WHO MUST FILE THE ANNUAL HAZARDOUS WASTE REPORT

SITES REQUIRED TO FILE THE REPORT

You are required to file the Annual Hazardous Waste Report if the site met the definition (see below) of a RCRA Large Quantity Generator (LQG) during the reporting year, or the site treated, stored, or disposed of RCRA hazardous wastes on-site **in units subject to RCRA permitting requirements** during the reporting year. See WHICH FORMS TO SUBMIT AND WHAT TO REPORT beginning on page 2 to determine which forms must be submitted. The completed report should be received at Ohio EPA no later than March 1.

Definition of a RCRA Large Quantity Generator

A site is a large quantity generator if, in the reporting year, the site met **any** of the following criteria:

(a) The site generated in any single calendar month 1,000 kg (2,200 lbs) or more of RCRA hazardous waste; **or**

(b) The site generated in any single calendar month, or accumulated at any time, more than 1 kg (2.2 lbs) of RCRA acute hazardous waste; **or**

(c) The site generated in any single calendar month or accumulated at any time more than 100 kg (220 lbs) of spill cleanup material contaminated with RCRA acute hazardous waste.

SITES NOT REQUIRED TO FILE THE REPORT

You are not required to file the Annual Hazardous Waste Report if, during the reporting year, the site was NOT a RCRA Large Quantity Generator in any one month and did NOT treat, store, or dispose of RCRA hazardous wastes on-site in units subject to RCRA permitting requirements. However, if you would like to send us something to keep us current on your site activities, you should submit a completely filled out RCRA Subtitle C Site Identification form and indicate your current generator status in Section 9 Box A Item 1. Please note any unusual circumstances in the comments section. This information will be used to distinguish sites that are exempt from reporting from those sites that have not submitted the required report.

PLEASE READ ALL INSTRUCTIONS BEFORE ATTEMPTING TO COMPLETE THE FORMS

PURPOSE OF THE ANNUAL HAZARDOUS WASTE REPORT

The Ohio Environmental Protection Agency's (Ohio EPA) mission to protect human health and the environment includes the responsibility to effectively regulate, with the federal government, the management of hazardous waste generated in the state. As part of this task, Ohio EPA and U.S. EPA collect and maintain information about the generation, management, and final disposition of hazardous waste as regulated by the Resource Conservation and Recovery Act (RCRA), and about efforts to minimize these wastes.

Ohio EPA prepared this booklet to assist generators and owners/operators of treatment, storage, and disposal facilities in reporting their hazardous waste activities for the reporting year. The information collected from the reports will be used to:

- Provide Ohio EPA and U.S. EPA with an understanding of hazardous waste generation, management, and waste minimization activities in Ohio;
- Provide Ohio EPA with data to be used in its compliance assurance efforts;
- Communicate the findings to the public.

In order to accomplish these goals, the data you provide will be entered into a computer database by Ohio EPA, the authorized implementer of the Annual/Biennial Report program. For odd-numbered reporting years, the data will be forwarded to US EPA in fulfillment of the Biennial Report requirement; sites do not have to submit two sets of reports. Your effort to carefully complete the required forms is greatly appreciated.

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INSTRUCTIONS FOR FILING
THE ANNUAL HAZARDOUS WASTE REPORT

INTRODUCTION

This booklet is prepared by Ohio EPA to assist generators and treatment, storage, and disposal facilities with reporting their hazardous waste activities for the reporting year. Ohio EPA is the authorized implementer of the Hazardous Waste Report program in Ohio.

AUTHORITY

Your site may be required to file this report under the Resource Conservation and Recovery Act (RCRA) of 1976.

The authorizing legislation for the Hazardous Waste Report is contained in Sections 3002 and 3004 of the RCRA of 1976, as amended by the Hazardous and Solid Waste Amendments of 1984 (HSWA). Section 3002 requires hazardous waste generators to report to U.S. EPA or authorized States, at least every two years, the quantities, nature, and disposition of generated hazardous waste and the efforts taken to reduce the volume and toxicity of hazardous waste in comparison to previous years. Under the authority of Section 3004, U.S. EPA has extended the reporting requirements to treatment, storage, and disposal facilities for the wastes they receive.

Ohio rules require this report to be filed annually. Ohio's Annual Report regulations are contained within Rules 3745-52-41, 52-44, 54-75, and 65-75 of the Ohio Administrative Code (OAC). You can obtain a copy of Ohio's hazardous waste regulations by contacting Legal Records at (614) 644-2129. The rules are also available on the Division of Hazardous Waste Management's (DHWM) Web page at www.epa.ohio.gov/dhwm/laws_regs.aspx

Overview of the Annual Hazardous Waste Report

To determine if you are required to file the Report, read **WHO MUST FILE THE ANNUAL HAZARDOUS WASTE REPORT** on the inside front cover.

WHICH FORMS TO SUBMIT AND WHAT TO REPORT, page 2, describes circumstances and situations under which each of the forms should be completed.

Explanations of the general guidelines used to fill out the Report forms are specified on page 3, **HOW TO FILL OUT THE FORMS**. Telephone help line numbers are provided to assist you with questions not addressed by the instructions.

WHEN AND WHERE TO FILE, page 8, provides the filing date and return address for the completed forms.

The **REPORT SUBMISSION CHECKLIST** should be reviewed before mailing the forms; see page 9.

Detailed instructions for filling out each of the forms begin on page 10. A section of Special Instructions, starting on page 39, explains how to report lab packs, PCBs, asbestos and waste oils, etc. Definitions of key terms and explanations of acronyms and abbreviations are on page 41. Lists of codes that are too long to include in the text of instructions begin on page 48, starting with the list of Source Codes.

WHICH FORMS TO SUBMIT AND WHAT TO REPORT

The Hazardous Waste Report contains the following five forms:

Site ID Form A site required to file the Hazardous Waste Report must submit the Site ID Form as a component of the Report . If you did not generate hazardous waste at LQG levels at this site during the reporting year and you have not notified as an LQG, please do not submit a report. If you simply want us to keep you updated on changes to annual hazardous waste reporting requirements and information pertaining to the annual reports, please consider signing up for the annual report listserv instead of submitting a report. To sign up, follow the instructions here: http://ohioepa.custhelp.com/cgi-bin/ohioepa.cfg/php/enduser/doc_serve.php?2=subscriptionpage

If you did not generate hazardous waste at LQG levels at this site during the reporting year and you have notified as an LQG, we ask that you update your actual generator status by submitting EPA Form 9029 as part of the annual hazardous waste report or as a subsequent notification (**http://www.epa.ohio.gov/dhwm/notiform.aspx**). You can submit a subsequent notification at any time. Keeping your facility's generator status as an LQG even when you are not actually generating at these levels keeps your facility on the list of those facilities that are subject to more Ohio EPA oversight and are more likely to be inspected. Additionally, information about your generator status is now made available on public Web sites. You probably want this information to reflect your actual generator status. For additional information about data that is available on public Web sites, visit this Web page: **http://www.epa.ohio.gov/dhwm/info_resources.aspx**.

Instructions for the Site ID Form begin on page 10.

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

- Generated and accumulated on-site and subsequently managed on-site or shipped off-site in the reporting year;
- Generated and accumulated on-site in the reporting year but not managed on-site or shipped off-site until after the reporting year;
- Generated and accumulated on-site prior to the reporting year but either managed on-site or shipped off-site in the reporting year; or

A separate and independent Form GM must be submitted for each RCRA hazardous waste if any one of the following is true:

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

Instructions for Form GM begin on page 19.

Form OI A site must complete Form OI if it had RCRA hazardous waste transported off-site for treatment, storage, or disposal. Instructions for Form OI are on page 28.

Form WR A site required to file the Annual Hazardous Waste Report must submit Form WR if, during the reporting year, it received RCRA hazardous waste from off-site and managed the waste on-site. Instructions for Form WR begin on page 30.

Form PS Commercial facilities which receive waste from off-site and are required to file the Annual Hazardous Waste Report are requested to submit a Form PS that lists the influent quantity for each hazardous waste treatment, disposal, or recycling process system that operated during the reporting year. Instructions for Form PS are on page 33.

Do not report wastes that are not regulated under RCRA, such as PCBs and asbestos, unless they are mixed with a RCRA waste. Also do not include wastes that are defined as hazardous only by certain states (Michigan, New Jersey, etc.) and are not regulated by U.S. EPA. For more information, see the Special Instructions section. If the material is being used as a product, it is not a RCRA-regulated waste and should not be listed on the report. Do not assume that manifesting a material automatically qualifies it for inclusion in the Annual Hazardous Waste Report; it must have federally recognized RCRA waste codes. Manifests are commonly used to ship all types of waste from hazardous to non-hazardous. Be sure you can distinguish between them.

HOW TO FILL OUT THE FORMS

Help Line

To obtain assistance in filling out the forms in this package after you have read the instructions, call Ohio EPA's Hazardous Waste Report coordinator, Mary Ann Silagy at (614) 644-2891. If Mary Ann is unable to take your call, leave a brief message on her voice mail along with your name and phone number. It is anticipated that the volume of phone calls will be significant toward the end of February and it is suggested that you complete your report as early as possible. If you have Internet access, you can send e-mail messages to: maryann.silagy@epa.state.oh.us. If Mary Ann is unavailable, you may try Paula Canter at (614) 644-2923 or paula.canter@epa.state.oh.us.

Frequently Asked Questions

Listed below are frequently asked questions regarding Annual Hazardous Waste Reports. Please read them before calling for help, in case they answer your question.

Q. Does my report have to be at Ohio EPA March 1 or can it just be postmarked by then?

A. OAC rule 3745-52-41(A) states that the Annual Report must be submitted to Ohio EPA by March 1. The report should be received at Ohio EPA by the end of the business day on March 1. If March 1 falls on a Saturday or Sunday, the report would be due on the following Monday.

Q. Do I need to file a Biennial Report with U.S. EPA in addition to the report I send to Ohio EPA?

A. NO. In odd-numbered report years, as the authorized implementer of the Biennial Report program, Ohio EPA forwards the data to U.S. EPA as required. The only report you ever need to submit is the one to Ohio EPA.

Q. Should I list waste oil, asbestos, or PCBs on the report?

A. NO, not unless they are mixed with a RCRA-regulated waste. See the Special Instructions on page 39.

Q. How do I report lab packs?

A. See the Special Instructions on page 39. You can consolidate information based on specific criteria.

Q. When determining the correct generator classification for my site, can I equate shipment with "generation"?

A. NO. Generator classifications are based on how much waste is produced in any one calendar month, not on when it is shipped. Classifications can change from month to month. If the material was a product but is off-specification and can't be used, it becomes "generated" when you determine it is no longer usable as a product.

Q. If my site had a <u>one-time</u> activity that resulted in generation of more than 2200 pounds in one month, do I still have to file a report?

A. YES. The criterion for filing is generation of more than 2200 pounds in any one calendar month (or more than 2.2 pounds of acutely hazardous waste). There is no exemption for unusual circumstances.

Q. How do I report waste that was generated in the reporting year but hadn't been shipped by the end of the year?

A. Report the total quantity generated on Form GM, Section 2, Box B. In Section 3, list whatever portion <u>was</u> shipped. The difference between the two will indicate waste that remained on-site at the end of the year. In Section 4, TSD facilities that have a storage permit should list the quantities remaining on-site in the permitted storage area as of December 31.

Q. If the material is shipped off-site and used as a substitute for a commercial product by the recipient, do I list this on the report?

A. NO. The material would not be defined as a "waste" under RCRA. See Chapter 3745-51 of the OAC (Hazardous Wastes Subject to Regulation), or call Regulatory and Information Services for clarification at (614) 644-2977.

Q. Do I need to complete a separate Form OI for each Form GM page?

A. NO. Each Form OI has space for up to five TSD facilities or Transporters. It is designed to eliminate redundant listing of TSD/Transporter names and addresses, because one facility may accept multiple types of waste and be listed on more than one Form GM in Section 3. Data on Form OI links to all Form GMs submitted via the EPA ID numbers of the TSDFs, not to a single Form GM. Therefore it is crucial that the EPA ID numbers be accurately and completely listed on both forms.

Q. Can I file on a form that I designed myself that closely resembles EPA's?

A. You can send us your version of the report forms if you wish, but they must receive prior approval from Mary Ann Silagy. Ohio EPA encourages submittal of data via electronic reporting (see page 7).

Q. Can I fax the report to Ohio EPA?

A. NO. Faxed copies of the Annual Hazardous Waste Report are not accepted because they do not have an original signature.

Q. Can I get an extension to the March 1 submittal deadline?
A. NO. See When and Where to File on page 8.

Q. Who should sign the Certification Statement on the Site ID Form or the PIN application form?
A. OAC Rule 3745-50-42 requires that all reports shall be signed by one of the following:

- A responsible corporate officer
- A general partner or proprietor
- For public agencies, a principal executive officer or ranking elected official
- A duly authorized representative of any of the three persons listed above. The representative should be an individual having responsibility for overall operation of the regulated facility or activity.

Copies of Report Forms and Instructions

You may copy the forms and instructions as needed. It is not necessary for you to obtain originals from EPA for each site that is required to file. The forms and instructions are posted on DHWM's Web page in PDF format at http://www.epa.ohio.gov/dhwm/ann_report.aspx. You need to have Adobe Acrobat Reader installed on your computer in order to view/print the files. Acrobat Reader can be downloaded at no cost from Adobe's Web page, *http://www.adobe.com*.

Documents Helpful in Filling Out the Forms

In preparing the Annual Hazardous Waste Report, you will need to consult your records on quantities and types of hazardous waste generated. Some records that might be helpful are listed below. (Note: Do not send copies of these documents with your report submittal.) Your site may not have all of the documents:

- Copies of records of quantities of hazardous waste generated or accumulated;
- Hazardous Waste Manifest forms;
- Results of laboratory analysis of your wastes;
- Contracts or agreements with off-site facilities that manage your wastes; and
- Copies of permits for on-site waste management systems.

Code Lists

Please use **only** the codes included or referred to in the instructions or lists of codes beginning on page 48. Within the text of the instructions, the page numbers of code lists are designated by this symbol: 

Skip Instructions

The text of each form contains skip instructions that direct you to the next appropriate section or box to be completed. These instructions are designated by this symbol: 

Notes

The text includes notes that provide explanatory text or definitions of terms used in the instructions. Notes are designated by this symbol:

Right Justification of Quantities

Right-justify all quantities reported on the forms, and round them to the nearest whole number. For example, enter a quantity of 14,000.4 tons on the form as follows:

| | | | | 1 | 4 | 0 | 0 | 0 |

Comment Section on Forms

Use the Comments section at the bottom of the forms to clarify or continue any entry. Refer to the comment by entering the Section number and Box letter (i.e. Section 4, Box F). Please make comments as concise as possible; there is space in Ohio EPA's database for 2000 total characters. *If there are special circumstances regarding the site's hazardous waste generation activities, please note them in this section*.

Page Numbering of Forms

When you have filled out all the appropriate forms in the package, number the pages consecutively throughout. The individual page number and the total number of pages in your submission will appear on the bottom of each page (e.g., Page 1 of 7, Page 2 of 7, etc.). The individual page numbers will be entered to Ohio EPA's database in combination with the EPA ID and form type as a means of creating a unique record.

Report Recordkeeping

After you have finished the Report and the Certification Statement on the Site ID Form has been signed, copy the entire Report for your records. Mail the signed original to Ohio EPA's Central Office.

To send via US Mail:
Ohio EPA – Division of Hazardous Waste Management
PO Box 1049
Columbus, OH 43216-1049

To send via overnight courier:
Ohio EPA – Division of Hazardous Waste Management
50 W Town St, Suite 700
Columbus, OH 43215

You are required to keep a copy of the Report on file for a minimum of three years. EPA personnel will request that you produce manifests and report copies for their review during an inspection. Another reason to keep a copy is for reference purposes while answering questions that the Report Coordinator might have about possible errors.

Amendments

If you discover an error after the Report has been submitted, you can send an amendment. There are two general types of amendments: 1) addition of new pages; and 2) corrections to previously reported data, usually to waste amounts or codes. For either, send a brief cover letter attached to the new/corrected page that explains what you are submitting. It is not necessary to send a copy of the entire report, since the amendment will be attached to the original. Give the new page a unique page number that was not used in the original submittal; the sequence is not critical. For corrections, make a copy of the original, strike out the old value, and write in the replacement value with colored ink. Call Mary Ann Silagy if you have any questions about this procedure.

Example Annual Hazardous Waste Report Forms for Hypothetical Sites

To reduce costs, the appendix containing the form completion examples was removed from this booklet. The examples can be obtained by calling Regulatory and Information Services at (614) 644-2977 or by accessing them on DHWM's Web page (see below). The document describes three hypothetical hazardous waste sites and illustrates the forms that each site should submit. The three sites are: a generator that ships all of its waste off-site for management; a generator that ships some of its waste off-site and manages the rest in an exempt process on-site; and a commercial treatment, storage, disposal, or recycling facility.

Accessing EPA Resources via the Internet

Ohio EPA has a home page on the World Wide Web. The URL address is http://www.epa.ohio.gov. Each division of the agency has a site linked to the main page. The information on DHWM's page includes, but is not limited to: PDF files of the Annual Report booklet and the Notification of Regulated Waste Activity form and instructions; the ability to print or download the regulations; guidance documents; various lists and fact sheets; the "General Statistics..." document derived from Annual Report data; and a Who What Where contact list. For more information or assistance, see the Annual Reports web page at http://www.epa.ohio.gov/dhwm/ann_report.aspx or contact Regulatory and Information Services at (614) 644-2977. You can also sign up on DHWM's listserv on our web page to receive via e-mail news and information pertaining to the Annual Hazardous Waste Report and other topics of interest.

U.S. EPA also has extensive information on the Internet that you may be interested in, including documents extracted from the electronic daily issue of the Federal Register and the Envirofacts Data Warehouse where you can look up the basic identifier information that U.S. EPA has on your site. It is accessible via Gopher, the Web, dial up, or FTP. The URL is http://www.epa.gov.

Electronic Reporting

For the report, DHWM is again providing a Data Entry Module (DEM) for electronic Annual Report completion and submittal. Report respondents can complete the forms on their PC in a Windows-based application and then email the data to Ohio EPA. Some of the benefits of filing electronically include:

Convenience - The software contains many timesaving features that users have become accustomed to in Windows-based systems, such as pick lists and help windows.
Improved Accuracy - The validation checks find errors and allow you to fix problems before submitting the report, possibly preventing a violation citation.
Proof of Filing - Ohio EPA will let you know that your return has been received.
Fast processing - Ohio EPA can process your DEM file much more quickly than those that are filed on paper. It saves Ohio EPA time and money.

Facilities that wish to import data can do so by creating ASCII files that follow the specifications detailed in the import guide. The software conducts quality assurance checks and offers context-sensitive help and pick lists. The user guides and the latest version of the software can be downloaded from DHWM's Forms & Publications Web page.

Confidential Business Information

In past years, Ohio EPA has received confidentiality requests from commercial TSDFs who wish to protect the customer identification information on their waste receipt reports. The data fields that EPA has withheld from public disclosure pending approval of the TSDF's "trade secret" claim are the

customer's name, EPA ID, street address, city, and zip code. However, the waste identification details are public information. Ohio EPA has denied any past attempts to claim a site's waste generation information as confidential. If you are interested in learning about the procedures that must be followed in order to claim confidentiality, contact Mary Ann Silagy.

WHEN AND WHERE TO FILE

Annual Hazardous Waste Reports are due by March 1. If March 1 falls on a weekend, the report is due the following Monday. No extension to this deadline will be granted under any circumstances. You may want to send your reports via certified mail as confirmation that they were received. File the returned green card with your report copy.

Report originals should be mailed to:

Ohio EPA - DHWM
Mary Ann Silagy
Annual Report Coordinator
P.O. Box 1049
Columbus, OH 43216-1049

For courier deliveries, use the street location address:

Ohio EPA - DHWM
Mary Ann Silagy
Lazarus Government Center
50 West Town Street, Suite 700
Columbus, OH 43215

NOTE: Do not mail your Right-To-Know report and Annual Hazardous Waste Report in the same envelope, since these programs are not conducted by the same division of Ohio EPA. The reports may not be forwarded properly to DHWM and your site may incorrectly appear to be out of compliance. Also, do not mail reports to the Ohio EPA district offices, since the management of the report program is done at the Central Office.

REPORT SUBMISSION CHECKLIST

Before mailing your report submission, please review the following checklist:

- Λ Has the certification statement on the Site ID Form been signed and dated?

- Λ If you shipped hazardous waste, did you fill out a Form OI? There should be one listing for each initial receiving facility and transporter.

- Λ Does the generator status indicator in Section 9 Box A Section 2 of the Site ID Form correctly reflect the waste generation activities that took place in the reporting year?

- Λ Are the report pages numbered consecutively, and does each page have a unique number?

- Λ Have all hazardous wastes generated or managed at this location been accounted for? A generator or on-site TSD facility should have one Site ID Form and one or more Forms GM and OI. A facility that receives waste from off-site should have these same forms as well as Forms WR and PS.

- Λ If this facility receives waste from off-site, have all customers been accounted for on Form WR? And is there a Form PS for each TDR system type code listed on the WRs?

- Λ Did you proofread the report after it was typed? Many errors are caused by inability of the typist to read your handwriting! Example: 0001 instead of D001.

- Λ Have you made a copy of the report for your records? You are required to maintain this copy for a minimum of three years.

- Λ If the page is a two-sided form, was it copied correctly? Make sure the back of the page is not blank.

- Λ Have you provided information in the comment section to explain any special circumstances?

INSTRUCTIONS FOR FILLING OUT THE

RCRA SUBTITLE C SITE IDENTIFICATION (SITE ID) FORM

WHO MUST SUBMIT THIS FORM

All sites required to submit the Hazardous Waste Annual Report or that want/need to stay on the mailing list for the following year's version, must submit the Site Identification (Site ID) Form. The instructions below explain how to complete the Site ID Form for the Hazardous Waste Report. Examples of how to complete the form for purposes of submitting the Hazardous Waste Report can be mailed upon request, or can be viewed on DHWM's Annual Report web page*.*

PURPOSE OF THIS FORM

For purposes of the Hazardous Waste Report, the Site ID Form identifies LQGs and TSDFs engaging in hazardous waste generation and management activities for the reporting year. The form is divided into 12 sections (see list below). **Beginning with the 2003 Biennial Report year, US EPA require s all sections of the form to be completed except waste codes.** Including waste codes and completing all sections qualifies as a Subsequent Notification, which is recommended in order to keep the site identification information current.

HOW TO FILL OUT THIS FORM

You should fill out all sections of the form and mark both "As a component of the Hazardous Waste Report" as well as "To provide subsequent notification" as Reasons for Submittal in Section 1. Please print using blue or black ink, or type all information. Use the Comments section at the end of the form to clarify or continue any entry. Preceding the comment, reference the section number and box letter to which it refers. You should also use the Comments section (and not a cover letter) to explain any special circumstances related to the filing of the Report as well as describing Waste Minimization efforts as required.

The Site ID Form sections are:

Section 1- your reason for submitting the form, which in this case, is as a component of the Hazardous Waste Report. (Also check "To provide subsequent notification" if you complete all 12 sections.);
Section 2- your site's EPA ID number;
Section 3- the name of your site;
Section 4- the physical location of your site;
Section 5- the site land type;
Section 6- the North American Industry Classification System (NAICS) code(s) for your site;
Section 7- the Hazardous Waste Report contact person for your site and his/her mailing address;
Section 8- owner and operator name, type, and date became owner/operator;
Section 9- your hazardous waste activities at the site;
Section 10- waste codes applicable to waste generated at your site (optional but recommended);
Section 11- comments including waste minimization efforts for the reporting year; and
Section 12- certification that the information you provided throughout the form is truthful, accurate, and complete.

ITEM-BY-ITEM INSTRUCTIONS

Section 1: Reason for Submittal

Place an "X" in the appropriate box(es) to indicate this form is submitted “As a component of the Hazardous Waste Report” and optionally “To provide subsequent notification (to update your site identification information)”. The latter requires the full completion of the form.

1. **To update site identification information (Subsequent notification).** You must use this form to submit a subsequent notification if your site already has an EPA Identification Number and wishes to update the information.

2. **As a component of the Hazardous Waste Report for the year ____.** The year the report is for should be recorded in the space provided.

The following Reasons for Submittal are not an option for the purpose of the Annual Report but are included for your information.

3. **To obtain an EPA Identification Number for hazardous waste, universal waste or used oil activities (Initial notification).** If your waste activity is regulated under Resource Conservation and Recovery Act (RCRA), Subtitle C, and the rules promulgated pursuant to the Act (specifically 40 CFR Parts 260–299 or OAC Chapters 3745-50 through 3745-279), you must submit this form to notify the appropriate EPA Regional or State Office of your regulated waste activities and obtain an EPA Identification Number.

4. **As a component of a First RCRA Hazardous Waste Part A Permit Application.** If your site is planning to treat, store, or dispose of hazardous waste on-site in a unit that is not exempt from obtaining a hazardous waste permit, you must submit this form as part of the Part A permit application. Also, if the activity this site was engaged in (treatment, storage, or disposal) became newly regulated under RCRA Subtitle C, and the rules promulgated pursuant to the Act (specifically 40 CFR Parts 260-299 or OAC Chapters 3745-50 through 3745-279), you must submit this form as part of the Part A permit application.

5. **As a component of a Revised RCRA Hazardous Waste Part A Permit Application.** If you must submit a revised Part A permit application to reflect changes that have occurred at your site, you must submit this form as part of your revised Part A permit application. Examples of site changes requiring a revised Part A submission include managing new wastes not identified in the first Part A submission or changes to existing waste treatment processes. When submitting a revised Part A application, please include the Amendment number in the appropriate space.

Section 2: Site EPA ID Number

Provide the 12-character EPA Identification Number for this site in Section 2.

Sections 3 and 4: Site Name and Location

Provide the legal name of your site and a complete **location** address. Give the public or commercial name of your site (i.e., the full name that commonly appears on invoices, signs, or other business

documents). Please note that the address you give for Section 4, Site Location, must be a physical address, *not a post office box or route number.*

✍	**NOTE**: A new EPA Identification Number is required if you change the location of your facility.

Section 5: Site Land Type

Place an "X" in the box that best describes the land type of your site. If the Land Type is Municipal but also qualifies as Indian, County, or District, choose that type instead of Municipal.

Section 6: North American Industry Classification System (NAICS) Code(s)

(At a minimum, Box A of this section must be completed. Completing Boxes B-D is not mandatory but is recommended if applicable.)

Box A Provide the 5 or 6 digit 2007 North American Industry Classification System (NAICS) code that **best** describes the primary products or services provided by your site.

Boxes B - D List other NAICS codes that describe the primary products and services provided by your site.

You can find a reference list of NAICS codes on the U.S. Census Bureau's web site at **http://www.census.gov/naics/2007/index.html.**

Section 7: Site Contact Person

Enter the name, business telephone number, e-mail, fax number, and mailing address of the person who should be contacted regarding the information submitted in the Site ID Form and the Annual Hazardous Waste Report. E-mail address and fax number are optional but they provide other means by which Mary Ann Silagy can communicate with you. If the contact person's mailing address is the same as the facility location, you can simply write "same as location" in the Street or P.O. Box entry.

Section 8: Legal Owner and Operator of the Site

This section should be used to indicate the owners and operators of this site. The Comments section in Section 11 and additional sheets can be used if there are multiple owners/operators to report.

Box A

Name of Site's Legal Owner: Provide the name of your site's legal owner. If an additional owner has been added or a new owner has replaced the previous owner since the site's initial notification, provide information on the new owner(s).

Date Became an Owner: Indicate the year, month, and day on which the above person or entity became the owner of your site. If you are unsure of the exact date, please make an educated guess.

Owner Type: Place an "X" in the box that best describes the owner type. If the Owner Type is Municipal but also qualifies as Indian, County, or District, choose that type instead of Municipal.

Owner Address and Phone Number: Enter the owner's address, including the street or P.O. Box, city, state, country, and zip code. If the owner address is the same as the site location, you can write "same as location" in the street box and leave the other address boxes blank. Enter the owner phone number.

Box B

Name of Site's Operator: Provide the name and address of your site's operator. If the operator is the same as the owner, you may write "same as owner" and leave the other boxes blank.

Date Became an Operator: Indicate the year, month, and day on which the above person became the operator of your site. If you are unsure of the exact date, please make an educated guess.

Operator Type: Place an "X" in the box that best describes the operator type. If the Operator Type is Municipal but also qualifies as Indian, County, or District, choose that type instead of Municipal.

Operator Address and Phone Number: Enter the operator's address, including the street or P.O. Box, city, state, country, and zip code. If the operator address is the same as the site location, you can write "same as location" in the street box and leave the other address boxes blank. Enter the operator phone number.

Use the Comments field in Section 11 to list any additional owners and operators, their names, the dates they became owners and/or operators, owner/operator type, and which owner(s), if any, they replaced. If necessary, attach a separate sheet of paper.

✍	**NOTE:** A subsequent notification is recommended when the owner/operator of a site changes. Because an EPA Identification Number is site-specific, the new owner will keep the existing EPA Identification Number for that location. If the business moves to another location, the owner or operator must notify the EPA of this change. In this instance, a new EPA Identification Number will be assigned, since the business has changed locations.

Section 9: Type of Regulated Waste Activity

You must complete all of Section 9 as applicable to the regulated waste activities conducted at the site. A checked box means your site is currently conducting the activity. An unchecked box means your site does not conduct or no longer conducts the activity.

*If you are currently **not** an LQG and/or TSD Facility but are filing to stay on the mailing list or because you were a LQG and/or TSD Facility during the reporting year, check the box in A.1 that indicates the site's generator status at the current time and in A.2, mark the generator status that is appropriate for the waste activities included in the report. Include comments about your situation in the Comments section of the Site ID Form. This enables Ohio EPA to distinguish between sites that have one-time or short-term Annual Report submittals versus sites that regularly file.*

Box A **Hazardous Waste Activities:** Mark an "X" in the appropriate box(es) to indicate which hazardous waste activities are being conducted at this site**.** The generator status in Item 1 should reflect the site's generator status at the current time, which may or may not be the same as Item 2, which is intended to reflect generator status only for current Annual Hazardous Waste Report filing purposes.

1. **Generator of Hazardous Waste:** If the site generates a hazardous waste that is listed in OAC rules 3745-51-31 through 3745-51-33 or is identified by one or more hazardous waste characteristic(s) contained in OAC rules 3745-51-21 through 3745-51-24, place an "X" in the appropriate box for the quantity of non-acutely hazardous waste that is generated per calendar month. *Do not mark any of the boxes in Item 1 if the site is not currently a generator.*

a. **LQG:**
This site is a LQG if, in the reporting year, the site meets **any** of the following criteria:

i. Generated, in any calendar month, 1,000 kg (2,200 lbs.) or more of RCRA hazardous waste; **or**
ii. Generated, in any calendar month, or accumulated at any time, more than 1 kg (2.2 lbs.) of RCRA acute hazardous waste; or
iii. Generated, in any calendar month, or accumulated at any time, more than 100 kg (220 lbs.) of spill cleanup material contaminated with RCRA acute hazardous waste.

b. **Small Quantity Generator (SQG):**
This site is a SQG if, in the reporting year, the site meets **all** of the following criteria:

i. Generated, in any calendar month, more than 100 kg (220 lbs.) but less than 1,000 kg (2,200 lbs.) of RCRA hazardous waste, during one or more months in a year; **including**
ii. Generated, in any calendar month, or accumulated at any time, no more than 1 kg (2.2 lbs.) of acute hazardous waste **and** no more than 100 kg (220 lbs.) of material from the cleanup of a spill of acute hazardous waste.

OR, the site is a SQG if it:

i. Met all other criteria for a Conditionally Exempt Small Quantity Generator (CESQG) (see below); but
ii. Accumulated, at any time, more than 1,000 kg (2,200 lbs.) of RCRA hazardous waste.

c. **CESQG:**
This site is a CESQG if, **in every month** during the reporting year, the site did **all** of the following:

i. Generated no more than 100 kg (220 lbs.) of RCRA hazardous waste in any calendar month; **including**
ii. Generated, in any calendar month, or accumulated at any time, no more than 1 kg (2.2 lbs.) of acute hazardous waste, **and** no more than 100 kg

(220 lbs.) of material from the cleanup of a spill of acute hazardous waste; and

iii. Accumulated, at any time, no more than 1,000 kg (2,200 lbs.) of RCRA hazardous waste.

✍	**NOTE**: It is the responsibility of the generator to determine if a waste is a RCRA hazardous waste, or if it is excluded from regulation. RCRA hazardous waste managed solely in units that are exempt from RCRA permitting requirements are not to be counted in determining if a site is a LQG. If a waste is excluded, its quantity should not be counted in determining RCRA generator status.

In addition, mark an "X" in the following appropriate box(es) to indicate other generator activities occurring at this site. (Check all boxes that apply.)

d. United States Importer of Hazardous Waste
Mark an "X" in the box if you import hazardous waste from a foreign country into the United States. Refer to OAC rule 3745-52-60 for additional information.

e. Mixed Waste Generator
Mark an "X" in the box if you are a generator of mixed waste (waste that is both hazardous and radioactive). RCRA defines "mixed waste" as waste that contains both hazardous waste and source, special nuclear, or by-product material subject to the Atomic Energy Act (AEA), RCRA section 1004(41), 42 U.S.C. 6903 (63 FR 17414; April 9, 1998).

2. Hazardous Waste Report Generator Status: Select the site's generator status as applicable to the reporting year, which may or may not be the same as the status in Item 1.

✍	**NOTE:** Questions about updates to Ohio EPA ID information should be directed to the Notification Coordinator at (614) 644-2922. If you permanently downgrade your status from LQG to SQG or want to inactivate an EPA ID that is no longer needed, please inform DHWM as soon as possible.

3. Transporter of Hazardous Waste: Place an "X" in the box if the site transports hazardous waste within the United States. The Federal regulations for hazardous waste transporters are found in OAC Chapter 3745-53.

4. Treater, Storer, or Disposer of Hazardous Waste (at your site): If the site treats, stores, or disposes of regulated hazardous waste, place an "X" in this box. (Burning hazardous wastes in boilers and industrial furnaces and storing hazardous wastes before recycling them fall into this category as well.) *A hazardous waste permit is required for this activity*. The Ohio's regulations for owners or operators of hazardous waste sites are found in OAC Chapters 3745-54, 55, 56, 57, 58, 65, 66, 67, 68, 69, 218, and 248.

✍	**NOTE:** If your site is a destination facility for universal wastes in addition to being a treatment, storage, or disposal facility for other RCRA hazardous wastes, check both this box **and** Box B.2 below.

5. Recycler of Hazardous Waste: If the site recycles regulated hazardous wastes (recyclable materials), place an "X" in this box. Ohio's regulations for owners or operators of sites that recycle hazardous waste are found in OAC rule 3745-51-06. A hazardous waste permit may be required for this activity. You also may be subject to other Federal and State regulations.

✍	**NOTE:** If your site, in addition to being a recycling site for hazardous waste, treats, stores, or disposes of hazardous waste, check both this box **and** Box A.4 above. If your site is a destination facility for universal wastes in addition to being a recycling site for other RCRA hazardous wastes, check both this box **and** Box B.2 below.

6. Exempt Boiler and/or Industrial Furnace:

a. If the site burns small quantities of hazardous waste in an on-site boiler or industrial furnace in accordance with the conditions in PAC rule 3745-58-40(B)(2), place an "X" in the box to indicate that the site qualifies for the Small Quantity On-Site Burner Exemption.

b. If the site burns hazardous wastes in a smelting, melting, or refining furnace solely for metals recovery, as described in OAC rule 3745-266-100(D), or to recover economically significant amounts of precious metals, as described in OAC rule 3745-266-100(G), mark an "X" in the box to indicate that the site qualifies for the Smelting, Melting and Refining Furnace Exemption.

7. Underground Injection Control: If the site generates, treats, stores, or disposes of hazardous waste and there is an underground injection well located at your site, place an "X" in the box. Ohio's regulations for owners or operators of underground injection wells are found in OAC rule 3745-34-09.

Box B **Universal Waste Activities:** Refer to OAC Chapter 3745-273 for Ohio's regulations covering universal waste. *Only Large Quantity Handlers of Universal Waste or Destination Facilities should complete Box B.*

1. Large Quantity Handler of Universal Waste (LQHUW): The site is a LQHUW if it accumulates a total of 5,000 kg or more of any universal wastes (calculated collectively) at any time. Mark an "X" in the appropriate box(es) to indicate the type(s) of universal wastes the site manages. To obtain more information about universal waste requirements, call the Regulatory and Information Services Section at (614) 644-2977 or go to http://www.epa.ohio.gov/dhwm/universalwaste.aspx.

2. Destination Facility: Mark an "X" in the box if you treat, dispose of, or recycle universal wastes on-site. A hazardous waste permit is required if you treat or dispose of universal wastes; a permit may be required if you recycle universal wastes.

☞	**NOTE**: If your site, in addition to being a destination facility for universal wastes, is also a treatment, storage, or disposal facility for other RCRA hazardous wastes, check both this box **and** Box A.4 above. In addition, if your site recycles other RCRA hazardous wastes, check both this box **and** Box. A.5 above.

Box C **Used Oil Activities:** Mark an "X" in the appropriate box(es) to indicate which used oil management activities are taking place **at this site.** Ohio's regulations for used oil management are found in OAC Chapter 3745-279.

1. **Used Oil Transporter:** If the site transports used oil and/or owns or operates a used oil transfer facility, place an "X" in the appropriate box(es) to indicate this used oil management activity.

2. **Used Oil Processor/Re-Refiner:** If the site processes and/or re-refines used oil, place an "X" in the appropriate box(es) to indicate this used oil management activity.

3. **Off-Specification Used Oil Burner:** If the site burns off-specification used oil fuel, place an "X" in the box to indicate this used oil management activity.

4. **Used Oil Fuel Marketer:** If the site markets off-specification used oil directly to a burner, mark an "X" in Box 4.a. If the site is the first to claim the used oil meets the used oil specification established in OAC rule 3745-279-11, mark an "X" in Box 4.b. If either of these boxes is marked, the site must notify (or have previously notified) as a used oil transporter, used oil processor/re-refiner, or off-specification used oil fuel burner, unless you are a used oil generator. (Used oil generators are not required to notify.)

☞	**NOTE**: A subsequent notification is requested when the type of regulated waste activity changes.

Section 10: Waste Codes for Federally Regulated Hazardous Wastes

Sites involved in hazardous waste activities should complete this section, with the exception of hazardous waste transporters.

If you handle hazardous wastes that are described in OAC Chapter 3745-51, enter the appropriate 4-digit code(s) in the box(es) provided of the wastes handled at your site.

☞	**NOTE**: If you handle more hazardous wastes than will fit under Section 10, please continue listing the hazardous waste codes on an extra sheet. Attach any additional sheets to the Site Identification Form.

Section 11: Comments

Use this space to provide any additional information including any Waste Minimization efforts required to be reported by OAC Rules 3745-52-41 (applies to generators) or 3745-54-75/3745-65-75 (applies to on-site TSD Facilities). Attach additional sheets if necessary.

Section 12: Certification

(This section must be completed regardless of the Reason for Submittal.)

OAC Rule 3745-50-42 requires that all reports shall be signed by one of the following:

- A responsible corporate officer
- A general partner or the proprietor
- For public agencies, a principal executive officer or ranking elected official
- A duly authorized representative of any of the three persons listed above

The authorization of a representative should be made in writing. The representative should be an individual having responsibility for overall operation of the regulated facility or activity. If the authorization is no longer accurate because a different individual or position is responsible for the overall operation of a facility, a new authorization is required.

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

INSTRUCTIONS FOR FILLING OUT

FORM GM - WASTE GENERATION AND MANAGEMENT

WHO MUST SUBMIT THIS FORM ?

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

PURPOSE OF THIS FORM

Form GM is for reporting on-site hazardous waste generation and management. Form GM is divided into four sections that document 1) the source, characteristics, and quantity of hazardous waste generated; 2) the quantity of hazardous waste managed on-site along with the management method used; and 3) the quantity of hazardous waste shipped off-site for treatment, disposal, or recycling along with the off-site management method used; and 4) the quantity of hazardous waste remaining on-site as of December 31 in a permitted storage area or an inactive disposal unit that is undergoing closure. Waste minimization efforts can be reported in the Comments section if not recorded on the Site ID Form.

HOW TO FILL OUT THIS FORM

Please read through all the instructions before beginning to fill out the form, in particular the What (or What Not) to Report information.

If you have manifests with more than one type of waste stream listed, make photocopies and organize information about each waste into a separate set of documents. You can obtain examples of completed forms by contacting Mary Ann Silagy or by accessing DHWM's Annual Report Web page. It may be helpful to create diagrams of the waste-generating operations at your site similar to those shown in the examples for the fictitious generators.

Before attempting to complete Form GM it is highly suggested that you review all of the site's waste generation and management activities on a start-to-finish waste stream basis. Each Form GM page is for a specific waste stream and requires an overview of how it was generated/managed; shipment details are only one section of the form. If you do not have sufficient knowledge to complete all sections of the forms, consult with co-workers as necessary and refer to "Documents Helpful in Filling Out the Forms" on page 5. Call the facility that accepted your waste shipment(s) if you do not know how the waste was managed after it left your site. The generator is ultimately responsible for assuring that their waste is managed properly, even after it leaves the site, according to the "cradle to grave" concept that RCRA operates under.

Write in the site's EPA ID number at the top right portion of the form. Make at least one photocopy of the blank form for each RCRA hazardous waste stream the site generates, plus a few extras. Use the Comments section at the bottom of the form to clarify or continue any entry. Reference the comment by entering the section number and box letter.

✍	**NOTE**: Refer to the Special Instructions section beginning on page 39 for instructions about reporting lab packs, fluorescent lamps, asbestos, PCBs, waste oils, RCRA-radioactive mixed wastes, and groundwater contaminated by leachate.

WASTES TO BE REPORTED

In general, **each** generated RCRA hazardous waste that is used to determine the site's generator status should be reported on Form GM. (See **WASTES NOT TO BE REPORTED**, below, for any exclusions or exemptions from Form GM reporting requirements under the reporting year Hazardous Waste Report.)

Hazardous waste must be reported if it was:

- Generated and accumulated on-site and subsequently managed on-site or shipped off-site in the reporting year;
- Generated and accumulated on-site in the reporting year but not managed on-site or shipped off-site until after the reporting year;
- Generated and accumulated on-site prior to the reporting year but either managed on-site or shipped off-site in the reporting year; or

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

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

Radioactive wastes mixed with RCRA hazardous wastes should also be reported.

WASTES NOT TO BE REPORTED

Materials and wastes identified at OAC rules 3745-51-04(A) and (B) and 3745-51-05(C) **should not be reported** on Form GM. OAC rule 3745-51-04(A) and (B) identify materials and solid wastes that do not qualify as solid or hazardous wastes, respectively. OAC rule 3745-51-05(C) identifies hazardous wastes that should not be included in a site's generator status determination, even if these hazardous wastes were generated at the site.

Following are the materials and wastes addressed under OAC rules 3745-51-04(A) and (B) and 3745-51-05(C), which **should not be reported** on Form GM:

- Materials that are excluded from being a solid waste, e.g., any mixture of domestic sewage and other wastes that pass through a sewer system to a publicly owned treatment works (unless they are stored or treated in regulated units prior to being discharged). [OAC rule 3745-51-04(A)]

- Solid wastes that are excluded from being hazardous waste, e.g., petroleum-contaminated media and debris that fail the test for the toxicity characteristic (Waste Codes D018 through D043 only) and are subject to the corrective action regulations under OAC Chapter 1301:7-9. [OAC rule 3745-51-04(B)(10)]
- Waste exempt from regulation because the waste has not exited the raw material storage or production unit yet, as specified in OAC rule 3745-51-04(C). [OAC rule 3745-51-05(C)(1)]
- Hazardous waste that has been collected as a sample(s) for the purpose of determining its characteristic or composition, as specified in OAC rule 3745-51-04(D). [OAC rule 3745-51-05(C)(1)]
- Sample(s) undergoing treatability studies, as specified in OAC rule 3745-51-04(E). [OAC rule 3745-51-05(C)(1)]
- Sample(s) undergoing treatability studies at the laboratory or testing facility, as specified in OAC rule 3745-51-04(F). [OAC rule 3745-51-05(C)(1)]
- Hazardous waste that is a specified recyclable material such as ethyl alcohol or scrap metal, as specified in OAC rule 3745-51-06(A)(3). [OAC rule 3745-51-05(C)(1)]
- A residue of hazardous waste in an empty container or in an inner liner removed from an empty container, as specified in OAC rule 3745-51-07(A)(1). [OAC rule 3745-51-05(C)(1)]
- PCB wastes regulated under the Toxic Substance Control Act, as specified in OAC rule 3745-51-08, unless mixed with a hazardous waste. [OAC rule 3745-51-05(C)(1)]
- Wastes managed immediately upon generation only in on-site elementary neutralization units, wastewater treatment units, or totally enclosed treatment facilities as defined in OAC Chapter 3745-50. [OAC rule 3745-51-05(C)(2)] **Any hazardous waste residues generated from these units, however, must be reported on Form GM**.
- Wastes recycled, without prior storage, only in an on-site process subject to regulation under OAC rule 3745-51-06(C)(2). [OAC rule 3745-51-05(C)(3)]
- Used oil that is recycled and is also a hazardous waste solely because it exhibits a hazardous waste characteristic and is managed under OAC Chapter 3745-279. [OAC rule 3745-51-05(C)(4)]
- Spent lead-acid batteries managed under the requirements of OAC rule 3745-266-80, which includes persons who reclaim spent lead-acid batteries that are recyclable materials; persons who generate, transport, or collect spent batteries; persons who regenerate spent batteries; or persons who store them (other than spent batteries that are to be regenerated). [OAC rule 3745-51-05(C)(5)] **Any hazardous wastes generated during battery reclamation, however, must be reported on Form GM.**
- Universal wastes managed under OAC rule 3745-51-09 and OAC Chapter 3745-273. [OAC rule 3745-51-05(C)(6)]

Do not report wastes that are defined as hazardous only by certain states and are not regulated by U.S. EPA.

ITEM-BY-ITEM INSTRUCTIONS

✍	**NOTE:** Fill out a separate Form GM whenever a combination of wastes would require more than one: # Source Code (Box C), or # Form Code (Box D).

Section 1: Waste Description

Box A: *Hazardous Waste Description*

Provide a concise description of the waste in a maximum of 60 characters, citing the waste type, source, and the generic chemical name or primary hazardous constituents. When describing the waste, don't be too vague ("Waste flammable liquid") or overly detailed (listing every single chemical in a lab pack). Describe the waste and how it was generated in everyday terminology; "Spent xylene and toluene from paint booth cleaning" or "Outdated chemicals from a lab clean-out" are acceptable descriptions. The codes required in boxes B-D will provide additional details about the waste and reduce the need to explain it further in Box A.

It is not necessary to include DOT manifest labeling descriptions such as "RQ", "n.o.s.", Hazard Class, or UN/NA code. EPA does not use this information.

Box B: *EPA Hazardous Waste Code*

Enter all EPA hazardous waste codes that apply to the waste reported in Box A. EPA hazardous waste codes can be found on our website at www.epa.ohio.gov/dhwm/ann_report.aspx. Do not include codes for materials regulated by a state agency only and not by U.S. EPA. There is space for up to 21 codes in Box B; if you have additional codes, check the More... box and record the overflow in the area provided after the Comment section. Use a columnar format with enough spaces between the codes to provide readability.

EPA Hazardous Waste Codes, www.epa.ohio.gov/dhwm/ann_report.aspx

Box C: *Source Code and Management Method*

Enter the Source code that best describes the production, service, or waste management process that was the source associated with generation of the waste. If the hazardous waste was mixed with other non-hazardous materials, report the Source code for only the hazardous waste portion.

Source codes, page 48.

For Source code G25 you also need to provide the Management Method code. **Source code G25 indicates that this waste was generated from a hazardous waste management (treatment) system described on a separate Form GM or Form WR**. Enter the same Management Method code that is listed on the matching Form GM - Section 2, or on the matching Form WR - Box B, linking this waste with the on-site process that created it.

☞ **NOTE**: Provide the Management Method code (page 52) but only if the Source code is G25.

Box D: *Waste Form Code*

Review the Form codes beginning on page 50 and enter the code that best corresponds to the physical form or chemical composition of the hazardous waste reported in Box A.

If you are unsure, review laboratory analysis results or other information you have obtained from your off-site receiving facility.

	Waste Form Codes, page 50.

Section 2: Quantities of Hazardous Waste Generated

All quantities listed on this page should be in the same Unit of Measure. If the waste was shipped in gallon units, please report it as such and provide the density in Box C as required. This makes it possible for Ohio EPA to compare waste shipments reported by generators with waste receipts reported by receiving facilities. The density conversion factor used can be quite different between the two reports and leads to questions about the validity of the data. Having information on the original values prior to conversion to weight units will help Ohio EPA determine if a problem exists. If a waste stream was shipped in two different units, some in gallons and some in pounds, convert it all to the same unit and list the density conversion factor used.

There are 9 spaces available for the amount, which should be rounded to a whole number. Use the Unit of Measure that most accurately portrays the waste amount. For example, converting from pounds to tons and then rounding would be less accurate than simply reporting the original pounds value.

Box A: ***Quantity Generated in the previous year***

Enter the total quantity of the hazardous waste that was generated during the previous year for the waste described in Section 1. If the waste was not generated in the previous year, enter 0 (zero). Right justify the quantity and enter it as a whole number. The unit of measure (UOM) for Boxes A and B must be the same and will be reported in Box C. If you have difficulty determining the previous year quantity, estimate it as best you can and use the site's previous year Annual Report as a reference, if one was submitted. No statistics will be compiled from the data provided in Box A.

Box B: ***Quantity Generated in the reporting year***

Enter the total quantity of the hazardous waste that was generated during the reporting year for the waste described in Section 1. Right justify the quantity and enter it as a whole number. The UOM and density will be reported in Box C and must be the same as Box A.

NOTE: Be sure to include the quantity of any unshipped waste that you had in your storage area as of December 31 as part of the total amount generated during the reporting year.

Box C: ***UOM and Density***

Enter the unit of measure (UOM) code for the quantity you reported in Boxes A and B. Report quantities in one of the units of measure listed below. **If you select a volumetric measure (gallons, liters, or cubic yards), you must report the density of the waste.** For comparison purposes, the density of water is 8.34 lbs/gal.

Code	Unit of Measure
P	Pounds
T	Short tons (2,000 pounds)
K	Kilograms
G	Gallons
L	Liters
Y	Cubic yards

☞	**Skip to Box D** if you selected Pounds, Tons, or Kilograms. **Report Density** if you selected Gallons, Liters, or Cubic Yards.

Density
Complete density if you entered Gallons, Liters, or Cubic Yards as the unit of measure. Enter density in either pounds per gallon (lbs/gal) or specific gravity (sg), and check the appropriate box.

Box D: ***Was this Waste Treated, Disposed of, or Recycled On-Site?***
Check Yes or No to indicate if the site conducted on-site treatment, disposal, or recycling of the waste reported in Box B. If you checked Yes, complete the box for On-site System 1, and possibly System 2, if applicable. Do not report inactive disposal units in Box D; these are to be listed in Section 4 on the next page along with end of year storage in permitted units.

If the waste is RCRA-regulated and therefore required to be reported, you should submit On-site Process System information for hazardous waste managed on-site, regardless of the regulatory status of the unit.

☞	**Continue to On-site Process System 1** if you checked Yes. **Skip to Section 3** if you checked No.

On-Site Process System 1 and 2

RCRA-Exempt System?
Check Yes or No to indicate whether this process system is exempt from RCRA permitting requirements.

Management Method
Enter the code for the management system that this waste enters (list begins on page 52). Space is provided to report the on-site management by as many as two different management methods. If you do not have a second process system, leave On-site Process System 2 blank. The space provided for the second on-site system should be used only in the special case of the management of the same waste stream on-site by more than one process system during the reporting year. The two systems would be separate and distinct processes, not intermediate steps. In situations where there are multiple processes leading to an ultimate disposition, such as pre-treatment prior to underground injection, report the underground injection as the sole process system. The extra space should not be used to report the on-site management of the treatment residual generated from management of the waste by the first system type. Report on-site management of treatment residuals on a separate Form GM.

📖	Management Method Codes, page 52.

Quantity Treated, Disposed, or Recycled On-site in the reporting year
Enter the quantity of hazardous waste described in Section 1 that was treated, disposed, or recycled on-site during the reporting year. Report the quantity in the same unit of measure reported in Section 2, Box C.

Section 3: Off-site Shipment of Hazardous Waste

This section requests information on off-site shipment of hazardous waste. This includes the EPA ID of the initial facility to which the waste was shipped, the management method used at that facility, and the total quantity of the waste shipped there during the report year. Include hazardous wastes shipped in the reporting year but generated in a previous year. Report the quantity in the same unit of measure as Section 2, Box C.

Space is provided to report shipments to five different facilities. Leave unused rows blank. If the waste you reported in Section 1 was shipped to more than five facilities during the reporting year, you need not complete the entire form again. Simply attach a second copy of Form GM leaving blank all entries except Section 3, Boxes B, C, D, and E.

Box A: ***Was Any of this Waste Shipped Off-Site in the reporting year?***
Check Yes or No to indicate if any of the waste described in Section 1 was sent off-site during the reporting year.

☞	**Continue to Box B** if you checked Yes. **Skip to Section 4** if you checked No.

Box B: ***EPA ID of Facility to Which Waste Was Shipped***
Enter the 12-digit EPA ID of the receiving facility to which the waste was shipped. If the facility does not have an EPA ID, leave this space blank and note the reason in the comment section, referencing Section 3, Box B. If the receiving facility is located outside the United States, read the Special Instructions section beginning on page 39 under "Wastes shipped to or received from foreign countries". A list of ID numbers that DHWM uses internally to track foreign hazardous waste handlers begins on page 53.

Please review the manifests carefully when compiling the information for this section. The facility's EPA ID must correspond with the information you report on Form OI (Off-Site Transporters and Receiving Facility Information). Receiving facility information is listed in Sections 9 & 10 on the manifest, while transporter 1 is listed in Sections 5 & 6 and transporter 2 in Sections 7 & 8. Past report submittals have contained errors in which the transporter's ID was incorrectly listed as the receiving facility's, particularly with TSDFs which have a transportation division. Transporter ID numbers are assigned to the company's headquarters, not necessarily to the location where the truck is stationed.

Box C: ***Management Method Shipped To***
Review the Management Method Codes that begin on page 52. Enter the Management Method Code that best describes the way in which the waste was managed at the initial receiving facility reported in Box B. Call the facility for information or check documentation provided by them if you do not know the correct system type.

This part of Form GM continues to be the most frequent data quality concern. Here are some suggestions for ensuring that the system type code you report is accurate:

Use the appendix as a reference. It contains a national list of commercial TSDR facilities that was compiled using U.S. EPA's 2005 Biennial Report database and other reliable sources. The management method codes in this list are the ones considered valid by the Report Coordinators when they review reports.

Ask the waste management company to give you the system type code for the **initial receiving facility** as well as information on the final disposition of the waste. In many instances the initial receiver re-ships the waste to another TSD facility. The management method code in Section 3 Box C should match the handling method used by the facility in Box B, the initial receiver. Do not confuse the requirements of this Report with those of the Toxic Release Inventory (Form R); they are not the same.

Ask the TSD facility to give you the actual management method code they report rather than a literal description that you have to interpret. For example, facilities may have numerous wastewater treatment processes but some list one representative management method code on their waste receipt report rather than several specific ones.

If the TSD facility divides a waste stream and manages it by completely different methods, such as solvent recovery on one portion and fuel blending on the remainder, list the EPA ID number of the facility twice and apportion the amounts for each of the management method codes. However, if the TSD facility stabilizes a waste and then disposes of it in an on-site landfill, report the ultimate disposition as landfill with H132 as the management method code and not stabilization.

If you need to use the "Other" Management Method code for TSD facilities, please be sure to explain the handling method in the comment section. The Report Coordinator can read the description and determine whether there is a specific code for this method.

Management Method Codes, page 52.
National TSDR Facilities List, Appendix.

Box D: ***Total Quantity Shipped in the reporting year***

Enter the total quantity of the waste shipped to the facility during the reporting year. Report in the same unit of measure entered in Section 2, Box C. Shipment quantities should equal the total quantity recorded on Uniform Hazardous Waste Manifests for this site during the reporting year, unless there were rejections or other complications.

NOTE: If some of the waste generated in the reporting year was not shipped but instead remained on-site in an accumulation area, Section 3 Box D totals will not equal the amount reported in Section 2 Box B. This is acceptable. The total quantity of hazardous waste generated by this site will be calculated using the Section 2 Box B amounts from each Form GM submitted. TSD Facilities should list wastes remaining on-site in permitted storage areas in Section 4 Box B.

Section 4: On-Site Waste Storage and Inactive Disposal Units

Section 4 applies to:

- generators or receiving facilities that have received permits from Ohio EPA that allow them to have areas in which they can store waste for greater than 90 days
- sites that have been cited by Ohio EPA for acting as a TSD facility but without the required permit
- sites that have inactive surface impoundments and disposal units that are undergoing formal closure.

The questions in Box A are designed to clarify whether the waste was generated in the reporting year but not shipped by December 31, or if it was generated in a previous year and remained on-site during all of the reporting year. If the waste was shipped off-site in the reporting year, it should be recorded in Section 3; Section 4 is only for waste that remained on-site as of December 31. If the storage unit is pending closure but is only used for less than 90 day generator accumulation, it is not necessary to list that waste in Section 4. Use the comment section to explain the situation. Contact Mary Ann Silagy if you have any questions about how this section applies to your site.

Box A: ***As of December 31, Did Any of this Waste Remain On-site?***

Check "Yes" or "No" to indicate if the site had waste in a permitted storage area or an inactive disposal unit or surface impoundment as of December 31. If you checked "Yes" to Question 1, indicate in Sections 1.a. and/or 1.b. whether this waste was newly generated/accumulated in the reporting year, or if it was generated/accumulated prior to the reporting year. An inactive disposal unit is one in which the Handling Code begins with the letter D, not an S.

If both Sections 1 and 2 are "No", this form is complete unless comments are necessary or extra waste codes need to be listed in the space provided.

Box B: ***Storage or Disposal Unit Identification***

There are spaces provided for reporting four separate management methods. If you need additional lines, continue into the comment section. Supply the Handling Code, Amount, Unit of Measure, and Density. The latter is required if the UOM is gallons, liters, or cubic yards. A list of Handling Codes follows. Note that these are the same as the codes used in the pre-1995 Facility Report.

Storage or Disposal Unit Handling Method Codes

Storage

S01	Container (drum, etc.)
S02	Tank
S03	Waste Pile
S04	Surface Impoundment (temporary)
S05	Drip Pad
S06	Containment Building
S99	Other (specify in comments)

Disposal

D79	Underground Injection
D80	Landfill
D81	Land Treatment
D82	Ocean Disposal
D83	Surface Impoundment to be Closed as a Landfill
D99	Other (specify in comments)

Comment Section

Use this section as needed to explain anything contained in the form including any waste minimization efforts. The comments may help Ohio EPA make determinations of data validity if questions arise during editing. If there are special circumstances surrounding the waste described on the form, please note this here, especially if you are filing the report due to a one-time event. Up to 2000 characters of your comments can be entered to Ohio EPA's database.

INSTRUCTIONS FOR FILLING OUT

FORM OI - OFF-SITE TRANSPORTER AND RECEIVING FACILITY INFORMATION

WHO MUST SUBMIT THIS FORM ?

Sites that had hazardous waste transported off-site in the reporting year must submit Form OI.

PURPOSE OF THIS FORM

Form OI documents the names and addresses of off-site transporters and receiving facilities. The latter are listed by EPA ID in Section 3 of one or more Form GMs. Form OI links with one or more Form GMs to provide the names and addresses of these facilities.

HOW TO COMPLETE THIS FORM

Form OI is divided into five identical parts. You must fill out one part for each off-site receiving facility to which you shipped hazardous waste and each transporter you used during the reporting year. If these off-site facilities and transporters total more than five, you must photocopy and complete additional copies of the form.

ITEM-BY-ITEM INSTRUCTIONS

Complete Boxes A through D for **each** off-site receiving facility to which you shipped hazardous waste and Boxes A through C for **each** transporter you used during the reporting year. **If the transporter and the receiving facility have the same EPA ID number, you can list them as one site and check both handler types in Box C. The individual EPA ID for all transporters used and all initial receiving facilities should appear only once on Form OI.

Please review the manifests carefully when compiling the information for this form. Receiving facility information is in Sections 9 & 10 on the manifest, while transporter 1 is listed in Sections 5 & 6 and transporter 2 in Sections 7 & 8. Past report submittals have contained errors in which the transporter's ID was incorrectly listed with the receiving facility's name and address, particularly in situations where the company has its own transportation fleet. Conversely, the receiving facility's ID has at times been listed as a transporter when in fact this is not appropriate. Transporter ID numbers are assigned to a company's headquarters, not necessarily to the location where the trucks are stationed.

Box A: ***EPA ID of Transporter or Receiving Facility***

Enter the 12-digit EPA ID number of the off-site receiving facility to which you shipped hazardous waste or the EPA ID number of the transporter who took hazardous waste from your site. If the facility or transporter is based outside of the United States, see the Special Instructions section beginning on page 39 under "Wastes shipped to foreign countries". A list of ID numbers that DHWM uses internally to track foreign hazardous waste handlers begins on page 53.

Box B: ***Name of Off-site Receiving Facility or Transporter***
Enter the name of the off-site receiving facility or transporter reported in Box A (40 character maximum). If the name has changed, list the current name.

Box C: ***Site Type***
Check all boxes that apply to describe the handler type of the EPA ID reported in Box A.

Box D: ***Address of Receiving Facility***
Enter the address of the off-site receiving facility reported in Box A. Reporting the address for transporters is not required because of their unusual ID assignment protocol as mentioned above. However, if you do provide it, report the address for the transporter's headquarters, since this is the location to which the EPA ID is assigned.

IF YOU ARE A GENERATOR ONLY AND DO NOT RECEIVE WASTE FROM OFF-SITE, YOU CAN **STOP HERE** WITH FORM OI. FORMS WR AND PS DO NOT APPLY TO YOU.

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

WHO MUST SUBMIT THIS FORM ?

A site required to file the Annual Hazardous Waste Report must submit this form if, during the reporting year, it received RCRA hazardous waste from off-site.

PURPOSE OF THIS FORM

In addition to listing customer identification data, Form WR contains three identical sub-pages labeled Waste 1, Waste 2, and Waste 3, which collect information about the quantities and characteristics of each hazardous waste received from off-site during the reporting year.

Note that Ohio EPA will use the total amount reported on the Form WRs to determine the total amount received only. The total amount processed in a treatment, disposal, or recycling unit during the reporting year will come from the RCRA Influent Quantity listed in Box C of the Form PS.

HOW TO FILL OUT THIS FORM

A separate Form WR must be filled out for each off-site generator; photocopy and fill out additional copies as needed. If you wish to print your own version of the report and not use the Form WR provided in this booklet, you may do so with prior permission from Mary Ann Silagy. When requesting permission, provide a form example that contains sample data. The form should be designed with readability as the foremost priority, since data entry personnel will be reading from it; replicating the boxes and titles identically is not as important. However, Ohio EPA encourages submittal of data via the DRUMS Data Entry Module (DEM), which eliminates the need for re-keying and improves the data quality. If you need information about the required structure for the DRUMS DEM or have questions about your form versions, contact Mary Ann Silagy.

✍	**NOTE**: Refer to the Special Instructions section on page 39 for instructions on reporting wastes received from CESQGs and foreign generators. A list of ID numbers that DHWM uses internally to track foreign hazardous waste handlers begins on page 53.

ITEM-BY-ITEM INSTRUCTIONS

GENERATOR INFORMATION

All the wastes described on this page were received from the generator listed at the top of the form. If more than three wastes were received and additional pages are necessary, you can leave the address data fields blank on the next page in the Generator Information section if the pages are in successive order.

EPA ID Enter the 12-digit EPA ID for the generator. If the generator's status is Conditionally Exempt and they do not have an EPA ID, enter the generator's state postal code plus the letters CESQG and leave the remaining spaces blank (e.g., OHCESQG). A list of ID numbers that DHWM uses internally to track foreign hazardous waste handlers begins on page 53.

Name Enter the name of the generator in 40 spaces or less. If the name has changed during the year, list the current name.

Street Enter the street address for the customer's location, not the mailing address. This information will be used to verify that the EPA ID listed is the correct one for the generator. EPA IDs are site-specific and independent of ownership.

City, State, Zip Enter the location city, state, and zip code. The Plus-4 zip code is optional.

Box A: ***Description of Hazardous Waste***

Provide a concise description of the waste in a maximum of 60 characters, citing the waste type, source, and the generic chemical name or primary hazardous constituents. When describing the waste, don't be too vague ("Waste flammable liquid") or overly detailed (listing every single chemical in a lab pack). If possible, describe the waste and how it was generated in everyday terminology; "Spent xylene and toluene from paint booth cleaning" or "Outdated chemicals from a lab clean-out" are acceptable descriptions.

It is not necessary to include DOT manifest labeling descriptions such as "RQ", "n.o.s.", Hazard Class, or UN/NA code. EPA does not use this information.

Box B: ***Management Method Code***

Review the management method codes found on page 52. Enter the one code that best describes the on-site treatment, disposal, or recycling process system in which the waste was or will be managed.

If the waste was received in the reporting year but not processed by December 31, enter the code for the management method that the waste will ultimately be managed under. You must also submit a Form PS describing this process system unless this waste was shipped off-site without treatment (management method code H141).

Management Method Codes, page 52.

Box C: ***Waste Form Code***

Review the form codes on page 50 and enter the code that best corresponds to the physical form or chemical composition of the hazardous waste reported in Box A.

Form Codes, page 50.

Box D: ***Quantity Received in the reporting year***

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

If the waste was shipped in gallon units, please report it as such and provide the density in Box G as required. This makes it possible for Ohio EPA to compare waste shipments reported by generators with waste receipts reported by receiving facilities. The density conversion factor used can be quite different and leads to questions about the validity of the data. Having information on the original values prior to conversion to weight units will help Ohio EPA determine if a problem exists. If a waste stream was shipped in two different units, some in gallons and some in pounds, convert it all to the same unit and list the density conversion factor used.

Box E: ***UOM and Density***

Enter the unit of measure (UOM) code for the quantity received which was reported in Box E. Report quantities in one of the units of measure listed on the next page. If you select a volumetric measure (gallons, liters, or cubic yards), you must report the density of the waste.

There are 9 spaces available for the amount, which should be rounded to a whole number. Use the Unit of Measure that most accurately portrays the waste amount. For example, converting from pounds to tons and then rounding would be less accurate than simply reporting the original pounds value.

Code	Unit of Measure
P	Pounds
T	Short tons (2,000 pounds)
K	Kilograms
G	Gallons
L	Liters
Y	Cubic yards

☞	**Skip to Box G** if you entered Pounds, Tons, or Kilograms. **Continue to Density** if you entered Gallons, Liters, or Cubic Yards.

Density

Complete density if you entered Gallons, Liters, or Cubic Yards as a unit of measure. Provide the density in either pounds per gallon (lbs/gal) or specific gravity (sg) and check the appropriate box.

Box F: ***EPA Hazardous Waste Code***

Enter the EPA Hazardous Waste Code(s) that apply to the waste reported in Box A. If you need room for additional codes, check the More... box and use the form provided for overflow. The generator's EPA ID should be recorded at the top left of the overflow page.

	EPA Hazardous Waste Codes, www.epa.ohio.gov/dhwm/ann_report.aspx

INSTRUCTIONS FOR FILLING OUT

FORM PS - COMMERCIAL PROCESS SYSTEMS FOR

TREATMENT, DISPOSAL OR RECYCLING

WHO IS REQUESTED TO SUBMIT THIS FORM ?

Sites required to file the Hazardous Waste Report that are commercial treatment, disposal, or recycling (TDR) facilities are required to submit a Form PS listing information about each hazardous waste TDR process system that operated during the reporting year.

PURPOSE OF THIS FORM

Form PS is divided into four identical sections labeled PS 1, PS 2, PS 3, and PS 4 which collect basic information on each hazardous waste TDR process system that was operational during the reporting year.

Note that Ohio EPA will use the total amount reported on the Form WRs to determine the total amount received only. The total amount processed in a treatment, disposal, or recycling unit during the reporting year will come from the RCRA Influent Quantity in Box C of the section completed for each system type.

HOW TO FILL OUT THIS FORM

Up to four processes can be reported on one Form PS; photocopy and fill out additional pages as necessary. The system types listed on Form WRs should be a subset of or equivalent to those for which a Form PS is completed. Waste storage is not reported on a Form PS. Use the Comments section to clarify or continue any entry.

WHAT IS A TDR PROCESS SYSTEM?

A TDR process system is one or more processes used to treat, dispose of, or recycle a hazardous waste. A process is defined as one or more units acting together to perform a single operation on hazardous waste. A unit is a single piece of equipment -- e.g., one tank, one distillation column, or one surface impoundment -- in which a hazardous waste is treated, disposed, or recycled.

IDENTIFICATION OF A TDR PROCESS SYSTEM

A hazardous waste treatment, disposal, or recycling process system is identified by each hazardous waste entry point into a process or sequence of processes. The process system begins at the unit where the hazardous waste first enters and consists of all other treatment, disposal, or recycling units downstream from the point of entry except for the following units:

- Incineration/thermal treatment;
- Underground injection;

Landfills;
Land treatment/application/farming;
Surface impoundment to be closed as landfill; and
Other disposal

Each of the above processes is always to be identified as a separate process system and reported separately on Form PS. **Storage** is not to be reported on this form.

Classify each process system under a system type that uniquely identifies the process system by indicating the primary purpose/operation it performs. For example, a process system to remove dissolved metals from wastewater 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 primary purpose of the treatment system, which is to remove metals from the wastewater. Therefore, categorize the process system under the system type of chemical precipitation.

The following examples demonstrate process system identification.

Figure 1 shows a simple hazardous wastewater treatment system. Hazardous waste (HW) can enter the three unit processes for treatment at only one point, the chemical precipitation process. Therefore, there is only one hazardous waste treatment process system. The system consists of chemical precipitation, clarification/settling, and sludge dewatering (filter press) processes. The chemical precipitation process best identifies the primary purpose of the treatment system; therefore, the process system should be categorized under chemical precipitation (system type code H077). By this method, recycle and non-hazardous waste do not affect process system identification.

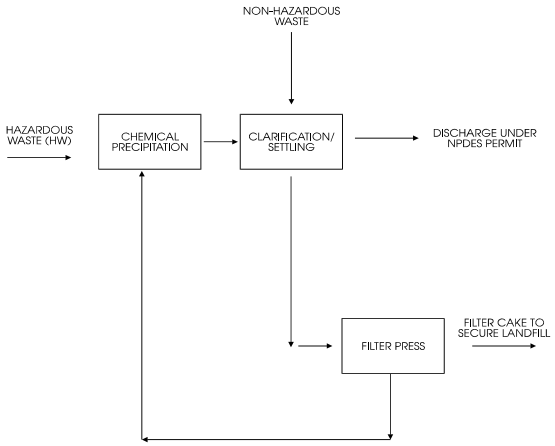

Figure 1. Flow Diagram of a Simple Process System

Figure 2 depicts three hazardous waste treatment systems. There are three hazardous waste (HW) entry points, each to a unit that performs a different process.

- The first waste treatment system consists of chromium reduction (A), chemical precipitation (C), clarification/settling (D), and a sludge dewatering filter press (E). The management method for this unit is chromium reduction followed by chemical precipitation (management method code H071) because the primary purpose of the process system is the treatment and removal of chromium wastes.

- The second waste treatment process system consists of a cyanide oxidation process (B), followed by chemical precipitation (C) of metals, clarification/settling (D), and dewatering in a filter

press (E). The management method is cyanide oxidation followed by a chemical precipitation (management method code H077), since the primary purpose of the process system is to destroy cyanide wastes and remove metals from the same waste.

- The third treatment process system is for a general metal-containing waste consisting of chemical precipitation (C) of metals, clarification/settling (D), and sludge dewatering in a filter press (E). The management method is chemical precipitation (management method code H077).

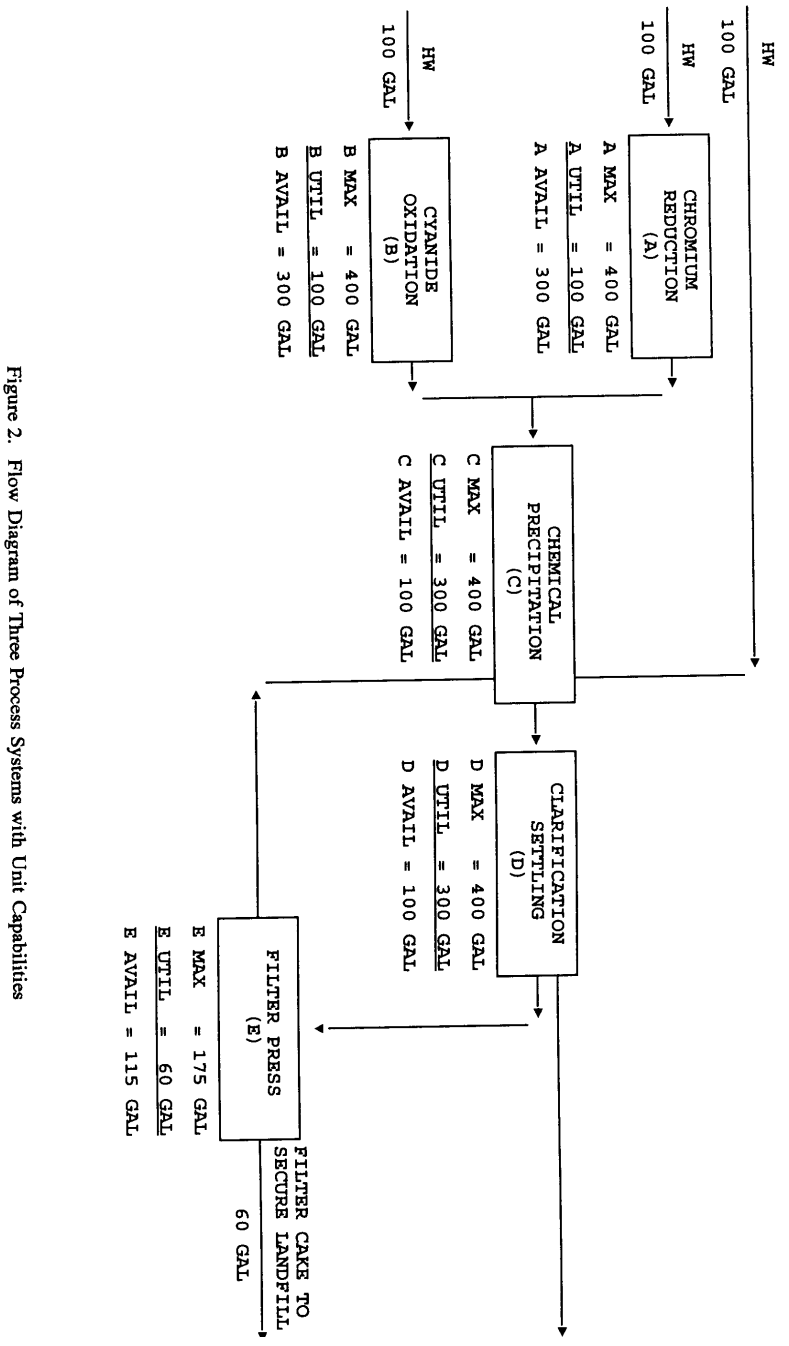

Figure 2. Flow Diagram of Three Process Systems with Unit Capabilities

At first glance, Figure 3 below seems to show two process systems because there are two hazardous waste entry points. On closer examination, however, it can be seen that the two wastes feed into two different tanks that conduct the same process in parallel. For purposes of reporting process system capacity, these two units are considered as one process, chromium reduction followed by chemical precipitation (H071), with the utilized and maximum capacities of the "aggregated unit" equal to the sum of the utilized and maximum capacities of both units. Therefore, Figure 3 depicts only one hazardous waste treatment process system.

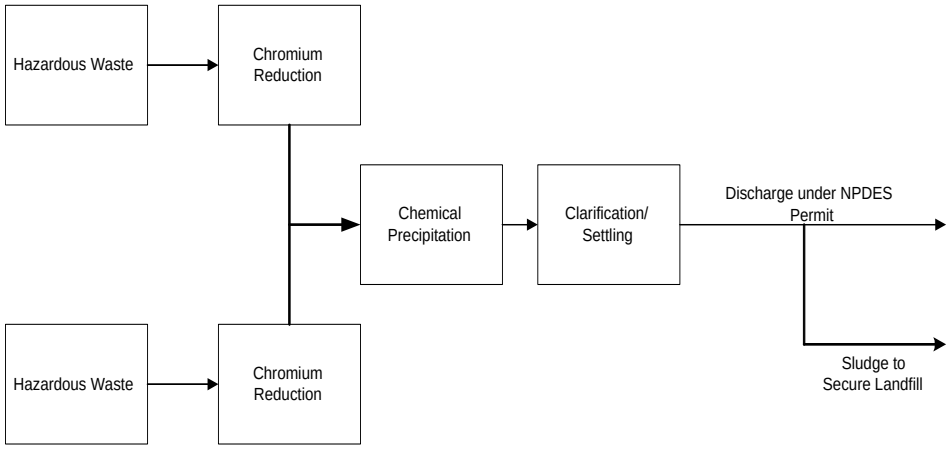

Figure 3. Flow Diagram of One Process System with Two Units Conducting the Same Process

ITEM-BY-ITEM INSTRUCTIONS

Box A: ***Treatment, Disposal, or Recycling Process System Description***

Describe the processes in this system, the types of units used to carry out the processes, and the types of wastes managed.

Examples:
"Incineration of D001 waste sludge and non-hazardous refuse in two rotary kiln incinerators."
"Solvent recovery and chemical treatment in tanks."

Box B: ***Management Method***

Review the management method codes and enter the code that best describes the process system. Remember that the management methods listed on Form WRs should be a subset of or equivalent to those for which a Form PS is completed.

Management Method Codes, page 52.

Box C: ***the reporting year Influent Quantity***

Box C has four parts. Complete each part according to the instructions below. Right justify all entries. Note that the RCRA Influent Quantity is the amount that Ohio EPA will use in determining the total amount of hazardous waste managed in this system for the reporting year. The total from Form WRs will represent the amount received during the reporting year.

- Total: Enter the total quantity of waste entering the system during the reporting year. Include all waste influents, both RCRA hazardous and non-hazardous. Exclude quantities of catalysts, reagents, and other non-waste materials that enter the system as part of a management process. **You may estimate the quantity of waste entering the system**. Write in the Comments section that the Total Influent Quantity in Box C is estimated.

For a system that shares units or processes with another system: Enter the total quantity of waste influent to the system, excluding any influent quantity that originates in another system with which a unit or process is shared. For example, in completing Form PS for the "chemical precipitation" system type in Figure 2, enter in Box C only the quantity of metal-bearing waste (100 gal) entering the chemical precipitation process. Do not count the quantity of chromium-bearing waste that flows into the "chrome reduction followed by chemical precipitation" system type as influent quantity. Similarly, do not count the quantity of cyanide and metal-bearing waste that flows into the "cyanide oxidation followed by chemical precipitation" system type as influent to the "chemical precipitation" system type because it originates in different systems (even though it also flows into the first process of the "chemical precipitation" system).

- RCRA: In the RCRA space, enter the amount of the Total Influent to the process system that was RCRA hazardous waste. This should always be equal to or less than Total.

- UOM: Enter the unit of measure (UOM) code for the influent quantities reported in Box C. Report quantities in one of the units of measure listed below. If you select a volumetric measure (gallons, liters, or cubic yards), you must also report the density of the waste in Box C.

Code	Unit of Measure
P	Pounds
T	Short tons (2,000 pounds)
K	Kilograms
G	Gallons
L	Liters
Y	Cubic yards

☞	**Continue to DENSITY** if you entered Gallons, Liters, or Cubic Yards.

Density: Complete density if you entered Gallons, Liters, or Cubic Yards. Provide the density in either pounds per gallon (lbs/gal) or specific gravity (sg) and check the appropriate box.

Comment Section

Use this section as needed to provide an explanation of anything related to this process system.

SPECIAL INSTRUCTIONS

These instructions explain how to complete the Annual Hazardous Waste Report for wastes and waste handlers 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 a listed RCRA hazardous waste (i.e., waste code 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

(2) If the waste possesses one or more of the characteristics that result in assigning a waste code beginning with a 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 2 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 [OAC 3745-51-06(A)(4)].

Lab packs

The following rules apply to the reporting of lab pack wastes:

(1) Enter a Form Code indicating lab packs (W001 or W004) in Form GM, Box D. These Form Codes are to be used with any lab pack, whether the wastes are gaseous, liquid, solid, or sludge.
(2) You may aggregate lab pack waste containers in most cases. However, you must segregate them by Form Code. If they contain **acute hazardous wastes** (waste codes F020, F021, F022, F023, F026, F027, and all P Waste Codes), report them separately from lab packs containing non-acutely hazardous wastes.
(3) Be sure to complete the management method information in Section 3 properly if individual shipments are managed differently, even if they went to the same receiving facility. If the TSD facility uses two different methods on one waste stream, list the EPA ID number of the facility twice and apportion the amounts for each of the management method codes.
(4) When reporting quantities for lab packs:
    (a) **Include** the weight of the containers if they are disposed (e.g., landfilled) or treated (e.g., incinerated) along with the waste.
    (b) **Exclude** the weight of the containers if the waste is removed from the containers before treatment or disposal.
(5) Source Codes for lab packs vary depending on the situation. Review the codes carefully to determine which is most appropriate in your case.

Groundwater contaminated by leachate

Groundwater that is contaminated by RCRA hazardous waste leachate is not considered a solid waste and is, therefore, not classified as a hazardous waste. However, since hazardous waste is "contained in" the groundwater, it must be treated "as if" it were a RCRA hazardous waste. **Do** report quantities managed On-site (Form GM, Section 2, On-site Process Systems 1 and 2); quantities shipped off-site for management (Form GM, Section 3); and quantities received from off-site and managed on-site (Form WR, Box E).

SPECIAL INSTRUCTIONS

RCRA-radioactive mixed wastes

By themselves, source material, special nuclear material, or by-product materials (See Definitions section, beginning on page 41), as defined by the Atomic Energy Act of 1954, as amended, 42 U. S. Code 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.

Wastes from Conditionally Exempt Small Quantity Generators (CESQG

Waste management facilities sometimes receive hazardous wastes from large numbers of Conditionally Exempt SQGs (CESQGs). To minimize response burden, you may aggregate these wastes across generating sites, in accordance with the following guidelines:

(1) All the wastes must have the same EPA Waste Code, Form Code, RCRA-Radioactive Mixed response, and Management Method Code.
(2) Wastes received from different States must be reported separately. The Generator Information Section should list the two letter postal code of the originating State, followed by the letters "CESQG". For example, wastes received from several CESQG sites in the State of Alaska (AK) could be aggregated onto a single Form WR and reported as generator "AKCESQG" with the name listed as “Alaska CESQG Totals”. The total quantity of each waste stream should be listed in Box E.

Wastes shipped to or received from foreign countries

Review the list of foreign hazardous waste handlers that begins on page 53. Ohio EPA uses these “FC” ID numbers in the Annual Report database for internal tracking purposes only. If the site is not listed, call Mary Ann Silagy to request creation of a FC number. If applicable, include the province name after the city. Do the same on the Form OI and list the receiving facility or transporter’s name and address as the instructions state.

Reporting Fluorescent Lamps

If you manage your fluorescent lamps under Ohio’s universal waste rules, you do not need to list them on the report. If you manage your fluorescent lamps under Ohio’s hazardous waste rules, however, you must list them on the report regardless of whether they are recycled or land disposed. For more information on your hazardous waste lamp management options, see DHWM’s guidance document entitled, “Universal Waste Rules for Handlers of Lamps.”

DEFINITIONS

Accumulation

A site that does not hold RCRA Interim Status or a RCRA permit (i.e., a site that does not have active RCRA Part A or Part B permit applications) 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 kg (2,200 lbs) of non-acute 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 non-acute 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.

Acute Hazardous Waste

Any hazardous waste with an EPA Hazardous Waste Code beginning with the letter P or any of the following F codes: F020, F021, F022, F023, F026, and F027. These wastes are subject to stringent quantity standards for accumulation and generation.

Authorized State

A State that has obtained authorization from EPA to direct the RCRA program. Ohio is an authorized state.

By-product Radioactive Material

(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.

Conditionally Exempt Small Quantity Generator (CESQG)

A CESQG meets the following criteria:

(a) In every single calendar month during the reporting year, the site generated no more than 100 kg (220 lbs) of hazardous waste, **and** no more than 1 kg (2.2 lbs) of acute hazardous waste, **and** no more than 100 kg (220 lbs) of material from the cleanup spillage of acute hazardous waste; including
(b) The site accumulated at any time during the reporting year no more than 1,000 kg (2,200 lbs) of hazardous waste, **and** no more than 1 kg (2.2 lbs) of acute hazardous waste, **and** no more than 100 kg (220 lbs) of material from the cleanup of a spillage of acute hazardous waste; and
(c) The site treated or disposed of the hazardous waste in a manner consistent with regulatory provisions.

Code of Federal Regulations (CFR)

The detailed regulations, written by Federal agencies, to implement the provisions of laws passed by Congress. Regulations in the CFR have the force of Federal law.

Characteristic Waste

A waste classified as hazardous because it is ignitable, corrosive, reactive, or toxic as determined by the toxicity characteristic leaching procedure. It has an EPA Hazardous Waste Code in the range D001 to D043. Each of these four characteristics is defined in OAC rules

3745-51-20 through 3745-51-24.

Delisted Wastes

Site-specific wastes that are excluded from reporting under OAC rule 3745-50-19. A waste at a particular generating site may be excluded or delisted from the lists of hazardous waste in OAC rules 3745-51-30 through 3745-51-33 by petitioning the EPA Administrator for a regulatory amendment.

Disposal

The discharge, deposit, injection, dumping, spilling, leaking, or placing of any hazardous waste into or on any land or water or air so that such hazardous waste or any constituent thereof may enter the environment or be emitted into the air or discharged into any waters, including ground waters, except where such activity constitutes “storage” or “treatment” as defined in OAC Rule 3745-50-10.

EPA Identification Number (EPA ID)

A 12-character number assigned by either EPA or the authorized State to each generator, transporter, and treatment, disposal, or storage facility. The first two characters are alphabetical and stand for the State in which the site is physically located. The third character can be either alphabetical or numeric. The remaining nine characters are always numeric. Ohio EPA is the authorized implementer for the EPA ID assignment program in Ohio.

Excluded Wastes

Wastes excluded from regulation under OAC rule 3745-51-04 and OAC rule 3745-51-03(C)(2).

Facility

All contiguous land, and structure, other appurtenances, and improvements on the land, used for treating, storing, or disposing of hazardous waste. A facility may consist of several treatment, storage, or disposal operational units [OAC Rule 3745-50-10(39)].

Generator

Any person, by site, whose act or process produces hazardous waste identified or listed in Chapter 3745-51 of the Administrative Code or whose act first causes a hazardous waste to become subject to the hazardous waste rules.

Hazardous Waste

By-product of society that can pose a substantial or potential hazard to human health or the environment when improperly managed. It is a waste that possesses at least one of four characteristics (ignitability, corrosivity, reactivity, and toxicity), or appears on special EPA lists ("listed waste"). A hazardous waste is regulated under Subtitle C of RCRA. The regulatory definition of hazardous waste is found in 40 CFR 261.3 (OAC Chapter 3745-51).

Incineration

(1) burning of certain types of solid, liquid, or gaseous materials; or (2) 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 which can be disposed safely on land, in some waters, or in underground locations).

Interim (Permit) Status

Period during which TSDFs coming under RCRA in 1980 were temporarily permitted to operate while awaiting denial or issuance of an operating permit.

Large Quantity Generator (LQG)

For the purposes of the Annual Hazardous Waste Report, a site is a LQG if it met **any** of the following criteria:

(a) The site generated in any one month during the reporting year, 1,000 kg (2,200 lbs) or more of RCRA hazardous waste; **or**

(b) The site generated in any one month during the reporting year, or accumulated at any time, 1 kg (2.2 lbs) of RCRA acute hazardous waste; **or**
(c) The site generated or accumulated at any time more than 100 kg (220 lbs) of spill cleanup material contaminated with RCRA acute hazardous waste.

Listed Wastes

Wastes specifically named in OAC rules 3745-51-31 through 3745-51-33. These wastes are listed as hazardous under RCRA but have not been subjected to the toxic characteristics listing process because the dangers they present are considered self-evident. They bear EPA Hazardous Waste Codes beginning with the letters F, P, U, or K.

National Pollutant Discharge Elimination System (NPDES)

A provision of the Clean Water Act which prohibits discharge of pollutants into waters of the United States unless a special permit is issued by EPA, a State, or (where delegated), a tribal government on an Indian reservation.

OAC

Acronym for Ohio Administrative Code. Ohio's hazardous waste rules are located in Chapters 3745-49 to 3745-69 of the OAC and are equivalent to the federal rules located in 40 CFR Parts 260 to 270.

Off-Site Facility

A hazardous waste treatment, storage, or disposal area that is located at a place away from the generating site.

On-Site Facility

A hazardous waste treatment, storage, or disposal area that is located on the generating site.

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**.

Opportunity Assessment

A pollution prevention procedure that identifies practices that can be implemented to reduce the generation of hazardous waste (source reduction) or the quantity that must subsequently be treated, stored, disposed, or recycled.

Owner

The person who owns a RCRA site or part of a RCRA site. Note: This includes the property owner. 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.

Process Unit

A single piece of equipment -- e.g., one tank, one distillation column, or one surface impoundment -- in which hazardous waste is treated, disposed, or recycled.

Process System

One or more process units used together to treat, recycle, or dispose 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. A list of

management methods begins on page 52.

Resource Conservation and Recovery Act (RCRA)

The Federal statute that regulates the generation, treatment, storage, disposal, recycling, or transportation of hazardous waste.

RCRA Exempt Unit

A unit that is used to treat hazardous waste but is not required to have a RCRA permit. Examples are solvent recovery using a still and a wastewater treatment system that is regulated under the Clean Water Act.

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 units. 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 Regulated Units

Units used to treat, store, or dispose of hazardous waste and are subject to regulation (i.e., required to have, or be covered by, a RCRA permit). Interim Status Permits are included. Containers and tanks used exclusively for short-term accumulation exempted under OAC rule 3745-52-34 are excluded.

Reclamation

The processing or regeneration of a material to recover a usable product. Examples are recovery of lead values from spent batteries and regeneration of spent solvents. See OAC rule 3745-51-01(C)(4).

Recycling

The use or reuse of waste as an effective substitute for a commercial product, or as an ingredient or feedstock in an industrial process. It also refers to the reclamation of useful constituent fractions within a waste material or removal of contaminants from a waste to allow it to be reused. As used in this report, recycling implies use, reuse, or reclamation of a waste, either on-site or off-site, after it has been generated. See OAC rule 3745-51-01(C)(4), (5) and (7).

Residual

The hazardous waste derived from the treatment, disposal, or recycling of a previously existing hazardous waste.

Respondent

A site that has submitted an Annual Hazardous Waste Report.

Reuse

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 (for example, distillation bottoms from one process used as feedstock in another process). 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 materials); or See OAC rule 3745-51-02(E)(1)(a).

(2) Employed in a particular function or application as an effective substitute for a commercial product (for example, spent pickle liquor used as phosphorous precipitant and sludge conditioner in wastewater treatment). See OAC rule 3745-51-02(E)(1)(b).

Site

In this report, any holder of an EPA Identification Number. A site may be a "generator," a "facility" (or "TSD facility"), or both, or a non-regulated facility that has conservatively requested and received an EPA ID number.

Sludge

Any solid, semi-solid, or liquid waste generated from a municipal, commercial, or industrial wastewater treatment plant, water supply treatment plant, or air pollution control facility exclusive of the treated effluent from a wastewater treatment plant [OAC Rule 3745-50-10(A)(104)].

Small Quantity Generator (SQG)

A SQG is defined by **all** the following criteria:

(a) In one or more calendar months the site generated more than 100 kg (220 lbs) of hazardous waste, but in no month did the site: (1) generate 1,000 kg (2,200 lbs) or more of hazardous waste, or; (2) generate 1 kg (2.2 lbs) or more of acute hazardous waste, or; (3) generate 100 kg (220 lbs) or more of material from the cleanup of a spillage of acute hazardous waste; including

(b) The site accumulated at any time during the reporting year no more than 1 kg (2.2 lbs) of acute hazardous waste and no more than 100 kg (220 lbs) of material from the cleanup of a spillage of acute hazardous waste; and

(c) The site stored its wastes in tanks or containers in a manner consistent with regulatory provisions.

OR, the site is a SQG if, in the reporting year,

(a) The site met all other criteria for a CESQG, but

(b) The site accumulated 1,000 kg (2200 lbs.) or more of hazardous waste.

Solid Waste

Any garbage, refuse, or sludge, or other materials not excluded under OAC rule 3745-51-04. EPA defines hazardous waste as a subset of solid waste.

Solvent

A substance (usually liquid) capable of dissolving or dispersing one or more other substances. Solvents include, but are not limited to, the non-spent materials listed in EPA Hazardous Waste Codes F001 through F005.

Source Code

The production or service process associated with generation of waste.

Source Material

As defined by the Atomic Energy Act of 1954: (1) uranium, thorium, or any other material that is determined by the 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.

Source Reduction

"Source reduction" means any practice that: (1) reduces the amount of any hazardous substance, pollutant, or contaminant entering any waste or otherwise released into the environment (including fugitive emissions) prior to recycling, treatment, or disposal; and (2) reduces impact on public health and the environment associated with the release of such substances, pollutants, or contaminants. The term includes equipment or technology modifications, process or procedure modifications, reformulation or redesign of products, substitution of raw materials, and improvements in housekeeping, maintenance, training, or inventory control. Source reduction does not include any practice that alters the physical,

chemical, or biological characteristics or the volume of a hazardous substance, pollutant, or contaminant through a process or activity which itself is not integral to and necessary for the production of a product or the provision of a service.

Storage Temporary holding of hazardous waste until it is treated, disposed, or stored elsewhere. Storage methods include containers, tanks, waste piles, and surface impoundments [OAC Rule 3745-50-10(A)(111)].

Superfund The program operated under the legislative authority of the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) and Superfund Amendment Reauthorization Act (SARA) that funds and carries out the solid waste emergency and long-term removal remedial activities of EPA. These activities include establishing the National Priorities List, investigating sites for inclusion on the list, determining their priority level on the list, and conducting and/or supervising the ultimately determined cleanup and other remedial actions.

Surface Impoundment A natural topographic depression, man-made excavation, or diked area formed primarily from earthen materials (although it may be lined with man-made materials) which is designed to accumulate liquid wastes or wastes containing free liquids, and which is not an injection well [OAC Rule 3745-50-10(A)(113)].

TDR Acronym for treatment, disposal, or recycling.

Transfer Facility Any transportation related facility including loading docks, packing areas, storage areas and other similar areas where shipment of hazardous waste are held during the normal course of transportation [OAC Rule 3745-50-10(A)(120)]. Transporters who store manifested shipments of hazardous waste in containers meeting the requirement of OAC rule 3745-52-30 for a period of 10 days or less are not subject to regulation under OAC Chapters 54-57, 65-69, 205, 256, and 270 with respect to storage of these wastes.

Transporter A person engaged in the off-site transportation of hazardous waste by air, rail, road, or water [OAC Rule 3745-50-10(A)(123)]. Transporters who store manifested shipments of hazardous waste in containers meeting the requirement of OAC rule 3745-52-30 for a period of 10 days or less are not subject to regulation under OAC Chapters 54-57, 65-69, 205, 256, and 270 with respect to storage of these wastes. (OAC rule 3745-53-12)

Treatment Any method, technique, or process, including neutralization, designed to: 1) change the physical, chemical, or biological character or composition of any hazardous waste so as to neutralize such wastes; 2) to recover energy or material resources from the waste; or 3) render such waste non-hazardous or less hazardous; safer to transport, store, or dispose; or amenable for recovery, storage, or reduction in volume [OAC Rule 3745-50-10(A)(125)].

Treatment, Storage, and Disposal Facility (TSD) A facility that treats, stores, or disposes of hazardous waste.

TSDR Treatment, storage, disposal, or recycling.

Underground Injection Program under the Safe Drinking Water Act that regulates the use of wells to pump fluids into the ground. Materials pumped into the ground include chemical-containing wastes. A well

Control (UIC)	involved in this program has a unique identification number.
Uniform Hazardous Waste Manifest	The shipping document (EPA Form 8700-22 or 8700-22a) originated and signed by the generator. It must accompany the hazardous waste shipment as it moves from the generator to the transporter and eventually to the hazardous waste facility.
Unit	See “Process Unit.”
Universal Waste	Any of the following hazardous wastes that are managed under the universal waste requirements of OAC Chapter 3745-273: *batteries*, as described in OAC rule 3745-273-02; *pesticides*, as described in OAC rule 3745-273-03; *Mercury containing equipment*, as described in 3745-273-04; and *lamps*, as described in OAC rule 3745-273-05.
Waste Codes	EPA identifiers consisting of one letter (D, F, P, U, or K) and three numbers. The list of the EPA Hazardous Waste Codes can be found on DHWM’s Annual Report web page (http://www.epa.ohio.gov/dhwm/ann_report.aspx).
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.

SOURCE CODES

Source of Generation

G01 Dip, flush or spray rinsing
G02 Stripping and acid or caustic cleaning
G03 Plating and phosphating
G04 Etching
G05 Metal forming and treatment (pickling, heat treating, etc.)
G06 Painting and coating
G07 Product and by-product processing
G08 Removal of spent process liquids or catalysts
G09 Other production or service-related processes (specify in comments)

Other Intermittent Events or Processes

G11 Discarding off-specification or out-of-date chemicals or products
G12 Lagoon or sediment dragout and leachate collection
G13 Cleaning out process equipment
G14 Removal of tank sludge, sediments or slag
G15 Process equipment change-out or discontinuation of equipment use
G16 Oil changes and filter or battery replacement
G19 Other one-time or intermittent processes(specify in comments)

Pollution Control and Waste Management Process Residuals

G21 Air pollution control devices (baghouse dust, etc.)
G22 Laboratory analytical wastes (used chemicals)
G23 Wastewater treatment (sludge, filter cake, etc.)
G24 Solvent or product distillation or recovery (sludge, waste)
G25 Hazardous waste treatment - indicate management method
G26 Storage and disposal unit leachate collection

Spills and Accidental Releases

G31 Accidental contamination of products, materials or containers
G32 Cleanup of spill residues
G33 Leak collection and floor sweeping
G39 Other cleanup of current contamination (specify in comments)

Remediation of Past Contamination

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 State-program or voluntary cleanup
G45 Underground storage tank cleanup
G49 Other remediation (specify in comments)

Waste Not Physically Generated On-site

G61 Hazardous waste received from off-site for storage/bulking and transfer off-site for treatment or disposal

For codes G63 - G75 Hazardous waste received from a foreign country (other than a foreign Department of Defense site, Maquiladora, 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

	Mixed Media/Debris/Devices - Waste that is a mixture of organic and inorganic wastes, liquid and solid wastes, or devices that are not easily categorizable
W001	Lab packs with no acute hazardous waste
W002	Contaminated debris: paper, clothing, rags, wood, empty fiber or plastic containers, glass, piping, other solids
W004	Lab packs containing acute hazardous waste
W301	Contaminated soil
W309	Batteries, battery parts, cores, casings
W310	Filters, solid absorbents, ion exchange resins and spent carbon
W320	Electrical devices (lamps, thermostats, CRTs, etc.)
W512	Sediment or lagoon dragout, drilling or other muds
W801	Compressed gases
	Inorganic Liquids - Waste that is primarily inorganic and highly fluid (e.g., aqueous), with low suspended inorganic solids and low organic content
W101	Very dilute aqueous waste containing more than 99% water
W103	Spent concentrated acid
W105	Acidic aqueous wastes less than 5% acid
W107	Aqueous waste containing cyanides
W110	Caustic aqueous waste without cyanides
W113	Other aqueous waste or wastewaters
W117	Waste liquid mercury
W119	Other inorganic liquid (specify in comments)
	Organic Liquids - Waste that is primarily organic and is highly fluid, with low inorganic solids content and low-to-moderate water content
W200	Still bottoms in liquid form
W202	Concentrated halogenated (chlorinated) solvent
W203	Concentrated non-halogenated (non-chlorinated) solvent
W204	Concentrated halogenated/ non-halogenated solvent mixture
W205	Oil-water emulsion or mixture
W206	Waste oil
W209	Paint, ink, lacquer, or varnish
W210	Reactive or polymerizable organic liquids and adhesives
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
W303	Ash
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
W401	Pesticide solids
W403	Solid resins, plastics or polymerized organics
W405	Explosives or reactive organic solids
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
W501	Lime and/or metal hydroxide sludges and solids with no cyanides
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
W519	Other inorganic sludges (specify in comments)

	Organic Sludges - Waste that is primarily organic with low-to-moderate inorganic solids content and water content; pumpable
W603	Oily sludge
W604	Paint or ink sludges, still bottoms in sludge form
W606	Resins, tars, polymer or tarry sludge
W609	Other organic sludge (specify in comments)

MANAGEMENT METHOD CODES

	Reclamation and Recovery
H010	Metals recovery including retorting, smelting, chemical, etc.
H020	Solvents recovery
H039	Other recovery or reclamation for reuse including acid regeneration, organics recovery, etc. (specify in comments)
H050	Energy recovery at this site - use as fuel (includes on-site fuel blending)
H061	Fuel blending prior to energy recovery at another site
	Destruction or Treatment Prior to Disposal at Another Site
H040	Incineration - thermal destruction other than use as a fuel
H071	Chemical reduction with or without precipitation
H073	Cyanide destruction with or without precipitation
H075	Chemical oxidation
H076	Wet air oxidation
H077	Other chemical precipitation with or without pre-treatment
H081	Biological treatment with or without precipitation
H082	Adsorption
H083	Air or steam stripping
H101	Sludge treatment and/or dewatering
H103	Absorption
H111	Stabilization or chemical fixation prior to disposal at another site
H112	Macro-encapsulation prior to disposal at another site
H121	Neutralization only
H122	Evaporation
H123	Settling or clarification
H124	Phase separation
H129	Other treatment (specify in comments)
	Disposal
H131	Land treatment or application (to include on-site treatment and/or stabilization)
H132	Landfill or surface impoundment that will be closed as landfill (to include on-site treatment and/or stabilization)
H134	Deepwell or underground injection (with or without treatment)
H135	Discharge to sewer/POTW or NPDES (with prior storage - with or without treatment)
H141	Storage, bulking, and/or transfer off-site - no treatment (H040-H129), fuel blending (H061), or disposal (H131-H135) at this site

DHWM'S INTERNAL ID NUMBERS ASSIGNED TO SITES IN FOREIGN COUNTRIES (10/28/08)

The ID numbers listed below follow the "FC" convention for sites in foreign countries per U.S. EPA's Biennial Report policy. They have no meaning for any purpose other than tracking sites within DHWM's Annual Report system. To maintain historical consistency, these same ID numbers have been used for individual sites since the 1993 Annual Report cycle. Sites can be generators, TSDs, or transporters. They may have Michigan or New York RCRA ID numbers assigned by the states, but those cannot be used in the Annual Report system because they conflict with the actual location information. Contact Mary Ann Silagy if a facility needs to be added to this list.

IDENTIFICATION NUMBERS FOR SITES IN FOREIGN COUNTRIES			
ID NUMBER	**NAME**	**CITY & PROVINCE**	**COUNTRY**
FC0000000094	Advanced Compounding	Chasire	Canada
FC0000000086	Advanced Finishing Tech Inc	Corunna, Ontario	Canada
FC0000000041	Aimco Solrec Ltd (MID981955537)	Milton, Ontario	Canada
FC0000000059	Anachemia Ltd	Ville St. Pierre, Quebec	Canada
FC0000000064	BWA Treatment Technologies	Midland, Ontario	Canada
FC0000000030	Canada Square Resins	Toronto, Ontario	Canada
FC0000000084	Canadian Autoparts Toyota	Dalta, British Colombia	Canada
FC0000000088	Canflow Environmental Svc Corp	Petrolia, Ontario	Canada
FC0000000046	Catalyst Recovery Canada	Medicine Hat, Alberta	Canada
FC0000000031	CCL Custom Manufacturing	Rexdale, Ontario	Canada
FC0000000069	Centre de Recyclage Intermediare (NYR000006957)	Couteau-du-Lac, Quebec	Canada
FC0000000043	Chem King (CPW Div) (MID981777097)	Barrie, Ontario	Canada
FC0000000068	Chemrec	Cowansville, Quebec	Canada
FC0000000081	Chemtech	Eaie-Comeau, Quebec	Canada
FC0000000122	Chemtura Canada LTD	Scarborough, Ontario	Canada
FC0000000089	Chrome Shield Plating	Windsor, Ontario	Canada
FC0000000097	CIBA Specialty Chemicals	Mississauga, Ontario	Canada

IDENTIFICATION NUMBERS FOR SITES IN FOREIGN COUNTRIES			
ID NUMBER	**NAME**	**CITY & PROVINCE**	**COUNTRY**
FC0000000004	Clean Harbors (MIT270019904, MIR000035204)	Corruna, Ontario	Canada
FC0000000100	Clean Harbors (MIR000037283)	London, Ontario	Canada
FC0000000070	Clean Harbors (MIR000037291)	Mississauga, Ontario	Canada
FC0000000050	Clean Harbors (MIR000037309)	Thorold, Ontario	Canada
FC0000000120	Clean Harbors Mercier	Ville Mercier, Quebec	Canada
FC0000000121	Clean Harbors of Thurso	Thurso, Quebec	Canada
FC0000000117	Cooper Plating	Newmarket, Ontario	Canada
FC0000000102	Court Galvanizing Ltd	Guelph, Ontario	Canada
FC0000000104	Custom Environmental Svcs Ltd	Edmonton, Alberta	Canada
FC0000000051	CWM of Mexico	El Salto Jalisco CP	Mexico
FC0000000099	Cyanide Destruct Systems	Barrie, Ontario	Canada
FC0000000073	Cyanide Destruction Systems	Markham, Ontario	Canada
FC0000000065	Ethyl Corporation	Corunna, Ontario	Canada
FC0000000002	Euromet Hyde House	London	England
FC0000000116	Extox Industries Inc	Mississauga, Ontario	Canada
FC0000000006	Falconbridge Ltd	?, Ontario	Canada
FC0000000119	Fielding Chemical	Mississauga, Ontario	Canada
FC0000000042	Fielding Chemicals Limited (MID981775406)	Mississauga, Ontario	Canada
FC0000000083	Fortress Trucking, Ltd	Breflau, Ontario (MIR000002881)	Canada
FC0000000007	Galvast Manufacturing	Acton, Ontario	Canada
FC0000000093	Genpharm Inc	Etobicoke, Ontario	Canada
FC0000000082	Giant Resource Recovery Aerosols	Kitchener, Ontario	Canada
FC0000000055	Harold Marcus Ltd	Boswell, Ontario (MIT270012321)	Canada

IDENTIFICATION NUMBERS FOR SITES IN FOREIGN COUNTRIES			
ID NUMBER	**NAME**	**CITY & PROVINCE**	**COUNTRY**
FC0000000090	Horizon Environmental Inc	Grandes Piles, Quebec	Canada
FC0000000079	Hotz Environmental Services	Hamilton, Ontario	Canada
FC0000000092	Huntsman ICI Canada Corp	Mississauga, Ontario	Canada
FC0000000113	Husky Lloydminster Upgrader	Llyodminster, Saskatchewan	Canada
FC0000000058	Imperial Oil LTD Sarnia Refinery	Sarnia, Ontario	Canada
FC0000000110	Kuntz Electroplating	Kitchener, Ontario	Canada
FC0000000032	Laidlaw Carriers (MID980619936, MIK621327675)	Woodstock, Ontario	Canada
FC0000000062	Laidlaw Environmental (MID980683783)	London, Ontario	Canada
FC0000000074	Laidlaw Environmental (MID982071433)	Winnipeg, Manitoba	Canada
FC0000000056	Les Soudures Chagnon Ltee (NYD986909752)	Varennes, Quebec	Canada
FC0000000048	Lynx Environmental Services	Tecumseh, Ontario	Canada
FC0000000039	Manitoba Hazardous Waste Mgmt	Winnipeg, Manitoba	Canada
FC0000000111	Met Tach Inc	Mississauga, Ontario	Canada
FC0000000114	Miller Environmental Corp	St Jean Baptiste, Manitoba	Canada
FC0000000028	National Standard Company	Guelph, Ontario	Canada
FC0000000075	Nelson Steel	Stoney Creek, Ontario	Canada
FC0000000096	Newalta	Barrie, Ontario	Canada
FC0000000067	Newalta Industrial Services	Fort Erie, Ontario	Canada
FC0000000001	Noranda Inc	Rouyn Noranda, Quebec	Canada
FC0000000105	Nova PB Inc	Sainte-Catherine, Quebec	Canada
FC0000000044	Oakside Chemicals (MID985569276)	London, Ontario	Canada
FC0000000005	Outokumpu Harjavalta Metals OY	Harjavalta	Finland
FC0000000106	Philip Services	Hamilton, Ontario	Canada
FC0000000061	Philip Services Corporation	Windsor, Ontario	Canada

IDENTIFICATION NUMBERS FOR SITES IN FOREIGN COUNTRIES			
ID NUMBER	**NAME**	**CITY & PROVINCE**	**COUNTRY**
FC0000000109	Photech Environmental Solutions (NYR000096230)	St Catharines, Ontario	Canada
FC0000000066	PPG Canada Inc	Mississauga, Ontario	Canada
FC0000000076	Praxair Canada Inc	Corona, Ontario	Canada
FC0000000118	Product Management Canada Inc	Brampton, Ontario	Canada
FC0000000101	Promotora Ambiental	Monterrey, NL	Mexico
FC0000000052	Pure Metal Galvanizing	Brantford, Ontario	Canada
FC0000000053	Pure Metal Galvanizing	Mississauga, Ontario	Canada
FC0000000054	Pure Metal Galvanizing	Rexdale, Ontario	Canada
FC0000000077	Quantex Technologies	Kitchner, Ontario	Canada
FC0000000098	Quantex Technologies	Toronto, Ontario	Canada
FC0000000087	Quantex Technologies Inc	Toronto, Ontario	Canada
FC0000000008	Raw Materials Corporation	Port Colbourne, Ontario	Canada
FC0000000115	Recupere Sol Inc (Bennett Envi)	St-Ambroise, Quebec	Canada
FC0000000085	Recyclex Inc	Montreal-East, Quebec	Canada
FC0000000009	Republic Environmental Systems	Port Colbourne, Ontario	Canada
FC0000000033	Republic Environmental Systems	Brockville, Ontario	Canada
FC0000000091	RPR Environmental	Stoney Creek, Ontario	Canada
FC0000000010	Safety-Kleen Corporation	Dartmouth, Nova Scotia	Canada
FC0000000011	Safety-Kleen Corporation	Frederickton, New Brunswick	Canada
FC0000000012	Safety-Kleen Corporation	London, Ontario	Canada
FC0000000013	Safety-Kleen Corporation	Tecumseh, Ontario	Canada
FC0000000014	Safety-Kleen Corporation	Ancaster, Ontario	Canada
FC0000000015	Safety-Kleen Corporation	Brampton, Ontario	Canada
FC0000000016	Safety-Kleen Corporation	Pickering, Ontario	Canada
FC0000000017	Safety-Kleen Corporation	Chelmsford, Ontario	Canada
FC0000000018	Safety-Kleen Corporation	Nepean, Ontario	Canada
FC0000000019	Safety-Kleen Corporation	Boucherville	Canada

IDENTIFICATION NUMBERS FOR SITES IN FOREIGN COUNTRIES			
ID NUMBER	**NAME**	**CITY & PROVINCE**	**COUNTRY**
FC0000000020	Safety-Kleen Corporation	St Augustin, Quebec	Canada
FC0000000021	Safety-Kleen Corporation	Langley, British Columbia	Canada
FC0000000022	Safety-Kleen Corporation	Duncan, British Columbia	Canada
FC0000000023	Safety-Kleen Corporation	Vernon, British Columbia	Canada
FC0000000024	Safety-Kleen Corporation	Prince George, British Columbia	Canada
FC0000000025	Safety-Kleen Corporation	Edmonton, Alberta	Canada
FC0000000026	Safety-Kleen Corporation	Calgary, Alberta	Canada
FC0000000027	Safety-Kleen Corporation	Saskatoon, Saskatchewan	Canada
FC0000000047	Safety-Kleen Corporation	?, Alberta	Canada
FC0000000063	Safety-Kleen Corporation	Nisku, Alberta	Canada
FC0000000080	Safety-Kleen Corporation	Oshawa, Ontario	Canada
FC0000000071	Safety-Kleen LTD (MID981957681)	Burlington, Ontario	Canada
FC0000000125	Samji Metals Ind Co, LTD	Sungkok Dong, Ansaan City, Gyeonggi Province	South Korea
FC0000000057	Services Sanitaires (NYD980762140)	Blainville, Quebec	Canada
FC0000000112	Shell Canada Limited	Fort Saskatchewan, Alberta	Canada
FC0000000034	Smithkline Beecham	Weston, Ontario	Canada
FC0000000035	Southam Murray Printing	Weston, Ontario	Canada
FC0000000036	Southam Murray Printing	North York, Ontario	Canada
FC0000000045	Stablex Canada Inc (NYD980756415)	Blainville, Quebec	Canada
FC0000000029	Stelco - Hilton Works	Hamilton, Ontario	Canada
FC0000000095	Surpass Chemical	Scarborough, Ontario	Canada
FC0000000049	Systech Environmental	St. Constant, Quebec	Canada
FC0000000040	Technisol Inc	Lethbridge, Alberta	Canada
FC0000000037	Tella Inc	Toronto, Ontario	Canada
FC0000000078	Thermonic	Doucherville, Quebec	Canada
FC0000000038	Tibbets Paints LTD	Trenton, Nova Scotia	Canada

IDENTIFICATION NUMBERS FOR SITES IN FOREIGN COUNTRIES			
ID NUMBER	**NAME**	**CITY & PROVINCE**	**COUNTRY**
FC0000000072	Transport Rollex Limited (NYF006000053)	Varennes, Quebec	Canada
FC0000000107	Tyco Electronic	Markham, Ontario	Canada
FC0000000003	Wath Recycling	S. Yorkshire	England
FC0000000060	Wel-Chem Environmental Svcs	Barrie, Ontario	Canada
FC0000000124	Wha Chang Co, LTD	Haman-gun, Gyeongsangnam	South Korea
FC0000000123	Xstrata, Brunswick Smelter	Belledune, New Brunswick	Canada
FC0000000126	Zinc Nacional SA	Monterrey, Nuevo Leon	Mexico

MAIL THE COMPLETED FORM TO: Ohio EPA, DHWM, 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:** ❑ To provide initial notification (to obtain an EPA ID Number for hazardous waste, universal waste, or used oil activities). ❑ To provide subsequent notification (to update site identification information). ❑ As a component of a First RCRA Hazardous Waste Part A Permit Application. ❑ As a component of a Revised RCRA Hazardous Waste Part A Permit Application (Amendment #_____) ❑ 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:	**State: OH**	
	County Name:	**Zip Code:**	
5. Site Land Type	**Site Land Type: ❑ Private ❑ County ❑ District ❑ Federal ❑ Indian ❑ Municipal ❑ State ❑ Other**		
6. North American Industry Class. System (NAICS) Code(s) for the Site	**A.**	**B.**	
	C.	**D.**	
7. Site Contact Person:	**First Name:**	**MI:**	**Last Name:**
	Phone Number:	**Phone Number Extension:**	
	E-Mail Address:		
	Fax Number:	**Fax Number Extension:**	
	Street or P.O. Box:		
	City, Town or Village:		
	State:	**Country:**	**Zip Code:**
8. Legal Owner and Operator of the Site List Additional Owners and/or Operators 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: ❑ Private ❑ County ❑ District ❑ Federal ❑ Indian ❑ Municipal ❑ State ❑ Other		
	Street or P.O. Box:		
	City, Town, or Village:	**Owner Phone #:**	
	State:	**Country:**	**Zip Code:**
	B. Name of Site's Operator:	**Date Became Operator (mm/dd/yyyy):**	
	Operator Type: ❑ Private ❑ County ❑ District ❑ Federal ❑ Indian ❑ Municipal ❑ State ❑ Other		
	Street or P.O. Box:		
	City, Town, or Village:	**Operator Phone #:**	
	State:	**Country:**	**Zip Code:**

9. Type of Regulated Waste Activity (Mark "X" in the appropriate boxes.)

A. Hazardous Waste Activities

1. Generator of Hazardous Waste
(choose only one of the following three categories)

❑ a. **Large Quantity Generator (LQG):**
Greater than 1,000 kg/mo (2,200 lbs.)
of non-acute hazardous waste; or

❑ b. **Small Quantity Generator (SQG)**
100 to 1,000 kg/mo (220-2,200 lbs.)
of non-acute hazardous waste; or

❑ c. **Conditionally Exempt Small Quantity Generator (CESQG):**
Less than 100 kg/mo of non-acute hazardous waste

In addition, indicate other generator activities (check all that apply)

❑ d. United States Importer of Hazardous Waste
❑ e. Mixed Waste (hazardous and radioactive) Generator

2. Hazardous Waste Report Generator Status
(choose one if a Reason for Submittal is the Hazardous Waste Report)

❑ a. **Large Quantity Generator (LQG):**
Greater than 1,000 kg/mo (2,200 lbs.) of non-acute hazardous waste was generated at the site in any one month. or

❑ b. **Small Quantity Generator (SQG)**
In one or more months the site generated greater than 100kg (220 lbs) but in no month did it generate more than 1,000 kg/mo (220-2,200 lbs) of non-acute hazardous waste, or

❑ c. **Conditionally Exempt Small Quantity Generator (CESQG):**
The site generated no more than 100 kg (220 lbs) of non-acute hazardous waste in any one month.

❑ d. **Non-Generator**
The site did not generate any hazardous waste during the calendar year.

For Items 3 through 7, check all that apply:

❑ **3. Transporter of Hazardous Waste**

❑ **4. Treater, Storer or Disposer of Hazardous Waste (at your site)** Note: A hazardous waste permit is required for this activity.

❑ **5. Recycler of Hazardous Waste (at your site)** Note: A hazardous waste permit may be required for this activity.

6. Exempt Boiler and/or Industrial Furnace

❑ a. Small Quantity On-site Burner Exemption
❑ b. Smelting, Melting, Refining Furnace Exemption

❑ **7. Underground Injection Control**

B. Universal Waste Activities

1. Large Quantity Handler of Universal Waste (accumulate 5,000 kg or more). Indicate the types of universal waste managed at your site. Check all boxes that apply:

	Managed
1. Batteries	❑
2. Pesticides	❑
3. Mercury containing equipment	❑
4. Lamps	❑

❑ **2. Destination Facility for Universal Waste**
Note: A hazardous waste permit is required if you treat or dispose of universal wastes; a permit may be required if you recycle universal wastes.

C. Used Oil Activities

1. Used Oil Transporter
Indicate Type(s) of Activity(ies)
❑ a. Transporter
❑ b. Transfer Facility

2. Used Oil Processor and/or Re-refiner
Indicate Type(s) of Activity(ies)
❑ a. Processor
❑ b. Re-refiner

❑ **3. Off-Specification Used Oil Burner**

4. Used Oil Fuel Marketer -
Indicate Type(s) of Activity(ies)
❑ a. Marketer Who Directs Shipment of Off-Specification Used Oil to Off-Specification Used Oil Burner
❑ b. Marketer Who First Claims the Used Oil Meets the Specifications

10. Waste Codes for Federally Regulated Hazardous Wastes. Please list the codes for the federally regulated hazardous waste handled at your site. List them in the order they are presented in the regulations (e.g., D001, D003, F007, U112). Use an additional page if more space is needed.

11. Comments

12. Certification. I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Signature of owner, operator, or an authorized representative	Name and Official Title (type or print)	Date Signed (mm-dd-yyyy)

OhioEPA

State of Ohio Environmental Protection Agency

ENTER GENERATOR ID NUMBER

_____ **Annual Hazardous Waste Report**

Form GM - *Generation and Management*

SEC. 1

A. Hazardous waste description (60 characters max.)

B. Hazardous waste codes

More...

C. Source code **G**

Report the Management Method code ONLY if the Source code is **G25**.

Management Method code **H**

D. Waste form code **W**

SEC. 2

A. Quantity generated in the year prior to the reporting year

B. Quantity generated in the reporting year

C. UOM Density

lbs/gal sg

D. Was this waste treated, disposed of, or recycled **On-site** ?

Yes (continue to system 1)

No (skip to SEC. 3)

On-site system 1

RCRA-exempt unit? **Yes** **No**

On-site mgmt method **H**

Quantity treated, disposed or recycled

On-site system 2

RCRA-exempt unit? **Yes** **No**

On-site mgmt method **H**

Quantity treated, disposed or recycled

SEC. 3

A. Was any of this waste shipped off-site in the reporting year?

Yes (continue to box B)

No (skip to SEC. 4)

	B. EPA ID of facility to which waste was shipped	**C.** Management Method	**D.** Total quantity shipped in the reporting year
Site 1		**H**	
Site 2		**H**	
Site 3		**H**	
Site 4		**H**	
Site 5		**H**	

CONTINUE TO SECTION 4 ➡

SEC. 4 On-site Waste Storage and Inactive Disposal Units

If the site has a storage permit or is undergoing a formal closure of storage or disposal units, and waste remained in the unit(s) as of December 31, complete Box A.

Otherwise, skip Section 4.

A. As of December 31, did any of this waste remain on-site in:

	Yes	No
1. a greater than 90 day storage unit . . .	☐	☐
☐ a. generated/accumulated during the reporting year		
☐ b. generated/accumulated prior to the reporting year		
2. an inactive disposal unit undergoing closure	☐	☐

B. Storage or disposal method	Handling Code	Amount	UOM	Density
1	☐☐☐	☐☐☐☐☐☐☐☐☐☐	☐	_____ lbs/gal ☐ sg ☐
2	☐☐☐	☐☐☐☐☐☐☐☐☐☐	☐	_____ lbs/gal ☐ sg ☐
3	☐☐☐	☐☐☐☐☐☐☐☐☐☐	☐	_____ lbs/gal ☐ sg ☐
4	☐☐☐	☐☐☐☐☐☐☐☐☐☐	☐	_____ lbs/gal ☐ sg ☐

Comments:

Extra Waste Codes:

State of Ohio Environmental Protection Agency

_____ **Annual Hazardous Waste Report**

ENTER GENERATOR ID NUMBER

Form OI - *Off-site Transporter and Receiving Facility Information*

1

A. EPA ID of transporter or receiving facility

B. Name of transporter or receiving facility (40 characters max.)

C. Handler type (check all that apply)

☐ Transporter
☐ Receiving Facility

D. Address of receiving facility (address not required for transporters)

Street _____

City _____ State ZIP Code -

2

A. EPA ID of transporter or receiving facility

B. Name of transporter or receiving facility (40 characters max.)

C. Handler type (check all that apply)

☐ Transporter
☐ Receiving Facility

D. Address of receiving facility (address not required for transporters)

Street _____

City _____ State ZIP Code -

3

A. EPA ID of transporter or receiving facility

B. Name of transporter or receiving facility (40 characters max.)

C. Handler type (check all that apply)

☐ Transporter
☐ Receiving Facility

D. Address of receiving facility (address not required for transporters)

Street _____

City _____ State ZIP Code -

4

A. EPA ID of transporter or receiving facility

B. Name of transporter or receiving facility (40 characters max.)

C. Handler type (check all that apply)

☐ Transporter
☐ Receiving Facility

D. Address of receiving facility (address not required for transporters)

Street _____

City _____ State ZIP Code -

5

A. EPA ID of transporter or receiving facility

B. Name of transporter or receiving facility (40 characters max.)

C. Handler type (check all that apply)

☐ Transporter
☐ Receiving Facility

D. Address of receiving facility (address not required for transporters)

Street _____

City _____ State ZIP Code -

OhioEPA

State of Ohio Environmental Protection Agency

_____ **Annual Hazardous Waste Report**

ENTER FACILITY ID NUMBER

Form WR - *Waste Received From Off Site*

GENERATOR INFORMATION

EPA I.D.

NAME

STREET

CITY STATE ZIP CODE -

1

A. Hazardous waste description (60 characters max.)

B. Management Method	**C.** Waste form code	**D.** Quantity received	**E.** UOM Density
H	W		lbs/gal sg

F. Hazardous waste codes (enter additional codes on back of page if necessary)

More...

2

A. Hazardous waste description (60 characters max.)

B. Management Method	**C.** Waste form code	**D.** Quantity received	**E.** UOM Density
H	W		lbs/gal sg

F. Hazardous waste codes (enter additional codes on back of page if necessary)

More...

3

A. Hazardous waste description (60 characters max.)

B. Management Method	**C.** Waste form code	**D.** Quantity received	**E.** UOM Density
H	W		lbs/gal sg

F. Hazardous waste codes (enter additional codes on back of page if necessary)

More...

Form WR - Additional Waste Codes

Generator ID#

1

Additional waste codes:

2

Additional waste codes:

3

Additional waste codes:

OhioEPA

State of Ohio Environmental Protection Agency

_____ **Annual Hazardous Waste Report**

ENTER FACILITY ID NUMBER

Form PS - *Process Systems for Treatment, Disposal, or Recycling*

By system type, list the amount of waste commercially processed in each treatment, disposal, or recycling system.

1 **A.** Treatment, disposal, or recycling system description (60 characters max.)

B. Management Method H

C. Reporting year influent quantity — Total / RCRA — UOM — Density — lbs/gal — sg

COMMENTS:

2 **A.** Treatment, disposal, or recycling system description (60 characters max.)

B. Management Method H

C. Reporting year influent quantity — Total / RCRA — UOM — Density — lbs/gal — sg

COMMENTS:

3 **A.** Treatment, disposal, or recycling system description (60 characters max.)

B. Management Method H

C. Reporting year influent quantity — Total / RCRA — UOM — Density — lbs/gal — sg

COMMENTS:

4 **A.** Treatment, disposal, or recycling system description (60 characters max.)

B. Management Method H

C. Reporting year influent quantity — Total / RCRA — UOM — Density — lbs/gal — sg

COMMENTS: