

Obtaining a Hazardous Waste Identification Number ALL YOU NEED TO KNOW

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Contacts

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Online Information

- * <http://epa.ohio.gov/>
- * Under the Division and Offices tab – Click on **Materials and Waste Management**



The screenshot displays the Ohio EPA website interface. At the top left is the Ohio EPA logo with the text "Ohio Environmental Protection Agency". To the right is a navigation bar with "Ohio.gov", "State Agencies", and "Online Services". Below this is a search bar and social media icons for Twitter and YouTube. A main navigation bar contains links for "Home", "About", "Divisions and Offices", "Do Business", "Citizens and Educators", "News", "How Do I?", and "Contact". The "Divisions and Offices" section is expanded to show "Division of Materials and Waste Management". This section includes a photograph of a dump truck unloading debris, a descriptive paragraph about the division's responsibilities, a "RECYCLING" banner with a recycling symbol and the text "What can you do to help keep Ohio beautiful?", and a "QUICK LINKS" section with a dropdown menu currently set to "Beneficial Use" and a "Go" button.

OhioEPA
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Division of Materials and Waste Management

The Division of Materials and Waste Management ensures that hazardous and non-hazardous wastes are managed in accordance with the applicable regulations. In addition to a traditional regulatory program, the division's responsibilities include establishing and implementing statewide waste reduction, recycling, recycling market development and litter prevention programs for non-hazardous wastes.

Regulations are in development to encourage the beneficial use of select waste to preserve resources, conserve energy and reduce the need for additional landfills. The division also oversees state and local planning for long-term solid waste management.

RECYCLING
What can you do to help keep Ohio beautiful?

QUICK LINKS
Select an item and click "Go" to navigate
Beneficial Use
Go

Background Info

- * RCRA – Resource Conservation and Recovery Act
- * Subtitle C
- * Who needs a HW ID Number?
- * IDs are *site specific*
- * ***THEY'RE FREE!***



Generator Status – How do I determine if my site needs a RCRA EPA ID Number?

[Click here to Open Generator Requirement Summary Table](#)

Hazardous Waste Generator Requirement Summary Table

Generator Requirements and OAC reference	Generator Category		
	CESQG	SQG	LQG
Monthly Generation 3745-52-34	≤ 1 kg acute hazardous waste ≤ 100 kg hazardous waste	> 100 kg and < 1,000 kg hazardous waste	> 1 kg acute hazardous waste ≥ 1,000 kg hazardous waste
Total Accumulation On-site 3745-52-34	≤ 1 kg acute hazardous waste ≤ 1,000 kg hazardous waste	> 100 kg and < 6,000 kg hazardous waste	> 1 kg acute hazardous waste ≥ 6,000 kg hazardous waste
Hazardous Waste Determination 3745-52-11	Required through process knowledge or analysis (documentation required)	Required through process knowledge or analysis (documentation required)	Required through process knowledge or analysis (documentation required)
EPA ID Number 3745-52-12	No applicable requirement	Required	Required

EPA Form 9029



- * When to fill it out
- * Where to send it
 - * US Mail: Ohio EPA – DMWM; PO Box 1049; Columbus, OH 43216
 - * FedEx/UPS: Ohio EPA – DMWM; 50 W Town St, Suite 700; Columbus, OH 43215
- * Where to find the form
- * How to fill it out
 - * Will go over at the end of this presentation

What do I include in my monthly hazardous waste total?

- * **COUNT:** All quantities of listed and characteristic Hazardous Wastes that are accumulated on your property for any period of time before treatment, disposal or recycling, or transportation off-site (some exceptions – see below).
- * **DO NOT COUNT:**
 - * Waste samples to determine if waste is hazardous.
 - * Universal Waste (batteries, mercury, lamps)
 - * etc.
- * [Click here for other OCAPP Webinars for more info](#)



How long does it take to obtain a HW ID #?

- * Obtaining an ID number usually takes less than 2 weeks, and can be rushed if requested!
- * Make sure the form is complete
- * Can e-mail copy to me first before mailing (ruthanne.flottman@epa.state.oh.us)
- * Make sure the mailed in copy contains an original signature!

I need to get a HW ID assigned quickly, can I fax the forms?

- Yes, but...

Who do you contact to obtain a HW ID #?

- * Ohio EPA Division of Materials and Waste Management (DMWM) Main Line: 614-644-2621
- * **Ruthanne Flottman**
 - * 614-728-8961
 - * Ruthanne.Flottman@epa.state.oh.us
- * **Paula Canter**
 - * 614-644-2923
 - * Paula.Canter@epa.state.oh.us
- * **Dan Sowry (OCAPP)**
 - * 614-728-8575
 - * Dan.Sowry@epa.state.oh.us



What are the differences between existing and new HW ID #s?

- * No difference
- * IDs are site specific – a number can be issued for a particular location and then re-issued again when a new owner moves into the same location
- * Some older numbers begin with OHD or OHT, now all begin with OHR#####.



How can two different buildings share the same HW ID #?

- * If the two different buildings are on contiguous property aka “on-site”
- * Or non-contiguous property owned by the same person but connected by a right-of-way controlled by the owner and that has no public access



Can the same address/building have multiple ID numbers?

- * YES
- * Large buildings with several sections owned or used by different tenants
- * Need to include a specific suite number or area of building your particular business occupies!



How can you find out what your HW ID # is and/or make sure it is correct?

- * Envirofacts website (<http://www.epa.gov/enviro/>)
- * Call or e-mail any of the HW contacts, or call Ohio EPA Division of Materials and Waste Management 614-644-2621
- * Make sure transporters also have your correct number.



How do you change your HW ID number (if needed)?

- * You can't "change" your hazardous waste ID number, unless you move to a new location and request a NEW HW ID number
- * There are some instances where an ID number may need to be split, for instance if a second tenant moves into a different part of a bldg. that already has an ID number with the same address, in which case the new tenant would apply for a their own number.

What are the liability issues involved in using the wrong ID #?

- * Risk of being cited with a violation of Ohio Administrative Code (OAC)
- * Make sure to re-notify (obtain a new HW ID Number) when moving to a new location and to not use your old ID number.
- * Check to make sure transporters have your ID Number written correctly on the manifest.



What if my activity is only going to be short-term or a one-time event... can I get a temporary #?

- * If you are a short-term/one-time generator, mark the “Short-Term Generator” box on Page 2 of the form (9.1.d.)
- * Then, in the comments section of the form (Page 3, Section 11) – explain the short-term/one-time activities. For example: “This is a one-time event to clean up HW waste leftover from previous company, we will no longer generate HW when this is complete”

A site has a HW ID # but no longer conducts any RCRA regulated activity. Should I notify Ohio EPA?

- * Yes
- * Deactivation letter
 - * Letterhead
 - * Signature
 - * PO BOX 1049; Columbus, OH; 43216



How will I know that Ohio EPA has processed my form?

Acknowledgement letter/ report

The site already has a HW ID #. When should we update the information associated with it?

- * Once you have your EPA ID Number, you should also send in updated 9029 forms when anything changes at your site. Some main reasons to fill out a subsequent 9029 form are for:
 - * generator status changes
 - * owner/operator changes
 - * site contact information changes
 - * Updating waste codes



We moved to a different location. Can we continue to use our old HW ID #?



- * No
- * Site Specific
- * Transporter?

Transporters

- * HW transporters must have an EPA ID number
- * Must also have a ID number from Public Utilities Commission of Ohio ([PUCO](#))



Where can I get help obtaining an ID number and completing the form?

- * Me (Ruthanne Flottman)
 - * 614-728-8961
 - * Ruthanne.flottman@epa.state.oh.us
- * OCAPP
 - * 614-644-3469
- * DMWM
 - * 614-644-2621



MAIL THE COMPLETED FORM TO: Ohio EPA, DMWM, P.O. Box 1049, Columbus, OH 43216-1049	Ohio Environmental Protection Agency RCRA SUBTITLE C SITE IDENTIFICATION	For Ohio EPA Use Only
1. Reason for Submittal	Reason for Submittal: <input type="checkbox"/> To provide initial notification (to obtain an EPA ID Number for hazardous waste, universal waste, or used oil activities). <input type="checkbox"/> To provide subsequent notification (to update site identification information). <input type="checkbox"/> As a component of a First RCRA Hazardous Waste Part A Permit Application. <input type="checkbox"/> As a component of a Revised RCRA Hazardous Waste Part A Permit Application (Amendment # _____) <input type="checkbox"/> As a component of the Hazardous Waste Report for the year _____	
2. Site EPA ID No.	EPA ID Number:	
3. Site Name	Name:	
4. Site Location Information	Street Address: City, Town, or Village: _____ County: _____ State: _____ Country: _____ Zip Code: _____	
5. Site Land Type	Site Land Type: <input type="checkbox"/> Private <input type="checkbox"/> County <input type="checkbox"/> District <input type="checkbox"/> Federal <input type="checkbox"/> Indian <input type="checkbox"/> Municipal <input type="checkbox"/> State <input type="checkbox"/> Other	
6. North American Industry Class. System (NAICS) Code(s) for the Site	A. (Primary) _____ B. _____ C. _____ D. _____	
7. Site Contact Person:	First Name: _____ MI: _____ Last Name: _____ Title: _____ Street or P.O. Box: _____ City, Town or Village: _____ State: _____ Country: _____ Zip Code: _____ E-mail: _____ Phone & Ext.: _____ Fax: _____	
8. Legal Owner and Operator of the Site Additional Owners and/or Operators should be listed in the Comment Section or on another copy of this form page.	A. Name of Site's Legal Owner: _____ Date Became Owner (mm/dd/yyyy): / / Owner Type: <input type="checkbox"/> Private <input type="checkbox"/> County <input type="checkbox"/> District <input type="checkbox"/> Federal <input type="checkbox"/> Indian <input type="checkbox"/> Municipal <input type="checkbox"/> State <input type="checkbox"/> Other Street or P.O. Box: _____ City, Town, or Village: _____ Phone: _____ State: _____ Country: _____ Zip Code: _____ B. Name of Site's Operator: _____ Date Became Operator (mm/dd/yyyy): / / Operator Type: <input type="checkbox"/> Private <input type="checkbox"/> County <input type="checkbox"/> District <input type="checkbox"/> Federal <input type="checkbox"/> Indian <input type="checkbox"/> Municipal <input type="checkbox"/> State <input type="checkbox"/> Other Street or P.O. Box: _____ City, Town, or Village: _____ Phone: _____ State: _____ Country: _____ Zip Code: _____	



Page 1 of EPA Form 9029 – also known as “RCRA Subtitle C Site Identification Form”

[Click here to Open the PDF](#)

Questions?

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