

INSTRUCTIONS FOR COMPLETING THE QUARTERLY REPORT FOR GENERATORS OF HAZARDOUS WASTE

Quarterly Reports should reflect the hazardous wastes that were managed during that quarter. This includes: (1) shipped off-site to a permitted Treatment, Storage, Disposal, Recycling Facility (TSDF); (2) treated on-site (e.g., elementary neutralization, distillation); (3) or otherwise managed. If no hazardous waste was managed as mentioned above, a quarterly report is still required: include a notation that no activity occurred during that quarter.

Only OKLAHOMA Large Quantity Generators are required to submit this report [OAC 252:205-5-3(a)].

Generation vs Managed: When hazardous waste is generated but not managed during that quarter, report the waste in the quarter in which it was managed (not the quarter in which it was generated). Example #1: amount in storage awaiting shipment will be included in the quarter it is shipped. Example #2: waste going to an on-site distillation unit is to be counted in the quarter it is recycled, (see instructions for Transporter & TSD information for reporting on-site recycling). Do **not** exclude waste if it is recycled on-site. It must be counted, since it is hazardous waste upon generation.

In the upper right hand corner, enter your EPA ID Number, Disposal Plan Number, and the Month of the last day of the quarter covered by this report. Indicate the page number and the total pages in the report. Enter your business/plant name, telephone number, plant location and mailing address with city and zip.

At the bottom of each page of the report, enter the amount (in pounds) of waste covered by that page. **Form(s) without an amount IN POUNDS on each page will be rejected as incomplete.**

Page 2 consists of a table explaining what information is required to be included in the report. Please note: columns 1 thru 5 are required. (The most common errors are made in columns 1 and 5).

Column 1: waste stream number from your Disposal Plan (i.e., not UN/NA codes or hazardous waste codes). Waste stream numbers are unique to your facility. Unless a different transporter, TSDF, or handling code applies, **enter one waste stream number per line**. The Quarterly Report should be a summary of the managed waste per quarter. Do NOT report per manifest or shipment. Combine shipments of the same waste stream, same transporter, same TSDF and same handling codes. **Form(s) without Disposal Plan Stream Numbers will be rejected as incomplete.**

Column 5: handling codes from how the waste is managed (e.g., S01 = storage in containers; R01 = recycling, T03 = treatment by incineration). The abbreviated list below contains the most common handling codes. A lengthy list of Handling Codes are also located in 40 CFR 264 Appendix I, Table 2. **Form(s) without handling codes will be rejected as incomplete.**

Column 3: List only transporters who hauled waste in Oklahoma.

Waste Management Process	Column 1 Waste Stream Number	Column 2 Transporter EPA ID #	Column 3 TSDF EPA ID #	Column 4 Amount Managed in Pounds	Column 5 Handling Codes
<i>Generator:</i> Hazardous wastes shipped off-site for treatment, storage, disposal or recycling to a permitted TSDF facility.	Waste stream number from the Disposal Plan . Right justify the data	EPA ID number of all transporters who handled the waste (in the same order they appear on the manifest).	EPA ID number of the receiving facility.	Amount (in pounds) of waste shipped.	Appropriate handling code(s) from the list below which the waste undergoes at the receiving facility. Codes also located in 40 CFR 264 Apdx, I, Table 2.
<i>Generator:</i> Characteristically hazardous wastes treated at the generator's facility (i.e., on-site) to render completely non-hazardous.	Waste stream number from the Disposal Plan . Right justify the data	Own EPA ID number	Generator's EPA ID # (i.e., own EPA ID #)	Amount (in pounds) of waste prior to treatment.	OS1 = on-site stabilization OS2 = on-site neutralization and stabilization
<i>Generator:</i> Hazardous wastes upon generation, recycled on-site for reuse.	Waste stream number from the Disposal Plan . Right justify the data	Own EPA ID number	Generator's EPA ID # (i.e., own EPA ID #)	Amount (in pounds) of waste prior to recycling.	R01 = Recycling
<i>TSDF:</i> Hazardous wastes generated by permitted TSDF's from their own waste activities and managed in on-site units.	Waste stream number from the Disposal Plan . Right justify the data	Own EPA ID number	EPA ID number of Oklahoma TSD facility.	Amount (in pounds) of waste generated.	Appropriate handling code(s) from the list below which the waste undergoes at the receiving facility. Codes also located in 40 CFR 264 Apdx, I, Table 2.
<i>TSDF:</i> Hazardous wastes generated by permitted TSDF's from their own activities and shipped off-site to another permitted TSDF.	Waste stream number from the Disposal Plan . Right justify the data	EPA ID number of all transporters who handled the waste (in the same order they appear on the manifest).	EPA ID number of receiving facility.	Amount (in pounds) of waste shipped.	Appropriate handling code(s) from the list, which the waste undergoes at the receiving facility. Also include the codes " PS1 " for wastes removed from the permitted storage <u>if</u> the waste was reported on an earlier quarterly report.
<i>TSDF:</i> Hazardous wastes shipped off-site from an Oklahoman TSDF which were received by the TSDF from off-site, but which were not treated, disposed, or recycled by the TSDF (trans-shipped wastes).	Waste stream number from the Disposal Plan . Right justify the data	EPA ID number of all transporters who handled the waste (in the same order they appear on the manifest).	EPA ID number of receiving facility.	Amount (in pounds) of waste shipped.	Appropriate handling code(s) from the list, which the waste undergoes at the receiving facility. Also include the code " TS1 " to indicate trans-shipped wastes.

Column 5
handling codes

D79--Disposal via injection well
D80--Disposal via landfill
D81--Disposal via land application
D82--Ocean disposal
D83--Disposal via surface impoundment
D99--Disposal via other means

S01--Container storage
S02--Tank storage
S03--Storage in waste piles
S04--Storage in surface impoundments
S05--Storage on drip pads
S06--Storage in containment building

R01--Recycling
S99--Storage by other means
T01--Treatment in tanks
T02--Treatment in surface impoundments
T03--Treatment by incineration
T04--Treatment by other means

