

# Hazardous Waste Training



What is hazardous waste?

These are materials that your business will discard, or that you cannot use any more for their intended purpose, and that present risks to public health or the environment if improperly managed.

# Regulators

- **Environmental Protection Agency**  
(Enforces the Resource Conservation and Recovery Act)
- **Minnesota Pollution Control Agency**  
(Enforces Treatment, Storage, Disposal Facility (TSDF) Rules)
- **Anoka County Environmental Services**  
(Enforces Generator Rules)  
Minnesota Administrative Rules  
Chapter 7045, Hazardous Waste





**Anoka County**

HUMAN SERVICES DIVISION

Public Health & Environmental Services

## Enforces MN Hazardous Waste Rules and Anoka County Hazardous Waste Ordinance

- Follow-up on MN Duty Officer Reports
- Generator Licensing
- Complaint Inspections/Investigations
- Provides assistance on waste determination and disposal options
- Assist operators on their Hazardous Waste Annual Reporting

We are here to  
**HELP!**

### Inspection Frequency

- Large Quantity Generator (LQG) - two per year
- Small Quantity Generator (SQG) - once per year
- Very Small Quantity Generator (VSQG) - once per year
- Class I Used Oil - every other year

# Hazardous Waste Generator Licensing Schedule

The licensing schedule applies to LQG, SQG, VSQG and Class I, Class II Used Oil Generators. To be eligible for an Anoka County hazardous waste generator license that is effective April 1 of each year, you must:

1. Submit the Hazardous Waste Annual Report and License Application
2. Pay your license fee

The hazardous waste generator license is valid from

**April 1<sup>st</sup> - March 31<sup>st</sup> of the  
following year**

# Hazardous Waste Generator Licensing Schedule Continued...

**MID December**

The Hazardous Waste Annual Report and License Application are printed out and mailed to the generator by Anoka County Health Department (the Department).

**JANUARY 31<sup>ST</sup>**

The Hazardous Waste Annual Report and License Application is due. Once the application is received by the Department, an invoice is mailed to the generator for license payment.

**JANUARY - MARCH**

Invoices issued before March 1<sup>st</sup> must be paid within 30 days.

**March 31<sup>st</sup>**

Invoices issued after March 1<sup>st</sup> must be paid by March 31<sup>st</sup>. If the invoice is not paid by March 31<sup>st</sup>, generators are immediately considered operating without a license.

# Updated MPCA Fact Sheets to Checkout!

## Universal Wastes

<https://www.pca.state.mn.us/sites/default/files/w-hw4-62.pdf>

## Infectious Waste - Vendors Approved in Minnesota

<https://www.pca.state.mn.us/sites/default/files/w-sw4-34.pdf>

## Selling Mercury Items

<https://www.pca.state.mn.us/sites/default/files/w-hw4-26.pdf>

## Managing Sorbents: Towels, Wipes, and Rags

<https://www.pca.state.mn.us/sites/default/files/w-hw4-61.pdf>

## Firefighting Foam

<https://www.pca.state.mn.us/sites/default/files/w-hw4-17.pdf>

## Selling Mercury Cosmetics and Pharmaceuticals

<https://www.pca.state.mn.us/sites/default/files/w-hw4-22.pdf>

## Tire Transportation List

<https://www.pca.state.mn.us/sites/default/files/w-sw6-03.pdf>

## Public Rulemaking Docket

<https://www.pca.state.mn.us/sites/default/files/mm-rule1-00.pdf>

# Changes in Pharmaceutical Waste Management



Fact Sheet Link:  
<https://www.pca.state.mn.us/site/default/files/w-hw3-33.pdf>



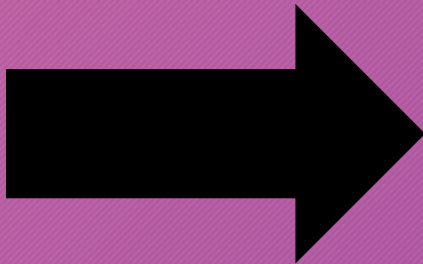
# Been in Effect Since 2020

- Fentanyl patches may be assumed non-hazardous in Minnesota.
- Pharmaceutical stock and dispensing containers with a capacity of up to 10,000 tablets or 1 liter of liquid are exempt from hazardous waste requirements
- Nonprescription (over the counter) nicotine replacement therapies are exempt from hazardous waste requirements.
- Pharmaceutical wastes no longer “count” towards facilities generator size. Must still be annually reported with volumes and Anoka will still fee.
- No longer need to separate the acute waste pharmaceuticals (P-listed) from hazardous waste pharmaceuticals, SQG and LQGs that generate pharmaceutical hazardous waste may accumulate and store up to one year and reverse distribution may be accumulated indefinitely.
- Pharmaceutical waste containers no longer need to be marked with a date, but LQGs and SQGs must still be able to show that the waste has been accumulated for less than a year. Continue to label the storage containers as “Hazardous Waste” with a clear description that identifies the contents.

## Pharmaceutical New Rule Affective in 2021:



- Pharmaceutical wastes manifested off-site for disposal must list hazardous waste code "PHRM" on manifest



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Please print or type. (Form designed for use on elite (12-pitch) typewriter.) Form Approved. OMB No. 2050-0039

**UNIFORM HAZARDOUS WASTE MANIFEST** 1. Generator ID Number 2. Page 1 of 3. Emergency Response Phone 4. Manifest Tracking Number **002268539 JJK**

5. Generator's Name and Mailing Address Generator's Site Address (if different than mailing address)

Generator's Phone: \_\_\_\_\_

6. Transporter 1 Company Name U.S. EPA ID Number \_\_\_\_\_

7. Transporter 2 Company Name U.S. EPA ID Number \_\_\_\_\_

8. Designated Facility Name and Site Address U.S. EPA ID Number \_\_\_\_\_

Facility's Phone: \_\_\_\_\_

9a. HM	9b. U.S. DOT Description (including Proper Shipping Name, Hazard Class, ID Number, and Packing Group (if any))	10. Containers		11. Total Quantity	12. Unit Wt./Vol.	13. Waste Codes
		No.	Type			
1.						<b>PHRM</b>
2.						
3.						
4.						

14. Special Handling Instructions and Additional Information

15. GENERATOR'S/OFFEROR'S CERTIFICATION: I hereby declare that the contents of this consignment are fully and accurately described above by the proper shipping name, and are classified, packaged, marked and labeled/dispacarded, and are in all respects in proper condition for transport according to applicable international and national governmental regulations. If export shipment and I am the Primary Exporter, I certify that the contents of this consignment conform to the terms of the attached EPA Acknowledgment of Consent. I certify that the waste minimization statement identified in 40 CFR 262.27(a) (if I am a large quantity generator) or (b) (if I am a small quantity generator) is true.

Generator's/Offeror's Printed/Typed Name \_\_\_\_\_ Signature \_\_\_\_\_ Month \_\_\_\_\_ Day \_\_\_\_\_ Year \_\_\_\_\_

16. International Shipments  Import to U.S.  Export from U.S. Port of entry/exit: \_\_\_\_\_ Date leaving U.S.: \_\_\_\_\_

17. Transporter Acknowledgment of Receipt of Materials

Transporter 1 Printed/Typed Name \_\_\_\_\_ Signature \_\_\_\_\_ Month \_\_\_\_\_ Day \_\_\_\_\_ Year \_\_\_\_\_

Transporter 2 Printed/Typed Name \_\_\_\_\_ Signature \_\_\_\_\_ Month \_\_\_\_\_ Day \_\_\_\_\_ Year \_\_\_\_\_

18. Discrepancy

18a. Discrepancy Indication Space  Quantity  Type  Residue  Partial Rejection  Full Rejection

18b. Alternate Facility (or Generator) Manifest Reference Number: \_\_\_\_\_ U.S. EPA ID Number \_\_\_\_\_

Facility's Phone: \_\_\_\_\_

18c. Signature of Alternate Facility (or Generator) \_\_\_\_\_ Month \_\_\_\_\_ Day \_\_\_\_\_ Year \_\_\_\_\_

19. Hazardous Waste Report Management Method Codes (i.e., codes for hazardous waste treatment, disposal, and recycling systems)

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_ 4. \_\_\_\_\_

20. Designated Facility Owner or Operator: Certification of receipt of hazardous materials covered by the manifest except as noted in item 18a

Printed/Typed Name \_\_\_\_\_ Signature \_\_\_\_\_ Month \_\_\_\_\_ Day \_\_\_\_\_ Year \_\_\_\_\_

EPA Form 8700-22 (Rev. 3-05) Previous editions are obsolete. DESIGNATED FACILITY TO DESTINATION STATE (IF REQUIRED)

## Pharmaceutical New Rule Affective in 2022:

- Lethal pharmaceutical hazardous wastes will be **prohibited from sewerage** for disposal
- SOQS and LOQS** that generate pharmaceutical waste will be required to provide at least **one-time** hazardous waste training to **all employees who handle pharmaceutical hazardous waste**
- Pharmaceutical hazardous waste containers will be required to be secured or located in secured areas.

# E-Manifest Information

You can now access your facilities manifest online!

- Below is a link to RCRAInfo homepage to create an online account and gain access to your facilities manifests online.

<https://rcrainfo.epa.gov/rcrainfoprod/action/secured/login>

- Additional Information about E-Manifest

<https://www.epa.gov/e-manifest/learn-about-hazardous-waste-electronic-manifest-system-e-manifest>

Environmental Topics

Laws & Regulations

About EPA

## The Hazardous Waste Electronic Manifest (E-Manifest) System

### Upcoming Deadline: Mailed Manifest Phaseout

Beginning June 30, 2021, EPA will no longer accept paper manifests submitted through the mail for processing in e-Manifest

- Beginning June 30, paper manifests and continuation sheets will only be accepted in Data + Image, or Image Only format
- [Learn more about how to submit manifests to e-Manifest](#)

 SUBMIT

# What to expect to see on the E-Manifest website

**RCRAInfo (Pre-Production)**

RCRAInfo is EPA's comprehensive information system, providing access to data supporting the Resource Conservation and Recovery Act (RCRA) of 1976 and the Hazardous and Solid Waste Amendments (HSWA) of 1984. The system enables cradle-to-grave waste tracking of many types of information regarding the regulated universe of RCRA hazardous waste handlers. RCRAInfo characterizes facility status, regulated activities, and compliance histories in addition to capturing detailed data on the generation of hazardous waste from large quantity generators and on waste management practices from treatment, storage, and disposal facilities.

**RCRAInfo Sign In**

User Id

Password

**Sign in**

[Register](#) [Forgot password?](#)

**Warning Notice and Privacy Policy**

**Warning Notice**

In proceeding and accessing U.S. Government information and information systems, you acknowledge that you fully understand and consent to all of the following:

1. you are accessing U.S. Government information and information systems that are provided for official U.S. Government purposes only;
2. unauthorized access to or unauthorized use of U.S. Government information or information systems is subject to criminal, civil, administrative, or other lawful action;

User signs in to RCRAInfo system

My Sites

Requested Site IDs 0

## My Sites

Show  entriesSearch: 

Site ID	Site Name	Address	City	State	County	Status
VATEST000004	<a href="#">TEST GENERATOR OF VA</a>	2777 S CRYSTAL DRIVE	ARLINGTON	VA	ARLINGTON	Active
VATEST000001	<a href="#">TEST TRANSPORTER 1 OF VA</a>	2777 SOUTH CRYSTAL DRIVE	ARLINGTON	VA	ARLINGTON	Active
VATEST000003	<a href="#">TEST TSDF OF VA TWO</a>	2777 S CRYSTAL DR	ARLINGTON	VA	ARLINGTON	Active

Showing 1 to 3 of 3 entries

[Previous](#) [1](#) [Next](#)[Add Existing Site](#)[Request Site ID](#)

User can see all their sites and can add sites.

## General Overview

<b>Federal Generator Status</b> Large Quantity Generator	<b>State Generator Status</b> Small Quantity Generator
<b>Is Site Active</b> Yes	<b>Date Last Updated</b> 01/22/2018

## Site Mailing Address

2777 S CRYSTAL DRIVE  
ARLINGTON, VA 22202

## Site Contact

SCOTT CHRISTIAN  
2777 S CRYSTAL DRIVE  
ARLINGTON, VA 22202

[Back to My Sites](#)

## Map



After selecting a site, user can see site information.

View: Transporting

### In Progress

 Show 10 entries

 Search: 

Manifest ID#	Generator ID	Generator Name	TSDf ID	TSDf Name	Last Updated Date	Status	Actions
100003225ELC	VATEST000004	TEST GENERATOR OF VA	VAD000532119	TEST TSDf OF VA	03/05/2018 09:52 AM	Scheduled	

Showing 1 to 1 of 1 entries

[Previous](#) 1 [Next](#)
[Create New Manifest](#)

### Received

 Show 10 entries

 Search: 

Manifest ID#	Generator ID	Generator Name	TSDf ID	TSDf Name	Shipped Date	Received Date	Status	Actions
--------------	--------------	----------------	---------	-----------	--------------	---------------	--------	---------

No manifests have been received.

Showing 0 to 0 of 0 entries

[Previous](#) [Next](#)
[Back to My Sites](#)

After selecting "e-Manifest", user can see manifests in progress and received.

To help review the basic hazardous waste requirements, the MPCA has divided them into 10 individual steps known as the  
**‘10 Steps of Compliance’**

- Evaluate your waste
- Determine your generator size
- Obtain a hazardous waste identification number (HWID)
- Complete a hazardous waste generator license application
- Accumulate your hazardous waste at your site
- Treat or transport your hazardous waste
- Document your hazardous waste shipments
- Plan for emergencies
- Train your employees
- Keep records

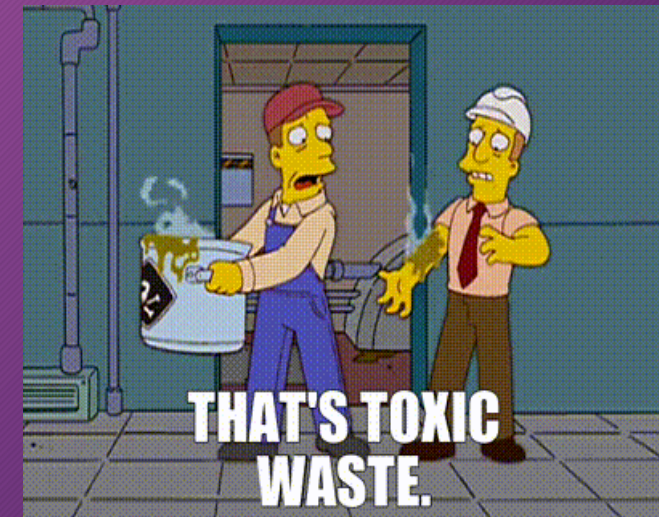
## You Must Either:

- Assume each of your wastes is hazardous unless....
- You examine each of your wastes and document it as non-hazardous; that process is called evaluation.
- If you do not evaluate and document a waste as non-hazardous, you must accumulate and dispose of it as a hazardous waste.

# Step #1 - EVALUATE YOUR WASTE

**To conclude, if a waste is non-hazardous, you must show the waste is not listed or PCB-contaminated**

- F-LISTED: specific sources <https://www.pca.state.mn.us/sites/default/files/w-hw2-00.pdf>
- K-LISTED: specific sources <https://www.pca.state.mn.us/sites/default/files/w-hw2-01.pdf>
- P-LISTED and F-LISTED OF ACUTLEY HAZARDOUS WASTE  
<https://www.pca.state.mn.us/sites/default/files/w-hw2-02.pdf>
- U-LISTED: specific sources  
<https://www.pca.state.mn.us/sites/default/files/w-hw2-03.pdf>
- PCBs: concentration over 50 ppm <https://www.pca.state.mn.us/sites/default/files/w-hw4-48a.pdf>



# Examples of F Listed Hazardous Wastes

F003: Acetone



F001: Carbon Tetrachloride



F005: MEK (Methyl Ethyl Ketone)



# U Listed & P Listed Hazardous Waste examples:



U061: DDT



P001: Warfarin

U201: Resorcinol



P075: Nicotine



# Examples of K Listed Hazardous Wastes

Explosives (K044-K047)



Pesticides (K031-K043, K097-K099, K123-K126, and K131-K132)



Wood preservation (K001)



# PCB Contaminated Waste

Polychlorinated biphenyls (PCBs) are a class of 209 man-made chemicals with varying toxicity, often used as an insulator in electrical equipment.

The state regulates the storage and disposal of PCBs of  $\geq 50$  ppm (greater than) under the Hazardous Waste Rules when they become waste.



How can I tell if my ballasts and small capacitors contain PCBs?

You should assume all ballasts and small capacitors contain PCBs unless:  
Labeled "No PCBs" or  
Known to be manufactured after 1979



Identifying, using, & managing PCB Tips at the link below :

<https://www.pca.state.mn.us/sites/default/files/w-hw4-48a.pdf>

# Mixing Listed Waste, What Happens When You Do?

Mixing a listed waste with other non-listed materials will result in the whole mixture becoming a listed hazardous waste

Just so you know,

- Neutralization is allowed, but dilution is an unacceptable form of treatment
- Allowing to air dry in an open container is not acceptable!



## Some Examples of Mixing:

Listed Rags & Oil Contaminated Rags

D001, F001 & F003 Listed Rags with Toxic Listed Rags F001, F002, F004, & F005

Water Based Paint & Oil Based Paint (Liquid, Solid, or Rags)

Aqueous Parts Washer solution and Toxic Brake Fluid

# Minnesota - Specific Hazardous Waste

## Definitions:

**MNo1** - Lethality Characteristic  
Oral (rat) LD<sup>50</sup> < 500 mg/kg

**MNo2** - Small amounts of compatible  
chemicals (labpack)

**MNo3** – PCBs > 50 ppm  
(polychlorinated biphenyls)

**MNo4** – Waste oil **NOT** recycled



MNo3- PCB Ballast



MNo2-Lab Pack



PHRM -Waste Pharmaceuticals



# Hazardous Due to Characteristic

- Ignitable : Flash Point  $< 140^{\circ}\text{F}$
- Oxidizer : Adds  $\text{O}_2$  to a Reaction
- Corrosive :  $\text{pH} \leq 2$  or  $\geq 12.5$  or corrodes steel at 0.25 inches per year
- Reactive: Unstable, Explosive
- Lethal: Causes Death if eaten, inhaled, or absorbed
- Toxic: Certain contaminants at or above maximum limits

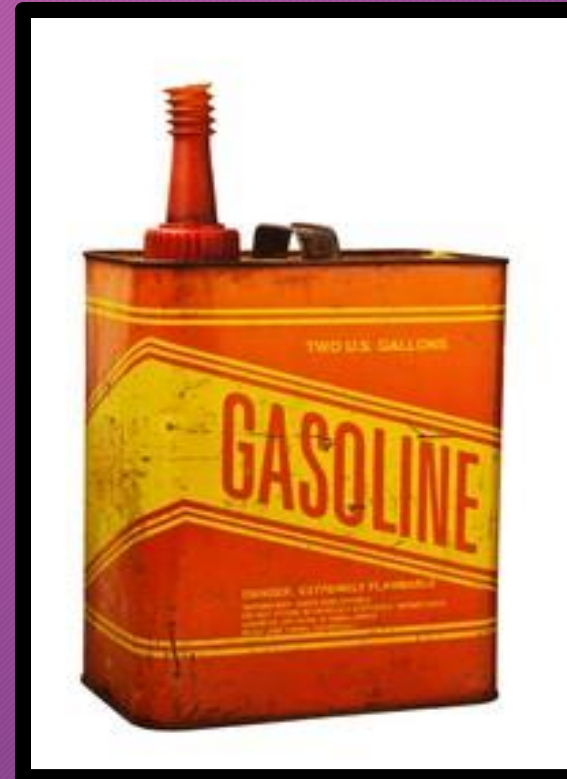


# Ignitable (D001)

(examples)

## Hazardous Waste Characteristics

- A liquid with a flashpoint below  $140^{\circ}\text{F}$
- A nonliquid able to spontaneously combust and burn persistently

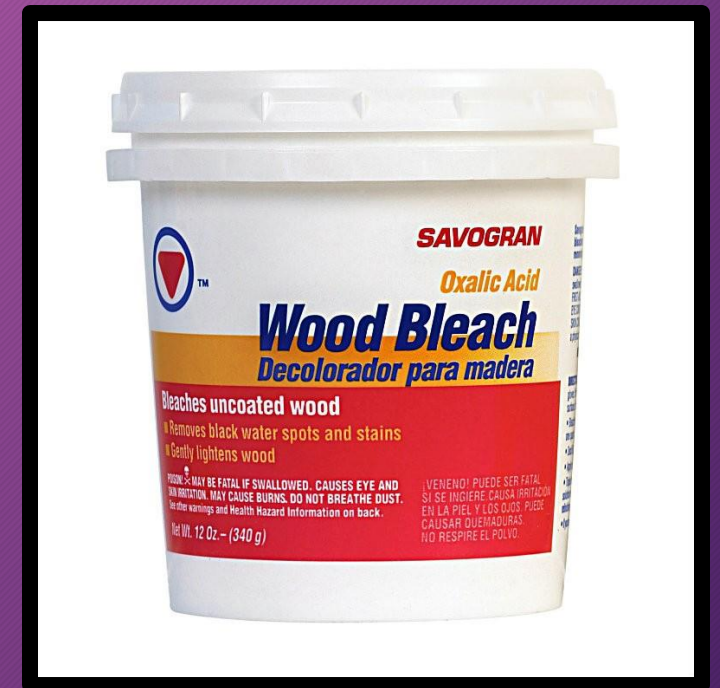


# Oxidizer (D001)

(Examples)

## Hazardous Waste Characteristics

A substance that supplies oxygen to a reaction in the absence of air.



# Corrosive (D002)

(Examples)

## Hazardous Waste Characteristics

- Strong Acids and Bases
- Some Cleaners
- Has a pH of 2.0 or less or greater than 12.5
- Able to corrode steel at a rate greater than 1/4 inch per year



# Reactive (D003)

(Examples)

Hazardous Waste Characteristics

- A waste that is unstable, reacts violently, or forms potentially explosive mixtures when mixed with water
- Or can produce toxic gases



# Toxic (D004-D043)

(Examples)

## Hazardous Waste Characteristics

A waste containing hazardous contaminants above the maximum allowable concentration

- Used photo fixer ( D011 Silver )
- Lead ( D008 )
- Mercury ( D009 )
- Some paint related waste



Barium  
(D005)



Arsenic (D004)



Tetrachloroethylene (D039)



Pre-1991, Latex Paint Contained Mercury (D009)

# Evaluate the Waste ( What is it? )

## Check the Raw Materials



- Safety Data Sheets (before use)
- Product Supplier or Manufacturer knowledge
- Identify what happens in the waste producing process
- If you cannot classify the waste, test a sample
- Retest of a waste is not required unless the product or process changes
- Keep test results on-site for inspection

# To Determine the Status of a Waste, You Need to Check:

- Is it a **Listed** Waste?

**F, K, P, U**

- Is it a **Characteristic** Waste?

Ignitable (D001)  
Oxidizer (D001)  
Corrosive (D002)  
Reactive (D003)  
Toxic (D004-43)  
Lethal (MNo1)

- Does the waste contain **more** than **50 ppm** PCBs?



- Is it **used oil** or used oil related wastes?



# Additional Hazardous Waste: Universal Wastes

## What is Universal Waste?

UW are a subset of hazardous wastes that may be managed under reduced requirements.

## Minnesota Specific Waste?

- Dental amalgam being recycled
- Pretreated dental wastewater
- Aerosol containers and compressed gas cylinders

**Almost every business generates them at some point :**

- +Lamps
- +Pesticides
- +Batteries
- +Mercury-containing equipment
- Aerosol cans



# Universal Wastes:

## Non-hazardous, but can still be recycled

- Alkaline
- Carbon Zinc
- Chloride Zinc
- Nickel Metal Hydride
- Zinc Air



## UW Batteries, must be recycled

- Include any electrochemical storage devices that consist of anode, cathode, and electrolyte and would be **considered hazardous waste** when discarded, including disposable and rechargeable categories: lead acid, nickel-cadmium (Ni-cd, Nicad, lithium, lithium-ion, silver containing, & mercury containing batteries.

**Lead acid batteries must be placed in an impermeable container and labeled as "Used" or "waste lead acid batteries"**

# Universal Wastes:

## Pesticides from Businesses

Only recalled pesticides and pesticides collected under a waste pesticide collection program are eligible to be managed as universal wastes.



All other pesticides not managed with a registered pesticide collection program must be managed as hazardous waste and reported on the facilities hazardous waste annual report.

# Universal Wastes:

## Mercury-Containing Equipment

- Mercury Switches
- Mercury Batteries
- Manometers
- Blood Pressure Cuffs
- Mercury Temperature Probes
- Mercury Thermometers
- Mercury Barometers



# Universal Wastes:

## Lamps

- Fluorescent
- Neon
- Mercury Vapor
- High Pressure Sodium
- Metal Halide Lamps
- Green Tip Lamps



# Universal Wastes:

Extracted teeth containing amalgam are not considered infectious waste in Minnesota.

## Dental Amalgam

Includes:

- Amalgam Capsules
- Extracted Teeth
- Filter Trap Waste
- Separator Sludge



# Universal Wastes:

## Pretreated Dental Wastewater is..

Mercury - containing – even if it has previously gone through an amalgam separator, transported or discharged to a publicly owned treatment work's or VSQG collection site.

**Do not discharge to a septic system**



Amalgam Separator

# Universal Wastes:



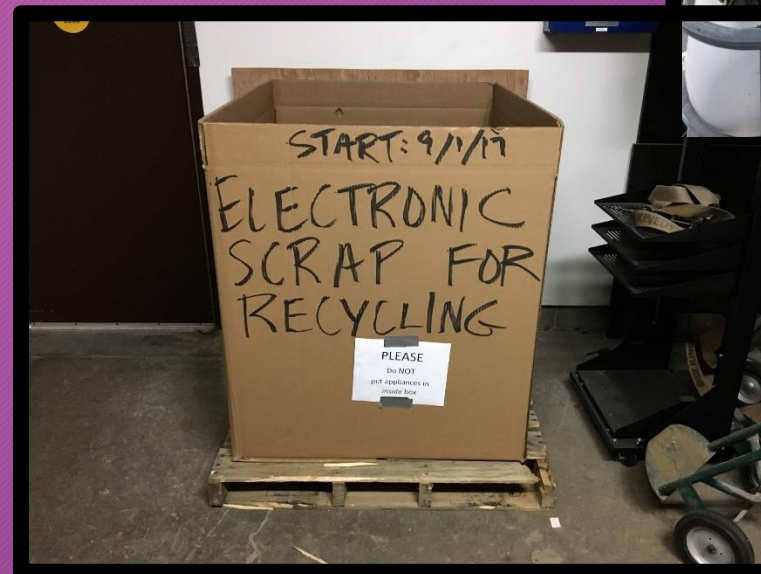
## Waste Aerosols & Compressed Gas Cylinders

- Waste aerosols/gas cylinders may be punctured as long as liquids are collected.
- Partially full aerosol cans are classified as universal waste, paint waste from puncturing must be managed as hazardous waste.



# What is NOT a Universal Waste

- Non-hazardous Batteries
- Electronic Waste
- Architectural Paint
- PCB Containing Ballasts and Small Capacitors
- Used Oil



Examples of electronic waste (E-Waste) and labeling of E-waste

# EXEMPT From Fully Regulated Hazardous Waste

Used Oil



# Used Oil Labeling

7045.0855, Subpart 2.C  
STANDARDS FOR USED OIL  
GENERATORS

Containers, aboveground tanks, and fill pipes of underground tanks used to store used oil at generator sites must be marked with the words "Used Oil."

Do not label used oil storage containers as WASTE OIL



# What is Considered Used Oil?

**Table 1: Examples of used oils, related wastes and wastes that are not used oil**

Used oil	Used oil related wastes	Wastes that are not used oil
Motor oil	Used oil filters	Fuel oil and other fuels
Transmission fluid	Used floor dry	Crude oil
Hydraulic fluid	Contaminated sawdust	Vegetable oil
Brake fluid	Oily wipes and sorbents	Tallow and animal greases
Compressor oil	Used oil spill debris	Vehicle antifreeze coolant
Refrigerant oil		Fuel tank sludge
Cutting oil		Solvents and oils used as solvent
Quenching oil		Parts washer sludge
Oil-water separator skim		Floor drain sludge
Non-PCB transformer oil		PCB hazardous waste oil
Petroleum-based grease		Mixtures of oil and other wastes

Very Small Quantity Generators may mix a maximum of 10% of petroleum-based solvents into used oil as a disposal method



# Step #2 Determine your generator size

Generator size is based on the volume (gallons or pounds) and type of hazardous waste generated at a site for each calendar month

Do not count the weight of the container: only count the mass of hazardous waste or residue in a container.

## If your site generates:

Less than 220 pounds per month and less than 2.2 pounds per month of acute hazardous waste

Between 220 to 2,200 pounds per month and less than 2.2 pounds per month of acute hazardous waste

More than 2,200 pounds per month or more than 2.2 pounds per month of acute hazardous waste

## Then your site's generator size is:

Very Small Quantity Generator (VSQG)

Small Quantity Generator (SQG)

Large Quantity Generator (LQG)



# Step #3 Obtaining a Hazardous Waste Identification Number (HWID)

What is a Hazardous Waste Identification Number (HWID) ?

A hazardous waste identification number (HWID) is a unique number used to simultaneously identify both a physical location at which hazardous waste is generated or handled and the operator of that site. The Minnesota Pollution Control Agency (MPCA) assigns HWIDs in Minnesota. The U.S. Environmental Protection Agency (EPA) coordinates the numbering system nationwide, HWIDs are also referred to as EPA ID's.

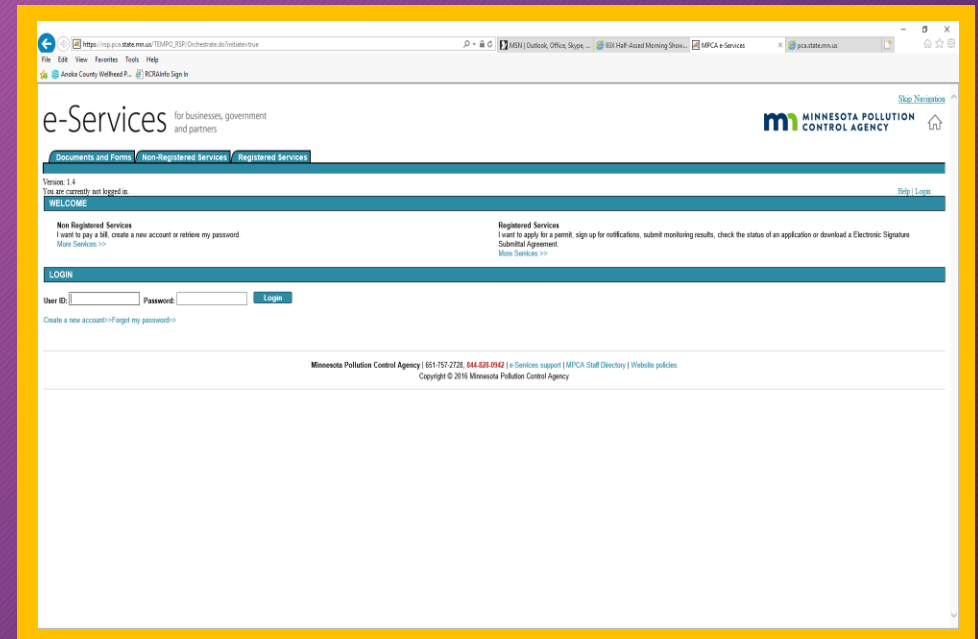
The HWID # is not transferable from location to location

Check out the MPCA Fact Sheet to learn more about E-Services



<https://www.pca.state.mn.us/sites/default/files/w-hw5-12.pdf>

<https://www.youtube.com/watch?v=aqgKP5LNse0>



# How do I obtain a HWID?

**Attention!**

The MPCA has an online e-services Notification of Regulated Waste Activity tool at <https://www.pca.state.mn.us/sites/default/files/w-hw5-12.pdf>

What do I do with my HWID if I move, sell or close a business?



You must submit an inactivation notification for the site using the MPCA E-Services Notification of Regulated Waste Activity tool. **HWID are site-specific and cannot be transferred or moved to a new site.** Obtain a new HWID for the new site using E-Services.


# Step #4 Complete a Hazardous Waste Generator License Application

- Hazardous waste generator license application & the hazardous waste disclosure form is a
- on the Anoka County Environmental Services website:

- <https://www.anokacounty.us/DocumentCenter/View/2844/Hazardous-Waste-License-App-and-Disclosure-Form-PDF>

You can email or mail in a copy of the completed application to [Environmental.Health@anokacounty.us](mailto:Environmental.Health@anokacounty.us) or mail it in to 2100 3<sup>rd</sup> Ave N Suite 600 Anoka, MN 55303

**APPLICATION FOR LICENSE**  
Anoka County  
Anoka County Government Center  
2100 3<sup>rd</sup> Ave, STE 600  
Anoka MN 55303-5041  
(763)422-7093



License type: Hazardous Waste Generator License Year: 04/01/2017-03/31/2018  
Licensee: License Fee: \$  
Site Name: HWID:  
Address: Facility No:  
Contact Name:  
Contact e-mail:  
Contact Phone # ( / / )  
Mailing Address: NAICS:  
City Water?: Yes No  
City Sewer?: Yes No

1. Minn. Stat. § 176.182 and 270c.72 Subd. 4 requires you to provide the Department with: acceptable evidence of compliance with the Workers' Compensation Insurance Law and your Minnesota Business (tax) Identification Number. **We cannot issue this license without this information.**  
a) Do you have any paid or otherwise compensated employees? Yes No If yes, complete the following:  
Insurance Company Name: \_\_\_\_\_  
Policy No: \_\_\_\_\_  
Effective Dates \_\_\_\_\_ to \_\_\_\_\_  
b) MN Business ID No. \_\_\_\_\_ c) FED Tax ID No. \_\_\_\_\_


2. State the legal status of the licensee. Is the licensee? Corporation Individual Partnership  
Limited Liability Corporation Government School  
Corporate Name: \_\_\_\_\_ Corporate Address: \_\_\_\_\_  
Corporate President: \_\_\_\_\_  
a) If the licensee is a partnership, attach a separate sheet with the name and address of the partners.

3. Regardless of the type of licensee (corporation, individual proprietorship, partnership, etc.) state here information concerning the individual locally responsible for the management of the establishment.  
a) Name: \_\_\_\_\_  
b) Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

4. Have there been any changes to the establishment during the past year? Yes No. If yes, describe: \_\_\_\_\_

<b>Office Use Only</b>	Applicant Name (please print) _____
Date: _____ Date / EH&D to issue license: _____	Applicant Signature & Title _____ Date _____
Amount: _____ EH&D Initials: _____	
Check #: _____ Size Class (FE): _____	
Rev. by: _____ Fee Approved: _____	
Entered: _____	

Page \_\_\_\_ of \_\_\_\_



Hazardous Waste Generator Disclosure & Management Plan Continuation Sheet

Received by: _____	Date: _____	Approval Date: _____	Site: _____
Comments: _____		Data entry: _____	New: _____ Update: _____

Anoka County Community Health & Environmental Services Dept.  
2100 3rd Avenue Suite 600  
Anoka, MN 55303-5041  
Phone: (763) 324-4260

HWID# _____	as date applied for _____
M _____	N _____
Generator Name: _____	

**D. HAZARDOUS WASTES:** Using one column per waste on the chart below, fill in the applicable information for each Hazardous Waste and/or used oil or used oil contaminated waste produced at this site. Use reverse side if you have additional wastes to be listed.

1. Hazardous Waste Name/Description	2. Hazardous Waste Process/Activity	3. Physical State	4. 4-Digit Hazardous Waste Code(s)	5. Amount per Year	6. Date waste was first generated	7. Is this waste mixed with another waste? (If yes, give name of waste)	8. Storage described	9. Treated or disposed on/off site? If onsite, skip to 17.	10. Frequency of shipments. Specify number/year or weekly interval.	11. Transporter name	12. Transporter ID number	13. Transfer, storage, disposal facility	14. Transfer, storage, disposal facility address	15. Transfer, storage, disposal facility ID number	16. Transfer, storage, disposal facility waste management method	17. Onsite treatment method	18. Sewer treatment works	19. Sewer discharge permit #

Complete Reverse Side

## Step #5 Accumulate your hazardous waste at your site

Very Small Quantity Generators (VSQGs) can accumulate up to 2,200 pounds of waste. That is about four full 55-gallon drums!



About four 55-gallon drums at one time = 2,200 pounds

VSQGs can store waste indefinitely, until the accumulation exceeds 2,200 pounds, then waste must be off site within 180 days from accumulation start date.

Very Small Quantity Generators

# Step #5 Accumulate your hazardous waste at your site

- Small Quantity Generators (SQGs) can accumulate up to 6,000 pounds. That is twelve full 55-gallon drums!
- SQGs must remove drums off site within 180 days from the accumulation start date



Accumulate about twelve full 55-gallon containers = 6,000 pounds

Small Quantity Generators

# Step #5 Accumulate your hazardous waste at your site

- Large Quantity Generators (LQGs) can accumulate any amount of waste on site.
- LQGs must dispose of waste within 90 days from the accumulation start date



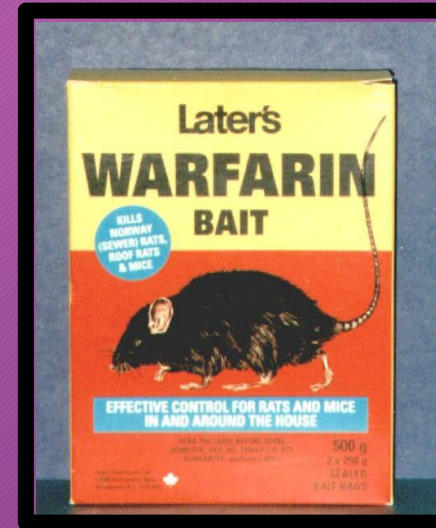
Large Quantity Generator

# Acute Hazardous Waste

(Examples)

Acute hazardous waste have more complex accumulation requirements. If facilities generate more than 2.2 pounds (1 quart) of this waste per month, the facility is classified as LQG. Anything less than 2.2 pounds of acute waste per month is classified as a VSQG.

Warfarin

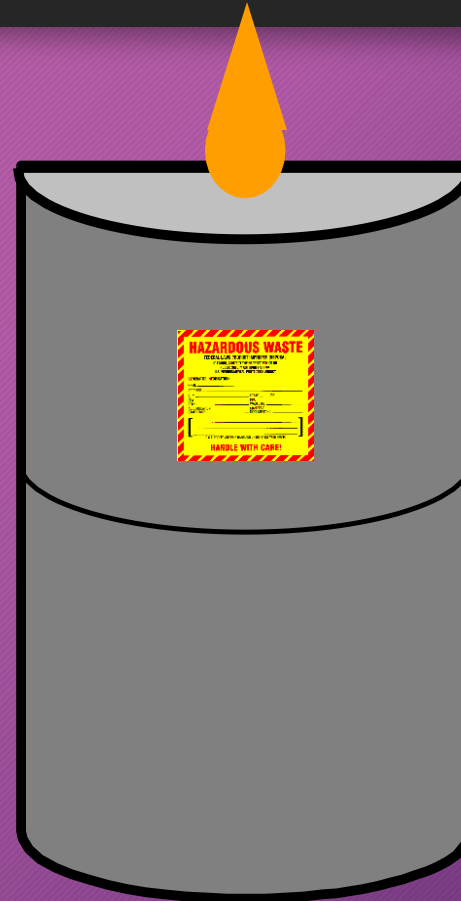


Nicotine  
( E-cigarette  
mixed liquids)



# Accumulation Start Date

- Date the first drop of hazardous waste is placed into a storage container.
- **NOTE:** VSQGs and SQGs may retain hazardous waste for an additional 90 days (for a total of 270 days), if the designated facility for the waste is located more than 200 miles from the generation site.



The generator must request an extension with the Minnesota Pollution Control Agency before exceeding the accumulation limits. More information about requesting an extension is listed at the link below:  
<https://www.pca.state.mn.us/sites/default/files/w-hw1-05e.pdf>

# Satellite Accumulation

**What is a Satellite?** A satellite container allows a generator to accumulate waste without a time limit of 180 days or 90 days. The time limit starts once the satellite containers full and then dated with the filled date. **The newly dated container has three days to be moved to the hazardous waste storage area.**

This allows you to accumulate up to 55 gallons of most hazardous wastes or 1 quart of acute hazardous waste without attaching an accumulation start date to the container or counting towards your accumulation volume limit.

**Accumulation start date begins once satellite container is full.**

Satellite accumulation containers must be:

Within the immediate working area of the process generating the waste and under the direct physical and visual control of the operator of that process.

# What Can You Accumulate Hazardous Waste In?



Hazardous waste may be accumulated in either a portable or stationary container.

Containers and tanks must be:  
In good condition & leakproof  
Compatible with the waste they hold  
Strong enough to contain the waste they hold; for containers even if dropped while filled  
Labeled

# How should a Hazardous Waste label look on containers and tanks?

1. Words "Hazardous Waste"
2. Description that clearly identifies the contents to employees and emergency responders. For example: Flammable liquid
3. Accumulation Start Date: the date in which the first drop of waste is placed into the container.

Satellite containers dated immediately once classified as full. (Facilities can only have up to 55 gallons of one waste material as a satellite.)

**Attention!**

NOTE: Hazardous waste labels do not have required colors, format, or size but must be clearly visible without moving containers. If it is not reasonably possible to see the label on a specific container or tank, keep the label information in a clearly visible designated record in the immediate area.

**HAZARDOUS WASTE**  
FEDERAL LAW PROHIBITS IMPROPER DISPOSAL.  
IF FOUND, CONTACT THE NEAREST POLICE OR PUBLIC SAFETY  
AUTHORITY OR THE U.S. ENVIRONMENTAL PROTECTION AGENCY.

GENERATOR INFORMATION:  
NAME: Auto Body Shop  
ADDRESS: \_\_\_\_\_ PHONE: \_\_\_\_\_  
CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_  
MANIFEST TRACKING NO. \_\_\_\_\_ ACCUMULATION START DATE: 8/2/19  
EPA ID NO. \_\_\_\_\_ EPA WASTE NO. \_\_\_\_\_

UN/NA NO. WITH PREFIX: \_\_\_\_\_  
Paint Waste (Dcol)  
D.O.T. PROPER SHIPPING NAME: \_\_\_\_\_

**HANDLE WITH CARE!**

STYLE WMT8712 LABELMASTER® (800) 621-5808 www.labelmaster.com

# Can you keep hazardous waste containers open?



- No, you must keep hazardous waste containers closed at all times, except when adding or removing waste from the container.
- Closed means that the lid of the container is secured such that no waste would be released if the container were dropped or overturned.
- Physical fastening is required; lids that shut by gravity alone is not sufficient.

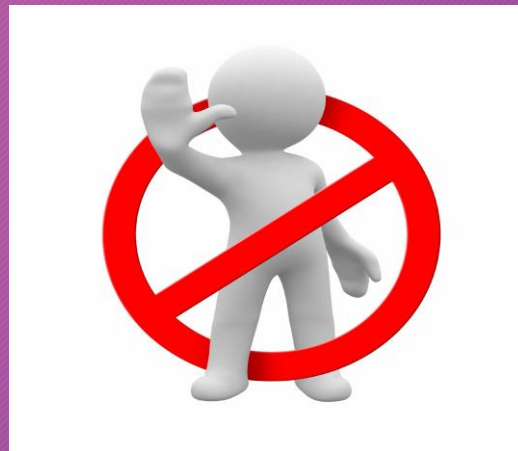
# Step #6: Treat or Dispose of Hazardous Waste

## Prohibitions:

Without authorization from the Minnesota Pollution Control Agency or Anoka County, some practices are strictly prohibited.

It is unlawful to use the following methods to treat or dispose of hazardous waste:

- ✓ Burn
- ✓ Evaporate
- ✓ Dump
- ✓ Dilute to dispose
- ✓ Mix to dispose



# Step #6: Treat or Dispose of Hazardous Waste

## Waste

### Sewering Waste

- Discharging hazardous waste to a sanitary sewer is allowed **IF**:
  - The public owned treatment works (POTW) or sewerage authority has been notified.
  - All conditions imposed by the POTW are met.



You cannot dispose of hazardous waste to a septic system or an individual site treatment system unless first approved by the MPCA.

# Step #6: Treat and Dispose of Hazardous Waste

## VSQG Parts Washer Mixing Exception:

VSQGs may mix hazardous waste parts washer solvent into their used oil for disposal IF:

- The used hydrocarbon solvent is:
  - **Not** Gasoline
  - **Not** Chlorinated
  - **Not** Paint or thinner waste
- Mixed to  $\leq 10\%$  Record each time you mix that includes:
  - The date
  - The volume of parts washer solvent used in mixture
  - The volume of used oil into which the solvent was mixed
  - Keep records of manifest for at least three years



# Step #6: Treat and Dispose of Hazardous Waste

## Recycling/Reusing Hazardous Waste as a treatment or disposal of waste:

- You may also send the waste off- site for recycling as your facilities treatment or disposal method.
- Recycled waste are not always exempt from license feeing.
- Generators should be aware of **sham recyclers**. (“Recyclers” that do not meet standards of recycling).



## Hazardous Waste Generators may treat their own hazardous waste on-site

- **Some on-site treatment practices:**
  - Neutralization of corrosive wastes
  - De-watering of aqueous hazardous wastes
  - Mixing resins/hardeners that are hazardous waste before use
  - Chemical fixations

# Step #6: Treat and Dispose of Hazardous Waste

## Shipping Waste:

- It is a great idea to get a transporter you trust. The MPCA strongly suggests looking into the transporter before contracting them.
- Check license/permits, references, talk
  - to other businesses, contact regulatory agencies, visit their storage or consolidation location.

Department of Transportation requirements: be aware that shipping offsite as a treatment and disposal method, you are responsible for: Ensuring the driver is properly licensed, containers DOT-labeled, and containers secured. As the generator you remain responsible for them in partnership with the transporter.



Check out Anoka County's approved transporter list [here](#)

# Step #7: Documenting Your Hazardous Waste

## What is a Hazardous Waste Manifest?

A record used to track hazardous waste shipments from the site where the waste was generated to its final recycling or disposal facility. This is known as cradle-to-grave tracking.



Hazardous waste generators remain liable forever for any mismanagement of their waste, even after it leaves their site. Manifests help provide generators and transporters with liability protection by documenting the waste reached its intended destination.

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Please print or type. (Form designed for use on elite (12-pitch) typewriter.) Form Approved. OMB No. 2050-0039

**UNIFORM HAZARDOUS WASTE MANIFEST** 1. Generator ID Number 2. Page 1 of 3. Emergency Response Phone 4. Manifest Tracking Number **002268539 JJK**

5. Generator's Name and Mailing Address Generator's Site Address (if different than mailing address)

6. Transporter 1 Company Name U.S. EPA ID Number

7. Transporter 2 Company Name U.S. EPA ID Number

8. Designated Facility Name and Site Address U.S. EPA ID Number

Facility's Phone:

9a. HM	9b. U.S. DOT Description (including Proper Shipping Name, Hazard Class, ID Number, and Packing Group (if any))	10. Containers		11. Total Quantity	12. Unit Wt./Vol.	13. Waste Codes	
		No.	Type				
1.							
2.							
3.							
4.							

14. Special Handling Instructions and Additional Information

15. GENERATOR'S/OFFEROR'S CERTIFICATION: I hereby declare that the contents of this consignment are fully and accurately described above by the proper shipping name, and are classified, packaged, marked and labeled/placarded, and are in all respects in proper condition for transport according to applicable international and national governmental regulations. If export shipment and I am the Primary Exporter, I certify that the contents of this consignment conform to the terms of the attached EPA Acknowledgment of Consent. I certify that the waste minimization statement identified in 40 CFR 262.27(a) (if I am a large quantity generator) or (b) (if I am a small quantity generator) is true.

Generator's/Officer's Printed/Typed Name \_\_\_\_\_ Signature \_\_\_\_\_ Month \_\_\_\_\_ Day \_\_\_\_\_ Year \_\_\_\_\_

16. International Shipments  Import to U.S.  Export from U.S. Port of entry/exit: \_\_\_\_\_  
 Transporter signature (for exports only): \_\_\_\_\_ Date leaving U.S.: \_\_\_\_\_

17. Transporter Acknowledgment of Receipt of Materials

Transporter 1 Printed/Typed Name \_\_\_\_\_ Signature \_\_\_\_\_ Month \_\_\_\_\_ Day \_\_\_\_\_ Year \_\_\_\_\_  
 Transporter 2 Printed/Typed Name \_\_\_\_\_ Signature \_\_\_\_\_ Month \_\_\_\_\_ Day \_\_\_\_\_ Year \_\_\_\_\_

18. Discrepancy

18a. Discrepancy Indication Space  Quantity  Type  Residue  Partial Rejection  Full Rejection

18b. Alternate Facility (or Generator) Manifest Reference Number: \_\_\_\_\_ U.S. EPA ID Number \_\_\_\_\_

Facility's Phone: \_\_\_\_\_

18c. Signature of Alternate Facility (or Generator) \_\_\_\_\_ Month \_\_\_\_\_ Day \_\_\_\_\_ Year \_\_\_\_\_

19. Hazardous Waste Report Management Method Codes (i.e., codes for hazardous waste treatment, disposal, and recycling systems)

1.	2.	3.	4.
----	----	----	----

20. Designated Facility Owner or Operator: Certification of receipt of hazardous materials covered by the manifest except as noted in Item 18a

Printed/Typed Name \_\_\_\_\_ Signature \_\_\_\_\_ Month \_\_\_\_\_ Day \_\_\_\_\_ Year \_\_\_\_\_

EPA Form 8700-22 (Rev. 3-05) Previous editions are obsolete. DESIGNATED FACILITY TO DESTINATION STATE (IF REQUIRED)



# Step #8: Emergency Planning

## What Are My Emergency Planning and Response Requirements?

- Employee decontamination equipment
  1. Equipment must be accessible.
  2. Equipment must be appropriate to the types and volumes of waste.
- Designate an emergency coordinator
  1. Knowledgeable about the site
  2. On site or reachable in case of emergency
  3. Required for SQGs and LQGs



# Hazardous Waste Contingency Plan (LQGs Only)

- Respond & Report: Activate your contingency plan and submit a written report to the MPCA or Anoka County
- Immediately report all spills that may reasonably reach the environment to the Minnesota Duty Officer (MDO).
- When preparing your Hazardous Waste Contingency Plan, keep in mind the plan must include:
  - All emergency contacts and addresses
  - A list of all emergency equipment
  - Evacuation procedures
  - An attempt to make emergency arrangements with all the local response agencies

# Step #9: Employee Training

- The Minnesota Pollution Control Agency and Anoka County encourage every employee with hazardous waste-related duties be trained.
  - This includes employees who just sign off on a manifest.
- VSQGs are not required to provide hazardous waste training under Minnesota Hazardous Waste Rules.
- However, you may be required to train your employees under the regulations of the U.S. Occupational Safety & Health Administration (OSHA) and the U.S. Department of Transportation (DOT).



# Step #9 Employee Training

## SQG Training Requirements

- Small Quantity Generators must provide hazardous waste training to employees who are:
  - Generating or handling hazardous waste
  - Preparing hazardous waste-related records (manifests, inspection logs, etc.)
  - Designated to respond to or manage hazardous waste spills and incidents
- SQGs only need to go through training once.
- Keep all hazardous waste training records received by employees for **at least three years** after they stop all hazardous waste-related duties.

# Step #9 Employee Training

## LQG Training Requirements

- Your hazardous waste training program must be directed by a hazardous waste training program director who is trained in hazardous waste management.
  - The program director does not have to be an employee **HOWEVER:**
  - **They must be familiar with all aspects of your site, processes, and procedures.**
- **Training they prepare must be based on your site's practices; generic hazardous waste training alone is NOT sufficient.**
- LQG's must be trained **every year.**
- **Ensure training records include:**
  - Names of individual employee's trained
  - Date(s) training was provided
  - Description of the content of the training.



# LQG Training Requirements



## Complete all these training steps:

- 1) List each job title that includes hazardous waste-related duties
- 2) Prepare a written job description for each position identified in #1 that includes:
  - I. Normal hazardous waste-related duties
  - II. Emergency duties:  
Including those described in the site's contingency plan
  - III. Required job qualifications, skills, & education

- 3) Draft a hazardous waste training plan for each job description.
  - I. • Must be specific to job description
  - II. • Identify the content and type of both initial & refresher training required for the position
- 4) Provide training described in each job description's hazardous waste training plan within the time limits discussed.
- 5) Document the training provided to each position identified in #1 that includes:
  - I. • Name of employee filling position
  - II. • Date employee began hazardous waste duties in the position
  - III. • Date training was provided

# Step #10 Hazardous Waste Records



## All Generators must retain:

- Hazardous waste manifests & exception reports
- Weekly inspection logs
- Used oil shipment receipts
- Universal waste records
- Electronic waste disposal records
- Documentation of waste evaluated as non-hazardous
- On-site hazardous waste treatment logs if applicable
- Feedstock & byproducts recycling verification records

**NOTE: All records must be kept for at least three years.**

# Step #10 Hazardous Waste Records

1. Must be available during regular business hours
2. Must be provided even if record managers are not present
3. Records can either be stored as a:
  - Hard Copy
  - Electronic Copy

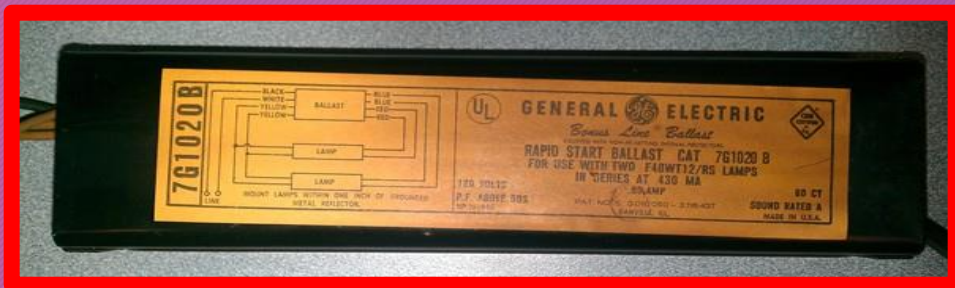


# Special Topics

Rags/Sorbents



Used Oil Related Wastes



PCB Ballasts & Capacitors



Electronic Waste

# Electronic Waste

## What are Electronic Wastes?

- Cathode-ray tubes
- LED lamps
- Circuit-board containing devices:
  - Computers (desktops, laptops, pads)
  - Printers
  - Keyboards, Mice
  - Telephones (desk & cellular)
  - E-readers
  - Medical equipment
  - Industrial control equipment



# Electronic Waste

## How should I manage electronic wastes?

- Recycle, or manage as hazardous waste
- Store intact or in closed container
- Label container or each item
- “Electronic Waste” or “Electronic Waste for Recycling”



# PCB Ballasts & Capacitors

## Fluorescent lamp ballasts & small motor capacitors

- Manage under TSCA requirements
  - Managing PCBs in Ballasts and Small Capacitors  
<https://www.pca.state.mn.us/sites/default/files/w-hw4-48a.pdf>
- Report as hazardous waste
- Assume it's PCB-containing equipment unless it's:
  - **Marked or labeled "Non PCBs"**
  - **Known to be manufacture after 1979**



# Used Oil Related Wastes

- Used Oil Filters
- Used Floor Dry
- Oily Rags, other absorbents
- Crankcase/engine oil
- Hydraulic Fluid
- Oil-based coolant
- Cutting oil



# Used Oil Related Wastes



## Used Oil Storage Requirements:

- Closed, leak-proof containers
- Store on impermeable surface
  - **Asphalt is not impermeable**
- Label "Used Oil".
  - filters
  - absorbents
  - rags

# Used Oil Related Wastes

## Used Oil Tanks

- Label the tank and fill pipes "USED OIL"
- Register with MPCA if tank capacity exceeds 500 gallons
- Ensure filling does not release oil



# Management of Used Oil Related Wastes

## DON'T:

- Place in solid waste
- Dump on ground
- Discharge to sewer
- Burn unless approved



## DO:

- Recycle
- Burn for heat in approved burner
- Ship with registered used oil hauler
- Drain filters & sorbents before shipment



# Used Oil Related Wastes

Used Oil generators **MAY** take their used oil to another business **IF**:

- The other business agrees in writing to accept the used oil.
- The shipments are less than 55 gallons.
- The oil is not burned without testing it first.

Generator should keep a log of how much oil they generate if they are disposing their waste at a business and not with a licensed waste disposal company.

**IMPORTANT**



# Management of Rags/Sorbents

## Don't:

- Place in solid waste
  - **\*Except D001/F003 listed rags dry from use; commercial incineration is preferred over landfill**
- Air-dry
- Burn

Toxic Solvents include: F001, F002, F004, and F005 - These rags must be treated, managed, and labeled as **hazardous waste!**

## Do:

- manage liquid as **hazardous waste**
- Launder and reuse if possible
  - **\*Ensure laundry can safely launder reusable sorbents**
- Store in labeled, fire-proof container
- Dispose of non-reusable sorbents as **hazardous waste**

# Rags/Absorbents

## Ignitable-Only Rags/Sorbents D001/F003 listed

- Non-hazardous if they don't contain free liquids
  - May be disposed of as industrial solid waste  
(always double check with solid waste provider before placing in the garbage for disposal)
- Store sorbents in flammable cans
- No labeling is required
  - Anoka County *encourages* a descriptive name on a label such as "Ignitable Only Rags" or a pictogram.



# Rags/Absorbents

## Hazardous Waste Rags/Sorbents

- Toxic solvents – All other F-listed solvents
- Must be stored in a closable container labeled as hazardous waste, with a descriptive name and an accumulation start date.
- Portable cans designated as satellite containers do **not** need an accumulation start date



# Rags / Absorbents



## Oil Contaminated Only

- Store in closable waste can

## Label as:

- Used Oil
- Used Oil (type of waste)

Keep receipts of disposal

# Congratulations!

You've completed the online hazardous waste training

Please complete the 10-question quiz. You will need a passing percentage of 80% in order to receive a completion certificate and a copy of the training. Please keep certificates and training documentation on-site for your facilities routine hazardous waste inspections!

Link to the quiz is available [here](#) or on the HazWaste Generator Training webpage.

Please contact Tom Olson via email at [tom.olson@anokacountymn.gov](mailto:tom.olson@anokacountymn.gov) or by phone 763-324-4243.