject to regulation and do not need to file a RCRA Hazardous Waste Part A Permit Application. In addition, certain other persons who handle hazardous waste are not required to obtain a RCRA hazardous waste permit. They are:

- Generators who accumulate their own hazardous waste on-site for less than 90 days as provided in 40 CFR 262.14 - 17;

- Farmers who dispose of hazardous waste pesticides from their own use as provided in 40 CFR 62.70; and

- Owners and operators of totally enclosed treatment facilities as defined in 40 CFR 260.10.

FILING A RCRA HAZARDOUS WASTE PART A PERMIT APPLICATION

There are two parts to the RCRA Hazardous Waste Permit Application – Part A and Part B. As required by 40 CFR 270.13, the Part A Permit Application defines the processes to be used for treatment, storage, and disposal of hazardous wastes; the design capacity of such processes; and the specific hazardous wastes to be handled at a facility. The RCRA Hazardous Waste Part A Permit Application is submitted by completing the RCRA Subtitle C Site Identification Form (Site Identification Form), and the Hazardous Waste Part A Permit Application

The Part A Permit Application serves as a vehicle through which an owner or operator may submit facility-specific information to the regulatory authority and keep this information current. As specified by 40 CFR 270.14 through 270.27, the Part B Permit Application requires detailed site specific information such as geologic, hydrologic, and engineering data. The Part B Permit Application is submitted in narrative form.

EXISTING FACILITIES

Existing hazardous waste management facilities are those hazardous waste treatment, storage, or disposal facilities (TSDFs) which were in operation or for which construction had commenced on or before November 19, 1980, or which were in existence on the effective date of the statutory or regulatory amendment that render the facility subject to the requirement to obtain a RCRA permit. RCRA established a procedure for obtaining interim status that allows these existing facilities to continue operating until a final hazardous waste permit is issued.

You must complete and submit a Site Identification Form and submit a Part A Permit Application. If you do not file a Site Identification Form and complete the Part A Permit Application Form by the deadlines specified in the *When Should I File My Permit Application* section of these instructions, you will be required by law to halt your operations until a RCRA hazardous waste permit is issued.

Facility owners or operators with interim status are treated as having been issued a permit until the EPA reviews the Part B Permit Application and issues a RCRA hazardous waste permit. You may submit your Part B Permit Application voluntarily; however, you are not required to submit it until it is requested by the EPA. You will then have up to six months to submit the Part B Permit Application.

NEW FACILITIES

New hazardous waste management facilities are those hazardous waste TSDFs which were not in operation or for which construction had not commenced on or before November 19, 1980. Owners or operators of new hazardous waste management facilities must submit a RCRA Subtitle C Site Identification Form, Hazardous Waste Permit Form (Part A), and Part B information at least 180 days before physical construction of the facility is expected to commence. In addition, these owners or operators are not allowed to begin physical construction of the new facility or to treat, store, or dispose of hazardous wastes until receiving a RCRA hazardous waste permit. As such, new facilities do not receive interim status. In addition, new facilities are those facilities that are newly subject to the requirement to obtain a RCRA hazardous waste permit (e.g., through the EPA's promulgation of a new hazardous waste listing). An application for a permit may be submitted any time after promulgation of those standards in 40 CFR subjecting the facility to hazardous waste permitting requirements.

Most State governments are authorized by the EPA to administer hazardous waste management programs in lieu of the Federal RCRA program. You should contact your State hazardous waste management agency to determine any additional State requirements. You will need to comply with the specific permit application requirements of that State.

You must complete a Site Identification Form and submit a Part A Permit Application. Refer to the Notification of RCRA Subtitle C Activities (Site Identification Form) section for instructions on how to fill out a RCRA Subtitle C Site Identification Form. The following instructions also provide general information for completing a Part

B Permit Application. If, after reading the instructions, you have any questions regarding the RCRA hazardous waste permit application process, contact your State Representative who can answer your questions and help you understand the Federal and State requirements that apply to you. Please refer to the *State Contact* section to find your appropriate state contact.

FIRST PART A SUBMISSION

Both new and existing facilities that treat, store, or dispose of regulated hazardous waste are required to submit a RCRA Subtitle C Site Identification Form and Hazardous Waste Permit Form (Part A) in accordance with the deadlines set forth in then *When Should I File My Permit Application* section. Owners or operators of facilities that have not previously submitted a Part A Permit Application will need to submit a permit application for the first time. Examples of facilities making their first Part A submission are new facilities or existing facilities that become newly subject to the requirement to have a RCRA hazardous waste permit.

REVISED PART A SUBMISSION

There are several conditions under which a facility that has previously submitted a Part A Permit Application must revise that first submission to reflect changes that have occurred at the facility. Both facilities operating under interim status and facilities operating under a RCRA hazardous waste permit may find it necessary to revise their Part A Permit Application.

If the owner or operator of this facility has changed since the facility last submitted the Part A Permit Application, be sure to submit a Revised Part A Permit Application Form. The conditions requiring submission of a Revised Part A Permit Application are summarized in the *When Should My Permit Application Be Revised* section. Please refer to the item-by-item instructions for completing both the Site ID Form, and the Hazardous Waste Part A Permit Application.

HOW MANY PERMIT PART A APPLICATIONS SHOULD I FILE?

You need to submit only one RCRA Hazardous Waste Permit Application (Part A and Part B) per facility, provided that you describe all of the activities at that facility. If you conduct hazardous waste activities at more than one facility, you must submit a separate RCRA Hazardous Waste Permit Application (Part A and Part B) for each facility location. You also must have an EPA Identification Number for each of the facilities.

NOTE	Only one RCRA Hazardous Waste Permit Application is required per facility. At some point, you may be required to submit revised applications to update your first Part A Permit Application submission. At any given time, the first submission and any subsequent revised submissions represent the Part A Permit Application for your facility.

WHEN AND WHERE SHOULD I FILE MY PERMIT APPLICATION?

As required by 40 CFR 270.10, the deadlines for filing RCRA Hazardous Waste Permit Applications are:

- Under 40 CFR 270.10(e), existing facilities must submit a Part A Permit Application no later than six months following the publication of regulations that subject the facility to the requirement to have a RCRA hazardous waste permit.

- Under 40 CFR 270.10(f), new facilities must submit both Part A and Part B Permit Applications at least 180 days before commencing physical construction of the facility. A permit must be received before construction begins.

Many States use the Permit Part A Application Form; some also require additional information. Other States require that you complete and submit a State-specific form. The Contact list referenced in the *State Contacts* section indicates which form to use. Even if you use the included form, you should check with your State to determine if you need to submit additional information. Also, contact your State if you have any questions about your submission.

WHEN SHOULD MY PERMIT APPLICATION BE REVISED?

FACILITIES OPERATING UNDER INTERIM STATUS

In accordance with 40 CFR 270.72(a), the owner or operator of a facility operating under interim status must submit a Revised Part A Permit Application at the following times:

- Prior to treating, storing, or disposing of new hazardous wastes not previously identified in the facility's Part A Permit Application. Similarly, when the EPA (or a State with an authorized RCRA program) promulgates a rule listing or identifying new hazardous wastes, facilities managing these wastes must revise their Part A Permit Application to reflect this activity.

- Prior to increasing the design capacity of the processes used at the facility. The EPA Regional Administrator (or the State Director, for an authorized State) must approve changes in capacity before they take effect at the facility.

- Prior to changing existing processes or adding new processes for treating, storing, and disposing of hazardous wastes at the facility. Changes in treatment, storage, and disposal practices must be approved by the Regional Administrator (or State Director) before they are implemented by a facility.

- Prior to undergoing a change in ownership or operational control of a facility.

- Whenever facility changes occur in accordance with an interim status corrective action order issued by the EPA, an authorized State, or by a court in a judicial action brought by the EPA or the State.

- When a facility adds units for the treatment, storage, and disposal of hazardous waste that are newly regulated by the EPA or a State. A Revised Part A Permit Application must be submitted on

or before the date on which the unit becomes subject to the new requirements.

Changes in the quantity of hazardous waste currently specified in the first Part A Permit Application can be made without submitting a Revised Part A Permit Application, provided the quantity does not exceed the design capacities of the processes specified in the first Part A Permit Application or a subsequent Part A Permit Application.

Failure to furnish all information required to process a RCRA Hazardous Waste Permit Application is grounds for termination of interim status.

FACILITIES OPERATING UNDER A RCRA HAZARDOUS WASTE PERMIT

Owners or operators of facilities operating under a RCRA Hazardous Waste Permit may modify their permit at any time, in accordance with the specific requirements in 40 CFR 270.42. Appendix I to 40 CFR 270.42 divides the various types of permit modifications into Classes 1, 2, and 3, based on the complexity of facility changes necessitating a permit modification. Class 1 modifications are minor changes that keep the permit current with changes that occur to the facility or its operation. Class 2 and 3 modifications involve more significant changes in facility operations.

In all cases when a facility owner or operator requests a permit modification, however, he or she must submit the information required in the Part A Permit Application (in 40 CFR 270.13) as part of the modification submittal.

Finally, under 40 CFR 270.10(h), facilities with a RCRA Hazardous Waste Permit must submit a new application (Part A and Part B) at least 180 days prior to the expiration date of the permit.

INSTRUCTIONS FOR FILLING OUT THE HAZARDOUS WASTE PERMIT PART A FORM

Please type or print in black ink. Some items in the form require narrative explanation. If more space is necessary to answer a question, use the space provided in Item 11 - Comments and reference the item number to which the additional information applies or attach a separate sheet entitled "Additional Information." Remember to include your EPA Identification Number on the upper left-hand corner of each attached page.

Unless otherwise specified in the instructions to the form, each item must be answered. To indicate that each item has been considered, enter "NA" for "not applicable," if a particular item does not fit the circumstances or characteristics of your facility or activity.

For a Revised Part A Permit Application, circle the item numbers with new information or changes.

ITEM 1 – FACILITY PERMIT CONTACT

Give the name, title, email address and work telephone number of a person who is thoroughly familiar with the activities at the facility that require a RCRA Hazardous Waste Permit and with the facts reported in the Hazardous Waste Part A Permit Application Form. This person must be available to be contacted by offices reviewing the permit application, if necessary. If the Facility Permit Contact person is the same as the Site Contact Person identified in Item 8 of the RCRA Subtitle C Site Identification Form (Site ID Form), you may print "Same as Site Contact" in this box.

ITEM 2 – FACILITY PERMIT CONTACT MAILING ADDRESS

Enter the mailing address for the facility permit contact. If the mailing address is the same as the Site Mailing Address (Item 5) on the Site ID Form, you may print "Same as Site Mailing Address" in this box.

ITEM 3 – FACILITY EXISTENCE DATE

Enter the appropriate date that applies to your facility from the following:

- The date that hazardous waste operations at the facility commenced;
- The date construction on the facility commenced; or
- The date operation is expected to begin.

ITEM 4 – OTHER ENVIRONMENTAL PERMITS

A. PERMIT TYPE

Enter the code for the appropriate Permit Type Code for all other environmental permits the facility has received, or for which the facility has filed an application, even if the permit has not yet been received.

LIST	Click *here* for a list of the nationally-defined Permit Type Codes.

B. PERMIT NUMBER

Give the number of each presently effective permit issued to the facility for each program, or if you have previously filed an application, but have not yet received a permit, give the number of the application and note this in the description. You may list additional permit numbers on a separate sheet of paper if you have more than one currently effective permit for your facility under a particular permit program. Remember to include your EPA Identification Number in the upper left-hand corner of each attached page.

C. DESCRIPTION

Use the space provided for any additional information identifying or describing the permits.

ITEM 5 - NATURE OF BUSINESS

Briefly describe the nature of your business (e.g., products produced or services provided). If more space is needed, please attach additional sheets. Remember to include your EPA Identification Number in the upper left-hand corner of each attached page.

ITEM 6 – PROCESS CODES AND DESIGN CAPACITIES

The information in Item 6 describes all the processes that will be used to treat, store, or dispose of hazardous waste at the facility. The process code and design capacity of each process must be

provided as part of the description. The design capacity of injection wells and landfills at existing facilities should be measured as the remaining, unused capacity. Tank storage should refer to each tank, not each tank farm. Please indicate the location of each process listed in Item 6 on either the map provided for Item 8 or the photographs provided for Item 10. Use the line number from Item 6 to indicate where the process(es) are located.

A. PROCESS CODE

Enter the Process Code that best describes each process to be used at the facility. If more lines are needed, attach a separate sheet of paper with the additional information. For "other" processes (i.e., D99, S99, T04 and X99), describe the process (including its design capacity).

LIST	Click *here* for a list of the nationally-defined Process Codes and their appropriate Unit of Measure.

B. PROCESS DESIGN CAPACITY

For each process code enter the capacity of the process.

1. AMOUNT – Enter the amount. In a case where design capacity is not applicable (such as in a closure/post-closure or enforcement action) enter the total amount of waste for that process.

2. UNIT OF MEASURE – For each amount entered, enter the Unit of Measure Code that describes the unit of measure used. Select only from the units of measure that are associated with the process code.

C. PROCESS TOTAL NUMBER OF UNITS

Enter the total number of units for each corresponding process code.

D. UNIT NAME

Enter the Name of the Unit.

ITEM 7 – DESCRIPTION OF HAZARDOUS WASTES

This information describes all the hazardous wastes, using their hazardous waste codes, that will be treated, stored, or disposed at the facility. In addition, the processes that will be used to treat, store, or dispose of each hazardous waste and the estimated annual quantity of each hazardous waste must be provided. If additional pages are needed, be sure to label them with Item 7 continued and the next line number.

NOTE	Submission of a Revised Part A Permit Application is required before a facility begins treating, storing, or disposing of new hazardous wastes not previously identified in the facility's Part A Permit Application. Changes in the quantity of hazardous waste previously specified in the Part A Permit Application can be made without submitting a revised Part A Permit Application, provided the quantity does not exceed the process design capacities specified in the initial Part A submission.

A. EPA HAZARDOUS WASTE NUMBER

Enter the four-digit number from 40 CFR, Part 261 Subpart D of each listed hazardous waste you will handle. For hazardous wastes, which are not listed in 40 CFR, Part 261 Subpart D, enter the four-digit number of those hazardous wastes.

B. ESTIMATED ANNUAL QTY OF WASTE

For each listed waste entered in Item 7.A, estimate the quantity of that waste that will be handled on an annual basis. For each characteristic or toxic contaminant entered in Item 7.A, estimate the total annual quantity of all the non-listed waste(s) that will be handled which possess that characteristic or contaminant.

C. UNIT OF MEASURE

For each quantity entered in Item 7.B, enter the unit of measure code. If facility records use any other unit of measure for quantity, the units of measure must be converted into one of the required units of measure, taking into account the appropriate density or specific gravity of the waste.

LIST	Click *here* for a list of the nationally-defined Unit of Measure Codes.

D. PROCESSES

1. PROCESS CODES - For listed hazardous waste: For each listed hazardous waste entered in Item 7.A, select the code(s) from the list of process codes contained in Items 6 to indicate all the processes that will be used to store, treat, and/or dispose of all listed hazardous wastes.

   For non-listed waste: For each characteristic or toxic contaminant entered in Item 7.A, select the code(s) from the list of process codes contained in Items 6 to indicate all the processes that will be used to store, treat, and/or dispose of all the non-listed hazardous wastes that possess that characteristic or toxic contaminant.

NOTE	Three spaces are provided for entering process codes. If more are needed: 1. Enter the first two as described above. 2. Enter "000" in the extreme right box of Item 7.D(1). 3. Use additional sheet, enter line number from previous sheet, and enter additional code(s).

2. PROCESS DESCRIPTION - If code is not listed for a process that will be used, describe the process in Item 7.D(2).

NOTE	Hazardous wastes that can be described by more than one EPA Hazardous Waste Number shall be described on the form as follows: 1. Select one of the EPA Hazardous Waste Numbers and enter it in Item 7.A. On the same line, complete Items 7.B, 7.C, and 7.D by estimating the total annual quantity of the waste and describing all the processes to be used to store, treat, and/or dispose of the waste. 2. In Item 7.A of the next line enter the other EPA Hazardous Waste Number that can be used to describe the waste. In Item 7.D.2 on that line enter "included with above" and make no other entries on that line. 3. Repeat step 2 for each EPA Hazardous from previous sheet, and enter additional code(s).

Example for Completing Item 7– A facility will treat and dispose of an estimated 900 pounds per year of chrome shavings from leather tanning and finishing operations. In addition, the facility will treat and dispose of three non-listed wastes. Two wastes are corrosive only and there will be an estimated 200 pounds per year of each waste. The other waste is corrosive and ignitable and there will be an estimated 100 pounds per year of that waste. Treatment will be in an incinerator and disposal will be in a landfill.

Line number		A. EPA Hazardous Waste No.				B. Estimated Annual Qty of Waste	C. Unit of Measure	D. Processes									
								(1) Process Codes									(2) Process Description (if code is not entered in 7.D.(1))
X	1	K	0	5	4	900	P	T	0	3	D	8	0				
X	2	D	0	0	2	400	P	T	0	3	D	8	0				
X	3	D	0	0	1	100	P	T	0	3	D	8	0				
X	4	D	0	0	2												Included With Above

ITEM 8 – MAP

Provide a topographic map or maps of the area extending to a least one mile beyond the property boundaries of the facility. The map must clearly show the following:

- The legal boundaries of the facility;

- The location and serial number of each of your existing and proposed intake and discharge structures;
- All hazardous waste management facilities;
- Location of all processes listed in Items 6 identified by process code;
- Each well where you inject fluids underground; and
- All springs and surface water bodies in the area, plus all drinking water wells within ¼ mile of the facility which are identified in the public record or otherwise known to you.

If an intake or discharge structure, hazardous waste disposal site, or injection well associated with the facility is located more than one mile from the plant, include it on the map, if possible. If not, attach additional sheets describing the location of the structure, disposal site, or well, and identify the U.S. Geological Survey (or other) maps corresponding to the location. Remember to include your EPA Identification Number and Site Name in the upper left-hand corner of each attached page.

On each map, include the map scale, a meridian arrow showing north, and latitude and longitude at the nearest whole second. On all maps of rivers, show the direction of the current, and in tidal waters, show the directions of the ebb and flow tides. Use a 7 ½ minute series map published by the U.S. Geological Survey. If a 7 ½ minute series map has not been published for your facility site, then you may use a 15-minute series map from the U.S. Geological Survey. If neither a 7 ½ nor 15-minute series map has been published for your facility site, use a plant map or other appropriate map, and include all the requested information; in this case, briefly describe land uses in the map area (e.g., residential, commercial).

For information about obtaining maps, contact the U.S. Geological Survey at (888) 275-8747 or see the U.S. Geological Survey web site at http://www.usgs.gov/pubprod.

You may trace your map from a geological survey chart, or other map meeting the above specifications. If you do, your map should bear a note showing the number or title of the map or chart from which it was traced. Include the names of nearby towns, water bodies, and other prominent points.

ITEM 9 – FACILITY DRAWING

All existing facilities must include a drawing showing the general layout of the facility. This drawing should be approximately to scale and fit on an 8 ½" x 11" sheet of paper. The drawing should show the following:

- The property boundaries of the facility;
- The areas occupied by all storage, treatment, or disposal operations that will be used during interim status;
- The name of each operation (e.g., multiple hearth incinerator, drum storage area, etc.);
- Areas of past storage, treatment, or disposal operations;
- Areas of future storage, treatment, or disposal operations; and
- The approximate dimensions of the property boundaries and all storage, treatment, and disposal areas. (Where applicable, use the process codes listed in Items 6 to indicate the location of all storage, treatment, and disposal areas.)

NOTE	New facilities do not have to complete Item 9.

ITEM 10 – PHOTOGRAPHS

All existing facilities must include photographs that clearly delineate all existing structures; all existing areas for storing, treating, or disposing of hazardous waste; and all known sites of future storage, treatment, or disposal operations. Photographs may be color or black and white, ground-level or aerial. Indicate the date the photograph was taken on the back of each photograph. Use the process codes listed in Items 6 to indicate the location of all storage, treatment, and disposal areas.

NOTE	New facilities do not have to complete Item 10.

ITEM 11 – COMMENTS

Use this space for any additional comments and attach additional sheets if necessary. Remember to include your EPA Identification Number in the upper left-hand corner of each attached page.

OTHER REFERENCES AND CODE LISTS

EXCLUDED WASTES

This section presents a partial list of excluded materials and wastes. This list includes materials excluded from the definition of solid waste in 40 CFR 261.4(a) and solid wastes excluded from the definition of hazardous waste in 40 CFR 261.4(b). In addition, it includes specific solid waste samples that are excluded from the definition of hazardous waste in 40 CFR 261.4(d)-(f). Finally, this list includes specific hazardous wastes, as described in 40 CFR 261.4(c) and (j), that are exempted from certain RCRA Subtitle C regulations.

Agricultural Waste Fertilizer
§261.4(b)(2)

Airbag Waste
§261.4(j)

Analytical Samples – A Sample Of Solid Waste Or A Sample Of Water, Solid, Or Air, Which Is Collected For The Sole Purpose Of Testing To Determine Its Characteristics Or Composition
§261.4(d)

Arsenic Treated Wood and Wood Products
§261.4(b)(9)

Carbon Dioxide Stream Injected For Geologic Sequestration. Carbon Dioxide Streams That Are Captured And Transported For Purposes Of Injection Into An Underground Injection Wells, Including The Requirements in 40 CFR Parts 144 And 146 Of The Underground Injection Control Program Of The Safe Drinking Water Act
§261.4(h)

Cement Kiln Dust
§261.4(b)(8)

Coking By-products
§261.4(a)(10)

Comparable/Syngas Fuels
§261.4(a)(16)

Domestic Sewage
§261.4(a)(1)

Dredged Material That Is Subject To The Requirements Of A Permit That Has Been Issued Under 404 Of The Federal Water Pollution Control Act (33 U.S.C. 1344) Or Section 103 Of The Marine Protection, Research, And Sanctuaries Act of 1972 (33 U.S.C. 1413)
§261.4(g)

Drilling Fluid
§261.4(b)(5)

Excluded Scrap Metal Being Recycled
§261.4(a)(13)

Fossil Fuel Emission Control Waste
§261.4(b)(4)

Hazardous Secondary Material Being Remanufactured
§261.4(a)(27)

Hazardous Secondary Materials Generated And Legitimately Reclaimed Under The Control Of The Generator
§261.4(a)(23)

Hazardous Secondary Material That Is Generated And Then Transferred To A Verified Reclamation Facility For The Hazardous Secondary Material Purpose Of Reclamation
§261.4(a)(24) and (25)

Hazardous Secondary Material Used to Make Zinc Fertilizers, Provided That The Following Conditions Specified Are Satisfied
§261.4(a)(20)

Household Waste
§261.4(b)(1)(i)-(ii)

HTMR Condenser Residue
§261.4(a)(11)

In situ Mining Materials
§261.4(a)(5)

Irrigation Return Flows
§261.4(a)(3)

Kraft Mill Steam Stripper Condensates
§261.4(a)(15)

Leachate Or Gas Condensate Collected From Landfills Where Certain Solid Wastes Have Been Disposed
§261.4(b)(15)

Mining and Mineral Process Wastes
§261.4(b)(7)

Mining Overburden
§261.4(b)(3)

Non-terne plated <u>used oil filters</u> that are not mixed with wastes listed in subpart D of this part if these oil filters have been gravity hot-drained using one of the following methods: -
§261.4(b)(13)

Nuclear Material
§261.4(a)(4)

Oil Filters
§261.4(b)(13)

Petrochemical Recovered Oil
§261.4(a)(18)

Petroleum-contaminated Media and Debris
§261.4(b)(10)

Petroleum Refining
§261.4(a)(12)

Pulping Liquor
§261.4(a)(6)

Refrigerants
§261.4(b)(12)

Secondary Material Returned to Original Process
§261.4(a)(8)

Secondary Material from Mineral Processing
§261.4(a)(17)

Shredded Circuit Boards Being Recycled
§261.4(a)(14)

Solid Waste That Would Otherwise Meet The Definition Of Low-level Mixed Wastes (LLMW) Pursuant to §266.210
§261.4(b)(17)

Solvent-Contaminated Wipes, Except For Wipes That Are Hazardous Waste Due To The Presence Of Trichloroethylene, That Are Sent For Disposal Are Not Hazardous Waste From The Point Of Generation
§261.4(b)(18)

Solvent-Contaminated Wipes Sent for Cleaning or Disposal
§261.4(a)(26)

Spent Caustics from Petroleum Refining
§261.4(a)(19)

Spent Wood Preserving Solutions and Wastewaters
§261.4(a)(9)

Sulfuric Acid
§261.4(a)(7)

Treatability Study Samples
§261.4(e)

Treatability Studies at Laboratories and Testing Facilities
§261.4(f)

Trivalent Chromium Waste
§261.4(b)(6)

Used Cathode Ray Tubes (CRTs)
§261.4(a)(22)

Used Chlorofluorocarbon Refrigerants From Totally Enclosed Heat Transfer Equipment
§261.4(b)(12)

Used Oil Distillation Bottoms
§261.4(b)(14)

Used Oil Re-refining Distillation Bottoms That Are Used As Feedstock To Manufacture Asphalt Products
§261.4(b)(14)

Wastes Generated in Storage Tanks, Transport Vehicles, Pipelines, or Manufacturing Process Units
§261.4(c)

Wastewater Point Source Discharge
§261.4(a)(2)

Zinc Fertilizers Made From Hazardous Wastes, Or Hazardous Secondary Material That Are Excluded Under Paragraph (a)(20) Of This Section
§261.4(a)(21)

DEFINITIONS

This section contains definitions of terms helpful for completing the form. For terms defined in the Code of Federal Regulations (CFR), the appropriate citation is provided.

ACCUMULATION – A site that does not hold RCRA Interim Status or a RCRA permit may accumulate hazardous waste for a short period of time before shipping it off-site. The waste must be accumulated in either tanks or containers; it may not be accumulated in surface impoundments.

Generators of more than 1,000 kilograms (kg; 2,200 pounds [lbs]) of hazardous waste per month may accumulate their waste for up to 90 days before shipping it off-site. Generators of 100 kg (220 lbs) to 1,000 kg (2,200 lbs) of hazardous waste per month may accumulate their waste for up to 180 days before shipping it off-site. If the nearest treatment, storage, disposal, or recycling facility to which they can send their waste is more than 200 miles away, they may accumulate their waste for 270 days. See 40 CFR 262.16 and 17.

ACT OR RCRA – The Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act of 1976, as amended by the Hazardous and Solid Waste Amendments of 1984, 42 U.S.C. Section 6901 *et seq*.

ACUTE HAZARDOUS WASTE – Any hazardous waste with an EPA hazardous waste code beginning with the letter "P" (40 CFR 261.33(e)) or any of the following "F" codes: F020, F021, F022, F023, F026, and F027 (40 CFR 261.31). These wastes are subject to stringent quantity standards for accumulation and generation (40 CFR 262.14 (a)(1) and 262.14 (a)(3)).

AIRBAG WASTE – Any hazardous waste airbag modules or hazardous waste airbag inflators.

AIRBAG WASTE COLLECTION FACILITY – Any facility that receives airbag waste from airbag handlers subject to regulation under 40 CFR 261.4(j), and accumulates the waste for more than ten days.

AIRBAG WASTE HANDLER – Any person, by site, who generates airbag waste that is subject to regulation under 40 CFR 261.4(j).

AUTHORIZED REPRESENTATIVE – The person responsible for the overall operation of the site or an operational unit (i.e., part of a site), e.g., superintendent or plant manager, or person of equivalent responsibility.

AUTHORIZED STATE – A State that has obtained authorization from the EPA to direct its own RCRA program.

BOILER – An enclosed device using controlled flame combustion and having the following characteristics:

- the unit has physical provisions for recovering and exporting energy in the form of steam, heated fluids, or heated gases;
- the unit's combustion chamber and primary energy recovery section(s) are of integral design (i.e., they are physically formed into one manufactured or assembled unit;
- The unit continuously maintains an energy recovery efficiency of at least 60 percent, calculated in terms of the recovered energy compared with the thermal value of the fuel;
- The unit exports and utilizes at least 75 percent of the recovered energy, calculated on an annual basis (excluding recovered heat used internally in the same unit, for example, to preheat fuel or combustion air or drive fans or feed water pumps); or
- The unit is one which the Regional Administrator has determined, on a case-by-case basis, to be a boiler, after considering the standards in 40 CFR 260.32.

By-product Material – A by-product material is: (1) any radioactive material (except special nuclear material) yielded in or made radioactive by exposure to the radiation incident to the process of producing or utilizing special nuclear material; and (2) the tailings or wastes produced by the extraction or concentration of uranium or thorium from any ore processed primarily for its source material content (defined in the Atomic Energy Act of 1954).

Central Accumulation Area (CAA) – Central accumulation area means an on-site hazardous waste accumulation area subject to either 40 CFR 262.34(a) (or 262.34 (j) and (k) for Performance Track members of large quantity generators; or 40 CFR 262.34 (d)–(f) of small quantity generators. A central accumulation area at an eligible academic entity that chooses to be subject to this subpart must also comply with 40 CFR 262.211 when accumulating unwanted material and/or hazardous waste.

Code of Federal Regulations (CFR) – Codification of the general and permanent rules published in the Federal Register by the Executive departments and agencies of the Federal Government. The Code is divided into 50 titles which represent broad areas subject to Federal regulation. Each title is divided into chapters that usually bear the name of the issuing agency. Each chapter is further subdivided into parts covering specific regulatory areas. The CFR title applicable for the Hazardous Waste Report is "40," as in "40 CFR 262.10".

Confidential Business Information (CBI) – Information a facility does not wish to make available to the general public for competitive business reasons. Confidential Business Information (CBI) may be claimed for certain information in your submittal. A claim may be made in accordance with 40 CFR Part 2, Subpart B.

Delisted Waste – Site-specific wastes excluded from regulation under 40 CFR 260.20 and 260.22. A waste at a particular generating site may be excluded by petitioning the EPA Administrator for a regulatory amendment. These wastes are listed in Appendix IX of 40 CFR Part 261.

Disposal – The discharge, deposit, injection, dumping, spilling, leaking, or placing of any solid waste or hazardous waste into or on any land or water so that such solid waste or hazardous waste or any constituent thereof may enter the environment or be emitted into the air or discharged into any waters, including groundwaters.

Electronic manifest broker – A person as defined in title 40 CFR §260.10 that elects to use the electronic manifest system to obtain, complete and transmit an electronic manifest format supplied by the EPA electronic manifest system under a contractual relationship with a hazardous waste generator.

Eligible Academic Entity – A college or university, or a non-profit research institute that is owned by or has a formal written affiliation with a college or university, or a teaching hospital that is owned by or has a formal written affiliation with a college or university pursuant to 40 CFR Part 262, Subpart K (See 40 CFR 262.200).

Environmental Protection Agency (EPA) – The EPA, also called U.S. EPA, means the U.S. Environmental Protection Agency. Some State environmental authorities may be called the EPA also, as in "Illinois EPA."

EPA IDENTIFICATION (ID) NUMBER – The number assigned by the EPA to each hazardous waste generator, hazardous waste transporter, and treatment, storage, or disposal facility; U.S. importer of hazardous waste; U.S. recognized trader arranging for import or export of hazardous waste, including those hazardous wastes managed under the alternate standards of 40 CFR Part 266 or the universal waste standards of 40 CFR Part 273; U.S. exporter or importer of spent lead-acid batteries for recycling; mixed waste (hazardous and radioactive) generator; recycler of hazardous waste; exempt boiler and/or industrial furnace burning or processing hazardous waste; large quantity handler of or destination facility for universal wastes; disposer of hazardous waste with an underground injection permit; used oil transporter, used oil processor/re-refiner, off-specification used oil fuel burner, used oil fuel marketer; eligible academic entity managing laboratory hazardous waste under Subpart K; or site undergoing corrective action. Additionally, facilities that must notify using the Site Identification Form and Addendum to the Site Identification Form that they are managing hazardous secondary material will also be assigned an EPA Identification Number.

EPISODIC GENERATOR – An episodic generator is either a VSQG or an SQG who, as a result of a planned or unplanned episodic event, generates a quantity of hazardous waste in a calendar month sufficient to cause the facility to move into a more stringent generator category (i.e., VSQG to either an SQG or an LQG; or an SQG to an LQG). As part of the 2016 Hazardous Waste Generator Improvements Final Rule, this new provision allows a VSQG or an SQG to generate additional quantities of hazardous waste— temporarily exceeding its normal generator category limits— and still maintain its existing generator category, provided it complies with the specified conditions identified at 40 CFR 262.232 (a) and (b) for VSQGs and SQGs, respectively.

Although not inclusive, examples of planned episodic events include tank cleanouts, short-term site remediation, equipment maintenance during plant shutdowns, and periodic removal of excess chemical inventories. Unplanned episodic events, which EPA expects would be less frequent, include production process upsets, product recalls, accidental spills, or "acts of nature," such as a tornado, hurricane, or flood.

EVALUATED HAZARDOUS WASTE PHARMACEUTICAL – A prescription hazardous waste pharmaceutical that has been evaluated by a reverse distributor in accordance with 40 CFR 266.510(a)(3) and will not be sent to another reverse distributor for further evaluation or verification of manufacture credit.

EXCLUDED WASTES – Wastes excluded from the definition of solid or hazardous waste under 40 CFR 261.3 and 261.4. Click *here* for a partial listing of excluded wastes.

GM FORM – Waste Generation and Management Form.

HAZARDOUS WASTE – A hazardous waste as defined in 40 CFR 261.3.

HAZARDOUS SECONDARY MATERIAL (HSM) – A secondary material (e.g., spent material, by-product, or sludge) that, when discarded, would be identified as hazardous waste under 40 CFR Part 261. Facilities managing hazardous secondary material under 40 CFR 260.30, 40 CFR 261.4(a)(23), (24), (25), or (27) must complete the Addendum to the Site Identification Form: Notification for Managing Hazardous Secondary Material. You must check with your State to determine if you are eligible to manage hazardous secondary material under these exclusions (see also https://www.epa.gov/hwgenerators/final-rule-2015-definition-solid-waste-dsw.

HAZARDOUS WASTE GENERATOR – Any person, by site, whose act or process produces hazardous waste identified or listed in 40 CFR Part 261.

HAZARDOUS WASTE NUMBER OR CODE, EPA – The number (or code) assigned by the EPA to each hazardous waste listed in 40 CFR Part 261, Subpart D and to each characteristic identified in 40 CFR Part 261, Subpart C. The codes consist of one letter (D, F, P, U, or K) and three numbers. Click *here* for a list of EPA hazardous waste codes.

HAZARDOUS WASTE NUMBER OR CODE, STATE – The number (or code) assigned by the State to each hazardous waste listed in the State regulations. Obtain a list of the States waste codes from your State.

HAZARDOUS WASTE STORAGE – The holding of hazardous waste for a temporary period, at the end of which the hazardous waste is treated, disposed of, or stored elsewhere.

HAZARDOUS WASTE TRANSFER FACILITY – Refer to "Transfer Facility" definition.

HAZARDOUS WASTE TRANSPORTER – Refer to "Transporter" definition.

HAZARDOUS WASTE TREATMENT – Any method, technique, or process, including neutralization, designed to change the physical, chemical, or biological character or composition of any hazardous waste so as to neutralize such hazardous waste, or so as to recover energy or material resources from the hazardous waste, or so as to render such hazardous waste nonhazardous, or less hazardous; safer to transport, store, or dispose of; or amenable for recovery, amenable for storage, or reduced in volume. Such term includes any activity or processing designed to change the physical form or composition of hazardous waste so as to render it nonhazardous.

HEALTHCARE FACILITY – Any person that is lawfully authorized to (1) provide preventative, diagnostic, therapeutic, rehabilitative, maintenance or palliative care, and counseling, service, assessment or procedure with respect to the physical or mental condition, or functional status, of a human or animal or that affects the structure or function of the human or animal body; or (2) distribute, sell, or dispense pharmaceuticals, including over-the-counter pharmaceuticals, dietary supplements, homeopathic drugs, or prescription pharmaceuticals. This definition includes, but is not limited to, wholesale distributors, third-party logistics providers that serve as forward distributors, military medical logistics facilities, hospitals, psychiatric hospitals, ambulatory surgical centers, health clinics, physicians' offices, optical and dental providers, chiropractors, long-term care facilities, ambulance services, pharmacies, long-term care pharmacies, mail-order pharmacies, retailers of pharmaceuticals, veterinary clinics, and veterinary hospitals. This definition does not include pharmaceutical manufacturers, reverse distributors, or reverse logistics centers.

INCINERATION – Burning of certain types of solid, liquid, or gaseous materials; or a treatment technology involving destruction of waste by controlled burning at high temperatures (e.g., burning sludge to remove the water and reduce the remaining residues to a safe, non-burnable ash that can be disposed safely on land, in some waters, or in underground locations).

INDUSTRIAL FURNACE – Any of the following enclosed devices that are integral components of manufacturing processes and that use thermal treatment to accomplish recovery of materials or energy: cement kilns; lime kilns; aggregate kilns; phosphate kilns; coke ovens; blast furnaces; smelting, melting, and refining furnaces; titanium dioxide chloride process oxidation reactors; methane reforming furnaces;

pulping liquor recovery furnaces; combustion devices used in the recovery of sulfur values from spent sulfuric acid; halogen acid furnaces, as defined under industrial furnace in 40 CFR 260.10; and such other devices as the Administrator may add to this list.

INTERIM (PERMIT) STATUS – Period during which the owner/operator of an existing TSD facility is treated as having been issued a RCRA permit even though he/she has not yet received a final determination. An existing facility should have automatically qualified for interim status if the owner/operator filed both timely "notification" and the first part (Part A) of the RCRA permit application. Interim status continues until a final determination is made to issue or deny the permit. Owner/operator of new facilities cannot, by definition, qualify for interim status; rather, they need a RCRA permit prior to beginning construction of a hazardous waste management facility.

LARGE QUANTITY GENERATOR (LQG) OF HAZARDOUS WASTE – is a generator who generates any of the following amounts in a calendar month**:**

(i) Generates, in any calendar month, (including quantities imported by importer site) 1,000 kilograms (kg) (2,200 pounds (lbs)) or more of non-acute RCRA hazardous waste; **or**
(ii) Generates, in a calendar month, or accumulates at any time, more than 1 kg (2.2 lbs) of any RCRA acute hazardous waste listed in sections 261.31 or 261.33(e); **or**
(iii) Generates, in any calendar month, or accumulates at any time, more than 100 kg (220 lbs) of residue or contaminated soil, waste, or other debris resulting from the cleanup of a spill, into or on any land or water, of any RCRA acute hazardous waste listed in sections 261.31 or 261.33(e).

LARGE QUANTITY HANDLER OF UNIVERSAL WASTE (LQHUW) – A universal waste handler (as defined in 40 CFR 273.9) who accumulates 5,000 kilograms (kg) or more total of universal wastes (batteries, pesticides, mercury-containing equipment, or lamps – calculated collectively) at any time. This designation is retained through the end of the calendar year in which the 5,000 kg limit is met or exceeded.

MANAGEMENT, OR HAZARDOUS WASTE MANAGEMENT – Systematic control of the collection, source separation, storage, transportation, processing, treatment, recovery, or disposal of hazardous waste (40 CFR 260.10).

MANIFEST, UNIFORM HAZARDOUS WASTE – The shipment document EPA Form 8700-22 and, if necessary, Form 8700-22A, originated and signed by a generator in accordance with the instructions included in the Appendix to 40 CFR Part 262. The "cradle-to-grave" paperwork must accompany a shipment of hazardous waste as it moves from the generator to the transporter and eventually to the hazardous waste management facility.

MIXED WASTE – Waste that contains both hazardous and source, special nuclear, or by-product material subject to the Atomic Energy Act (AEA), RCRA Section 5004(41), 42 U.S.C. 6903 (63 FR 17414; April 9, 1998).

MUNICIPALITY – A city, village, town, borough, county, parish, district, association, Indian tribe or authorized Indian tribal organization, designated and approved management agency under Section 208 of the Clean Water Act, or any other public body created by or under State law and having jurisdiction over disposal of sewage, industrial wastes, or other wastes.

NON-CREDITABLE HAZARDOUS WASTE PHARMACEUTICAL – A prescription hazardous waste pharmaceutical that does not have a reasonable expectation to be eligible for manufacturer credit or a nonprescription hazardous waste pharmaceutical that does not have a reasonable expectation to be legitimately used/reused or reclaimed. This includes but is not limited to, investigational drugs, free samples of pharmaceuticals received by healthcare facilities, residues of pharmaceuticals remaining in empty containers, contaminated personal protective equipment, floor sweepings, and cleanup material from the spills of pharmaceuticals.

OFF-SITE FACILITY – A hazardous waste treatment, storage, disposal, or recycling area located at a place away from the generating site.

OI FORM – Off-site Identification Form.

OFF-SPECIFICATION USED OIL BURNER – A site where used oil not meeting the specification requirements in 40 CFR 279.11 (off-specification used oil) is burned for energy recovery in devices identified in Section 279.61(a).

OFF-SPECIFICATION USED OIL FUEL – Used oil fuel that does not meet the specification provided under 40 CFR 279.11.

ON-SITE FACILITY – A hazardous waste treatment, storage, disposal, or recycling area located on the generating site.

ON-SPECIFICATION USED OIL FUEL – Used oil fuel that meets the specification provided under 40 CFR 279.11.

OPERATOR – The person responsible for the overall operation of a RCRA site. **Note:** This is the legal entity which controls the RCRA site operation rather than the plant or site manager. This is usually a company or business name, not an individual. See **Person**.

OWNER – The person who owns a RCRA site or part of a RCRA site. **Note:** This includes the owner(s) of the building(s) and/or land. This may be an individual, company, or business name. See **Person**.

PERSON – An individual, trust, firm, joint stock company, Federal Agency, corporation (including a government corporation), partnership, association, State, municipality, commission, political subdivision of a State, or any interstate body, as defined in 40 CFR 260.10.

POTENTIALLY CREDITABLE HAZARDOUS WASTE PHARMACEUTICAL – A prescription hazardous waste pharmaceutical that has a reasonable expectation to receive manufacturer credit and is (1) in original manufacturer packaging (except pharmaceuticals that were subject to a recall); (2) undispensed; and (3) unexpired or less than one year past expiration date. The term does not include evaluated hazardous waste pharmaceuticals or nonprescription pharmaceuticals including, but not limited to, over-the-counter drugs, homeopathic drugs, and dietary supplements.

PROCESS SYSTEM– For purposes of the Hazardous Waste Report, a process system refers to one or more units used together to treat, recover, or dispose of a hazardous waste. The process system begins at the unit where the hazardous waste first enters and consists of all other treatment, recovery, or disposal units downstream from the point of entry. Note that storage is **not** considered a process system.

Classify each process system with a Management Method code that best identifies the **last substantive purpose/operation it performs.** For example, a process system to remove dissolved metals from wastewater prior to shipping the sludge off-site typically includes equalization, pH adjustment, chemical precipitation, flocculation, clarification/settling, and dewatering of the sludge removed from the bottom of the clarifier. The chemical precipitation process best identifies the last purpose of this treatment system – to remove metals from the wastewater. If this wastewater treatment system is RCRA-regulated, it would be reported as H070 (Chemical Treatment). If the sludge will be disposed at the reporting site in a landfill, the code will be H132 (Landfill) and will need to be reported on a separate GM Form because it is a residual from a treatment process. However, this process is exempt if the treated water flows to a POTW or a NPDES outfall with no RCRA-regulated storage or treatment units in the system, and should not be reported. Click here for a list of nationally-defined Management Method Codes.

PROCESS UNIT – For purposes of the Hazardous Waste Report, a process unit refers to a single type of treatment (e.g., tank, distillation column, surface impoundment) in which hazardous waste is treated, disposed, or recycled.

RESOURCE CONSERVATION AND RECOVERY ACT (RCRA) – The Solid Waste Disposal Act as amended by the Resource Conservation and Recovery Act (RCRA) (40 CFR 270.2). It is the Federal statute that regulates the generation, treatment, storage, disposal, recycling, and/or transportation of solid and hazardous waste.

REVERSE DISTRIBUTOR – Any person that receives and accumulates prescription pharmaceuticals that are potentially creditable hazardous waste pharmaceuticals for the purpose of facilitating or verifying manufacturer credit. Any person, including forward distributors, third-party logistics providers, and pharmaceutical manufacturers, that processes prescription pharmaceuticals for the facilitation or verification of manufacturer credit is considered a reverse distributor.

RCRA INTERIM (PERMIT) STATUS – Refer to "Interim (Permit) Status" definition.

RCRA PERMIT – A complete RCRA permit is comprised of an operating permit for hazardous waste treatment, storage, and disposal, and a corrective action permit addressing releases from solid waste management unit (SWMUs). To apply for a permit, a site must file a two-part application (Part A and Part B). A facility is not considered to have a complete RCRA permit until both parts have been issued.

RCRA SUBTITLE C SITE (RCRA SITE OR SITE) – The physical plant or location at which one or more of the following regulated waste activities occurs: the generation, transportation, treatment, storage, or disposal of hazardous wastes; recycling of hazardous wastes; U.S. importer of hazardous waste; mixed waste (hazardous and radioactive) generator; exempt boiler and/or industrial furnace burning or processing hazardous waste; large quantity handler of or destination facility for universal wastes; disposing hazardous waste with an underground injection permit; the transportation (and temporary storage during transportation), processing/re-refining, burning, or marketing of used oil; eligible academic entity managing laboratory hazardous waste under Subpart K; facility managing hazardous secondary material being reclaimed that must comply with certain requirements and conditions; or undergoing corrective action.

A site may consist of several treatment, storage, or disposal operational units. For entities that only transport regulated wastes, the term site refers to the headquarters of that entity's operations.

RECYCLING – Use, reuse, or reclamation of a material (40 CFR 261.1(c)(7)). "Reclamation" is the processing or regeneration of a material to recover a usable product (e.g., recovery of lead values from spent batteries, regeneration of spent solvents) (40 CFR 261.1(c)(4)). A material is "used or reused" if it is either: (1) employed as an ingredient (including use as an intermediate) in an industrial process to make a product (e.g., distillation bottoms from one process used as feedstock in another process) (40 CFR 261.1(c)(5)). However, a material will not satisfy this condition if distinct components of the material are recovered as separate end products (as when metals are recovered from metal-containing secondary material); or (2) a commercial product (e.g., spent pickle liquor used as phosphorous precipitant and sludge conditioner in wastewater treatment).

RESIDUAL – A hazardous waste derived from the treatment, disposal, or recycling of a previously existing hazardous waste (e.g., the sludge remaining after initial wastewater treatment).

SHORT-TERM GENERATOR–A facility that was not a hazardous waste generator until a one-time, non-recurring, temporary event occurred that is not related to normal production processes. In other words, short-term generators produce hazardous waste from a particular activity for a limited time and then cease conducting that activity and revert back to a non-hazardous waste generator category. Short-term generators are not considered episodic generators because episodic generators generate hazardous waste on a regular basis. Examples of short-term generators include: one-time highway bridge waste generation, underground storage tank removals, generation of off-spec or out-of-date chemicals at a site that normally **does not otherwise generate hazardous waste,** remediate or spill clean-up sites with no previous RCRA EPA Identification Number, and site or production process decommissions by a new operator.

SLUDGE – Any solid, semi-solid, or liquid waste generated from a municipal, commercial, or industrial wastewater treatment plan, water supply treatment plant, or air pollution control facility exclusive of the treated effluent from a wastewater treatment plant (40 CFR 260.10).

SMALL QUANTITY GENERATOR (SQG) OF HAZARDOUS WASTE – is a generator if the site meets **all** of the following criteria:

(i) Generates, in any calendar month, greater than 100 kilograms (220 lbs) but less than 1,000 kilograms (2200 lbs) of non-acute hazardous waste; **and**

(ii) Generates, in any calendar month, less than or equal to 1 kilogram (2.2 lbs) of acute hazardous waste listed in 261.31 or 261.33(e) of this chapter; **and**

(iii) Generates, in any calendar month, less than or equal to 100 kilograms (220 lbs) of any residue or contaminated soil, water, or other debris resulting from the cleanup of a spill, into or on any land or water, of any acute hazardous waste listed in 261.31 or 261.33(e) of this chapter.

SMALL QUANTITY ON-SITE BURNER EXEMPTION – The persons who burn small quantity of hazardous waste in an on-site boiler or industrial furnace, in accordance with 40 CFR 266.108, are conditionally exempt from regulation for that activity.

SMELTING, MELTING, AND REFINING FURNACE EXEMPTION – Under 40 CFR 266.100(c), owners or operators of smelting, melting, and refining furnaces that process hazardous wastes solely for metals recovery are conditionally exempt from regulation, except for 40 CFR 266.101 and 266.112, provided they comply with limited requirements set forth in Section 266.100(c). Similarly, 40 CFR 266.100(f) provides that owners or operators of smelting, melting, and refining furnaces that process hazardous wastes for the

recovery of precious metals are conditionally exempt from regulation, except for 40 CFR 266.112, provided they comply with limited requirements specified in Section 266.100(f).

SOLID WASTE – Any garbage, refuse, or sludge, or other materials not excluded under 40 CFR 261.4(a). Exclusions include, for example, domestic sewage and any mixture of other wastes that pass through a sewer system to a publicly owned treatment works (POTWs); industrial wastewater discharges that are point source discharges subject to regulation under the Clean Water Act; irrigation return flows; nuclear materials defined by the Atomic Energy Act; and in situ mining materials. Click *here* for a partial list of excluded wastes. Wastewaters being collected, stored, or treated before discharge and sludges generated by wastewater treatment are not excluded. The EPA defines hazardous waste as a subset of solid waste.

SOURCE MATERIAL – As defined by the Atomic Energy Act of 1954: (1) Uranium, thorium, or any other material determined by the Nuclear Regulatory Commission pursuant to the provisions of Section 2091 of this title to be source material; or (2) ores containing one or more of the foregoing materials in such concentration as the Commission may by regulation determine from time to time.

SPECIAL NUCLEAR MATERIAL – As defined by the Atomic Energy Act of 1954: (1) plutonium, uranium enriched in the isotope 233 or in the isotope 235, and any other material which the Nuclear Regulatory Commission, pursuant to the provisions of Section 2071 of this title, determines to be special nuclear material, but does not include source material; or (2) any material artificially enriched by any of the foregoing, but does not include source material.

SUBPART K – An alternative set of generator requirements for managing laboratory hazardous waste at eligible academic entities. Generators that are eligible academic entities with laboratories may elect to opt into 40 CFR 262 Subpart K and manage their laboratory hazardous waste under Subpart K in lieu of 40 CFR 262.14, 15, 16, and 17. In order for eligible academic entities (see definition) to opt into Subpart K or subsequently withdraw from Subpart K, they must use the Site ID Form to notify the appropriate State or EPA Regional Office. Refer to 40 CFR 262.203 and 262.204. **Note:** You must check with your State to determine if you are eligible to manage laboratory hazardous waste pursuant to 40 CFR Part 262 Subpart K and for any State-specific requirements.

SUBPART P – A mandatory rule for the management of hazardous waste pharmaceuticals at all healthcare facilities (except healthcare facilities that are VSQGs) and reverse distributors. The rule is effective at the federal level on August 21, 2019. Authorized States have until July 1, 2021 to adopt this rule. Refer to 40 CFR 266 Subpart P.

SUPERFUND – The program operated under the legislative authority of the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) and the Superfund Amendments and Reauthorization Act (SARA) that funds and carries out the solid waste emergency response and long-term remedial activities of the EPA.

SURFACE IMPOUNDMENT – A natural topographic depression, man-made excavation, or diked area formed primarily from earthen materials (though it may be lined with man-made materials) that is designed to accumulate liquid wastes or wastes containing free liquids, and that is not an injection well (40 CFR 260.10).

TOLLING – Tolling arrangements describe a particular type of recycling contract between two companies. Specifically, the "tolling" company certifies that it has a contract with a manufacturer to produce a product, and that manufacturing process generates a residual material that can be recycled by the tolling company. If the tolling company certifies that the contract specifies that the tolling company owns and has responsibility for the recyclable material once it is generated, and the material is returned to the tolling company for reclamation, and subsequently recycled, the material is excluded from regulation (under 40 CFR 261.4(a)(23)), provided certain requirements are met.

TRANSFER FACILITY – Any transportation-related facility including loading docks, parking areas, storage areas, and other similar areas where shipments of hazardous waste are held for 10 days or less during the normal course of transportation (40 CFR 261.4(a)(23) and 40 CFR 263.12).

TRANSPORTER – A person engaged in the off-site transportation of hazardous waste by air, rail, highway, or water.

UNDERGROUND INJECTION CONTROL – The subsurface emplacement of fluids through a bored, drilled or driven well; or through a dug well, where the depth of the dug well is greater than the largest surface dimension. Underground injection wells are regulated under both the Safe Drinking Water Act and the Resource Conservation and Recovery Act (see 40 CFR Part 148).

UNIT – Refer to "Process Unit" definition.

UNITED STATES IMPORTER – Any person who imports hazardous waste from a site located in a foreign country into the U.S. This does not include hazardous waste shipped from U.S. territory or protectorate.

UNIVERSAL WASTE – Any of the following hazardous wastes that are managed under the universal waste requirements of 40 CFR Part 273: batteries, pesticides, mercury-containing equipment, and lamps. Some States may have State-specific universal wastes defined as well.

USED OIL – Any oil that has been refined from crude oil, or any synthetic oil, that has been used, and as a result of such use, is contaminated by physical or chemical impurities.

USED OIL FUEL MARKETER – Any person who conducts either of the following activities:

(i) Directs a shipment of off-specification used oil from their site to an off-specification used oil burner; or

(ii) First claims that used oil that is to be burned for energy recovery meets the used oil fuel specifications set forth in 40 CFR 279.11.

USED OIL MANAGEMENT ACTIVITIES – For the purposes of the Site ID Form, includes used oil transportation; used oil processing and re-refining; burning off-specification used oil fuel; and used oil fuel marketing.

USED OIL PROCESSING – Chemical or physical operations designed to produce from used oil, or to make used oil more amenable for production of, fuel oils, lubricants, or other used oil-derived products. Processing includes, but is not limited to: blending used oil with virgin petroleum products, blending used oils to meet the fuel specification, filtration, simple distillation, chemical or physical separation, and re-refining.

USED OIL PROCESSOR – A site that processes on-specification or off-specification used oil.

USED OIL RE-REFINER – A site that produces lubricating oils and greases, industrial fuel, asphalt extender, gasoline, and other products from on-specification or off-specification used oil.

USED OIL TRANSFER FACILITY – Any transportation-related facility, including loading docks, parking areas, storage areas, and other areas where shipments of used oil are held for more than 24 hours during the normal course of transportation and not longer than 35 days. Transfer facilities that store used oil for more than 35 days are subject to regulation under 40 CFR Part 279, Subpart F.

USED OIL TRANSPORTER – Any person who transports used oil, any person who collects used oil from more than one generator and transports the collected oil, and owners and operators of used oil transfer facilities. Used oil transporters may consolidate or aggregate loads of used oil for purposes of transportation but, with the following exception, may not process used oil. Used oil transporters may conduct incidental processing operations that occur in the normal course of used oil transportation (e.g., settling and water separation), but that are not designed to produce (or make more amenable for production of) used oil-derived products or used oil fuel.

VERY SMALL QUANTITY GENERATOR (VSQG) OF HAZARDOUS WASTE - A generator who generates less than or equal to the following amounts in a calendar month:

(i) 100 kilograms (kg) 220 pounds [lbs]) of hazardous waste; **and**
(ii) 1 kg (2.2 lbs) of acute hazardous wastes listed in sections 261.31, or 261.33(e); **and**
(iii) 100 kg (220 lbs) of any residue or contaminated soil, waste, or other debris resulting from the cleanup of a spill, into or on any land or water, of any acute hazardous wastes listed in sections 261.31, or 261.33(e).

WASTE MINIMIZATION – The reduction, to the extent feasible, of hazardous waste that is generated or subsequently treated, stored, or disposed. It includes any source reduction or recycling activity undertaken by a generator that results in: (1) the reduction of total volume or quantity of hazardous waste; (2) the reduction of toxicity of hazardous waste; or (3) both, as long as the reduction is consistent with the goal of minimizing present and future threats to human health and the environment.

WASTE OIL (BIENNIAL REPORTONLY)– Any oil that has been refined from crude oil, or any synthetic oil, that has been used, and as a result of such use, is contaminated by physical or chemical impurities and is managed as a hazardous waste.

WR FORM – Waste Received From Off-site Form.

SPECIAL INSTRUCTIONS

These instructions explain how to complete the Hazardous Waste Report for wastes and sites with unique regulatory or reporting requirements.

ASBESTOS, PCBS, WASTE OILS – In most cases, **do not** report asbestos, PCBs, and waste oils. However, you **must** report them **if any** of the following conditions exist:

(1) If your State specifically requires that these wastes be reported;

(2) If a listed RCRA hazardous waste (i.e., EPA hazardous waste code that begins with "F," "K," "P," or "U") is mixed with asbestos, PCBs, or waste oil, in which case the entire mixture is a hazardous waste; or

(3) If the waste possesses one or more of the characteristics that result in assigning EPA hazardous waste code beginning with "D." (This does not apply to used oil that is recycled as explained below.)

Do not report "used oil that is recycled and is also a hazardous waste solely because it exhibits a hazardous characteristic (criterion 3 above). Used oil that is recycled includes any used oil which is reused, following its original use, for any purpose (including the purpose for which the oil was originally used). Such term includes, but is not limited to, oil which is re-refined, reclaimed, burned for energy recovery, or reprocessed." (40 CFR 261.6(a)(4))

GROUNDWATER CONTAMINATED BY HAZARDOUS WASTE – Groundwater contaminated by RCRA hazardous waste **is not** considered a solid waste and is, therefore, not classified as a hazardous waste. However, because hazardous waste is "contained in" the groundwater, it must be treated "as if" it was a RCRA hazardous waste if it is removed for treatment, storage, or disposal.[1]When reporting groundwater contaminated by hazardous waste in the Hazardous Waste Report, observe the following conventions:

(1) Enter "0" in the GM Form – Item 1.F (Quantity Generated). Explain in Item 4 - Comments that it is groundwater, not a hazardous waste that was generated on-site.

(2) Report quantities managed on-site (GM Form, Item 2, On-site Process Systems 1 and 2); quantities shipped off-site for management (GM Form, Item 3); and quantities received from off-site and managed on-site (WR Form, Item E).

[1]To determine if the contaminated media must be reported at all (generated OR treated): If the contamination is due to a characteristic waste, then it is the generator's responsibility to determine if the contaminated groundwater is a hazardous waste. Once the characteristics are eliminated, the media is no longer considered to "contain" hazardous waste. If a facility has first removed groundwater and is claiming that the groundwater is contaminated with a listed hazardous waste or "contains" listed hazardous waste, EPA Regions or Authorized States should make a site-specific determination of whether the media is a RCRA Waste. Please see: "Management of Remediation Waste Under RCRA," EPA530-F-98-026, October 14, 1998. RCRA Online Document No. 14291. Available online at: http://yosemite.epa.gov/osw/rcra.nsf/0c994248c239947e85256d09007115f/d9e61a0505db4b6885256817006e32b8!OpenDocument.

LAB PACKS – The following rules apply to the reporting of lab pack wastes in the Hazardous Waste Report:

(1) You may aggregate lab pack wastes if they have the same Form Code. However, you must report them as separate wastes under the following conditions:

- If they contain **RCRA acute hazardous wastes** (i.e., EPA hazardous waste codes F020, F021, F022, F023, F026, F027, and all "P" waste codes). Report separately from lab packs containing other RCRA hazardous wastes (all other EPA hazardous waste codes).

- If they are managed differently from each other. For example, report lab packs shipped to landfills separately from those incinerated.

(2) Enter a Form Code indicating lab packs (i.e., W001 or W004) on the GM Form, in Section 5 – Item E or on the WR Form, in Section 6- Item G. These Form Codes are to be used with any lab pack, whether the wastes are gaseous, liquid, solid, or sludge.

(3) It is **not** necessary to report every EPA hazardous waste code included in a batch of lab packs. Record one, or a few predominant, EPA hazardous waste codes in Section 5 – Item B of the GM Form, or Item B of the WR Form. If there are many EPA hazardous waste codes associated with the batch of lab packs, enter "LABP" in the first four-character field in Section 5 – Item B of the GM Form, or Item B of the WR Form in Section 6; then enter "NA" in the remaining spaces for the EPA hazardous waste codes.

(4) When reporting quantities for lab packs:

- **Include** the weight of the containers if they are disposed (e.g., landfilled) or treated (e.g., incinerated) with the waste.

- **Exclude** the weight of the containers if the waste is removed from the containers before treatment or disposal.

RCRA-RADIOACTIVE MIXED WASTES – By themselves, source material, special nuclear material, or by-product materials, as defined by the Atomic Energy Act of 1954 and amended by 42 U.S.C. 2011 et. Seq., are not classified as hazardous wastes under RCRA. However, if these materials are mixed with a RCRA hazardous waste, the material is controlled under RCRA regulation, as well as under the Atomic Energy Act (DOE, NRC, and EPA) regulations, and is to be reported in the Hazardous Waste Report.

SUBPART K LABORATORY WASTE CLEAN-OUT – A Subpart K laboratory clean-out conducted in accordance with 40 CFR 262.213(a), is defined as: once per 12 months per laboratory, a laboratory will have 30 days to conduct a clean-out and will not have to count the hazardous waste that consists of unused commercial chemical products (either listed or characteristic) generated during those 30 days towards the eligible academic entity's generator status for the purposes of on-site accumulation. See 40 CFR 262.213(a)(1-4) for other Subpart K laboratory clean-out requirements.

The waste generated from this clean-out should be reported on the GM Form with a source code of "G17 – Subpart K Laboratory Waste Clean-out" with a generation amount of zero (0) (Item 1. F). The amount shipped off-site or managed on-site will be reported in Items 2 or 3 of the GM Form as appropriate.

Laboratory waste that is generated during routine operations (e.g., spent solvents or spent acids/bases) should be reported separately from Subpart K laboratory clean-out wastes. Routinely generated laboratory waste should be reported with source code(s) other than G17.

WASTES RECEIVED FROM VERY SMALL QUANTITY GENERATORS (VSQGS) – Waste management facilities sometimes receive hazardous waste from large numbers of VSQGs or other sites that do not have RCRA EPA Identification Numbers. To minimize the response burden for filling out the **WR Form** for these wastes, you may aggregate the wastes across generating sites, in accordance with these guidelines:

(1) All the wastes must have the same EPA hazardous waste code (Item B), State hazardous waste code (Item C), Form code (Item G), and Management Method code (Item H).

(2) Wastes received from different States must be reported separately. For the off-site handler EPA Identification Number (Item D), the entry should include the two-letter postal code of the originating State, followed by the letters "VSQG".

For example, wastes received from several VSQGs in the State of Alaska (AK) that share a common EPA hazardous waste code, State hazardous waste code, Form code, and Management Method code could be aggregated in a single waste block of the WR Form (e.g., Waste 1). In Item D, the off-site handler EPA ID number is entered as "AKVSQG." **Note:** This method of completing Item D can also be used for VSQG waste that is not aggregated.

WASTES RECEIVED FROM FOREIGN COUNTRIES – **Reporting on the GM Form –** If your site was the generator of record and was the U.S. Importer for hazardous waste received from a site located in a foreign country (other than U.S. territory or protectorate), complete a GM Form. Enter G62 in Item 1.D (Source Code) and provide the Country Code from which the waste was received. Include the Import Notification and other foreign generator information in the Comments. Also, mark "Yes" on the Site ID Form, Item 10.A.3 – United States Importer of Hazardous Waste. Report on the OI Form the name and address of all foreign generators if this form is required by your State. If you are a TSDF as well as an importer of record, refer to the following instructions about an alternative to reporting on GM Forms.

Reporting on the WR Form – If your site received hazardous waste directly from a generator at a site located in a foreign country (other than a U.S. territory or protectorate), complete a WR Form for the waste treated, recovered, or disposed at your site. Only the first TSD site receiving foreign hazardous waste should report the waste in WR. If this waste is then shipped to another domestic site it is not counted as imported waste on the WR by the second site. If the foreign site has an EPA assigned Identification (ID) Number listed in the Code Description section or in the lookup table in RCRAInfo, fill out the WR Form as you would for a domestic site, using this number on the list or the list in the lookup table in the RCRAInfo. If the site does not have an EPA assigned ID number on the list or in the lookup table, report the code "FC" for foreign country followed by the name of the country in the space for the EPA ID Number or add the new handler or update the old one (e.g., when there is a name change) in the lookup table in RCRAInfo. If your State requires the OI Form, the name and address of the foreign handler does not need to be in the comments section of the WR Form.

Federal requirement for imported hazardous wastes is under 40 CFR §§ 264.75 and 265.75 for TSDFs and/or the 40 CFR § 262.41 for importers complying with generator requirements (or equivalent authorized state requirements

As the owner or operator of the TSDF receiving hazardous waste import shipments, you must report such hazardous waste import shipments using the WR Form, as appropriate. If your facility was acting as the importer of record, you assumed generator requirements for those import shipments and must also report the import shipments as generated hazardous wastes from a foreign source using the GM Form.

An EPA-acceptable alternative for you to meet your generator biennial reporting requirement for those import shipments would be for you to add a statement to the comment field of your WR form for those import shipments noting that your TSDF was the importer of record for the listed import shipment(s). Please check with your authorized State Agency on how best to meet your generator biennial reporting requirements.

If your facility was not acting as the importer, EPA strongly encourages the importer to comply with the biennial reporting requirements in 40 CFR § 262.41 (or equivalent authorized state requirements). All parties possibly acting as the importer could be held jointly and severally liable for compliance with the generator requirements of Part 262[2].

WASTES SHIPPED TO FOREIGN COUNTRIES– Reporting on the GM Form, Item 3.B –Facilities that export hazardous waste must file a separate Annual Report under 40 CFR 262.83(g). This Annual Report will be in addition to the Hazardous Waste Report, if your State requires you to submit a Hazardous Waste Report with hazardous waste exported directly to a site located in a foreign country. If your State requires you to report exported hazardous waste, facilities that export hazardous waste should list in GM Item 3.B a Foreign Site Identification Number listed in the Code Description section or in the lookup table in RCRAInfo. If a site located in a foreign country to which hazardous waste is shipped is not on the list, enter "FC" followed by the name of the country as the EPA Identification Number or add the new handler or update the old one (e.g., when there is a name change) in the lookup table in RCRAInfo.

[2] Memo from John Skinner, Director of EPA's Office of Solid Waste to Harry Seraydarian, Director, Toxics and Waste Management Division, EPA Region IX, June 25, 1985, available online at http://yosemite.epa.gov/osw/rcra.nsf/0c994248c239947e85256d090071175f/E27643CD81ABBDCA8525670F006BD187/$file/11085.pdf.

EPA HAZARDOUS WASTE CODES

A list of all the hazardous waste codes is shown below. See the regulations for details.

CHARACTERISTICS OF HAZARDOUS WASTE *(SEE 40 CFR 261.24)* – **DXXX**

HAZARDOUS WASTE FROM NON-SPECIFIC SOURCES *(SEE 40 CFR 261.31)* – **FXXX**

HAZARDOUS WASTE FROM SPECIFIC SOURCES *(SEE 40 CFR 261.32)* – **KXXX**

DISCARDED COMMERCIAL CHEMICAL PRODUCTS, OFF-SPECIFICATION SPECIES, CONTAINER RESIDUES, AND SPILL RESIDUES THEREOF – ACUTE HAZARDOUS WASTE *(SEE 40 CFR 261.33)* – **PXXX**

DISCARDED COMMERCIAL CHEMICAL PRODUCTS, OFF-SPECIFICATION SPECIES, CONTAINER RESIDUES, AND SPILL RESIDUES THEREOF – TOXIC WASTES *(SEE 40 CFR 261.33)*– **UXXX**

D001	F001	K001	K047	K123	P001	P050	P106	U001	U048	U095	U143	U189	U247
D002	F002	K002	K048	K124	P002	P051	P108	U002	U049	U096	U144	U190	U248
D003	F003	K003	K049	K125	P003	P054	P109	U003	U050	U097	U145	U191	U249
D004	F004	K004	K050	K126	P004	P056	P110	U004	U051	U098	U146	U192	U271
D005	F005	K005	K051	K131	P005	P057	P111	U005	U052	U099	U147	U193	U278
D006	F006	K006	K052	K132	P006	P058	P112	U006	U053	U101	U148	U194	U279
D007	F007	K007	K060	K136	P007	P059	P113	U007	U055	U102	U149	U196	U280
D008	F008	K008	K061	K141	P008	P060	P114	U008	U056	U103	U150	U197	U328
D009	F009	K009	K062	K142	P009	P062	P115	U009	U057	U105	U151	U200	U353
D010	F010	K010	K069	K143	P010	P063	P116	U010	U058	U106	U152	U201	U359
D011	F011	K011	K071	K144	P011	P064	P118	U011	U059	U107	U153	U203	U364
D012	F012	K013	K073	K145	P012	P065	P119	U012	U060	U108	U154	U204	U367
D013	F019	K014	K083	K147	P013	P066	P120	U014	U061	U109	U155	U205	U372
D014	F020	K015	K084	K148	P014	P067	P121	U015	U062	U110	U156	U206	U373
D015	F021	K016	K085	K149	P015	P068	P122	U016	U063	U111	U157	U207	U387
D016	F022	K017	K086	K150	P016	P069	P123	U017	U064	U112	U158	U208	U389
D017	F023	K018	K087	K151	P017	P070	P127	U018	U066	U113	U159	U209	U394
D018	F024	K019	K088	K156	P018	P071	P128	U019	U067	U114	U160	U210	U395
D019	F025	K020	K093	K157	P020	P072	P185	U020	U068	U115	U161	U211	U404
D020	F026	K021	K094	K158	P021	P073	P188	U021	U069	U116	U162	U213	U409
D021	F027	K022	K095	K159	P022	P074	P189	U022	U070	U117	U163	U214	U410
D022	F028	K023	K096	K161	P023	P075	P190	U023	U071	U118	U164	U215	U411
D023	F032	K024	K097	K169	P024	P076	P191	U024	U072	U119	U165	U216	
D024	F034	K025	K098	K170	P026	P077	P192	U025	U073	U120	U166	U217	
D025	F035	K026	K099	K171	P027	P078	P194	U026	U074	U121	U167	U218	
D026	F037	K027	K100	K172	P028	P081	P196	U027	U075	U122	U168	U219	
D027	F038	K028	K100	K174	P029	P082	P197	U028	U076	U123	U169	U220	
D028	F039	K029	K101	K175	P030	P084	P198	U029	U077	U124	U170	U221	
D029		K030	K102	K176	P031	P085	P199	U030	U078	U125	U171	U222	
D030		K031	K103	K177	P033	P087	P201	U031	U079	U126	U172	U223	
D031		K032	K104	K178	P034	P088	P202	U032	U080	U127	U173	U225	
D032		K033	K105	K181	P036	P089	P203	U033	U081	U128	U174	U226	
D033		K034	K106		P037	P092	P204	U034	U082	U129	U176	U227	
D034		K035	K107		P038	P093	P205	U035	U083	U130	U177	U228	
D035		K036	K108		P039	P094		U036	U084	U131	U178	U234	
D036		K037	K109		P040	P095		U037	U085	U132	U179	U235	
D037		K038	K110		P041	P096		U038	U086	U133	U180	U236	
D038		K039	K111		P042	P097		U039	U087	U134	U181	U237	
D039		K040	K112		P043	P098		U041	U088	U135	U182	U238	
D040		K041	K113		P044	P099		U042	U089	U136	U183	U239	
D041		K042	K114		P045	P101		U043	U090	U137	U184	U240	
D042		K043	K115		P046	P102		U044	U091	U138	U185	U243	
D043		K044	K116		P047	P103		U045	U092	U140	U186	U244	
		K045	K117		P048	P104		U046	U093	U141	U187	U246	
		K046	K118		P049	P105		U047	U094	U142	U188		

HAZARDOUS SECONDARY MATERIAL (HSM) FACILITY CODES

Facility codes describe the specific regulation a facility uses to manage its hazardous secondary material (HSM) and the type of activity the facility performs under the regulation (e.g., generator, reclaimer). Review the groups and pick the appropriate code. If more than one facility code applies to you, enter each code on a separate row under Item 2 of the Addendum to the Site Identification Form.

Under Generator Exclusion ((40 CFR 261.4(a)(23))	
Code	**Facility Code Description**
01	HSM Generator reclaiming HSM "on-site": This code applies if you generate and reclaim hazardous secondary material at your generating facility.
02	HSM Generator transferring HSM to reclaimer within the "same company": This code applies if you generate hazardous secondary material and send the material for reclamation to a different facility that is either controlled by you or controlled by the same person that controls your generating facility.
03	Reclaimer receiving HSM from HSM generator within the "same company": This code applies if you receive and reclaim hazardous secondary material from a different facility that either controls you or is controlled by the same person that controls you.
04	Tolling Contractor reclaiming HSM pursuant to a tolling contract: This code applies if you are a tolling contractor that reclaims hazardous secondary material pursuant to a written contract with a toll manufacturer.
05	Toll Manufacturer managing HSM pursuant to a tolling contract: This code applies if you generate and send hazardous secondary material for reclamation to a tolling contractor pursuant to a written contract.
Transfer-Based Exclusion (40 CFR 261.4(a)(24))	
Code	**Facility Code Description**
06	HSM Generator transferring HSM off-site to a domestic reclamation facility: This code applies if you generate and send hazardous secondary material for reclamation to an off-site domestic reclamation facility.
07	Reclaimer receiving HSM from off-site: This code applies if you reclaim hazardous secondary material received from an off-site hazardous secondary material generator or other facility and you certify that you have financial assurance per 40 CFR 260.42.
08	Intermediate facility receiving HSM from off-site: This code applies if you receive hazardous secondary material from an off-site hazardous secondary material generator or another facility, you store it for more than ten days, and you certify that you have financial assurance per 40 CFR 260.42. This code does not apply if you generate or reclaim the hazardous secondary material.
Imports and Exports (40 CFR 261.4(a)(24) and (25)	
Code	**Facility Code Description**
09	HSM Generator exporting HSM to a foreign entity for reclamation: This code applies if you generate and plan to send hazardous secondary material for reclamation to a foreign entity for reclamation and will meet the notice and consent procedures in 40 CFR 261.4(a)(25).
10	HSM Generator importing HSM from a foreign entity to send to another U.S. facility for reclamation: This code applies if you import hazardous secondary material from a foreign entity and send the material to a different U.S. reclamation facility.
11	HSM Generator importing HSM from a foreign entity for reclamation: This code applies if you import hazardous secondary material from a foreign entity and reclaim the material at your facility.
Non-waste Determinations and Solid Waste Variances (40 CFR 260.30)	
Code	**Facility Code Description**
14	Variance for Materials that are Accumulated Speculatively: This code applies if you operate under an approved variance from EPA or your State for materials that are accumulated speculatively without sufficient amounts being recycled *(see 40 CFR 260.31(a))*.

15	Variance for Materials that are Reclaimed and then Reused within the Original Production Process: This code applies if you operate under an approved variance from EPA or your State for materials that are reclaimed and then reused as feedstock within the original production process in which the materials were generated *(see 40 CFR 260.31(b))*.
16	Variance for Materials that are Partially-Reclaimed: This code applies if you operate under an approved variance from EPA or your State for materials that have been partially-reclaimed but must be reclaimed further before recovery is completed if the partial reclamation has produced a commodity-like material *(see 40 CFR 260.31(c))*.
17	[Reserved]
18	[Reserved]
19	[Reserved]
20	Non-waste determination for HSM reclaimed in a continuous industrial process: This code applies if you operate under an approved non-waste determination from EPA or your State for hazardous secondary material which is reclaimed in a continuous industrial process *(see 40 CFR 260.34(b))*.
21	Non-waste determination for HSM that are indistinguishable from a product or intermediate: This code applies if you operate under an approved non-waste determination from EPA or your State for hazardous secondary materials which is indistinguishable in all relevant aspects from a product or intermediate *(see 40 CFR 260.34(c))*.

HAZARDOUS SECONDARY MATERIAL (HSM) LAND-BASED UNIT CODES

Determine the 2-digit code that best describes the land-based unit you use or will use to manage the hazardous secondary material.

Code	Land-based Unit Code Description
NA	Do not use land-based units to manage hazardous secondary material.
SI	Use surface impoundment(s) to manage hazardous secondary material. A surface impoundment is a natural topographic depression, man-made excavation or diked area formed primarily of earthen materials (although it may be lined with man-made materials), which is designed to hold an accumulation of liquid hazardous secondary materials or materials containing free liquids and which is not an injection well.
PL	Use pile(s) to manage hazardous secondary material. Pile means any non-containerized accumulation of solid, non-flowing hazardous secondary material that is used for storage and is not a containment building.
OT	Use other land-based unit(s) to manage hazardous secondary material.

SOURCE CODES

Source codes describe the type of process or activity (i.e., source) from which a hazardous waste was generated. Review the groups and pick the appropriate code.

Wastes From On-going Production and Service Processes (waste from general day to day manufacturing, production, or maintenance activities)	
Code	**Source Code Description**
G01	Dip, flush or spray rinsing (using solvents to clean or prepare parts or assemblies for further processing – i.e. painting or assembly)
G02	Stripping and acid or caustic cleaning (using caustics to remove coatings or layers from parts or assemblies)
G03	Plating and phosphating (electro- or non-electroplating or phosphating)
G04	Etching (using caustics or other methods to remove layers or partial layers)
G05	Metal forming and treatment (pickling, heat treating, punching, bending, annealing, grinding, hardening, etc.)
G06	Painting and coating (manufacturing, building, or maintenance)
G07	Product and by-product processing (direct flow of wastes from chemical manufacturing or processing, etc.)
G08	Removal of spent process liquids or catalysts (bulk removal of wastes from chemical manufacturing or processing, etc.)
G09	Other production or service-related processes from which the waste is a direct outflow or result (specify in comments)
Wastes From Other Intermittent Events or Processes	
Code	**Source Code Description**
G11	Discarding off-specification, out-of-date, and/or unused chemicals or products
G12	Lagoon or sediment dragout and leachate collection (large scale operations in open pits, ponds, or lagoons)
G13	Cleaning out process equipment (periodic sludge or residual removal from enclosed processes including internal scrubbing or cleaning)
G14	Removal of tank sludge, sediments, or slag (periodic sludge or residual removal from storage tanks including internal scrubbing or cleaning)
G15	Process equipment change-out or discontinuation of equipment use (final materials and residuals removal including cleaning)
G16	Oil changes and filter or battery replacement (automotive, machinery, etc.)
G17	Subpart K laboratory waste clean-out (facility must have opted into the Subpart K rule to use this source code)
G19	Other one-time or intermittent processes (specify in comments)
Residuals From Pollution Control and Waste Management Processes	
Code	**Source Code Description**
G21	Air pollution control devices (e.g., baghouse dust ash, etc. from stack scrubbers or precipitators; vapor collection, etc.)
G22	Laboratory analytical wastes (e.g., used chemicals from laboratory operations)
G23	Wastewater treatment (e.g., sludge, filter cake, etc., including wastes from treatment before discharge by NPDES or POTW or by UIC disposal)
G24	Solvent or product distillation as part of a production process (including totally enclosed treatment systems). Does not include batch treatment in a separate process.
G25	Treatment, disposal, or recycling of hazardous wastes – report a management method code, e.g., indicated in Item H of WR Form for the management method (enter the related management method code, a H code, but not H141) that produced the residuals.
G26	Leachate collection (from landfill operations or other land units)
G27	Treatment or recovery of universal waste

Wastes From Spills and Accidental Releases	
Code	**Source Code Description**
G31	Accidental contamination of products, materials, or containers (other than G11)
G32	Cleanup of spill residues (infrequent, not routine)
G33	Leak collection and floor sweeping (on-going, routine)
G39	Other cleanup of current contamination (specify in comments)
Wastes From Remediation of Past Contamination	
Code	**Source Code Description**
G41	Closure of hazardous waste management unit under RCRA
G42	Corrective action at a solid waste management unit under RCRA
G43	Remedial action or emergency response under Superfund
G44	Cleanup under State or voluntary program
G45	Cleanup of underground storage tank
G49	Other remediation (specify in comments)
Wastes Received by an LQG from VQGSs Under the Control of the Same Person	
Code	**Source Code Description**
G51	Hazardous wastes received by an LQG from VSQGs under the control of the same person
Wastes Not Physically Generated On-site	
Code	**Source Code Description**
G61	Received from off-site for storage/bulking and transfer off-site for treatment or disposal (to match H41 received waste quantities from Form WR's). GENERATION QUANTITY SHOULD BE ZERO to avoid double counting.
G62	Hazardous waste received from a site located outside of U.S. states, territories, or protectorates - report a country code. This site was the generator of record and is the U.S. Importer.
G76	Evaluated hazardous waste pharmaceuticals accumulated by a reverse distributor
G77	Airbag waste received from airbag waste handlers exempted under 40 CFR 261.7(j) prior to arrival at the airbag collection facility or designated facility

FORM CODES

Form codes describe the general physical and chemical characteristics of a hazardous waste. Review the groups and pick the appropriate code.

Mixed Media/Debris/Devices – Waste that is a mixture of organic and inorganic wastes, liquid and solid wastes, or devices that are not easily categorized	
Code	**Form Code Description**
W001	Lab packs from any source not containing acute hazardous waste
W002	Contaminated debris (see definition at 40 CFR 268.2(g) and requirements at 40 CFR 268.45); for example, certain paper, clothing, rags, wood, empty fiber or plastic containers, glass, piping, or other solids
W004	Lab packs from any source containing acute hazardous waste
W005	Waste pharmaceuticals managed as hazardous waste
W006	Airbag waste (airbag modules or airbag inflators managed as hazardous waste)
W301	Contaminated soil (usually from spill cleanup, demolition, or remediation); see also W512
W309	Batteries, battery parts, cores, casings (lead-acid or other types)
W310	Filters, solid adsorbents, ion exchange resins and spent carbon (usually from production, intermittent processes, or remediation)
W320	Electrical devices (lamps, fluorescent lamps, or thermostats usually containing mercury; CRTs containing lead; etc.)
W512	Sediment or lagoon dragout, drilling or other muds (wet or muddy soils); see also W301
W801	Compressed gases of any type
Inorganic Liquids – Waste that is primarily inorganic and highly fluid (e.g., aqueous), with low suspended inorganic solids and low organic content	
Code	**Form Code Description**
W101	Very dilute aqueous waste containing more than 99% water (land disposal restriction defined wastewater that is not exempt under NPDES or POTW discharge)
W103	Spent concentrated acid (5% or more)
W105	Acidic aqueous wastes less than 5% acid (diluted but pH <2)
W107	Aqueous waste containing cyanides (generally caustic)
W110	Caustic aqueous waste without cyanides (pH >12.5)
W113	Other aqueous waste or wastewaters (fluid but not sludge)
W117	Waste liquid mercury (metallic)
W119	Other inorganic liquid (specify in comments)
Organic Liquids – Waste that is primarily organic and is highly fluid, with low inorganic solids contents and low-to-moderate water content	
Code	**Form Code Description**
W200	Still bottoms in liquid form (fluid but not sludge)
W202	Concentrated halogenated (e.g., chlorinated) solvent
W203	Concentrated non-halogenated (e.g., non-chlorinated) solvent
W204	Concentrated halogenated/non-halogenated solvent mixture
W205	Oil-water emulsion or mixture (fluid but not sludge)
W206	Waste oil managed as hazardous waste
W209	Paint, ink, lacquer, or varnish (fluid – not dried out or sludge)
W210	Reactive or polymerizable organic liquids and adhesives (fluid but not sludge)
W211	Paint thinner or petroleum distillates
W219	Other organic liquid (specify in comments)

Inorganic Solids – Waste that is primarily inorganic and solid, with low organic content and low-to-moderate water content; not pumpable	
Code	**Form Code Description**
W303	Ash (from any type of burning of hazardous waste)
W304	Slags, drosses, and other solid thermal residues
W307	Metal scale, filings and scrap (including metal drums)
W312	Cyanide or metal cyanide bearing solids, salts or chemicals
W316	Metal salts or chemicals not containing cyanides
W319	Other inorganic solids (specify in comments)
Organic Solids – Waste that is primarily organic and solid, with low-to-moderate inorganic content and water content; not pumpable	
Code	**Form Code Description**
W401	Pesticide solids (used or discarded – not contaminated soils – W301)
W403	Solid resins, plastics or polymerized organics
W405	Explosives or reactive organic solids
W406	Dried paint (paint chips, filters, air filters, other)
W409	Other organic solids (specify in comments)
Inorganic Sludges – Waste that is primarily inorganic, with moderate-to-high water content and low organic content; mostly pumpable	
Code	**Form Code Description**
W501	Lime and/or metal hydroxide sludges and solids with no cyanides (not contaminated muds – W512)
W503	Gypsum sludges from wastewater treatment or air pollution control
W504	Other sludges from wastewater treatment or air pollution control
W505	Metal bearing sludges (including plating sludge) not containing cyanides
W506	Cyanide-bearing sludges (not contaminated soils – W512)
W519	Other inorganic sludges (not contaminated muds – W512; specify in comments)
Organic Sludges – Waste that is primarily organic with low-to-moderate inorganic solids content and water content; pumpable	
Code	**Form Code Description**
W603	Oily sludge (not contaminated muds – W512)
W604	Paint or ink sludges, still bottoms in sludge form (not contaminated muds – W512)
W606	Resins, tars, polymer or tarry sludge (not contaminated muds – W512)
W609	Other organic sludge (specify in comments)

MANAGEMENT METHOD CODES

Management method codes describe the type of hazardous waste management system used to treat, recover, or dispose a hazardous waste. Select the final substantive method used. Review the groups and pick the appropriate code.

Reclamation and Recovery	
Code	**Management Method Code Description**
H010	Metals recovery including retorting, smelting, chemical, etc.
H011	Mercury recovery (include mercury retorting, bulb/lamp crushing and mercury vapor recovery, thermostat recovery, mercury from medical equipment recovery, mercury car switch recovery, etc.)
H015	Deployment/deactivation of airbag waste followed by metals recovery
H020	Solvents recovery (distillation, extraction, etc.)
H039	Other recovery or reclamation for reuse including acid regeneration, organics recovery, etc. (specify in comments)
H041	Open burning/open detonation (should be permitted under Subpart X with process code X01)
H050	Energy recovery at this site – used as fuel (includes on-site fuel blending before energy recovery; report only this code)
H061	Fuel blending prior to energy recovery at another site (waste generated on-site or received from off-site)
Destruction or Treatment Prior to Disposal at Another Site	
Code	**Management Method Code Description**
H040	Incineration – thermal destruction other than use as a fuel (includes any preparation prior to burning)
H070	Chemical treatment (reduction/destruction/oxidation/precipitation); do not include immediate treatment in an exempt wastewater treatment unit with discharge to a NPDES-POTW (unless required by State)
H081	Biological treatment; do not include immediate treatment in an exempted wastewater treatment unit with discharge to a NPDES-POTW (unless required by State)
H090	Polymerization (LDR standard as treatment method)
H100	Physical treatment only (adsorption/absorption/separation/stripping/dewatering); do not include immediate treatment in an exempted wastewater treatment unit with discharge to a NPDES-POTW (unless required by State)
H110	Stabilization prior to land disposal at another site (encapsulation/stabilization/fixation)
H120	Combination of chemical, biological, and/or physical treatment; do not include immediate treatment in an exempted wastewater treatment unit with discharge to a NPDES-POTW (unless required by State)
H121	Neutralization only (no other treatment)
H122	Evaporation (as the major component of treatment; not reportable as H070, H081, H100 or H120)
H129	Other treatment that does not include onsite disposal (specify in comments)
Disposal	
Code	**Management Method Code Description**
H130	Surface Impoundment that will be closed as a landfill (with prior treatment and/or stabilization meeting LDR treatment standard)
H131	Land treatment or application (with any prior treatment and/or stabilization)
H132	Landfill (with prior treatment and/or stabilization)
H134	Deepwell or underground injection (with or without treatment; this waste was counted as hazardous waste)
H135	Discharge to sewer/POTW or NPDES with prior management (e.g., storage or transported prior to discharge to POTW or by NPDES)

Transfer Off-site	
Code	**Management Method Code Description**
H141	The site receiving this waste stored/bulked and transferred the waste with no reclamation, recovery, destruction, treatment or disposal at that site. [**Do not use this code in Item 1.D (source code G25) or Item 2 (On-site Management) of Form GM]. For Form WR, linked to source code G61 on Form GM.**

WASTE MINIMIZATION CODES

The following codes provide a description of existing or new waste minimization efforts undertaken to reduce the volume and/or toxicity of hazardous waste generated at the facility.

You may use the Comments section to provide any additional information (including toxicity and quantity reductions to the extent that data is available) that will help the EPA and the States understand your efforts to prevent pollution, minimize waste, or recycle in regards to this waste stream. Additionally, you may explain in the Comments section why your efforts were either successful or unsuccessful or why you did not implement waste minimization efforts for this reporting year.

The facility initiated waste minimization efforts prior to the reporting year and continued these efforts during the reporting year for this hazardous waste		
Code	**Waste Minimization Code Description**	**Examples**
A	Continued initiatives to reduce quantity and/or toxicity of this waste	• Improved production/synthesis processes, e.g., increased efficiency in product usage/product formulation, used less toxic or non-hazardous ingredients, modified product composition, or implemented technology conversion. • Modified equipment, layout, and/or piping, e.g., longer auto bath analyzers, wastewater treatment system upgraded. • Undertook inventory control/waste management processes or safety/good operating practices, e.g., materials shelf-life control, clearinghouse for materials exchange, better labeling procedures, improved maintenance scheduling/record keeping/procedures, control production schedule to minimize equipment and feedstock changeovers, bulk systems that replace drums, improved storage, spill/leak/accident prevention, cleaning/degreasing, etc.
B	Continued initiatives to recycle the waste either on-site or off-site	• The waste was used, reused, or reclaimed as a result of a change in the product formulation, product's chemical ingredients, or equipment; materials management process with a goal of sustainable use of materials, etc.
The facility initiated waste minimization efforts during the reporting year for this hazardous waste		
C	Implemented new initiatives to reduce quantity and/or toxicity of this waste	See examples above for Code A.
D	Implemented new initiatives to recycle the waste either on-site or off-site	See examples above for Code B.

The facility examined or attempted waste minimization efforts for this hazardous waste, but determined it was impracticable to implement these efforts; or the facility did not attempt waste minimization efforts for this waste		
Code	**Waste Minimization Code Description**	**Examples**
N	Waste minimization efforts found to be economically or technically impracticable	Economic constraints or not economically feasible; technical limitations of manufacturing operations, problems preventing or halting efforts (e.g., concern of declined product quality); not appearing to be feasible due to regulatory issues (e.g., permitting requirements or burdens); lack of available technology, etc.
X	No waste minimization efforts were implemented for this waste	The waste was received from off-site and was not generated at this location; the waste is infrequently generated.

PROCESS CODES

Determine the process code that best describes each process to be used at the facility. Provide the unit of measure associated with the amount of waste reported for that process. Use only units of measures appropriate for that process code. Click *here* to see a list of the Unit of Measure Codes.

Process Code	Process	Gallons	Gallons Per Hour	Gallons Per Day	Liters	Liters Per Hour	Liters Per Day	Short Tons Per Hour	Short Tons Per Day	Metric Tons Per Hour	Metric Tons Per Day	Pounds Per Hour	Kilograms Per Hour	Million BTUs Per Hour	Cubic Yards	Cubic Meters	Acres	Acre-feet	Hectares	Hectare-meter	BTUs Per Hour
Disposal																					
D79	Underground Injection Well Disposal	X		X	X		X														
D80	Landfill														X	X	X	X	X	X	
D81	Land Treatment																X		X		
D82	Ocean Disposal			X			X														
D83	Surface Impoundment Disposal	X			X										X	X					
D99	Other Disposal	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Storage																					
S01	Container	X			X										X	X					
S02	Tank Storage	X			X										X	X					
S03	Waste Pile														X	X					
S04	Surface Impoundment	X			X										X	X					
S05	Drip Pad	X			X										X	X			X		
S06	Containment Building Storage														X	X					
S99	Other Storage	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Treatment																					
T01	Tank Treatment			X			X														
T02	Surface Impoundment			X			X														
T03	Incinerator		X	X		X		X	X	X	X	X	X	X							X
T04	Other Treatment		X	X		X	X	X	X		X	X	X	X							X
T80	Boiler	X	X		X	X								X							X
T81	Cement Kiln			X	X	X	X	X	X	X	X	X	X	X							X
T82	Lime Kiln			X	X	X	X	X	X	X	X	X	X	X							X
T83	Aggregate Kiln			X	X	X	X	X	X	X	X	X	X	X							X
T84	Phosphate Kiln			X	X	X	X	X	X	X	X	X	X	X							X
T85	Coke Oven			X	X	X	X	X	X	X	X	X	X	X							X
T86	Blast Furnace			X	X	X	X	X	X	X	X	X	X	X							X
T87	Smelting, Melting, or Refining Furnace			X	X	X	X	X	X	X	X	X	X	X							X
T88	Titanium Dioxide Chloride Oxidation Reactor			X	X	X	X	X	X	X	X	X	X	X							X
T89	Methane Reforming Furnace			X	X	X	X	X	X	X	X	X	X	X							X
T90	Pulping Liquor Recovery Furnace			X	X	X	X	X	X	X	X	X	X	X							X

Process Code	Process	Gallons	Gallons Per Hour	Gallons Per Day	Liters	Liters Per Hour	Liters Per Day	Short Tons Per Hour	Short Tons Per Day	Metric Tons Per Hour	Metric Tons Per Day	Pounds Per Hour	Kilograms Per Hour	Million BTUs Per Hour	Cubic Yards	Cubic Meters	Acres	Acre-feet	Hectares	Hectare-meter	BTUs Per Hour
T91	Combustion Device Used in the Recovery of Sulfur Values from Spent Sulfuric Acid			X	X	X	X	X	X	X	X	X	X	X							X
T92	Halogen Acid Furnaces			X	X	X	X	X	X	X	X	X	X	X							X
T93	Other Industrial Furnaces Listed in 40 CFR 260.10			X	X	X	X	X	X	X	X	X	X	X							X
T94	Containment Building Treatment		X	X		X	X	X	X	X	X	X	X	X	X	X					X
Miscellaneous (Subpart X)																					
X01	Open Burning/Open Detonation	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
X02	Mechanical Processing		X	X		X		X	X	X	X	X	X								
X03	Thermal Unit			X			X	X	X	X	X	X	X	X							X
X04	Geologic Repository	X			X										X	X		X		X	
X99	Other Subpart X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X

UNIT OF MEASURE CODES

The following codes provide a description of the unit of measure reported with the process code and waste code information in the Part A Permit Application. These units of measure are NOT used for the Hazardous Waste Report.

Code	Unit of Measure Description
A	Acre-feet
B	Acres
C	Cubic Meters
D	Short Tons Per Hour
E	Gallons Per Hour
F	Hectare-meter
G	Gallons
H	Liters Per Hour
I	BTUs Per Hour
J	Pounds Per Hour
L	Liters
N	Short Tons Per Day
Q	Hectares
R	Kilograms Per Hour
S	Metric Tons Per Day
U	Gallons Per Day
V	Liters Per Day
W	Metric Tons Per Hour
X	Million BTUs Per Hour
Y	Cubic Yards

PERMIT TYPE CODES

The following codes provide a description of other environmental permits that a facility may have or be obtaining.

Type	Permit Type Code Description
N	NPDES (National Pollutant Discharge Elimination System) Clean Water Act
P	PSD (Prevention of Significant Deterioration) Clean Air Act
R	RCRA (Resource Conservation and Recovery Act)
U	UIC (Underground Injection Control) Safe Drinking Water Act
F	EPA 404 (Dredge or Fill Permits under Section 404 of the Clean Water Act)
E	Other relevant environmental permits. List any other relevant Federal (e.g., permits under the Ocean Dumping Act), State (e.g., State permits for new air emission sources in nonattainment areas under Part D of the Clean Air Act or State permits under Section 404 of the Clean Water Act), or local environmental permits or applications.

FOREIGN SITE IDENTIFICATION NUMBER LIST

If the foreign site has an EPA assigned Identification (ID) Number listed below, fill out the GM Form Item 3.B and/or WR Form as you would for a domestic site, using this number on the list. If the site does not have an EPA assigned ID number on the list, report the code "FC" for foreign country followed by the name of the country in the space for the EPA ID Number. Enter the remaining information for that site as you would for a domestic facility. The following list is only a sample of foreign site ID number.

Site Name	Country	EPA ID Number
Bennett Environmental	Saint Ambroise	FCCA00000115
Centre de Recyclage Intermediare	Ontario, Canada	FCCA00000069
ChemRec	Quebec, Canada	FCCA00000068
Chemtech	Quebec, Canada	FCCA00000081
Clean Harbors, Corunna	Ontario, Canada	FCCA00000004
Clean Harbors, London	Ontario, Canada	FCCA00000100
Clean Harbors Mercier	Quebec, Canada	FCCA00000120
Clean Harbors, Mississauga	Ontario, Canada	FCCA00000070
Clean Harbors, Thorold	Ontario, Canada	FCCA00000050
Clean Harbors Thurso	Quebec, Canada	FCCA00000121
Custom Environmental Svcs	Edmonton	FCCA00000104
Cyanide Destruct, Barrie	Ontario, Canada	FCCA00000099
Cyanide Destruction Systems, Markham	Ontario, Canada	FCCA00000073
Fielding Chemical	Ontario, Canada	FCCA00000119
Horizon Environmental Inc	Quebec, Canada	FCCA00000090
Imperial Oil, Sarnia	Ontario, Canada	FCCA00000058
Newalta Industrial Svcs, Fort Erie	Ontario, Canada	FCCA00000067
Nova PB	Ste Catherine	FCCA00000105
Outokumpu Harjavalta Metals OY	Harjavalta, Finland	FCFI00000005
Pinnacle Waste Services	Ontario, Canada	FCCA00000082
Samji Metals Ind Co Ltd	Ansaan City, Korea	FCKR00000125
Stablex Canada Inc.	Quebec, Canada	FCCA00000045
Thermonics	Douchervl, Quebec	FCCA00000078
Wha Chang Co Ltd	Haman-gun, Korea	FCKR00000124
Xstrata	New Brunswick, Canada	FCCA00000123
Zinc Nacional SA	Monterrey, Mexico	FCMX00000126

RCRA SUBTITLE C ACTIVITIES FORMS

OMB# 2050-0024; Expires 05/31/2020

United States Environmental Protection Agency
RCRA SUBTITLE C SITE IDENTIFICATION FORM

1. Reason for Submittal (Select only one.)

☐	Obtaining or updating an EPA ID number for an on-going regulated activity that will continue for a period of time. (Includes HSM activity)
☐	Submitting as a component of the Hazardous Waste Report for _____ (Reporting Year)
	☐ Site was a TSD facility and/or generator of ≥ 1,000 kg of non-acute hazardous waste, > 1 kg of acute hazardous waste, or > 100 kg of acute hazardous waste spill cleanup in **one or more months of the reporting year** (or State equivalent LQG regulations)
☐	Notifying that regulated activity is no longer occurring at this Site
☐	Obtaining or updating an EPA ID number for conducting Electronic Manifest Broker activities
☐	Submitting a new or revised Part A Form

2. Site EPA ID Number

3. Site Name

4. Site Location Address

Street Address		
City, Town, or Village		County
State	Country	Zip Code

5. Site Mailing Address

☐ Same as Location Address

Street Address		
City, Town, or Village		
State	Country	Zip Code

6. Site Land Type

☐ Private	☐ County	☐ District	☐ Federal	☐ Tribal	☐ Municipal	☐ State	☐ Other

7. North American Industry Classification System (NAICS) Code(s) for the Site (at least 5-digit codes)

A. (Primary)	C.
B.	D.

8. Site Contact Information

☐ Same as Location Address

First Name	MI	Last Name
Title		
Street Address		
City, Town, or Village		
State	Country	Zip Code
Email		
Phone	Ext	Fax

9. Legal Owner and Operator of the Site

A. Name of Site's Legal Owner

☐ Same as Location Address

Full Name		Date Became Owner (mm/dd/yyyy)
Owner Type ☐ Private ☐ County ☐ District ☐ Federal ☐ Tribal ☐ Municipal ☐ State ☐ Other		
Street Address		
City, Town, or Village		
State	Country	Zip Code
Email		
Phone	Ext	Fax
Comments		

B. Name of Site's Legal Operator

☐ Same as Location Address

Full Name		Date Became Operator (mm/dd/yyyy)
Operator Type ☐ Private ☐ County ☐ District ☐ Federal ☐ Tribal ☐ Municipal ☐ State ☐ Other		
Street Address		
City, Town, or Village		
State	Country	Zip Code
Email		
Phone	Ext	Fax
Comments		

10. Type of Regulated Waste Activity (at your site)

Mark "Yes" or "No" for all current activities (as of the date submitting the form); complete any additional boxes as instructed.

A. Hazardous Waste Activities

☐Y ☐N	1. Generator of Hazardous Waste—If "Yes", mark only one of the following—a, b, c	
☐	a. LQG	-Generates, in any calendar month (includes quantities imported by importer site) 1,000 kg/mo (2,200 lb/mo) or more of non-acute hazardous waste; or - Generates, in any calendar month, or accumulates at any time, more than 1 kg/mo (2.2 lb/mo) of acute hazardous waste; or - Generates, in any calendar month or accumulates at any time, more than 100 kg/mo (220 lb/mo) of acute hazardous spill cleanup material.
☐	b. SQG	100 to 1,000 kg/mo (220-2,200 lb/mo) of non-acute hazardous waste and no more than 1 kg (2.2 lb) of acute hazardous waste and no more than 100 kg (220 lb) of any acute hazardous spill cleanup material.
☐	c. VSQG	Less than or equal to 100 kg/mo (220 lb/mo) of non-acute hazardous waste.
☐Y ☐N	2. Short-Term Generator (generates from a short-term or one-time event and not from on-going processes). If "Yes", provide an explanation in the Comments section. *Note: If "Yes", you MUST indicate that you are a Generator of Hazardous Waste in Item 10.A.1 above.*	
☐Y ☐N	3. Treater, Storer or Disposer of Hazardous Waste—Note: Part B of a hazardous waste permit is required for these activities.	
☐Y ☐N	4. Receives Hazardous Waste from Off-site	
☐Y ☐N	5 Recycler of Hazardous Waste	
☐	a. Recycler who stores prior to recycling	
☐	b. Recycler who does not store prior to recycling	
☐Y ☐N	6. Exempt Boiler and/or Industrial Furnace—If "Yes", mark all that apply.	
☐	a. Small Quantity On-site Burner Exemption	
☐	b. Smelting, Melting, and Refining Furnace Exemption	

B. Waste Codes for Federally Regulated Hazardous Wastes. Please list the waste codes of the Federal hazardous wastes handled at your site. List them in the order they are presented in the regulations (e.g. D001, D003, F007, U112). Use an additional page if more spaces are needed.

C. Waste Codes for State Regulated (non-Federal) Hazardous Wastes. Please list the waste codes of the State hazardous wastes handled at your site. List them in the order they are presented in the regulations. Use an additional page if more spaces are needed.

11. Additional Regulated Waste Activities (NOTE: Refer to your State regulations to determine if a separate permit is required.)

A. Other Waste Activities

☐ Y ☐ N	1. Transporter of Hazardous Waste—If "Yes", mark all that apply.
☐	a. Transporter
☐	b. Transfer Facility (at your site)
☐ Y ☐ N	2. Underground Injection Control
☐ Y ☐ N	3. United States Importer of Hazardous Waste
☐ Y ☐ N	4. Recognized Trader—If "Yes", mark all that apply.
☐	a. Importer
☐	b. Exporter
☐ Y ☐ N	5. Importer/Exporter of Spent Lead-Acid Batteries (SLABs) under 40 CFR 266 Subpart G—If "Yes", mark all that apply.
☐	a. Importer
☐	b. Exporter

B. Universal Waste Activities

☐ Y ☐ N	1. Large Quantity Handler of Universal Waste (you accumulate 5,000 kg or more) - If "Yes" mark all that apply. Note: Refer to your State regulations to determine what is regulated.
☐	a. Batteries
☐	b. Pesticides
☐	c. Mercury containing equipment
☐	d. Lamps
☐	e. Other (specify) _____
☐	f. Other (specify) _____
☐	g. Other (specify) _____
☐ Y ☐ N	2. Destination Facility for Universal Waste Note: A hazardous waste permit may be required for this activity.

C. Used Oil Activities

☐ Y ☐ N	1. Used Oil Transporter—If "Yes", mark all that apply.
☐	a. Transporter
☐	b. Transfer Facility (at your site)
☐ Y ☐ N	2. Used Oil Processor and/or Re-refiner—If "Yes", mark all that apply.
☐	a. Processor
☐	b. Re-refiner
☐ Y ☐ N	3. Off-Specification Used Oil Burner
☐ Y ☐ N	4. Used Oil Fuel Marketer—If "Yes", mark all that apply.
☐	a. Marketer Who Directs Shipment of Off-Specification Used Oil to Off-Specification Used Oil Burner
☐	b. Marketer Who First Claims the Used Oil Meets the Specifications

D. Pharmaceutical Activities

☐ Y ☐ N	1. Operating under 40 CFR 266 Subpart P for the management of hazardous waste pharmaceuticals—if "Yes", mark only one. Note: See the item-by-item instructions for definitions of healthcare facility and reverse distributor.
☐	a. Healthcare Facility
☐	b. Reverse Distributor
☐ Y ☐ N	2. Withdrawing from operating under 40 CFR 266 Subpart P for the management of hazardous waste pharmaceuticals. Note: You may only withdraw if you are a healthcare facility that is no longer an LQG or SQG.

12. Eligible Academic Entities with Laboratories—Notification for opting into or withdrawing from managing laboratory hazardous wastes pursuant to 40 CFR 262 Subpart K.

☐ Y ☐ N	A. Opting into or currently operating under 40 CFR 262 Subpart K for the management of hazardous wastes in laboratories— If "Yes", mark all that apply. Note: See the item-by-item instructions for definitions of types of eligible academic entities.
☐	1. College or University
☐	2. Teaching Hospital that is owned by or has a formal written affiliation with a college or university
☐	3. Non-profit Institute that is owned by or has a formal written affiliation with a college or university
☐ Y ☐ N	B. Withdrawing from 40 CFR 262 Subpart K for the management of hazardous wastes in laboratories.

13. Episodic Generation

☐ Y ☐ N	Are you an SQG or VSQG generating hazardous waste from a planned or unplanned episodic event, lasting no more than 60 days, that moves you to a higher generator category. If "Yes", you must fill out the Addendum for Episodic Generator?

14. LQG Consolidation of VSQG Hazardous Waste

☐ Y ☐ N	Are you an LQG notifying of consolidating VSQG Hazardous Waste Under the Control of the Same Person pursuant to 40 CFR 262.17(f)? If "Yes", you must fill out the Addendum for LQG Consolidation of VSQGs hazardous waste.

15. Notification of LQG Site Closure for a Central Accumulation Area (CAA) (optional) OR Entire Facility (required)

☐ Y ☐ N	LQG Site Closure of a Central Accumulation Area (CAA) or Entire Facility.
	A. ☐ Central Accumulation Area (CAA) or ☐ Entire Facility
	B. Expected closure date: _____ mm/dd/yyyy
	C. Requesting new closure date: _____ mm/dd/yyyy
	D. Date closed : _____ mm/dd/yyyy ☐ 1. In compliance with the closure performance standards 40 CFR 262.17(a)(8) ☐ 2. Not in compliance with the closure performance standards 40 CFR 262.17(a)(8)

16. Notification of Hazardous Secondary Material (HSM) Activity

☐ Y ☐ N	Are you notifying under 40 CFR 260.42 that you will begin managing, are managing, or will stop managing hazardous secondary material under 40 CFR 260.30, 40 CFR 261.4(a)(23), (24), (25), or (27)? If "Yes", you must fill out the Addendum to the Site Identification Form for Managing Hazardous Secondary Material.

17. Electronic Manifest Broker

☐ Y ☐ N	Are you notifying as a person, as defined in 40 CFR 260.10, electing to use the EPA electronic manifest system to obtain, complete, and transmit an electronic manifest under a contractual relationship with a hazardous waste generator?

18. Comments (include item number for each comment)

19. Certification I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fines and imprisonment for knowing violations. **Note: For the RCRA Hazardous Waste Part A permit Application, all owners and operators must sign (see 40 CFR 270.10(b) and 270.11)**.

Signature of legal owner, operator or authorized representative	Date (mm/dd/yyyy)
Printed Name (First, Middle Initial Last)	Title
Email	

Signature of legal owner, operator or authorized representative	Date (mm/dd/yyyy)
Printed Name (First, Middle Initial Last)	Title
Email	

EPA ID Number | | | | | | | | | | | | |

OMB# 2050-0024; Expires 05/31/2020

ADDENDUM TO THE SITE IDENTIFICATION FORM: NOTIFICATION OF HAZARDOUS SECONDARY MATERIAL ACTIVITY

ONLY fill out this form if:

- You are located in a State that allows you to manage excluded hazardous secondary material (HSM) under 40 CFR 260.30, 261.4(a)(23), (24), (25), or (27) (or state equivalent; See https://www.epa.gov/epawaste/hazard/dsw/statespf.htm for a list of eligible states; AND
- You are or will be managing excluded HSM in compliance with 40 CFR 260.30, 261.4(a)(23), (24), (25), or (27) (or state equivalent) or have stopped managing excluded HSM in compliance with the exclusion(s) and do not expect to manage any amount of excluded HSM under the exclusion(s) for at least one year. Do not include any information regarding your hazardous waste activities in this section. Note: If your facility was granted a solid waste variance under 40 CFR 260.30 prior to July 13, 2015, your management of HSM under 40 CFR 260.30 is grandfathered under the previous regulations and you are not required to notify for the HSM management activity excluded under 40 CFR 260.30.

1. Reason for Notification (Include dates where requested)

☐ Facility will begin managing excluded HSM as of _____ (mm/dd/yyyy).

☐ Facility is still managing excluded HSM/re-notifying as required by March 1 of each even-numbered year.

☐ Facility has stopped managing excluded HSM as of _____ (mm/dd/yyyy) and is notifying as required.

2. Description of Excluded HSM Activity. Please list the appropriate codes (see Code List section of the instructions) and quantities, in short tons, to describe your excluded HSM activity ONLY (do not include any information regarding your hazardous wastes). Use additional pages if more space is needed.

A. Facility Code	B. Waste Code(s) for HSM	C. Estimate Short Tons of excluded HSM to be managed annually	D. Actual Short Tons of excluded HSM that was managed during the most recent odd-numbered year	E. Land-based Unit Code

ADDENDUM TO THE SITE IDENTIFICATION FORM: EPISODIC GENERATOR

ONLY fill out this form if:

- You are an SQG or VSQG generating hazardous waste from a planned or unplanned episodic event, lasting no more then 60 days, that moves the generator to a higher generator category pursuant to 40 CFR 262 Subpart L. Note: Only one planned and one unplanned episodic event are allowed within one year; otherwise, you must follow the requirements of the higher generator category. Use additional pages if more space is needed.

Episodic Event	
1. Planned ☐ Excess chemical inventory removal ☐ Tank cleanouts ☐ Short-term construction or demolition ☐ Equipment maintenance during plant shutdowns ☐ Other _____	2. Unplanned ☐ Accidental spills ☐ Production process upsets ☐ Product recalls ☐ "Acts of nature" (Tornado, hurricane, flood, etc.) ☐ Other _____
3. Emergency Contact Phone	4. Emergency Contact Name
5. Beginning Date _____ (mm/dd/yyyy)	6. End Date _____ (mm/dd/yyyy)

Waste 1

7. Waste Description				8. Estimated Quantity (in pounds)	
9. Federal and/or State Hazardous Waste Codes					

Waste 2

7. Waste Description				8. Estimated Quantity (in pounds)	
9. Federal and/or State Hazardous Waste Codes					

Waste 3

7. Waste Description				8. Estimated Quantity (in pounds)	
9. Federal and/or State Hazardous Waste Codes					

ADDENDUM TO THE SITE IDENTIFICATION FORM: LQG CONSOLIDATION OF VSQG HAZARDOUS WASTE

ONLY fill out this form if:

- You are an LQG receiving hazardous waste from VSQGs under the control of the same person. Use additional pages if more space is needed.

VSQG 1		
1. EPA ID Number (if assigned)	2. Name	
3. Street Address		
4. City, Town, or Village	5. State	6. Zip Code
7. Contact Phone Number	8. Contact Name	
9. Email		

VSQG 2		
1. EPA ID Number (if assigned)	2. Name	
3. Street Address		
4. City, Town, or Village	5. State	6. Zip Code
7. Contact Phone Number	8. Contact Name	
9. Email		

VSQG 3		
1. EPA ID Number (if assigned)	2. Name	
3. Street Address		
4. City, Town, or Village	5. State	6. Zip Code
7. Contact Phone Number	8. Contact Name	
9. Email		

EPA ID Number | | | | | | | | | | | | |

OMB# 2050-0024; Expires 05/31/2020

United States Environmental Protection Agency
HAZARDOUS WASTE REPORT _____ (reporting cycle)
WASTE GENERATION AND MANAGEMENT (GM) FORM

1. **Waste Characteristics**

A. Waste Description						
B. EPA Hazardous Waste Code(s)						
C. State Hazardous Waste Code(s)						
D. Source Code	Management Method (G25)			Country Code (G62)		
E. Form Code	F. Waste Minimization Code			G. Radioactive Mixed ☐ Y ☐ N		
H. Quantity	UOM	Density		☐ lbs/gal ☐ sg		

2. **On-site Generation and Management of Hazardous Waste**

☐ Y ☐ N	Was any of this waste that was generated at this facility treated, disposed, and/or recycled on-site? If yes, continue to On-site Process System 1.	
Process System 1	Management Method Code	Quantity
Process System 2	Management Method Code	Quantity

3. **Off-site Shipment of Hazardous Waste**

☐ Y ☐ N	A. Was any of this waste that was generated at this facility shipped off-site for treatment, disposal, or recy-	
Site 1		
B. EPA ID of facility to which waste was shipped	C. Management Method Code	D. Total Quantity Shipped
Site 2		
B. EPA ID of facility to which waste was shipped	C. Management Method Code	D. Total Quantity Shipped
Site 3		
B. EPA ID of facility to which waste was shipped	C. Management Method Code	D. Total Quantity Shipped

4. **Comments**

EPA ID Number | | | | | | | | | | | | |

OMB# 2050-0024; Expires 05/31/2020

United States Environmental Protection Agency
HAZARDOUS WASTE REPORT _____ (reporting year)
WASTE RECEIVED FROM OFF-SITE (WR) FORM

1. Waste 1

A. Waste Description						
B. EPA Hazardous Waste Code(s)						
C. State Hazardous Waste Code(s)						
D. EPA ID Number		E. Form Code		F. Management Code		
G. Quantity	UOM	Density		☐ lbs/gal ☐ sg		

2. Waste 2

A. Waste Description						
B. EPA Hazardous Waste Code(s)						
C. State Hazardous Waste Code(s)						
D. EPA ID Number		E. Form Code		F. Management Code		
G. Quantity	UOM	Density		☐ lbs/gal ☐ sg		

3. Waste 3

A. Waste Description						
B. EPA Hazardous Waste Code(s)						
C. State Hazardous Waste Code(s)						
D. EPA ID Number		E. Form Code		F. Management Code		
G. Quantity	UOM	Density		☐ lbs/gal ☐ sg		

4. Comments

EPA ID Number | | | | | | | | | | | | |

OMB# 2050-0024; Expires 05/31/2020

United States Environmental Protection Agency
HAZARDOUS WASTE REPORT
OFF-SITE IDENTIFICATION (OI) FORM

1. Site 1

A. EPA ID Number of Off-site Installation or Transporter		
B. Name of Off-site Installation or Transporter		
C. Handler Type (mark all that apply) ☐ Generator	☐ Transporter	☐ Receiving Facility
D. Address of Off-site Installation		
Street Address		
City, Town, or Village		
State	Zip Code	Country

2. Site 2

A. EPA ID Number of Off-site Installation or Transporter		
B. Name of Off-site Installation or Transporter		
C. Handler Type (mark all that apply) ☐ Generator	☐ Transporter	☐ Receiving Facility
D. Address of Off-site Installation		
Street Address		
City, Town, or Village		
State	Zip Code	Country

3. Site 3

A. EPA ID Number of Off-site Installation or Transporter		
B. Name of Off-site Installation or Transporter		
C. Handler Type (mark all that apply) ☐ Generator	☐ Transporter	☐ Receiving Facility
D. Address of Off-site Installation		
Street Address		
City, Town, or Village		
State	Zip Code	Country

4. **Comments**

EPA ID Number | | | | | | | | | | | | |

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United States Environmental Protection Agency

HAZARDOUS WASTE PERMIT PART A FORM

1. Facility Permit Contact

First Name	MI	Last Name
Title		
Email		
Phone	Ext	Fax

2. Facility Permit Contact Mailing Address

Street Address		
City, Town, or Village		
State	Country	Zip Code

3. Facility Existence Date (mm/dd/yyyy)

4. Other Environmental Permits

A. Permit Type	B. Permit Number	C. Description

5. Nature of Business

6. Process Codes and Design Capacities

Line Number		A. Process Code			B. Process Design Capacity		C. Process Total Number of Units	D. Unit Name
					(1) Amount	(2) Unit of Measure		

7. Description of Hazardous Wastes (Enter codes for Items 7.A, 7.C and 7.D(1))

Line No.		A. EPA Hazardous Waste No.				B. Estimated Annual Qty of Waste	C. Unit of Measure	D. Processes									
								(1) Process Codes									(2) Process Description (if code is not entered in 7.D1))

8. Map

Attach to this application a topographical map, or other equivalent map, of the area extending to at least one mile beyond property boundaries. The map must show the outline of the facility, the location of each of its existing intake and discharge structures, each of its hazardous waste treatment, storage, or disposal facilities, and each well where it injects fluids underground. Include all spring, rivers, and other surface water bodies in this map area. See instructions for precise requirements.

9. Facility Drawing

All existing facilities must include a scale drawing of the facility. See instructions for more detail.

10. Photographs

All existing facilities must include photographs (aerial or ground-level) that clearly delineate all existing structures; existing storage, treatment, and disposal areas; and sites of future storage, treatment, or disposal areas. See instructions for more detail.

11. Comments