RCRA Subtitle C Reporting Instructions and Forms

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

DISCLAIMER: This is an excerpt containing only the information pertinent to the Hazardous Waste Part A Permit Application (Form 8700-23). The Instructions and Forms for all three forms can be found here:

https://rcrainfo.epa.gov/rcrainfoweb/documents/rcra_subtitleC_forms_and_instructions.pdf

(OMB #2050-0024; Expires 05/31/2020)

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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://yosemite.epa.gov/osw/rcra.nsf/how+to+use?OpenForm

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/rcrainfoweb/documents/contacts.pdf.

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.epa.gov/compliance/compliance-assistance-centers 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.

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 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), that are exempted from certain RCRA Subtitle C regulations.

Agricultural Waste Fertilizer
§261.4(b)(2)

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) and (24)

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)

Hazardous Secondary Material Transferred Off-site to A Verified Recycler
§261.4(a)(24)

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 used oil filters 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)).

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.

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), 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.

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.

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.

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.

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.

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 WWASTE - 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 the appropriate code in Item 1.D (Source Code) from the list of codes G63 through G75 (Hazardous waste received from [name of foreign country]). 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.

Report 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.
Verified Recycler 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	Permitted Reclaimer receiving HSM from off-site: This code applies if you have a RCRA Part B permit, or operate under interim status standards, and reclaim hazardous secondary material received from an off-site hazardous secondary material generator or other facility. (If you do not have a RCRA Part B permit and are not operating under interim status standards and instead, have obtained a variance to receive hazardous secondary material under this exclusion, use code 17 below.)
08	Permitted Intermediate facility: This code applies if you have a RCRA Part B permit, or operate under interim status standards, and receive hazardous secondary material from an off-site hazardous secondary material generator or another domestic facility and you store it for more than ten days. This code does not apply if you generate or reclaim the hazardous secondary material. (If you do not have a RCRA Part B permit and are not operating under interim status standards and instead, have obtained a variance to receive hazardous secondary material under this exclusion, use code 18 below.)
Imports (40 CFR 261.4(a)(24)	
Code	**Facility Code Description**
09	[Reserved]
10	HSM Generator importing HSM from a foreign country to send to recycling: This code applies if you import hazardous secondary material from a foreign country and send the material for reclamation to a permitted or verified recycling facility.
11	HSM Generator AND Permitted Reclaimer of imported HSM: This code applies if you import hazardous secondary material from a foreign country and reclaim the material at your facility under a RCRA Part B permit or under interim status standards. (If you do not have a RCRA permit and are not operating under interim status standards and, instead, have obtained a variance to receive hazardous secondary material under this exclusion, use code 18 below.)

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	Variance for HSM transferred for reclamation and managed at a verified reclamation facility: This code applies if you operate under an approved variance from EPA or your State for hazardous secondary materials that are transferred to you for reclamation under 40 CFR 261.4(a)(24) *(see 40 CFR 260.31(d))*. (If you have not obtained a variance to receive hazardous secondary material under this exclusion and, instead, have a RCRA Part B permit or operate under interim status standards, use code 07 above.)
18	Variance for HSM transferred and managed at a verified intermediate facility: This code applies if you operate under an approved variance from EPA or your State for hazardous secondary materials that are transferred to you for storage greater than 10 days under 40 CFR 261.4(a)(24) *(see 40 CFR 260.31(d))*. (If you have not obtained a variance to receive hazardous secondary material under this exclusion and, instead, have a RCRA Part B permit or operate under interim status standards as an intermediate facility, use code 08 above.)
19	Variance for HSM imported AND managed at a verified reclamation facility: This code applies if you operate under an approved variance from EPA or your State for hazardous secondary materials that are imported to you for reclamation at your site under 40 CFR 261.4(a)(24) *(see 40 CFR 260.31(d))*. (If you have not obtained a variance to receive hazardous secondary material under this exclusion and, instead, have a RCRA Part B permit or operate under interim status standards, use code 07 above.)
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 H141 received waste quantities from Form WR's). GENERATION QUANTITY SHOULD BE ZERO to avoid double counting.
For codes G63-G75	Hazardous waste received from a site located in a foreign country (other than a U.S. territory or protectorate). This site was the generator of record and is the U.S. Importer. Enter the appropriate code from the list below.
G63	Hazardous waste received from Antarctica
G64	Hazardous waste received from Aruba
G65	Hazardous waste received from Bahamas
G66	Hazardous waste received from Belgium
G67	Hazardous waste received from Brazil
G68	Hazardous waste received from Canada
G69	Hazardous waste received from Holland
G70	Hazardous waste received from Malaysia
G71	Hazardous waste received from Mexico
G72	Hazardous waste received from New Zealand
G73	Hazardous waste received from Taiwan
G74	Hazardous waste received from Venezuela
G75	Hazardous waste received from other foreign country – see Comments for country name

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
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.
H020	Solvents recovery (distillation, extraction, etc.)
H039	Other recovery or reclamation for reuse including acid regeneration, organics recovery, etc. (specify in comments)
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)
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

EPA ID Number | | | | | | | | | | | | |

OMB# 2050-0024; Expires 05/31/2020

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
