United States
Environmental Protection
Agency

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Notification of RCRA Subtitle C Activity

Instructions and Form

EPA Form 8700-12

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Office of Resource Conservation and Recovery (ORCR)
(5303P)
Washington, DC 20460

Notification of Subtitle C Activity
Instructions and Form

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

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

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

Estimated Burden: The reporting burden for information collection requirements associated with initial notification requirements is estimated to be approximately 2 hours. The burden estimate includes time for reading the regulations and preparing and submitting the initial notification. The reporting burden for information collection requirements associated with subsequent notification is estimated to be approximately 1 hour. The burden estimate includes time for reading the regulations, preparing and submitting a subsequent notification.

To comment on the Agency's need for this information, the accuracy of the provided burden estimates, and any suggested methods for minimizing respondent burden, including the use of automated collection techniques, EPA has established a public docket for this ICR under Docket ID Number 0976.14 which is available for public viewing at the RCRA Docket in the EPA Docket Center (EPA/DC), EPA West, Room B102, 1301 Constitution Ave., NW, Washington, DC. The EPA Docket Center Public Reading Room is open from 8:30 a.m. to 4:30 p.m., Monday through Friday, excluding legal holidays. The telephone number for the Reading Room is (202) 566-1744 and the telephone number for the RCRA Docket is (202) 566-0270. An electronic version of the public docket is available through EPA Dockets (EDOCKET) at: http://www.epa.gov/dockets/regulations.htm.

Use EDOCKET to submit or view public comments, access the index listing of the contents of the public docket, and to access those documents in the public docket that are available electronically. Once in the system, select "search", then key in the docket ID number identified above. Also, you can send comments to the Office of Information and Regulatory Affairs, Office of Management and Budget, 725 17th Street, NW, Washington, DC 20503, Attention: Desk Office for EPA. Please include the EPA Docket ID Number 0976.14 and OMB Control Number 2050-0024 in any correspondence.

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PURPOSE OF THE NOTIFICATION OF RCRA SUBTITLE C ACTIVITIES

This booklet is designed to help you determine if you are subject to requirements under the *Resource Conservation and Recovery Act* (RCRA) for notifying the U.S. Environmental Protection Agency (EPA) of your regulated waste activities. Regulated wastes are hazardous wastes as defined by 40 CFR Part 261, universal wastes as defined by 40 CFR Part 263, and used oil as defined by 40 CFR Part 279. Furthermore, if you are managing hazardous secondary material under 40 CFR 261.2(a)(2)(ii), 40 CFR 261.4(a)(23), (24), or (25) you also must notify under 40 CFR 260.42 using the RCRA Subtitle C Site Identification Form and Addendum to the Site Identification Form. The instructions contained in this booklet will assist you in obtaining an EPA Identification Number by completing and submitting the RCRA Subtitle C Site Identification Form (Site ID Form) [EPA Form 8700-12] for Initial Notifications or in revising your Site ID Form if you are required to submit a Subsequent Notification. RCRA is a Federal law. If you are regulated but do not comply with the RCRA notification requirements, you may be subject to civil penalties.

NOTE	• Although this booklet contains information and instructions for completing a Notification of RCRA Subtitle C Activity, it should not be considered a substitute for the regulations in Title 40 of the Code of Federal Regulations (40 CFR). Rather, this booklet serves as a supplement to the regulations and provides additional information not contained in 40 CFR. As a handler of regulated wastes, you are responsible for learning and complying with all requirements that apply to you and your regulated waste activities. • In addition, remember that this booklet and the regulations in 40 CFR address only the Federal hazardous waste program. Many States may have notification requirements that differ from the Federal requirements; those States may use the Site ID Form or they may use a similar State form that requires information not requested in the EPA form. Again, it is your responsibility to make sure that you have completed and submitted all forms required under the Federal or your State program.

Where To Get Help

We realize that the regulations are complex. Although we are not providing reprints of the 40 CFR regulations in this booklet, copies of the Federal regulations are available from EPA (see below). We have listed the addresses and phone numbers of the contacts in each State who can answer your questions and help you understand the Federal and State requirements that apply to you. This contact list is located at: http://www.epa.gov/osw/inforesources/data/form8700/contact.pdf.

In addition to these contacts, there are several other sources available to help with your questions and provide information on EPA regulations:

RCRA Frequently Asked Questions. This allows users to find answers to commonly asked questions that cover a wide range of RCRA issues and topics. Find at: http://waste.custhelp.com/cgi-bin/php/enduser/entry.php.

RCRA Online. The RCRA Online database is designed to enable users to locate documents, including publications and other outreach materials that cover a wide range of RCRA issues and topics. Find at: http://www.epa.gov/rcraonline.

RCRA Regulations. The Federal regulations can be found at: http://www.access.gpo.gov/nara/cfr/cfr-table-search.html.

Compliance Assistance Centers. The Environmental Protection Agency (EPA) has sponsored partnerships with industry, academic institutions, environmental groups, and other agencies to launch sector-specific Compliance Assistance Centers (Centers). Each Center addresses real world issues in understandable language for you to understand Federal environmental requirements and how to save money through pollution prevention techniques. Visit the Compliance Assistance Centers at: http://www.assistancecenters.net.

EPA National Compliance Assistance Clearinghouse. The Clearinghouse is a comprehensive source of compliance assistance information and resources. Use links to Federal, State, local, and other compliance assistance providers to find the tools you need. Visit the Clearinghouse at: http://www.epa.gov/clearinghouse.

EPA Small Business Ombudsman Office – 1-800-368-5888.

Your Trade Association

Initial Notifications

If you do not currently have an EPA Identification Number and you handle regulated waste or hazardous secondary material, you must submit an initial notification. Please refer to information contained in pages 4-7 of this booklet to help you determine whether you handle a regulated waste, whether any exemptions or exclusions apply to you, and how you should file the Notification of RCRA Subtitle C Activity. Circumstances under which you should submit an initial notification include:

1. If you generate, transport, treat, store, or dispose of hazardous waste. Refer to pages 4-5 for further information and a description of exclusions or exemptions; or

2. If you recycle hazardous wastes. (Recyclable materials are defined as hazardous wastes that are recycled). The recycling process itself is exempt from regulation, but you must notify EPA and obtain an EPA Identification Number prior to recycling recyclable materials. Refer to pages 4-5 for further information and a description of exemptions; or

3. If you are a large quantity handler of universal waste. Refer to page 5 for further information and a description of exemptions. (Notification is required for people who have not previously notified EPA of their hazardous waste activities or who have not already sent a notification to EPA as required by 40 CFR Part 273.32); or

4. If you transport, process, or re-refine used oil; burn off-specification used oil for energy recovery; or market used oil. Refer to page 6 for further information and for a description of exemptions. (Notification is required for people who have not previously notified EPA of their hazardous waste activities or have not notified under 40 CFR Part 279 or under 40 CFR Part 266, Subpart E, which was replaced by 40 CFR Part 279.)

5. If you are an eligible academic entity opting into 40 CFR Part 262 Subpart K for managing laboratory hazardous wastes **AND** you have never before submitted site identification information, you must submit this form to notify the appropriate State or EPA Regional Office of your activities. Note: You must check with your State to determine if you are eligible to manage laboratory hazardous waste pursuant to 40 CFR Part 262 Subpart K in order for you to notify.

6. If you will begin managing hazardous secondary material under 40 CFR 261.2(a)(2)(ii), 40 CFR 261.4(a)(23), (24), or (25) you must submit this form, pursuant to 40 CFR 260.42, to notify the appropriate State or EPA Regional Office of your activities. Note: You must check with your State to determine if you are eligible to manage hazardous secondary material under these exclusions in order for you to notify.

7. If your business moves to another location and you are still conducting activities regulated under Subtitle C.

Subsequent Notifications

Even if you have submitted an initial notification and have received an EPA Identification Number, you may be required to submit a subsequent notification. Please refer to pages 4-8 of this booklet for information on when and how to complete a subsequent notification. In general, you should submit a subsequent notification under the following circumstances:

1. If the contact for your site changes.

2. If the ownership of your site changes.

3. If an additional owner has been added or replaced since you submitted your last notification.

4. If the type of RCRA Subtitle C activity you conduct changes.

5. If you have previously submitted site identification information and are an eligible academic entity opting into or withdrawing from 40 CFR Part 262 Subpart K for managing laboratory hazardous wastes, you must use this form. Note: You must check with your State to determine if you are eligible to manage laboratory hazardous waste pursuant to 40 CFR Part 262 Subpart K in order for you to notify.

6. If you are managing or will stop managing hazardous secondary material under 40 CFR 261.2(a)(2)(ii), 40 CFR 261.4(a)(23), (24), or (25), you are required to re-notify by March 1 of each even-numbered year pursuant to CFR 260.42.

DETERMINING IF YOU MUST NOTIFY

How to Determine if You Must Notify EPA of Your RCRA Subtitle C Activities

All persons who generate, transport, recycle, treat, store, or dispose of hazardous waste are required to notify EPA (or their State agency if the State is authorized to operate its own hazardous waste program) of their hazardous waste activities. Furthermore, if you are managing hazardous secondary material under 40 CFR 261.2(a)(2)(ii), 40 CFR 261.4(a)(23), (24), or (25) you also must notify using the RCRA Subtitle C Site Identification Form and Addendum to the Site Identification Form. These persons must obtain an EPA Identification Number unless their solid waste has been excluded from regulation or their hazardous waste has been exempted as outlined below. These respective notification requirements are found in 40 CFR Parts 260, 261, 262, 263, 264, 265, and 266.

In addition to the discussion below, you will need to refer to 40 CFR Part 261 to help you determine if the waste you handle is both a solid waste and a hazardous waste that is regulated under RCRA. If you need help making this determination after reading these instructions, contact the agency listed for your State. The list of contact names, addresses, telephone numbers, and e-mail address is located at: http://www.epa.gov/osw/inforesources/data/form8700/contact.pdf.

NOTE	Under the Hazardous Waste Import Regulations, 40 CFR Part 262.60, *foreign generators should not apply for an EPA Identification Number.* These regulations state that when filling out a U.S. manifest, you must include the name and address of the foreign generator, and the name, address, and EPA Identification Number of the importer. Please contact the U.S. firms involved with your shipments and determine which firm will serve as the U.S. Importer.

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

A. Do I Handle a Solid Waste?

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

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

B. Has My Solid Waste Been Excluded from the Regulations under Part 261.4?

The list of general exclusions can be found in 40 CFR 261.4. If the solid waste that you handle has been excluded, either by rule or special variance, then you do not need to notify EPA for that solid waste unless otherwise stated in the regulations. If your solid waste was

not excluded from regulation, you need to determine if it is a hazardous waste that EPA regulates. EPA regulates a solid waste as hazardous waste in two ways:

- By specifically listing the solid waste as a hazardous waste and assigning it a unique EPA Hazardous Waste Code Number; or

- By regulating it because it possesses any of four hazardous waste characteristics and assigning it a generic EPA Hazardous Waste Code Number.

C. Is My Solid Waste Specifically Listed as a Hazardous Waste?

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

D. Does My Solid Waste Possess a Hazardous Characteristic?

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

- Ignitability
- Corrosivity
- Reactivity
- Toxicity

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

E. Has My Hazardous Waste Been Exempted from the Regulations under Parts 261.5 and 261.6(a)(3)?

Parts 261.5 and 261.6(a)(3) list certain hazardous wastes that are not subject to RCRA regulation. If the hazardous waste that you handle has been exempted, then you do not need to notify EPA for that hazardous waste.

How to Determine if You Must Notify EPA of Your Universal Waste Activities

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

5,000 kilogram storage limit. Small Quantity Handlers of Universal Waste are exempt from these notification requirements.

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

How to Determine if You Must Notify EPA of Your Used Oil Management Activities

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

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

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

Who is Exempt from Used Oil Notification Requirements?

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

B. Used oil generators are not required to notify EPA.

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

How to Determine if You Must Notify EPA of Your Subpart K Laboratory Hazardous Waste Activities

Subpart K is an alternative set of generator requirements for managing laboratory hazardous waste at eligible academic entities. Generators that are eligible academic entities with laboratories may elect to opt into 40 CFR Part 262 Subpart K and manage their laboratory hazardous waste under Subpart K in lieu of 40 CFR 262.34(c)(or 40 CFR 261.5 for CESQGs). In order for eligible academic entities (see definition) to opt into Subpart K or subsequently withdraw from Subpart K, they must use the Site ID Form to notify the appropriate State or EPA Regional Office. Refer to 40 CFR 262.203 and 262.204. Note: You must check with your State to determine if you are eligible to manage laboratory hazardous waste pursuant to 40 CFR Part 262 Subpart K and for any state-specific requirements.

How to Determine if You Must Notify EPA of Your Hazardous Secondary Material Activities

40 CFR 261.2(a)(2)(ii), 40 CFR 261.4(a)(23), (24), and (25) exclude certain hazardous secondary material being reclaimed from the RCRA Subtitle C definition of solid waste, provided certain requirements and conditions are met. Hazardous secondary material is secondary material (e.g., spent material, by-product, or sludge) that, when discarded, would be identified as hazardous waste under 40 CFR 261.

Facilities that will begin managing, are still managing, or will stop managing hazardous secondary material under these regulations must notify under 40 CFR 260.42 using the Site ID Form and the Addendum to the Site ID Form. Note: You must check with your State to determine if you are eligible to manage hazardous secondary material under 40 CFR 261.2(a)(2)(ii), 40 CFR 261.4(a)(23), (24), or (25).

How Many Forms Should I File?

A person who is subject to the hazardous waste, universal waste, or used oil management regulations under RCRA should submit one notification (Site ID Form) per RCRA site. If you manage academic laboratory waste under Subpart K or hazardous secondary material under 40 CFR 261.2(a)(2)(ii), 40 CFR 261.4(a)(23), (24), or (25) you should submit one notification per site using the Site ID Form and, if appropriate, the Addendum to the Site ID Form. If you conduct any regulated waste activity or hazardous secondary material at more than one RCRA site, you must submit a separate notification for each RCRA site using the Site ID Form.

If you only transport regulated wastes and do not generate, treat, store, or dispose of hazardous wastes; do not qualify as a large quantity handler of universal wastes; or do not process/re-refine used oil, burn off-specification used oil fuel, or market used oil fuel, you may submit one notification that covers all activities your company conducts. This notification should be sent to the appropriate State or Regional Office (http://www.epa.gov/osw/inforesources/data/form8700/contact.pdf.) that serves the State where your company has its headquarters or principal place of business. However, if you are a transporter who also engages in one or more of the regulated waste activities listed above, you must submit a separate notification for each RCRA site using the Site ID Form.

Can I Request That This Information Be Kept Confidential?

All information you submit in an initial or subsequent notification can be released to the public, according to the Freedom of Information Act, unless it is determined to be confidential by EPA pursuant to 40 CFR Part 2. Since notification information is very general, EPA believes it is unlikely that any information in your notification could quality to be protected from release. However, you may make a claim of confidentiality by printing the word "CONFIDENTIAL" on all pages of the RCRA Subtitle C Site Identification Form and on any attachments. EPA will take action on the confidentiality claims in accordance with 40 CFR Part 2.

Where Should I Send My Completed Form?

We have provided an up-to-date list of the address for your State or EPA Regional Office where you should send your completed RCRA Subtitle C Site Identification Form. The contact list can be found at: http://www.epa.gov/osw/inforesources/data/form8700/contact.pdf. This list contains contact names, addresses, phone numbers and e-mail addresses that you can use to obtain additional information.

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

After your completed Site ID Form for a notification is received and processed, you will be sent a written acknowledgement that will include your EPA Identification Number. **You must use this number on all communications with EPA regarding your regulated waste and hazardous secondary material activities for this site.**

Item-by-Item Instructions for Notification of RCRA Subtitle C Activity Using the RCRA Subtitle C Site Identification Form

Please be sure to review the instructions carefully and complete all items on the form. After you have submitted the Site ID Form once, your State may allow you to attach a copy of your most recently submitted form. If so, circle item numbers for which any information has changed. Then enter the new information (and circle the item numbers) on the Site ID Form included in this booklet and provide the required signatures (no photocopied signatures) in Item 14 – Certification.

INSTRUCTIONS FOR FILLING OUT THE RCRA SUBTITLE C SITE IDENTIFICATION (SITE ID) FORM

Who Must Submit This Form

All sites required to submit any of the following must submit the RCRA Subtitle C Site Identification (Site ID) Form:

- Initial Notification of Regulated Waste Activity
- Subsequent Notification of Regulated Waste Activity
- First RCRA Hazardous Waste Part A Permit Application
- Revised RCRA Hazardous Waste Part A Permit Application
- Hazardous Waste Report
- Notification for eligible academic entities opting into or withdrawing from managing laboratory hazardous wastes pursuant to 40 CFR Part 262 Subpart K (if in an eligible State)
- Notification for facilities managing hazardous secondary material pursuant to 40 CFR 260.42 (if in an eligible State)

Some States have requirements in addition to, or that are different from the Federal requirements. To obtain the appropriate forms or ask questions, refer to a list of contacts at: http://www.epa.gov/osw/inforesources/data/form8700/contact.pdf. The list will tell you whether the Federal form or a State form is used, who to contact, and where to mail the completed form.

Purpose Of This Form

The Site ID Form provides site-specific information about your facility and is used to obtain an EPA Identification Number. The Site ID form also provides updated information for items that have changed at your site and verifies the information for those items that remain unchanged.

How To Fill Out This Form

Complete the following Site ID Form items, as applicable to your facility:

- Item 1 – your reason for submitting the form
- Item 2 – your site's EPA Identification Number
- Item 3 – the name of your site
- Item 4 – the physical location of your site
- Item 5 – the land type of your site
- Item 6 – the North American Industry Classification System (NAICS) code(s) for your site
- Item 7 – the mailing address for your site
- Item 8 – name, title, address, phone number, fax, and e-mail of a contact person at your site
- Item 9 – name, address, and phone number of the legal owner(s) and name of the operator(s) of your site
- Item 10 – your site's regulated waste activities (enter all that apply)
- Item 11 – the description of hazardous waste

- Item 12 – your site's hazardous secondary material activity, if you manage any
- Item 13 – additional comments on Items 1 – 12
- Item 14 – certification that the information you provided throughout the form is truthful, accurate and complete
- Addendum to the Site Identification Form – notification of hazardous secondary material activity

Type or print, in black ink, all items except the Signature box in Item 14. Enter your site's EPA Identification Number in the top left-hand corner on all pages of the form; for an Initial Notification for this site, leave the EPA Identification Number blank. Use Item 13 – Comments to clarify or provide additional information for any entry. When entering information in the comments section, enter the item number and box letter to which the comment refers. If you must use additional sheets for comments, enter your site's EPA Identification Number in the top left-hand corner of each sheet.

Item-By-Item Instructions

Item 1 – Reason for Submittal

Reason for Submittal: Place an "X" in the appropriate box(es) to indicate whether this form is your Initial Notification (i.e., this is your first time submitting site identification information / to obtain an EPA Identification Number for this location); a Subsequent Notification (to update your site identification information); a component of a First or a Revised Hazardous Waste Part A Permit Application; or a component of the Hazardous Waste Report.

- **To provide an Initial Notification (first time submitting site identification information / to obtain an EPA Identification Number for this location).**
    - If your waste activity is regulated under Subtitle C of the Resource Conservation and Recovery Act (RCRA) and the rules promulgated pursuant to the Act (specifically 40 CFR Parts 260-299), you must submit this form to notify the appropriate State or EPA Regional Office of your regulated waste activities and obtain an EPA Identification Number.
    - If you are an eligible academic entity opting into 40 CFR 262 Subpart K for managing laboratory hazardous wastes **AND** you have never before submitted site identification information, you must submit this form to notify the appropriate State or EPA Regional Office of your activities. Note: You must check with your State to determine if you are eligible to manage laboratory hazardous waste pursuant to 40 CFR Part 262 Subpart K in order for you to notify.
    - If you will begin managing hazardous secondary material under 40 CFR 261.2(a)(2)(ii), 40 CFR 261.4(a)(23), (24), or (25) **AND** you have never before submitted site identification information, you must submit this form, pursuant to 40 CFR 260.42, to notify the appropriate State or EPA Regional Office of your activities. Note: You must check with your State to determine if you are eligible to manage hazardous secondary material under these exclusions in order for you to notify.
- **To provide a Subsequent Notification (to update site identification information for this location).**
    - You must use this form to submit a subsequent notification if your site already has an EPA Identification Number and you wish to change information (e.g., generator status, new site contact person, new owner, new mailing address, new regulated waste activity, etc.).
    - If you have previously submitted site identification information and are an eligible academic entity opting into or withdrawing from 40 CFR Part 262 Subpart K for managing laboratory hazardous wastes, you must use this form. Note: You must check with your State to determine if you are eligible to manage laboratory hazardous waste pursuant to 40 CFR Part 262 Subpart K in order for you to notify.
    - If you have previously submitted site identification information and are notifying (or re-notifying) that you will begin managing, are managing, or have stopped managing hazardous secondary material under 40 CFR 261.2(a)(2)(ii), 40 CFR 261.4(a)(23), (24),

or (25), you must submit this form, pursuant to 40 CFR 260.42, to notify the appropriate State or Regional Office of your activities. Note: You must check with your State to determine if you are eligible to manage hazardous secondary material under these exclusions in order for you to notify.

- **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 at this site (treatment, storage, or disposal) became newly regulated under RCRA Subtitle C and the rules promulgated pursuant to the Act (specifically 40 CFR Parts 260-299), you must submit this form as part of the Part A Permit Application.

- **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 Permit Application include managing new wastes not identified in the first submission of the form or changes to existing waste treatment processes. When submitting a revised Part A Permit Application, please include the Amendment number in the appropriate space.

- **As a component of the Hazardous Waste Report. (If "X", see box below).** If you are required to submit a Hazardous Waste Report indicating the amount of hazardous waste you generate, treat, recycle, dispose, ship off-site, or receive from off-site, you must fill out this form. A Site ID Form submitted with a Hazardous Waste Report is equivalent to a Subsequent Notification.

    - **Site was a TSD facility and/or generator of ≥ 1,000 kg of hazardous waste, > 1 kg of acute hazardous waste, or > 100 kg of acute hazardous waste spill cleanup in one or more months of the report year (or State equivalent LQG regulations).** The purpose of this check box is to distinguish between sites that meet the criteria and are required to file a report versus those who file voluntarily or by State-only requirement but were not a TSD facility or a Large Quantity Generator (LQG) during the report year. Sites required to file the report should place an "X" in this box while non-LQG/TSD sites should not. For more information about who must file a report, refer to Who Must File the Hazardous Waste Report.

Item 2 – Site EPA ID Number

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

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

Item 3 and 4 – Site Name and Location

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

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

Item 5 – Site Land Type

Place an "X" in the box that **best describes** the land type of your site. Select only one type: Private, County, District, Federal, Tribal (see below), Municipal, State, or Other. If your site's Land Type could be described as Municipal **and** as County, as District, or as Tribal, do not place an "X" in Municipal. Instead, choose the other appropriate code; you may explain this in Item 13 – Comments.

> **Tribal** – A member of one of the tribes/entities on the list of federally recognized American Indian tribes and Alaskan Native entities located at:
> http://www.epa.gov/tribal/whereyoulive/tribes-a-z.htm.

Item 6 – North American Industry Classification System (NAICS) Code(s)

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

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

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

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

Item 7 – Site Mailing Address

Please enter the Site Mailing Address. If the Mailing Address and the Location of Site (Item 4) are the same, you can enter "Same as Item 4" in the box for Item 7.

Item 8 – Site Contact Person

Enter the name, title, business address, telephone number, extension, fax number, and e-mail address of the individual who should be contacted regarding the information submitted in the Site ID Form. A Subsequent Notification is recommended when the Site Contact Person changes. **Do not** enter other contact persons here; if there are other persons, who may be contacted about this submission, list them and their other contact information in Item 13. If the person completing the Hazardous Waste Report is not the primary site RCRA hazardous waste contact, enter the primary site RCRA hazardous waste contact here and add the contact information for the person completing the Hazardous Waste Report in Item 13 – Comments.

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

Item 9 – Legal Owner and Operator of the Site

This section should be used to indicate all owners and operators of this site.

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

> **Owner** – The person who owns a RCRA site or part of a RCRA site. Note: This includes the owner(s) of the building(s) and/or land. This may be an individual, company, or business name. See **Person**.
>
> **Person** – An individual, trust, firm, joint stock company, Federal Agency, corporation, (including a government corporation), partnership, association, State, municipality, commission, political subdivision of a State, or any interstate body.

Date Became an Owner: Indicate the date on which the above entity became the owner of your site. Enter dates as in this example: For April 22, 2009, enter 04/22/2009. This is a required field and a date must be reported.

Owner Type: Place an "X" in the box that **best describes** the owner type of your site. Select only one type: Private, County, District, Federal, Tribal (see below), Municipal, State, or Other. If your site's Owner Type could be described as Municipal **and** as County, as District, or as Tribal, do not place an "X" in Municipal. Instead, choose the other appropriate code; you may explain this in Item 13 – Comments.

> **Tribal** – A member of one of the tribes/entities on the list of federally recognized American Indian tribes and Alaskan Native entities located at: http://www.epa.gov/tribal/whereyoulive/tribes-a-z.htm.

Legal Owner Address: Enter the address of the legal owner. If the address and the Location of Site (Item 4) are the same, you can enter "Same as Item 4" in the box for Item 9.

Use the Comments section in Item 13 to list any additional owners, their names, the dates they became owners, owner type, mailing address, and which owner(s), if any, are no longer owners since your last submission of this form. If necessary, attach a separate sheet of paper.

Remember to enter your site's EPA Identification Number in the top left-hand corner of each sheet.

B. Name of Site's Operator. Provide the name of your site's operator. Please review these definitions.

> **Operator** – The person responsible for the overall operation of a RCRA site. Note: This is the legal entity which controls the RCRA site operation rather than the plant or site manager. This is usually a company or business name, but may be an individual. See **Person**.
>
> **Person** – An individual, trust, firm, joint stock company, Federal Agency, corporation, (including a government corporation), partnership, association, State, municipality, commission, political subdivision of a State, or any interstate body.

Date Became an Operator: Indicate the date on which the above entity became the operator of your site. Enter dates as in this example: For April 22, 2009, enter 04/22/2009. This is a required field and a date must be reported.

Operator Type: Place an "X" in the box that **best describes** the operator type of your site. Select only one type: Private, County, District, Federal, Tribal (see below), Municipal, State, or Other. If your site's Operator Type could be described as Municipal **and** as County, as District, or as Tribal, do not place an "X" in Municipal. Instead, choose the other appropriate code; you may explain this in Item 13 – Comments.

> **Tribal** – A member of one of the tribes/entities on the list of federally recognized American Indian tribes and Alaskan Native entities located at: http://www.epa.gov/tribal/whereyoulive/tribes-a-z.htm.

Use the Comments section in Item 13 to list any additional operators, their names, the dates they became operators, operator type, mailing address, and which operator(s), if any, are no longer operators since your last submission of this form. If necessary, attach a separate sheet of paper. Remember to enter your site's EPA Identification Number in the top left-hand corner of each sheet.

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

Item 10 – Type of Regulated Waste Activity

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

NOTE	You must report your current regulated waste activities as of the date of submitting the Site ID Form. For the Hazardous Waste Report, your current status may be different than the status requiring the report during the calendar year.

A. Hazardous Waste Activities (Complete all parts 1 through 7):

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

1. **Generator of Hazardous Waste (at your site):** If you generate a hazardous waste that is listed in 40 CFR 261.31 through 261.33 or identified by one or more hazardous waste characteristic(s) contained in 40 CFR 261.21 through 261.24, place an "X" in the appropriate box for the quantity of hazardous waste that is generated per calendar month. The regulations for hazardous waste generators are found in 40 CFR Part 262. Consult these regulations and your State for details about how the regulations apply to your situation. Below is a brief description of the three types of hazardous waste generators.

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

   a. **LQG: Large Quantity Generator**
      This site is a Large Quantity Generator if the site meets **any** of the following criteria:
      i) Generates, in any calendar month, 1,000 kg (2,200 lbs.) or more of non-acute RCRA hazardous waste; **or**
      ii) Generates, in any calendar month, or accumulates at any time, more than 1 kg (2.2 lbs) of RCRA acute hazardous waste; **or**
      iii) Generates, in any calendar month, or accumulates at any time, more then 100 kg (220 lbs.) of spill cleanup material contaminated with RCRA acute hazardous waste.

NOTE	If, in addition to being an LQG, you recycle hazardous wastes at your site, mark both this box and Item 10.A.4. Hazardous secondary material managed under 40 CFR 261.2(a)(2)(ii), 40 CFR 261.4(a)(23), (24), or (25) DOES NOT count towards your generator status. However, you must check with your State to determine if you are eligible to manage hazardous secondary material under these exclusions.

b. SQG: Small Quantity Generator

This site is a Small Quantity Generator if the site meets **all** of the following criteria:

i) Generates, in any calendar month, 100 kg (220 lbs.) but less than 1,000 kg (2,200 lbs.) of RCRA hazardous waste; **and**
ii) Does not generate, in any calendar month, or accumulate at any time, more than 1 kg (2.2 lbs.) of acute hazardous waste; **and**
iii) Does not generate more than 100 kg (220 lbs.) of material from the cleanup of a spill of acute hazardous waste.

OR, the site is Small Quantity Generator if the site:

i) Meets i) and iii) of the Conditionally Exempt Small Quantity Generator criteria (see below), but
ii) Is storing more than 1,000 kg (2,200 lbs.) of RCRA hazardous waste on-site. If the site accumulates, at any time, more than 1,000 kg (2,200 lbs.) of RCRA hazardous waste, the site must apply for an EPA ID Number using this form.

c. CESQG: Conditionally Exempt Small Quantity Generator

This site is a CESQG if the site does all of the following:

i) Generates no more than 100 kg (220 lbs.) of RCRA hazardous waste in any calendar month; **and**
ii) Does not accumulate, at any time, more than 1,000 kg (2,200 lbs) of RCRA hazardous waste; **and**
iii) Does not generate, in any calendar month, or accumulate at any time, 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.

NOTE	If you generate acute hazardous wastes listed in 40 CFR 261.31, 261.32, or 261.33(e), please refer to 40 CFR 261.5(e) to determine the circumstances under which you must notify the EPA.

If you marked “Yes” above, indicate your other generator activities. Mark “Yes” or “No” for the other hazardous waste activities listed below that may occur at this site. Complete all parts 1.d-f, and 2-7.

d. Short-Term Generation
Mark "Yes" if your reported hazardous waste generator status is determined from a short-term or one-time event and not from on-going processes. If you mark "Yes", you must provide an explanation of your short-term or one-time generation in Item 13 - Comments.

e. United States Importer of Hazardous Waste
Mark "Yes" if you import hazardous waste from a foreign country into the United States. Refer to 40 CFR 262.60 for additional information.

f. Mixed Waste Generator
Mark "Yes" 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). See the Definitions section.

2. Transporter of Hazardous Waste: If "Yes", place an "X" in all that apply.

a. Transporter
You transport hazardous waste within the United States. The Federal regulations for hazardous waste transporters are found in 40 CFR Part 263.

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

3. Treater, Storer, or Disposer of Hazardous Waste (at your site): If you treat, store, or dispose of hazardous waste, mark "Yes". A RCRA Hazardous Waste Permit is **required** for this activity. Contact the appropriate office for your State for more information. The Federal regulations for owners and operators of permitted treatment, storage, and disposal facilities (TSDFs) are found in 40 CFR Parts 264, 265, 266, and 270.

Mark "No" if any of the following conditions are true for your facility:

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

NOTE	If your site is a destination facility for universal wastes in addition to being a treatment, storage, or disposal facility for other RCRA hazardous wastes, mark "Yes" for both this box **and** Item 10.B.2.

4. **Recycler of Hazardous Waste (at your site):** If you recycle regulated hazardous wastes (recyclable materials) at your site, mark "Yes". The Federal regulations for owners and operators of sites that recycle hazardous waste are found in 40 CFR 261.6. You also may be subject to other Federal and State regulations; in some cases a permit is required.

NOTE	If your site, in addition to being a recycling site for hazardous waste, is a treater, storer, or disposer of hazardous waste, mark "Yes" for both this box **and** Item 10.A.3. If your site is a destination facility for universal wastes in addition to being a recycling site for other RCRA hazardous wastes, mark "Yes" for both this box **and** Item 10.B.2.

5. **Exempt Boiler and/or Industrial Furnace (at your site):** If "Yes", place an "X" in all that apply.

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

   b. **Smelting, Melting, and Refining**
   You process hazardous wastes in a smelting, melting, or refining furnace solely for metals recovery, as described in 40 CFR 266.100(d), or to recover economically significant amounts of precious metals, as described in 40 CFR 266.100(g), or if you process hazardous wastes in a lead recovery furnace to recover lead, as described in 40 CFR 266,100(h), place an "X" in the box to indicate that you qualify for the Smelting, Melting, and Refining Furnace Exemption.

6. **Underground Injection Control (at your site):** If you generate, treat, store, or dispose of hazardous waste and there is an underground injection well located at your site, mark "Yes". The Federal regulations for owners and operators of underground injection wells are found in 40 CFR Part 148.

7. **Receives Hazardous Waste From Off-site (at your site):** If you received hazardous waste from another site, whether this waste was received as a commercial transaction or waste received from a restricted group of off-site generators, mark "Yes".

In addition to the above, mark "Yes" or "No" for the other regulated waste activities listed below that may occur at this site. Complete Items B, C, and D as appropriate.

B. Universal Waste Activities (at your site): Refer to your State-specific requirements and definitions for universal waste. Also, refer to 40 CFR 261.9 and 40 CFR Part 273 for the Federal regulations covering universal waste. **Complete parts 1 and 2.**

1. **Large Quantity Handler of Universal Waste (LQHUW):** You are an LQHUW if you accumulate a total of 5,000 kg or more total of universal wastes (batteries, pesticides, mercury-containing equipment, or lamps - calculated collectively) at any time. This designation is retained through the end of the calendar year in which the 5,000 kg limit is met or exceeded. If "Yes", place an "X" in the appropriate box(es) to indicate the type(s) of universal wastes managed at your site. If your State has other additional universal wastes, indicate what they are by placing an "X" in the corresponding box(es) (10.B.1.e, f, or g.).

2. **Destination Facility for Universal Waste:** Mark "Yes" if you treat, dispose, 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 RCRA hazardous wastes, mark "Yes" for both this box **and** Item 10.A.3. In addition, if your site recycles RCRA hazardous wastes, mark "Yes" for both this box **and** Item 10.A.4.

C. Used Oil Activities: Mark the appropriate box(es) to indicate which used oil management activities are taking place at this site. The Federal regulations for used oil management are found in 40 CFR Part 279. **Complete all parts 1 through 4.**

1. **Used Oil Transporter:** If "Yes", place an "X" in all that apply.

   a. **Transporter**
   You transport used oil within the United States. The Federal regulations for used oil transporters are found in 40 CFR Part 279.40-47.

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

2. **Used Oil Processor and/or Re-refiner (at your site):** If "Yes", place an "X" in all that apply.

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

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

3. **Off-Specification Used Oil Burner (at your site):** You burn off-specification used oil fuel, mark "Yes" to indicate this used oil management activity.

4. **Used Oil Fuel Marketer (at your site):** If "Yes", place an "X" in all that apply.

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

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

NOTE	If either of these boxes is marked, you must also notify (or have previously notified) as a used oil transporter, 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.)

D. **Eligible Academic Entities with Laboratories – Notification for opting into or withdrawing from managing laboratory hazardous wastes pursuant to 40 CFR Part 262 Subpart K:** Note: You must check with your State to determine if you are eligible to manage laboratory wastes pursuant to 40 CFR Part 262 Subpart K and for any state-specific requirements. Subpart K is an optional alternative set of requirements for eligible academic entities with laboratories. Certain generators (i.e., eligible academic entities defined under (1) below) are eligible to operate under Subpart K for management of their hazardous wastes in laboratories in lieu of 40 CFR 262.34(c) (or 40 CFR 261.5 for CESQGs). Eligible academic entities with laboratories that generate hazardous waste that elect to opt into Subpart K, are currently operating under Subpart K, or subsequently withdraw from Subpart K must complete this section to meet the notification requirements of this Subpart. Refer to 40 CFR 262.203 and 262.204.

NOTE	Eligible academic entities with laboratories must complete a separate Site ID Form for each site (i.e., EPA ID number) that is managing hazardous waste under Subpart K. All laboratories with the same EPA ID number will be regulated under this Subpart. If eligible academic entities with laboratories withdraw from Subpart K, all laboratories with the same EPA ID number associated with the withdrawal from Subpart K will be regulated under 40 CFR 262.34(c) requirements (or 40 CFR 261.5 for CESQGs).

1. **Opting Into or Currently Operating Under 40 CFR Part 262 Subpart K for the Management of Hazardous Wastes in Laboratories:** Place an "X" in this box if you are an eligible academic entity and you elect to opt into or are currently operating under 40 CFR Part 262 Subpart K for the hazardous wastes generated in your laboratories. If you place an "X" in this box, you must place an "X" in at least one of the following to indicate your type of eligible academic entity. Place an "X" in all that apply:

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

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

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

2. **Withdrawing from 40 CFR Part 262 Subpart K for the Management of Hazardous Wastes in Laboratories:** Place an "X" in this box if you have previously elected to opt into 40 CFR Part 262 Subpart K and are now withdrawing from participation in this optional set of alternative requirements for hazardous waste generation in laboratories. Withdrawing generators will automatically revert to regulation under 40 CFR 262.34 (c) requirements (or 40 CFR 261.5 for CESQGs).

Item 11 – Description of Hazardous Wastes

Complete this item if you marked **"Yes"** for any activity **1 (a-c), 3, 4, or 5** in **Item 10.A** You will need to refer to 40 CFR Part 261 to complete this item. Part 261 identifies those solid wastes which the EPA defines as hazardous and regulates under RCRA. If you need help completing this section, please contact your State Office.

A. **Waste Codes for Federally Regulated Hazardous Wastes:** Please list the waste codes of the Federal hazardous wastes (described in 40 CFR Part 261) handled at your site. List them

in the order they are presented in the regulations using the appropriate 4-digit code(s) (e.g., D001, D003, F007, U112).

NOTE	EPA Hazardous Waste Codes. If you handle more hazardous wastes than will fit under Item 11.A, please continue under Item 13 – Comments or on an extra sheet. Remember to include your EPA Identification Number on the top of each page. If you handle a large number of codes, you may copy the list in this booklet and mark the ones that you handle. Attach any additional sheets to the Site ID Form. Remember to include your EPA Identification Number on the top of each page.

B. Waste Codes for State-Regulated (i.e., non-Federal) Hazardous Wastes: If you manage State-regulated hazardous wastes that have a State waste code, enter the appropriate code(s) in the box(es) provided. Please list the waste codes of the State-regulated hazardous wastes handled at your site in the order they are presented in the regulations.

NOTE	State Hazardous Waste Code. If you handle more hazardous wastes than will fit under Item 11.b, please continue under Item 13 – Comments or on an extra sheet. Remember to include your EPA Identification Number on the top of each page.

Item 12 – Notification of Hazardous Secondary Material (HSM) Activity

Mark "Yes" if you are notifying under 40 CFR 260.42 that you will begin managing, are still managing, or will stop managing hazardous secondary material under 40 CFR 261.2(a)(2)(ii), 40 CFR 261.4(a)(23), (24), or (25). Mark "No" if you are not notifying under 40 CFR 260.42. Note: You must check with your State to determine if you are eligible to manage hazardous secondary material under these regulations.

NOTE	If you mark "Yes", you must fill out the Addendum to the Site ID Form: Notification of Hazardous Secondary Material Activity. See instructions for this Addendum after Item 14.

Item 13 – Comments

Use this section as needed to provide additional information for Items 1 through 12. Include the item number and box letter (if any) for each comment you make. You may attach additional sheets if needed. Remember to include your EPA Identification Number on the top of each page.

Item 14 – Certification

This certification must be signed and dated by the owner(s), operator(s), responsible official(s), or authorized representative(s) of the site. (See 40 CFR 270.11 for more information on signatories in general. See also 40 CFR 270.10(b) for additional Hazardous Waste Part A Permit Application signatory specifics.) An "authorized representative" is a person responsible for the overall operation of the site (i.e., a plant manager or superintendent, or a person of equal responsibility).

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

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

You Must Fill Out This Section If:

You will begin managing, are still managing, or will stop managing hazardous secondary material under 40 CFR 261.2(a)(2)(ii), 40 CFR 261.4(a)(23), (24), or (25) and must notify the appropriate State or Regional Office of your activities, pursuant to 40 CFR 260.42. These regulations exclude certain hazardous secondary material being reclaimed from the RCRA Subtitle C definition of solid waste provided certain requirements and conditions are met. **Complete all parts 1-3.**

NOTE	You must check with your State to determine if you are eligible to manage hazardous secondary material under 40 CFR 261.2(a)(2)(ii), 261.4(a)(23), (24), or (25). (See also http://www.epa.gov/epawaste/hazard/dsw/statespf.htm.) You must be managing hazardous secondary material, which is secondary material (e.g., spent material, by-product, or sludge) that when discarded, would be identified as hazardous waste under 40 CFR Part 261. Do not include any information regarding your hazardous wastes in this section. You must submit a completed Site ID Form, including this Addendum, prior to operating under the exclusion(s) and by March 1 of each even-numbered year thereafter to your regulatory authority using the Site ID Form as pursuant to 40 CFR 260.42. Persons who must satisfy this notification requirement can submit this information at the same time as their Biennial Report (which is also due by March 1 of each even-numbered year). If you stop managing hazardous secondary material in accordance with the exclusion(s) and do not expect to manage any amount of hazardous secondary material under the exclusion(s) for at least one year, you must also submit a completed Site ID Form, including this Addendum, within thirty (30) days pursuant to 40 CFR 260.42. Remember to include your EPA Identification Number on the top of each page.

Item 1 – Indicate Reason for Notification (include dates where requested):

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

- **Notifying that the facility will begin managing hazardous secondary material as of (mm/dd/yyyy):** Place an "X" in this box if you are notifying that you will begin managing hazardous secondary material under the exclusion(s).

  i) Facilities must notify prior to operating under the exclusion(s).

Not Eligible in West Virginia

ii) If placing an "X" in this box, list the date (mm/dd/yyyy) when you will begin managing hazardous secondary material under 40 CFR 261.2(a)(2)(ii), 40 CFR 261.4(a)(23), (24), or (25). Note: If the facility had previously notified that it will stop managing hazardous secondary material in the past but will now begin anew, list the next planned start date.

- **Re-notifying that the facility <u>is still managing</u> hazardous secondary material:** Place an "X" in this box if you are re-notifying that you are still managing hazardous secondary material under the exclusion(s).

  i) Facilities must notify by March 1st of each even-numbered year.

  ii) If placing an "X" in this box, you do not have to list a date.

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

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

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

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

Not Eligible in West Virginia

Item 2 – Description of Hazardous Secondary Material (HSM) Activity

In the table provided on the Addendum to the Site ID Form, list your appropriate facility code, each waste code for the hazardous secondary material you manage, the estimated and actual quantities in short tons for each hazardous secondary material, and the appropriate land-based unit code for how you mange the

hazardous secondary material. Do not include any information regarding your hazardous wastes in this section. See examples below on how to answer this question.

a. Facility Code: Using the facility codes, found in the Code List section of these instructions, enter the appropriate 2-digit code(s) that correctly describes your facility. If more than one code applies to your facility, enter each 2-digit code on a separate row. Each hazardous secondary material should be reported by facility code.

b. Waste Codes(s) for Hazardous Secondary Material: Use the box provided to enter the appropriate 4-digit hazardous waste code(s) that would apply to your hazardous secondary material if you managed it as hazardous waste (i.e., the waste code(s) that would apply if you did not manage your material in accordance with 40 CFR 261.2(a)(2)(ii), 40 CFR 261.4(a)(23),(24), or (25)).

NOTE	If you list more codes or manage more hazardous secondary material than will fit in the table under Item 2, please continue under Item 13 – Comments, or on an extra sheet. Remember to include your EPA ID number on the top of each page.

c. Estimated Short Tons of Hazardous Secondary Material to be Managed Annually: In the box provided, enter your estimated tonnage (using short tons) of hazardous secondary material you expect to manage annually. Convert all physical quantities (e.g., gallons, cubic yards, kilograms, metric tons, etc.) to short tons (1 short ton = 2,000 pounds) and round to the nearest ton (no decimals). Note: Your estimated tonnage should be for the entire amount of hazardous secondary material to be reclaimed (NOT just the quantity of constituent or product reclaimed).

d. Actual Short Tons of Hazardous Secondary Material Managed During the Most Recent Odd-Numbered Year: Report the tonnage (using short tons) of each hazardous secondary material you actually managed during the most recent odd-numbered year. For example, if you are submitting this notification on February 20, 2010, enter the amount you actually managed during 2009 (i.e., the tonnage you managed from January 1, 2009 to December 31, 2009). Convert all physical quantities (e.g., gallons, cubic yards, kilograms, metric tons, etc.) to short tons (1 short ton = 2,000 pounds) and round to the nearest ton (no decimals). Note: Your actual tonnage should be for the entire amount of hazardous secondary material that was sent for reclamation (NOT just the quantity of constituent or product reclaimed). If this is your initial notification, enter "0".

e. Land-Based Unit Code: Using the land-based unit codes, found in the Code List section of these instructions, enter in the 2-digit code that best describes the land-based unit you use or will use to manage the hazardous secondary material. If you do not use any land-based units, enter "NA". If you use the code "OT" (Other), please describe your land-based unit in Item 13 – Comments. If more than one land-based unit code applies to a hazardous secondary material, list it separately using another row.

Not Eligible in West Virginia

Examples for Reporting Hazardous Secondary Material Activity:

EXAMPLE 1: A pharmaceutical manufacturer generates spent solvents that are characteristic for ignitability (D001). He plans to manage his spent solvents under 40 CFR 261.2(a)(2)(ii) and 261.4(a)(24). He will send some amount to a reclaimer within his own company and the rest off-site to a reclamation facility within the United States. He will not manage any spent solvents in a land-based unit. Following the regulations, he is submitting his initial notification prior to managing his spent solvents under the exclusions. He reports his hazardous secondary material activity as follows:

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

EXAMPLE 2: A steel manufacturer generates electric arc furnace dust and spent pickle liquor from one of its steel operations. He sends his electric arc furnace dust (K061) off-site to a reclamation facility within the U.S. and reclaims his spent pickle liquor (K062) on-site. He does not manage either hazardous secondary material in a land-based unit. The steel manufacturer has managed both hazardous secondary material under 40 CFR 261.2(a)(2)(ii) and 261.4(a)(24) for a number of years and it is now time to re-notify. The facility would report his hazardous secondary material activity as follows:

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

EXAMPLE 3: A reclamation facility has been receiving and reclaiming spent solvents under 40 CFR 261.2(a)(2)(ii) and 261.4(a)(24) for a number of years. He receives and reclaims spent solvents from multiple hazardous secondary material generators, some of which are within his same company. He does not manage any spent solvents in a land-based unit. It is now time to re-notify. He would report his hazardous secondary material activity as follows:

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

Not Eligible in West Virginia

EXAMPLE 4: A smelting operation generates furnace bricks that are characteristic for chromium (D007) and sends them off-site for reclamation. Before shipping the bricks off-site, the facility manages some of the bricks in a containment building and the rest in a pile on the land. The facility has been managing the bricks under 40 CFR 261.4(a)(24) for a number of years and must now re-notify. He reports his activity as such:

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

EXAMPLE 5: An intermediate facility has been managing wastewater treatment sludges from electroplating operations (F006) for the past seven years but, due to company consolidation, it will soon shut down. In accordance with 40 CFR 260.42, the facility notifies that he will stop managing hazardous secondary material. He reports his activity as such:

a. Facility code (answer using codes listed in the Code List section of the instructions)	**b. Waste Code(s) for hazardous secondary material (HSM)**	**c. Estimated short tons of HSM to be managed annually**	**d. Actual short tons of HSM that was managed during the most recent odd-numbered year**	**e. Land-based unit code** (answer using codes listed in the Code List section of the instructions)
08	F006	0	5,034	NA

Item 3 – Facility has Financial Assurance Pursuant to 40 CFR 261 Subpart H

Financial assurance is required for reclaimers (07, 11) and intermediate (08) facilities managing hazardous secondary material under 40 CFR 261.4(a)(24) and (25).

- Mark "Yes", if you have financial assurance pursuant to Subpart H of 40 CFR Part 261 AND you use at least one facility code that is 07, 08, or 11 in Item 2.a above. For example, the facilities in Examples 3 and 5 above are required to have financial assurance because the facility codes are 07 and 08, respectively.

- Mark "No", if you do NOT have financial assurance pursuant to Subpart H of 40 CFR Part 261. Note: Reclaimers (07, 11) and intermediate (08) facilities must have financial assurance in order to manage hazardous secondary material under 40 CFR 261.4(a)(24) and (25). Answering "No" to this question may mean you are in violation of these regulations if you report facility codes 07, 08, or 11. For example, the facilities in Examples 1, 2, and 4 above are not required to have financial assurance because these facilities did not report facility codes of 07, 08, or 11.

Not Eligible in West Virginia

Notification of RCRA Subtitle C Activity

OTHER REFERENCE INFORMATION

AND

CODE LISTS

EXCLUDED WASTES

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

Agricultural Waste Fertilizer
§261.4(b)(2)

Analytical Samples
§261.4(d)

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

Cement Kiln Dust
§261.4(b)(8)

Coking By-products
§261.4(a)(10)

Comparable/Syn gas Fuels
§261.4(a)(16)

Domestic Sewage
§261.4(a)(1)

Dredged Material
§261.4(g)

Drilling Fluid
§261.4(b)(5)

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

Exported Wastes
§262.56

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

Hazardous Secondary Material Generated and Reclaimed Under the Control of the Generator
40 CFR 261.2(a)(2)(ii)
40 CFR 261.4(a)(23)

Hazardous Secondary Material Transferred Off-site for Reclamation
40 CFR 261.4(a)(24)
40 CFR 261.4(a)(25)

Household Waste
§261.4(b)(1)(i)-(ii)

HTMR Condenser Residue
§261.4(a)(11)

In situ Mining Materials
§261.4(a)(5)

Irrigation Return Flows
§261.4(a)(3)

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

Leachate
§261.4(b)(15)

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

Mining Overburden
§261.4(b)(3)

Nuclear Material
§261.4(a)(4)

Oil Filters
§261.4(b)(13)

Petrochemical Recovered Oil
§261.4(a)(18)

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

Petroleum Refining
§261.4(a)(12)

Pulping Liquor
§261.4(a)(6)

Refrigerants
§261.4(b)(12)

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

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

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

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

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

Sulfuric Acid
§261.4(a)(7)

Treatability Study Samples
§261.4(e)

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

Trivalent Chromium Waste
§261.4(b)(6)

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

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

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

DEFINITIONS

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

Accumulation

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

Generators of more than 1,000 kg (2,200 lbs) of hazardous waste per month may accumulate their waste for up to 90 days before shipping it off-site. Generators of 100 kg (220 lbs) to 1,000 kg (2,200 lbs) of hazardous waste per month may accumulate their waste for up to 180 days before shipping it off-site. If the nearest treatment, storage, disposal, or recycling facility to which they can send their waste is more than 200 miles away, they may accumulate their waste for 270 days. See 40 CFR 262.34.

Act or RCRA

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

Acute Hazardous Waste

Any hazardous waste with an EPA hazardous waste code beginning with the letter "P" (40 CFR 261.33(e)) or any of the following "F" codes: F020, F021, F022, F023, F026, and F027 (40 CFR 261.31). These wastes are subject to stringent quantity standards for accumulation and generation (40 CFR 261.5(e)).

Authorized Representative

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

Authorized State

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

Boiler

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

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

By-product Material

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

Code of Federal Regulations (CFR)

Codification of the general and permanent rules published in the Federal Register by the Executive departments and agencies of the Federal Government. The Code is divided into 50 titles which represent broad areas subject to Federal regulation. Each title is divided into chapters that usually bear the name of the issuing agency. Each chapter is further subdivided into parts covering specific regulatory areas. The CFR title applicable for the Hazardous Waste Report is "40," as in "40 CFR 262.34."

Conditionally Exempt Small Quantity Generator (CESQG) of Hazardous Waste

A generator that meets the following criteria:

In every month during the year, the site did **all** of the following:

1. Generates no more than 100 kg (220 lbs.) of RCRA hazardous waste in any calendar month; **and**

2. Did not accumulate, at any time, more than 1,000 kg (2,200 lbs.) of RCRA hazardous waste; **and**

3. Did not generate, in any calendar month, or accumulate at any time, 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.

Confidential Business Information (CBI)

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

Delisted Waste

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

Disposal

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

Eligible Academic Entity

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

Environmental Protection Agency (EPA)	EPA, also called U.S. EPA, means the United States Environmental Protection Agency. Some State environmental authorities may be called the EPA also, as in "Illinois EPA."
EPA Identification (ID) Number	The number assigned by the EPA to each hazardous waste generator, hazardous waste transporter, and treatment, storage, or disposal facility; United States importer of hazardous waste; mixed waste (hazardous and radioactive) generator; recycler of hazardous waste; exempt boiler and/or industrial furnace burning or processing hazardous waste; large quantity handler of or destination facility for universal wastes; disposer of hazardous waste with an underground injection permit; used oil transporter, used oil processor/re-refiner, off-specification used oil fuel burner, used oil fuel marketer; eligible academic entity managing laboratory hazardous waste under Subpart K; or site undergoing corrective action. Additionally, facilities that must notify using the Site ID Form and Addendum to the Site ID Form that they are managing hazardous secondary material will also be assigned an EPA ID number.
Excluded Wastes	Wastes excluded from the definition of solid or hazardous waste under 40 CFR 261.3 and 261.4. For a partial listing, see the "Other Reference Information" section of this booklet.
Hazardous Waste	A hazardous waste as defined in 40 CFR 261.3.
Hazardous Secondary Material (HSM)	A secondary material (e.g., spent material, by-product, or sludge) that, when discarded, would be identified as hazardous waste under 40 CFR Part 261. Facilities managing hazardous secondary material under 40 CFR 261.2(a)(2)(ii), 40 CFR 261.4(a)(23), (24), or (25) must complete the Addendum to the Site Identification Form: Notification for Managing Hazardous Secondary Material. You <u>must</u> check with your State to determine if you are eligible to manage hazardous secondary material under these exclusions (see also http://www.epa.gov/epawaste/hazard/dsw/statespf.htm).
Hazardous Waste Generator	Any person, by site, whose act or process produces hazardous waste identified or listed in 40 CFR Part 261.
Hazardous Waste Number or Code, EPA	The number (or code) assigned by the EPA to each hazardous waste listed in 40 CFR Part 261, Subpart D and to each characteristic identified in 40 CFR Part 261, Subpart C. The codes consist of one letter (D, F, P, U, or K) and three numbers. For a list of EPA hazardous waste codes see the "Other Reference Information" section of this booklet.
Hazardous Waste Number or Code, State	The number (or code) assigned by the State to each hazardous waste listed in the State regulations. Obtain a list of the States waste codes from your State.
Hazardous Waste Storage	The holding of hazardous waste for a temporary period, at the end of which the hazardous waste is treated, disposed of, or stored elsewhere.

Hazardous Waste Transfer Facility	Refer to “Transfer Facility" definition.
Hazardous Waste Transporter	Refer to “Transporter" definition.
Hazardous Waste Treatment	Any method, technique, or process, including neutralization, designed to change the physical, chemical, or biological character or composition of any hazardous waste so as to neutralize such hazardous waste, or so as to recover energy or material resources from the hazardous waste, or so as to render such hazardous waste nonhazardous, or less hazardous; safer to transport, store or dispose of; or amenable for recovery, amenable for storage, or reduced in volume. Such term includes any activity or processing designed to change the physical form or composition of hazardous waste so as to render it nonhazardous.
Incineration	Burning of certain types of solid, liquid, or gaseous materials; or a treatment technology involving destruction of waste by controlled burning at high temperatures (e.g., burning sludge to remove the water and reduce the remaining residues to a safe, non-burnable ash that can be disposed safely on land, in some waters, or in underground locations).
Industrial Furnace	Any of the following enclosed devices that are integral components of manufacturing processes and that use thermal treatment to accomplish recovery of materials or energy: cement kilns; lime kilns; aggregate kilns; phosphate kilns; coke ovens; blast furnaces; smelting, melting and refining furnaces; titanium dioxide chloride process oxidation reactors; methane reforming furnaces; pulping liquor recovery furnaces; combustion devices used in the recovery of sulfur values from spent sulfuric acid; halogen acid furnaces, as defined under industrial furnace in 40 CFR 260.10; and such other devices as the Administrator may add to this list.
Interim (Permit) Status	Period during which the owner/operator of an existing TSD facility is treated as having been issued a RCRA permit even though he/she has not yet received a final determination. An existing facility should have automatically qualified for interim status if the owner/operator filed both timely “notification” and the first part (Part A) of the RCRA permit application. Interim status continues until a final determination is made to issue or deny the permit. Owner/operator of new facilities cannot by definition qualify for interim status; rather, they need a RCRA permit prior to beginning construction of a hazardous waste management facility.
Large Quantity Generator (LQG) of Hazardous Waste	A generator that meets **any** of the following criteria: 1. Generates, in a calendar month, 1,000 kg (2,200 lbs.) or more of non-acute RCRA hazardous waste; **or** 2. Generates, in a calendar month, or accumulates at any time, more than 1 kg (2.2 lbs.) of RCRA acute hazardous waste; **or** 3. Generates, in a calendar month, or accumulates at any time, more than 100 kg (220 lbs.) of spill cleanup material contaminated with RCRA acute hazardous waste.

Large Quantity Handler of Universal Waste (LQHUW)	A universal waste handler (as defined in 40 CFR 273.9) who accumulates 5,000 kg or more total of universal wastes (batteries, pesticides, mercury-containing equipment, or lamps – calculated collectively) at any time. This designation is retained through the end of the calendar year in which the 5,000 kg limit is met or exceeded.
Management, or Hazardous Waste Management	Systematic control of the collection, source separation, storage, transportation, processing, treatment, recovery, or disposal of hazardous waste (40 CFR 260.10).
Manifest, Uniform Hazardous Waste	The shipment document EPA form 8700-22 and, if necessary, Form 8700-22A, originated and signed by a generator in accordance with the instructions included in the appendix to 40 CFR Part 262. The "cradle-to-grave" paperwork must accompany a shipment of hazardous waste as it moves from the generator to the transporter and eventually to the hazardous waste management facility.
Mixed Waste	Waste that contains both hazardous and source, special nuclear, or by-product material subject to the Atomic Energy Act (AEA), RCRA section 1004(41), 42 U.S.C. 6903 (63 FR 17414; April 9, 1998).
Municipality	A city, village, town, borough, county, parish, district, association, Indian tribe or authorized Indian tribal organization, designated and approved management agency under Section 208 of the Clean Water Act, or any other public body created by or under State law and having jurisdiction over disposal of sewage, industrial wastes, or other wastes.
Off-site Facility	A hazardous waste treatment, storage, disposal, or recycling area located at a place away from the generating site.
Off-Specification Used Oil Burner	A site where used oil not meeting the specification requirements in 40 CFR 279.11 (off-specification used oil) is burned for energy recovery in devices identified in Section 279.61(a).
Off-Specification Used Oil Fuel	Used oil fuel that does not meet the specification provided under 40 CFR 279.11.
On-site Facility	A hazardous waste treatment, storage, disposal, or recycling area located on the generating site.
On-Specification Used Oil Fuel	Used oil fuel that meets the specification provided under 40 CFR 279.11.
Operator	The person responsible for the overall operation of a RCRA site. Note: This is the legal entity which controls the RCRA site operation rather than the plant or site manager. This is usually a company or business name, not an individual. See **Person**.
Owner	The person who owns a RCRA site or part of a RCRA site. Note: This includes the owner(s) of the building(s) and/or land. This may be an individual, company, or business name. See **Person**.

Person	An individual, trust, firm, joint stock company, Federal Agency, corporation (including a government corporation), partnership, association, State, municipality, commission, political subdivision of a State, or any interstate body.
Resource Conservation and Recovery Act (RCRA)	The Solid Waste Disposal Act as amended by the Resource Conservation and Recovery Act (RCRA) (40 CFR 270.2). It is the Federal statute that regulates the generation, treatment, storage, disposal, recycling, and/or transportation of solid and hazardous waste.
RCRA Interim (Permit) Status	Refer to "Interim (Permit) Status" definition.
RCRA Permit	A complete RCRA permit is comprised of an operating permit for hazardous waste treatment, storage, and disposal, and a corrective action permit addressing releases from solid waste management unit (SWMUs). To apply for a permit, a site must file a two-part application (Part A and Part B). A facility is not considered to have a complete RCRA permit until both parts have been issued.
RCRA Subtitle C Site (RCRA Site or Site)	The physical plant or location at which one or more of the following regulated waste activities occurs: the generation, transportation, treatment, storage, or disposal of hazardous wastes; recycling of hazardous wastes; United States importer of hazardous waste; mixed waste (hazardous and radioactive) generator; exempt boiler and/or industrial furnace burning or processing hazardous waste; large quantity handler of or destination facility for universal wastes; disposing hazardous waste with an underground injection permit; the transportation (and temporary storage during transportation), processing/re-refining, burning, or marketing of used oil; eligible academic entity managing laboratory hazardous waste under Subpart K; facility managing hazardous secondary material being reclaimed that must comply with certain requirements and conditions; or undergoing corrective action. A site may consist of several treatment, storage, or disposal operational units. For entities that only transport regulated wastes, the term site refers to the headquarters of that entity's operations.
Recycling	Use, reuse, or reclamation of a material (40 CFR 261.1(c)(7)). "Reclamation" is the processing or regeneration of a material to recover a usable product (e.g., recovery of lead values from spent batteries, regeneration of spent solvents) (40 CFR 261.1(c)(4)). A material is "used or reused" if it is either: (1) employed as an ingredient (including use as an intermediate) in an industrial process to make a product (e.g., distillation bottoms from one process used as feedstock in another process) (40 CFR 261.1(c)(5)). However, a material will not satisfy this condition if distinct components of the material are recovered as separate end products (as when metals are recovered from metal-containing secondary material); or (2) employed in a particular function or application as an effective substitute for a commercial product (e.g., spent pickle liquor used as phosphorous precipitant and sludge conditioner in wastewater treatment).

Small Quantity Generator (SQG) of Hazardous Waste

A generator that meets **all** the following criteria:

1. Generates, in any calendar month, more than 100 kg (220 lbs.) but less than 1,000 kg (2,200 lbs.) of RCRA hazardous waste; **and**

2. Does not generate, in any calendar month, or accumulates at any time, more than 1 kg (2.2 lbs.) of acute hazardous waste **and**

3. Does not generate more than 100 kg (220 lbs.) of material from the cleanup of a spill of acute hazardous waste.

OR, a site is a Small Quantity Generator if the site:

1. Meets 1) and 3) of the Conditionally Exempt Small Quantity Generator criteria (see definition), but

2. Is storing more than 1,000 kg (2,200 lbs.) of RCRA hazardous waste on-site. If the site accumulates, at any time, more than 1,000 kg (2,200 lbs.) of RCRA hazardous waste, the site must apply for an EPA ID Number using this form.

Small Quantity On-Site Burner Exemption

The persons who burn small quantities of hazardous waste in an on-site boiler or industrial furnace, in accordance with 40 CFR 266.108, are conditionally exempt from regulation for that activity.

Smelting, Melting, and Refining Furnace Exemption

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

Solid Waste

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

Source Material

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

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

Subpart K An alternative set of generator requirements for managing laboratory hazardous waste at eligible academic entities. Generators that are eligible academic entities with laboratories may elect to opt into 40 CFR Part 262 Subpart K and manage their laboratory hazardous waste under Subpart K in lieu of 40 CFR 262.34(c) (or 40 CFR 261.5 for CESQGs). In order for eligible academic entities (see definition) to opt into Subpart K or subsequently withdraw from Subpart K, they must use the Site ID Form to notify the appropriate State or EPA Regional Office. Refer to 40 CFR 262.203 and 262.204. Note: You must check with your State to determine if you are eligible to manage laboratory hazardous waste pursuant to 40 CFR Part 262 Subpart K and for any state-specific requirements.

Tolling Tolling arrangements describe a particular type of recycling contract between two companies. Specifically, the "tolling" company certifies that it has a contract with a manufacturer to produce a product, and that manufacturing process generates a residual material that can be recycled by the tolling company. If the tolling company certifies that the contract specifies that the tolling company owns and has responsibility for the recyclable material once it is generated, and the material is returned to the tolling company for reclamation, and subsequently recycled, the material is excluded from regulation (under 40 CFR 261.2(a)(2)(ii) or 261.4(a)(23)), provided certain requirements are met.

Transfer Facility Any transportation-related facility including loading docks, parking areas, storage areas, and other similar areas where shipments of hazardous waste are held for 10 days or less during the normal course of transportation (40 CFR 260.10 and 40 CFR 263.12).

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

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

United States Importer Any person who imports hazardous waste from a foreign country into the United States. This does not include hazardous waste shipped from a foreign Department of Defense site, Maquiladora, United States territory or protectorate.

Universal Waste	Any of the following hazardous wastes that are managed under the universal waste requirements of 40 CFR Part 273: batteries, pesticides, mercury-containing equipment, and lamps. Some States may have State-specific universal wastes defined as well.
Used Oil	Any oil that has been refined from crude oil, or any synthetic oil, that has been used, and as a result of such use, is contaminated by physical or chemical impurities.
Used Oil Fuel Marketer	Any person who conducts either of the following activities: 1. Directs a shipment of off-specification used oil from their site to an off-specification used oil burner; or 2. First claims that used oil that is to be burned for energy recovery meets the used oil fuel specifications set forth in 40 CFR 279.11.
Used Oil Management Activities	For the purposes of the Site ID Form, includes used oil transportation; used oil processing and re-refining; burning off-specification used oil fuel; and used oil fuel marketing.
Used Oil Processing	Chemical or physical operations designed to produce from used oil, or to make used oil more amenable for production of, fuel oils, lubricants, or other used oil-derived products. Processing includes, but is not limited to: blending used oil with virgin petroleum products, blending used oils to meet the fuel specification, filtration, simple distillation, chemical or physical separation, and re-refining.
Used Oil Processor	A site that processes on- specification or off-specification used oil.
Used Oil Re-Refiner	A site that produces lubricating oils and greases, industrial fuel, asphalt extender, gasoline, and other products from on- specification or off-specification used oil.
Used Oil Transfer Facility	Any transportation-related facility, including loading docks, parking areas, storage areas, and other areas where shipments of used oil are held for more than 24 hours during the normal course of transportation and not longer than 35 days. Transfer facilities that store used oil for more than 35 days are subject to regulation under 40 CFR Part 279, Subpart F.
Used Oil Transporter	Any person who transports used oil, any person who collects used oil from more than one generator and transports the collected oil, and owners and operators of used oil transfer facilities. Used oil transporters may consolidate or aggregate loads of used oil for purposes of transportation but, with the following exception, may not process used oil. Used oil transporters may conduct incidental processing operations that occur in the normal course of used oil transportation (e.g., settling and water separation), but that are not designed to produce (or make more amenable for production of) used oil-derived products or used oil fuel.

EPA HAZARDOUS WASTE CODES

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

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

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

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

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

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

D001	F001	K001	K047	K123	P001	P050	P106	U001	U048	U095	U143	U189	U247
D002	F002	K002	K048	K124	P002	P051	P108	U002	U049	U096	U144	U190	U248
D003	F003	K003	K049	K125	P003	P054	P109	U003	U050	U097	U145	U191	U249
D004	F004	K004	K050	K126	P004	P056	P110	U004	U051	U098	U146	U192	U271
D005	F005	K005	K051	K131	P005	P057	P111	U005	U052	U099	U147	U193	U278
D006	F006	K006	K052	K132	P006	P058	P112	U006	U053	U101	U148	U194	U279
D007	F007	K007	K060	K136	P007	P059	P113	U007	U055	U102	U149	U196	U280
D008	F008	K008	K061	K141	P008	P060	P114	U008	U056	U103	U150	U197	U328
D009	F009	K009	K062	K142	P009	P062	P115	U009	U057	U105	U151	U200	U353
D010	F010	K010	K069	K143	P010	P063	P116	U010	U058	U106	U152	U201	U359
D011	F011	K011	K071	K144	P011	P064	P118	U011	U059	U107	U153	U202	U364
D012	F012	K013	K073	K145	P012	P065	P119	U012	U060	U108	U154	U203	U367
D013	F019	K014	K083	K147	P013	P066	P120	U014	U061	U109	U155	U204	U372
D014	F020	K015	K084	K148	P014	P067	P121	U015	U062	U110	U156	U205	U373
D015	F021	K016	K085	K149	P015	P068	P122	U016	U063	U111	U157	U206	U387
D016	F022	K017	K086	K150	P016	P069	P123	U017	U064	U112	U158	U207	U389
D017	F023	K018	K087	K151	P017	P070	P127	U018	U066	U113	U159	U208	U394
D018	F024	K019	K088	K156	P018	P071	P128	U019	U067	U114	U160	U209	U395
D019	F025	K020	K093	K157	P020	P072	P185	U020	U068	U115	U161	U210	U404
D020	F026	K021	K094	K158	P021	P073	P188	U021	U069	U116	U162	U211	U409
D021	F027	K022	K095	K159	P022	P074	P189	U022	U070	U117	U163	U213	U410
D022	F028	K023	K096	K161	P023	P075	P190	U023	U071	U118	U164	U214	U411
D023	F032	K024	K097	K169	P024	P076	P191	U024	U072	U119	U165	U215	
D024	F034	K025	K098	K170	P026	P077	P192	U025	U073	U120	U166	U216	
D025	F035	K026	K099	K171	P027	P078	P194	U026	U074	U121	U167	U217	
D026	F037	K027	K100	K172	P028	P081	P196	U027	U075	U122	U168	U218	
D027	F038	K028	K100	K174	P029	P082	P197	U028	U076	U123	U169	U219	
D028	F039	K029	K101	K175	P030	P084	P198	U029	U077	U124	U170	U220	
D029		K030	K102	K176	P031	P085	P199	U030	U078	U125	U171	U221	
D030		K031	K103	K177	P033	P087	P201	U031	U079	U126	U172	U222	
D031		K032	K104	K178	P034	P088	P202	U032	U080	U127	U173	U223	
D032		K033	K105	K181	P036	P089	P203	U033	U081	U128	U174	U225	
D033		K034	K106		P037	P092	P204	U034	U082	U129	U176	U226	
D034		K035	K107		P038	P093	P205	U035	U083	U130	U177	U227	
D035		K036	K108		P039	P094		U036	U084	U131	U178	U228	
D036		K037	K109		P040	P095		U037	U085	U132	U179	U234	
D037		K038	K110		P041	P096		U038	U086	U133	U180	U235	
D038		K039	K111		P042	P097		U039	U087	U134	U181	U236	
D039		K040	K112		P043	P098		U041	U088	U135	U182	U237	
D040		K041	K113		P044	P099		U042	U089	U136	U183	U238	
D041		K042	K114		P045	P101		U043	U090	U137	U184	U239	
D042		K043	K115		P046	P102		U044	U091	U138	U185	U240	
D043		K044	K116		P047	P103		U045	U092	U140	U186	U243	
		K045	K117		P048	P104		U046	U093	U141	U187	U244	
		K046	K118		P049	P105		U047	U094	U142	U188	U246	

HSM FACILITY CODES

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

Under Control of the Generator Exclusion (40 CFR 261.2(a)(2)(ii) or 261.4(a)(23))	
Code	**Facility Code Description**
01	**HSM Generator reclaiming HSM "on-site"**: This code applies if you generate and reclaim hazardous secondary material at your generating facility. *See also paragraph (1) in the Federal definition of "Hazardous secondary material generated and reclaimed under the control of the generator" in 40 CFR Part 260.10*
02	**HSM Generator transferring HSM to reclaimer within the "same company":** This code applies if you generate hazardous secondary material and send the material for reclamation to a different facility that is either controlled by you or controlled by the same person that controls your generating facility. *See also paragraph (2) in the Federal definition of "Hazardous secondary material generated and reclaimed under the control of the generator" in 40 CFR Part 260.10.*
03	**Reclaimer receiving HSM from HSM generator within the "same company":** This code applies if you receive and reclaim hazardous secondary material from a different facility that either controls you or is controlled by the same person that controls you. *See also paragraph (2) in the Federal definition of "Hazardous secondary material generated and reclaimed under the control of the generator" in 40 CFR Part 260.10.*
04	**Tolling Contractor reclaiming HSM pursuant to a tolling contract:** This code applies if you are a tolling contractor that reclaims hazardous secondary material pursuant to a written contract with a toll manufacturer. *See also paragraph (3) in the Federal definition of "Hazardous secondary material generated and reclaimed under the control of the generator" in 40 CFR Part 260.10.*
05	**Toll Manufacturer managing HSM pursuant to a tolling contract:** This code applies if you generate and send hazardous secondary material for reclamation to a tolling contractor pursuant to a written contract. *See also paragraph (3) in the Federal definition of "Hazardous secondary material generated and reclaimed under the control of the generator" in 40 CFR Part 260.10.*

Transfer-based Exclusion (40 CFR 261.4(a)(24))	
Code	**Facility Code Description**
06	**HSM Generator transferring HSM off-site to a domestic reclamation facility:** This code applies if you generate and send hazardous secondary material for reclamation to an off-site domestic reclamation facility.
07	**Reclaimer receiving HSM from off-site:** This code applies if you reclaim hazardous secondary material received from an off-site domestic hazardous secondary material generator or other domestic facility.
08	**Intermediate facility:** This code applies if you receive hazardous secondary material from an off-site domestic hazardous secondary material generator or another domestic facility and you store it for more than ten days. This code does not apply if you generate or reclaim the hazardous secondary material.

Imports/Exports (40 CFR 261.4(a)(24) or (25))	
Code	**Facility Code Description**
09	**HSM Generator exporting HSM off-site to a foreign reclamation facility:** This code applies if you generate and export hazardous secondary material for reclamation to a foreign reclamation facility.
10	**HSM Generator importing HSM from a foreign entity to send to another domestic reclamation facility:** This code applies if you import hazardous secondary material from a foreign entity and send the material for reclamation to a domestic reclamation facility.
11	**HSM Generator <u>AND</u> Reclaimer of imported HSM:** This code applies if you import hazardous secondary material from a foreign entity and reclaim the material at your facility.

HSM LAND-BASED UNIT CODES

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

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

OMB# 2050-0024; Expires 11/30/2011

SEND COMPLETED FORM TO: The Appropriate State or Regional Office.	United States Environmental Protection Agency **RCRA SUBTITLE C SITE IDENTIFICATION FORM**	

1. Reason for Submittal MARK ALL BOX(ES) THAT APPLY	**Reason for Submittal:** ☐ To provide an Initial Notification (first time submitting site identification information / to obtain an EPA ID number for this location) ☐ To provide a Subsequent Notification (to update site identification information for this location) ☐ 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 (If marked, see sub-bullet below) ☐ Site was a TSD facility and/or generator of ≥1,000 kg of hazardous waste, >1 kg of acute hazardous waste, or >100 kg of acute hazardous waste spill cleanup in one or more months of the report year (or State equivalent LQG regulations)							
2. Site EPA ID Number	**EPA ID Number** |__|__|__|__|__|__|__|__|__|__|__|__|							
3. Site Name	**Name:**							
4. Site Location Information	**Street Address:**							
	City, Town, or Village:						**County:**	
	State:		**Country:**				**Zip Code:**	
5. Site Land Type	☐ Private ☐ County ☐ District ☐ Federal ☐ Tribal ☐ Municipal ☐ State ☐ Other							
6. NAICS Code(s) for the Site (at least 5-digit codes)	**A.** |_|_|_|_|_|_|			**C.** |_|_|_|_|_|_|				
	B. |_|_|_|_|_|_|			**D.** |_|_|_|_|_|_|				
7. Site Mailing Address	**Street or P.O. Box:**							
	City, Town, or Village:							
	State:		**Country:**				**Zip Code:**	
8. Site Contact Person	**First Name:**		**MI:**	**Last:**				
	Title:							
	Street or P.O. Box:							
	City, Town or Village:							
	State:		**Country:**				**Zip Code:**	
	Email:							
	Phone:			**Ext.:**			**Fax:**	
9. Legal Owner and Operator of the Site	**A. Name of Site's Legal Owner:**						**Date Became Owner:**	
	Owner Type: ☐ Private ☐ County ☐ District ☐ Federal ☐ Tribal ☐ Municipal ☐ State ☐ Other							
	Street or P.O. Box:							
	City, Town, or Village:						**Phone:**	
	State:		**Country:**				**Zip Code:**	
	B. Name of Site's Operator:						**Date Became Operator:**	
	Operator Type: ☐ Private ☐ County ☐ District ☐ Federal ☐ Tribal ☐ Municipal ☐ State ☐ Other							

10. Type of Regulated Waste Activity (at your site)
Mark "Yes" or "No" for all current activities (as of the date submitting the form); complete any additional boxes as instructed.

A. Hazardous Waste Activities; Complete all parts 1-7.

Y ☐ N ☐ **1. Generator of Hazardous Waste**
If "Yes", mark only one of the following – a, b, or c.

☐ a. LQG: Generates, in any calendar month, 1,000 kg/mo (2,200 lbs./mo.) or more of hazardous waste; **or** Generates, in any calendar month, or accumulates at any time, more than 1 kg/mo (2.2 lbs./mo) of acute hazardous waste; **or** Generates, in any calendar month, **or** accumulates at any time, more than 100 kg/mo (220 lbs./mo) of acute hazardous spill cleanup material.

☐ b. SQG: 100 to 1,000 kg/mo (220 – 2,200 lbs./mo) of non-acute hazardous waste.

☐ c. CESQG: Less than 100 kg/mo (220 lbs./mo) of non-acute hazardous waste.

If "Yes" above, indicate other generator activities.

Y ☐ N ☐ d. Short-Term Generator (generate from a short-term or one-time event and not from on-going processes). If "Yes", provide an explanation in the Comments section.

Y ☐ N ☐ e. United States Importer of Hazardous Waste

Y ☐ N ☐ f. Mixed Waste (hazardous and radioactive) Generator

Y ☐ N ☐ **2. Transporter of Hazardous Waste**
If "Yes", mark all that apply.

☐ a. Transporter

☐ b. Transfer Facility (at your site)

Y ☐ N ☐ **3. Treater, Storer, or Disposer of Hazardous Waste** Note: A hazardous waste permit is required for these activities.

Y ☐ N ☐ **4. Recycler of Hazardous Waste**

Y ☐ N ☐ **5. Exempt Boiler and/or Industrial Furnace**
If "Yes", mark all that apply.

☐ a. Small Quantity On-site Burner Exemption

☐ b. Smelting, Melting, and Refining Furnace Exemption

Y ☐ N ☐ **6. Underground Injection Control**

Y ☐ N ☐ **7. Receives Hazardous Waste from Off-site**

B. Universal Waste Activities; Complete all parts 1-2.

Y ☐ N ☐ **1. Large Quantity Handler of Universal Waste (you accumulate 5,000 kg or more) [refer to your State regulations to determine what is regulated]. Indicate types of universal waste managed at your site. If "Yes", mark all that apply.**

a. Batteries ☐
b. Pesticides ☐
c. Mercury containing equipment ☐
d. Lamps ☐
e. Other (specify) _____ ☐
f. Other (specify) _____ ☐
g. Other (specify) _____ ☐

Y ☐ N ☐ **2. Destination Facility for Universal Waste**
Note: A hazardous waste permit may be required for this activity.

C. Used Oil Activities; Complete all parts 1-4.

Y ☐ N ☐ **1. Used Oil Transporter**
If "Yes", mark all that apply.

☐ a. Transporter

☐ b. Transfer Facility (at your site)

Y ☐ N ☐ **2. Used Oil Processor and/or Re-refiner**
If "Yes", mark all that apply.

☐ a. Processor

☐ b. Re-refiner

Y ☐ N ☐ **3. Off-Specification Used Oil Burner**

Y ☐ N ☐ **4. Used Oil Fuel Marketer**
If "Yes", mark all that apply.

☐ a. Marketer Who Directs Shipment of Off-Specification Used Oil to Off-Specification Used Oil Burner

☐ b. Marketer Who First Claims the Used Oil Meets the Specifications

D. Eligible Academic Entities with Laboratories—Notification for opting into or withdrawing from managing laboratory hazardous wastes pursuant to 40 CFR Part 262 Subpart K

- You must check with your State to determine if you are eligible to manage laboratory hazardous wastes pursuant to 40 CFR Part 262 Subpart K

☐ 1. Opting into or currently operating under 40 CFR Part 262 Subpart K for the management of hazardous wastes in laboratories
See the item-by-item instructions for definitions of types of eligible academic entities. Mark all that apply:

☐ a. College or University

☐ b. Teaching Hospital that is owned by or has a formal written affiliation agreement with a college or university

☐ c. Non-profit Institute that is owned by or has a formal written affiliation agreement with a college or university

☐ 2. Withdrawing from 40 CFR Part 262 Subpart K for the management of hazardous wastes in laboratories

11. Description of Hazardous Waste

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

B. Waste Codes for State-Regulated (i.e., non-Federal) Hazardous Wastes. Please list the waste codes of the State-Regulated hazardous wastes handled at your site. List them in the order they are presented in the regulations. Use an additional page if more spaces are needed.

12. Notification of Hazardous Secondary Material (HSM) Activity

Y ☐ N ☒ Are you notifying under 40 CFR 260.42 that you will begin managing, are managing, or will stop managing hazardous secondary material under 40 CFR 261.2(a)(2)(ii), 40 CFR 261.4(a)(23), (24), or (25)?

If "Yes", you must fill out the Addendum to the Site Identification Form: Notification for Managing Hazardous Secondary Material.

13. Comments

14. Certification. I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fines and imprisonment for knowing violations. For the RCRA Hazardous Waste Part A Permit Application, all owner(s) and operator(s) must sign (see 40 CFR 270.10(b) and 270.11).

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

EPA ID Number | | | | | | | | | | | | OMB#: 2050-0024; Expires 11/30/2011

ADDENDUM TO THE SITE IDENTIFICATION FORM:

NOTIFICATION OF HAZARDOUS SECONDARY MATERIAL ACTIVITY

Before filling out this section:

- You must check with your State to determine if you are eligible to manage hazardous secondary material under 40 CFR 261.2(a)(2)(ii), 261.4(a)(23), (24), or (25). (See also http://www.epa.gov/epawaste/hazard/dsw/statespf.htm.)
- You must be managing hazardous secondary material, which is secondary material (e.g., spent material, by-product, or sludge) that when discarded, would be identified as hazardous waste under 40 CFR Part 261. Do not include any information regarding your hazardous wastes in this section.
- You must submit a completed Site Identification Form, including this Addendum, prior to operating under the exclusion(s) and by March 1 of each even-numbered year thereafter to your regulatory authority using the Site Identification Form as pursuant to 40 CFR 260.42. Persons who must staisfy this notification requirement can submit information at the same time as their Biennial Report (which is also due by March 1 of each even-numbered year).
- If you stop managing hazardous secondary material in accordance with the exclusions(s) and do not expect to manage any amount of hazardous secondary material under the exclusions(s) for at least one year, you must also submit a completed Site Identification Form, including this Addendum, within thirty (30) days pursuant to 40 CFR 260.42.

1. Indicate reason for notification. Include dates where requested.

☐ Notifying that the facility will begin managing hazardous secondary material as of _____ (mm/dd/yyyy).

☐ Re-notifying that the facility is still managing hazardous secondary material.

☐ Notifying that the facility has stopped managing hazardous secondary material as of _____ (mm/dd/yyyy).

2. Description of hazardous secondary material (HSM) activity. Please list the appropriate codes and quantities in **short tons** to describe your hazardous secondary material activity ONLY (do not include any information regarding your hazardous wastes in this section). Use additional pages if more space is needed.

a. Facility code (answer using codes listed in the Code List section of the instructions)	**b. Waste code(s) for hazardous secondary material (HSM)**	**c. Estimated short tons of HSM to be managed annually**	**d. Actual short tons of HSM that was managed during the most recent odd-numbered year**	**e. Land-based unit code** (answer using codes listed in the Code List section of the instructions)

3. Facility has financial assurance pursuant to 40 CFR 261 Subpart H. (Financial assurance is required for reclaimers and intermediate facilities managing hazardous secondary material under 40 CFR 261.4(a)(24) and (25))

Y ☐ N ☐ Does this facility have financial assurance pursuant to 40 CFR 261 Subpart H?

Not Eligible in West Virginia