

Environmental Protection Agency

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(1) Meets the Federal definition of hazardous waste in 40 CFR 261.3; and

(2) Is subject to either the Federal RCRA manifesting requirements at 40 CFR part 262, subpart B, to the universal waste management standards of 40 CFR part 273, or to State requirements analogous to 40 CFR part 273.

(b) If a waste is hazardous under paragraph (a) of this section and it appears on the amber or red list, it is subject to amber- or red-list requirements respectively;

(c) If a waste is hazardous under paragraph (a) of this section and it does not appear on either amber or red lists, it is subject to red-list requirements.

(d) The appropriate control procedures for hazardous wastes and hazardous waste mixtures are addressed in §262.82.

(e) The OECD Green List of Wastes (revised May 1994), Amber List of Wastes and Red List of Wastes (both revised May 1993) as set forth in Appendix 3, Appendix 4 and Appendix 5, respectively, to the OECD Council Decision C(92)39/FINAL (Concerning the Control of Transfrontier Movements of Wastes Destined for Recovery Operations) are incorporated by reference. These incorporations by reference were approved by the Director of the Federal Register in accordance with 5 U.S.C. 552(a) and 1 CFR part 51 on July 11, 1996. These materials are incorporated as they exist on the date of the approval and a notice of any change in

these materials will be published in the FEDERAL REGISTER. The materials are available for inspection at: the Office of the Federal Register, 800 North Capitol Street, NW., suite 700, Washington, DC; the U.S. Environmental Protection Agency, RCRA Information Center (RIC), 1235 Jefferson-Davis Highway, first floor, Arlington, VA 22203 (Docket # F-94-IEHF-FFFFF) and may be obtained from the Organisation for Economic Co-operation and Development, Environment Directorate, 2 rue Andre Pascal, 75775 Paris Cedex 16, France.

APPENDIX TO PART 262—UNIFORM HAZARDOUS WASTE MANIFEST AND INSTRUCTIONS (EPA FORMS 8700-22 AND 8700-22A AND THEIR INSTRUCTIONS)

*U.S. EPA Form 8700-22*

Read all instructions before completing this form.

This form has been designed for use on a 12-pitch (elite) typewriter; a firm point pen may also be used—press down hard.

Federal regulations require generators and transporters of hazardous waste and owners or operators of hazardous waste treatment, storage, and disposal facilities to use this form (8700-22) and, if necessary, the continuation sheet (Form 8700-22A) for both inter and intrastate transportation.

Federal regulations also require generators and transporters of hazardous waste and owners or operators of hazardous waste treatment, storage and disposal facilities to complete the following information:

\* \* \* \* \*

Please print or type. (Form designed for use on efile (12-pitch) typewriter.) Form approved OMB No. 2050-0033 Expires 8-30-81

UNIFORM HAZARDOUS WASTE MANIFEST		1 Generator's US EPA ID No.	Manifest Document No.	2 Page 1 of	Information in the shaded areas is not required by Federal law.
3 Generator's Name and Mailing Address				A. State Manifest Document Number	
4 Generator's Phone ( )				B. State Generator's ID	
5 Transporter 1 Company Name	6 US EPA ID Number		C. State Transporter's ID		
7 Transporter 2 Company Name	8 US EPA ID Number		D. Transporter's Name		
9 Designated Facility Name and Site Address		10 US EPA ID Number		E. State Transporter's ID	
				F. Transporter's Phone	
				G. State Facility's ID	
				H. Facility's Phone	
11 US DOT Description (Including Proper Shipping Name, Hazard Class, and ID Number)		12 Containers	13 Total Quantity	14. Unit Wt/Vol	15 Waste No.
		No.	Type		
a					
b					
c					
d					
J. Additional Descriptions for Materials Listed Above		K. Handling Codes for Wastes Listed Above			
15 Special Handling Instructions and Additional Information					
16 GENERATOR'S CERTIFICATION: I hereby declare that the contents of the consignment are fully and accurately described above by proper shipping name and are classified, packed, marked, and labeled, and are in all respects in proper condition for transport by highway according to applicable international and national government regulations. If I am a large quantity generator, I certify that I have a program in place to reduce the volume and toxicity of waste generated to the degree I have determined to be economically practicable and that I have selected the practicable method of treatment, storage, or disposal currently available to me which minimizes the present and future threat to human health and the environment; OR, if I am a small quantity generator, I have made a good faith effort to minimize my waste generation and select the best waste management method that is available to me and that I can afford.					
Printed/Typed Name		Signature		Month Day Year	
17 Transporter 1 Acknowledgement of Receipt of Materials					
Printed/Typed Name		Signature		Month Day Year	
18 Transporter 2 Acknowledgement of Receipt of Materials					
Printed/Typed Name		Signature		Month Day Year	
19 Discrepancy Indication Space					
20 Facility Owner or Operator Certification of receipt of hazardous materials covered by this manifest except as noted in item 19					
Printed/Typed Name		Signature		Month Day Year	

EPA Form 8700-22 (Rev. 8-86) Previous editions are obsolete.

The following statement must be included with each Uniform Hazardous Waste Manifest, either on the form, in the instructions to the form, or accompanying the form:

Public reporting burden for this collection of information is estimated to average: 37 minutes for generators, 15 minutes for transporters, and 10 minutes for treatment, storage and disposal facilities. This includes time for reviewing instructions, gathering data, and completing and reviewing the

form. Send comments regarding the burden estimate, including suggestions for reducing this burden, to: Chief, Information Policy Branch, PM-223, U.S. Environmental Protection Agency, 401 M Street SW., Washington, DC 20460; and to the Office of Information and Regulatory Affairs, Office of Management and Budget, Washington, DC 20503.

GENERATORS

*Item 1. Generator's U.S. EPA ID Number—  
Manifest Document Number*

Enter the generator's U.S. EPA twelve digit identification number and the unique five digit number assigned to this Manifest (e.g., 00001) by the generator.

*Item 2. Page 1 of —*

Enter the total number of pages used to complete this Manifest, i.e., the first page (EPA Form 8700-22) plus the number of Continuation Sheets (EPA Form 8700-22A), if any.

*Item 3. Generator's Name and Mailing Address*

Enter the name and mailing address of the generator. The address should be the location that will manage the returned Manifest forms.

*Item 4. Generator's Phone Number*

Enter a telephone number where an authorized agent of the generator may be reached in the event of an emergency.

*Item 5. Transporter 1 Company Name*

Enter the company name of the first transporter who will transport the waste.

*Item 6. U.S. EPA ID Number*

Enter the U.S. EPA twelve digit identification number of the first transporter identified in item 5.

*Item 7. Transporter 2 Company Name*

If applicable, enter the company name of the second transporter who will transport the waste. If more than two transporters are used to transport the waste, use a Continuation Sheet(s) (EPA Form 8700-22A) and list the transporters in the order they will be transporting the waste.

*Item 8. U.S. EPA ID Number*

If applicable, enter the U.S. EPA twelve digit identification number of the second transporter identified in item 7.

NOTE: If more than two transporters are used, enter each additional transporter's company name and U.S. EPA twelve digit identification number in items 24-27 on the Continuation Sheet (EPA Form 8700-22A). Each Continuation Sheet has space to record two additional transporters. Every transporter used between the generator and the designated facility must be listed.

*Item 9. Designated Facility Name and Site Address*

Enter the company name and site address of the facility designated to receive the waste listed on this Manifest. The address

must be the site address, which may differ from the company mailing address.

*Item 10. U.S. EPA ID Number*

Enter the U.S. EPA twelve digit identification number of the designated facility identified in item 9.

*Item 11. U.S. DOT Description [Including Proper Shipping Name, Hazard Class, and ID Number (UN/NA)]*

Enter the U.S. DOT Proper Shipping Name, Hazard Class, and ID Number (UN/NA) for each waste as identified in 49 CFR 171 through 177.

NOTE: If additional space is needed for waste descriptions, enter these additional descriptions in item 28 on the Continuation Sheet (EPA Form 8700-22A).

*Item 12. Containers (No. and Type)*

Enter the number of containers for each waste and the appropriate abbreviation from Table I (below) for the type of container.

TABLE I—TYPES OF CONTAINERS

- DM=Metal drums, barrels, kegs
- DW=Wooden drums, barrels, kegs
- DF=Fiberboard or plastic drums, barrels, kegs
- TP=Tanks portable
- TT=Cargo tanks (tank trucks)
- TC=Tank cars
- DT=Dump truck
- CY=Cylinders
- CM=Metal boxes, cartons, cases (including roll-offs)
- CW=Wooden boxes, cartons, cases
- CF=Fiber or plastic boxes, cartons, cases
- BA=Burlap, cloth, paper or plastic bags

*Item 13. Total Quantity*

Enter the total quantity of waste described on each line.

*Item 14. Unit (Wt./Vol.)*

Enter the appropriate abbreviation from Table II (below) for the unit of measure.

TABLE II—UNITS OF MEASURE

- G=Gallons (liquids only)
- P=Pounds
- T=Tons (2000 lbs)
- Y=Cubic yards
- L=Liters (liquids only)
- K=Kilograms
- M=Metric tons (1000 kg)
- N=Cubic meters

*Item 15. Special Handling Instructions and Additional Information*

Generators may use this space to indicate special transportation, treatment, storage,

or disposal information or Bill of Lading information. States may not require additional, new, or different information in this space. For international shipments, generators must enter in this space the point of departure (City and State) for those shipments destined for treatment, storage, or disposal outside the jurisdiction of the United States.

*Item 16. Generator's Certification*

The generator must read, sign (by hand), and date the certification statement. If a mode *other than* highway is used, the word "highway" should be lined out and the appropriate mode (rail, water, or air) inserted in the space below. If another mode *in addition to* the highway mode is used, enter the appropriate additional mode (e.g., *and rail*) in the space below.

Primary exporters shipping hazardous wastes to a facility located outside of the United States must add to the end of the first sentence of the certification the following words "and conforms to the terms of the EPA Acknowledgment of Consent to the shipment."

In signing the waste minimization certification statement, those generators who have not been exempted by statute or regulation from the duty to make a waste minimization certification under section 3002(b) of RCRA are also certifying that they have complied with the waste minimization requirements.

Generators may preprint the words, "On behalf of" in the signature block or may hand write this statement in the signature block prior to signing the generator certifications.

NOTE: All of the above information *except* the handwritten signature required in item 16 may be preprinted.

\* \* \* \* \*

TRANSPORTERS

*Item 17. Transporter 1 Acknowledgement of Receipt of Materials*

Enter the name of the person accepting the waste on behalf of the first transporter. That person must acknowledge acceptance of the waste described on the Manifest by signing and entering the date of receipt.

*Item 18. Transporter 2 Acknowledgement of Receipt of Materials*

Enter, if applicable, the name of the person accepting the waste on behalf of the second transporter. That person must acknowledge acceptance of the waste described on the Manifest by signing and entering the date of receipt.

NOTE: International Shipments—Transporter Responsibilities.

*Exports*—Transporters must sign and enter the date the waste left the United States in item 15 of Form 8700-22.

*Imports*—Shipments of hazardous waste regulated by RCRA and transported into the United States from another country must upon entry be accompanied by the U.S. EPA Uniform Hazardous Waste Manifest. Transporters who transport hazardous waste into the United States from another country are responsible for completing the Manifest (40 CFR 263.10(c)(1)).

OWNERS AND OPERATORS OF TREATMENT, STORAGE, OR DISPOSAL FACILITIES

*Item 19. Discrepancy Indication Space*

The authorized representative of the designated (or alternate) facility's owner or operator must note in this space any significant discrepancy between the waste described on the Manifest and the waste actually received at the facility.

Owners and operators of facilities located in unauthorized States (i.e., the U.S. EPA administers the hazardous waste management program) who cannot resolve significant discrepancies within 15 days of receiving the waste must submit to their Regional Administrator (see list below) a letter with a copy of the Manifest at issue describing the discrepancy and attempts to reconcile it (40 CFR 264.72 and 265.72).

Owners and operators of facilities located in authorized States (i.e., those States that have received authorization from the U.S. EPA to administer the hazardous waste program) should contact their State agency for information on State Discrepancy Report requirements.

EPA REGIONAL ADMINISTRATORS

Regional Administrator, U.S. EPA Region I,  
J.F. Kennedy Fed. Bldg., Boston, MA 02203  
Regional Administrator, U.S. EPA Region II,  
26 Federal Plaza, New York, NY 10278  
Regional Administrator, U.S. EPA Region  
III, 6th and Walnut Sts., Philadelphia, PA  
19106  
Regional Administrator, U.S. EPA Region  
IV, 345 Courtland St., NE., Atlanta, GA  
30365  
Regional Administrator, U.S. EPA Region V,  
77 West Jackson Blvd., Chicago, IL 60604  
Regional Administrator, U.S. EPA Region  
VI, 1201 Elm Street, Dallas, TX 75270  
Regional Administrator, U.S. EPA Region  
VII, 324 East 11th Street, Kansas City, MO  
64106  
Regional Administrator, U.S. EPA Region  
VIII, 1860 Lincoln Street, Denver, CO 80295  
Regional Administrator, U.S. EPA Region  
IX, 215 Freemont Street, San Francisco,  
CA 94105  
Regional Administrator, U.S. EPA Region X,  
1200 Sixth Avenue, Seattle, WA 98101

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*Item 20. Facility Owner or Operator: Certification of Receipt of Hazardous Materials Covered by This Manifest Except as Noted in Item 19*

Print or type the name of the person accepting the waste on behalf of the owner or operator of the facility. That person must acknowledge acceptance of the waste described on the Manifest by signing and entering the date of receipt.

Items A-K are not required by Federal regulations for intra- or interstate transportation. However, States may require generators and owners or operators of treatment, storage, or disposal facilities to complete some or all of items A-K as part of State manifest reporting requirements. Generators and owners and operators of treatment, storage, or disposal facilities are advised to contact State officials for guidance on completing the shaded areas of the Manifest.

Please print or type (Form designed for use on elite (12-pitch) typewriter.) Form Approved OMB No. 2050-0039 Expires 3-30-97

<b>UNIFORM HAZARDOUS WASTE MANIFEST (Continuation Sheet)</b>		21 Generator's US EPA ID No	Manifest Document No	22 Page	Information in the shaded areas is not required by Federal law	
23 Generator's Name				L. State Manifest Document Number		
				M. State Generator's ID		
24 Transporter _____ Company Name		25 US EPA ID Number		N. State Transporter's ID		
26 Transporter _____ Company Name				O. Transporter's Phone		
27 US EPA ID Number		27 US EPA ID Number		P. State Transporter's ID		
				Q. Transporter's Phone		
GENERATOR	28 US DOT Description (Including Proper Shipping Name, Hazard Class, and ID Number)	29 Containers No	30 Total Quantity	31 Unit Wt/Vol	R Waste No	
	a					
	b					
	c					
	d					
	e					
	f					
	g					
	h					
	i					
	S. Additional Descriptions for Materials Listed Above				T. Handling Codes for Wastes Listed Above	
32 Special Handling Instructions and Additional Information						
33 Transporter _____ Acknowledgement of Receipt of Materials				Date		
Printed/Typed Name		Signature		Month Day Year		
34 Transporter _____ Acknowledgement of Receipt of Materials				Date		
Printed/Typed Name		Signature		Month Day Year		
35 Discrepancy Indication Space						

EPA Form 8700-22A (Rev. 8-88) Previous edition is obsolete.

INSTRUCTIONS—CONTINUATION SHEET, U.S. EPA FORM 8700-22A

Read all instructions before completing this form.

This form has been designed for use on a 12-pitch (elite) typewriter; a firm point pen may also be used—press down hard.

This form must be used as a continuation sheet to U.S. EPA Form 8700-22 if:

- More than two transporters are to be used to transport the waste;
- More space is required for the U.S. DOT description and related information in Item 11 of U.S. EPA Form 8700-22.

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Federal regulations require generators and transporters of hazardous waste and owners or operators of hazardous waste treatment, storage, or disposal facilities to use the uniform hazardous waste manifest (EPA Form 8700-22) and, if necessary, this continuation sheet (EPA Form 8700-22A) for both inter- and intrastate transportation.

### GENERATORS

#### *Item 21. Generator's U.S. EPA ID Number— Manifest Document Number*

Enter the generator's U.S. EPA twelve digit identification number and the unique five digit number assigned to this Manifest (e.g., 00001) as it appears in item 1 on the first page of the Manifest.

#### *Item 22. Page —*

Enter the page number of this Continuation Sheet.

#### *Item 23. Generator's Name*

Enter the generator's name as it appears in item 3 on the first page of the Manifest.

#### *Item 24. Transporter — Company Name*

If additional transporters are used to transport the waste described on this Manifest, enter the company name of each additional transporter in the order in which they will transport the waste. Enter after the word "Transporter" the order of the transporter. For example, Transporter 3 Company Name. Each Continuation Sheet will record the names of two additional transporters.

#### *Item 25. U.S. EPA ID Number*

Enter the U.S. EPA twelve digit identification number of the transporter described in item 24.

#### *Item 26. Transporter — Company Name*

If additional transporters are used to transport the waste described on this Manifest, enter the company name of each additional transporter in the order in which they will transport the waste. Enter after the word "Transporter" the order of the transporter. For example, Transporter 4 Company Name. Each Continuation Sheet will record the names of two additional transporters.

#### *Item 27. U.S. EPA ID Number*

Enter the U.S. EPA twelve digit identification number of the transporter described in item 26.

#### *Item 28. U.S. DOT Description Including Proper Shipping Name, Hazardous Class, and ID Number (UN/NA)*

Refer to item 11.

#### *Item 29. Containers (No. and Type)*

Refer to item 12.

#### *Item 30. Total Quantity*

Refer to item 13.

#### *Item 31. Unit (Wt./Vol.)*

Refer to item 14.

#### *Item 32. Special Handling Instructions*

Generators may use this space to indicate special transportation, treatment, storage, or disposal information or Bill of Lading information. States are *not* authorized to require additional, new, or different information in this space.

\* \* \* \* \*

### TRANSPORTERS

#### *Item 33. Transporter — Acknowledgement of Receipt of Materials*

Enter the same number of the Transporter as identified in item 24. Enter also the name of the person accepting the waste on behalf of the Transporter (Company Name) identified in item 24. That person must acknowledge acceptance of the waste described on the Manifest by signing and entering the date of receipt.

#### *Item 34. Transporter — Acknowledgement of Receipt of Materials*

Enter the same number as identified in item 26. Enter also the name of the person accepting the waste on behalf of the Transporter (Company Name) identified in item 26. That person must acknowledge acceptance of the waste described on the Manifest by signing and entering the date of receipt.

\* \* \* \* \*

### OWNERS AND OPERATORS OF TREATMENT, STORAGE, OR DISPOSAL FACILITIES

#### *Item 35. Discrepancy Indication Space*

Refer to item 19.

Items L-R are not required by Federal regulations for intra- or interstate transportation. However, States may require generators and owners or operators of treatment, storage, or disposal facilities to complete some or all of items L-R as part of State

manifest reporting requirements. Generators and owners and operators of treatment, storage, or disposal facilities are advised to contact State officials for guidance on completing the shaded areas of the manifest.

[49 FR 10501, Mar. 20, 1984, as amended at 51 FR 28685, Aug. 8, 1986; 51 FR 35192, Oct. 1, 1986; 53 FR 45091, Nov. 8, 1988; 62 FR 1834, Jan. 14, 1997]

## PART 263—STANDARDS APPLICABLE TO TRANSPORTERS OF HAZARDOUS WASTE

### Subpart A—General

#### Sec.

263.10 Scope.

263.11 EPA identification number.

263.12 Transfer facility requirements.

### Subpart B—Compliance With the Manifest System and Recordkeeping

263.20 The manifest system.

263.21 Compliance with the manifest.

263.22 Recordkeeping.

### Subpart C—Hazardous Waste Discharges

263.30 Immediate action.

263.31 Discharge clean up.

AUTHORITY: 42 U.S.C. 6906, 6912, 6922-6925, 6937, and 6938.

SOURCE: 45 FR 33151, May 19, 1980, unless otherwise noted.

### Subpart A—General

#### § 263.10 Scope.

(a) These regulations establish standards which apply to persons transporting hazardous waste within the United States if the transportation requires a manifest under 40 CFR part 262.

NOTE: The regulations set forth in parts 262 and 263 establish the responsibilities of generators and transporters of hazardous waste in the handling, transportation, and management of that waste. In these regulations, EPA has expressly adopted certain regulations of the Department of Transportation (DOT) governing the transportation of hazardous materials. These regulations concern, among other things, labeling, marking, placarding, using proper containers, and reporting discharges. EPA has expressly adopted these regulations in order to satisfy its statutory obligation to promulgate regulations which are necessary to protect human health and the environment in the transportation of hazardous waste. EPA's adoption of these DOT regulations ensures consistency

with the requirements of DOT and thus avoids the establishment of duplicative or conflicting requirements with respect to these matters. These EPA regulations which apply to both interstate and intrastate transportation of hazardous waste are enforceable by EPA.

DOT has revised its hazardous materials transportation regulations in order to encompass the transportation of hazardous waste and to regulate intrastate, as well as interstate, transportation of hazardous waste. Transporters of hazardous waste are cautioned that DOT's regulations are fully applicable to their activities and enforceable by DOT. These DOT regulations are codified in title 49, Code of Federal Regulations, subchapter C.

EPA and DOT worked together to develop standards for transporters of hazardous waste in order to avoid conflicting requirements. Except for transporters of bulk shipments of hazardous waste by water, a transporter who meets all applicable requirements of 49 CFR parts 171 through 179 and the requirements of 40 CFR 263.11 and 263.31 will be deemed in compliance with this part. Regardless of DOT's action, EPA retains its authority to enforce these regulations.

(b) These regulations do not apply to on-site transportation of hazardous waste by generators or by owners or operators of permitted hazardous waste management facilities.

(c) A transporter of hazardous waste must also comply with 40 CFR part 262, Standards Applicable to Generators of Hazardous Waste, if he:

(1) Transports hazardous waste into the United States from abroad; or

(2) Mixes hazardous wastes of different DOT shipping descriptions by placing them into a single container.

(d) A transporter of hazardous waste subject to the Federal manifesting requirements of 40 CFR part 262, or subject to the waste management standards of 40 CFR part 273, or subject to State requirements analogous to 40 CFR part 273, that is being imported from or exported to any of the countries listed in 40 CFR 262.58(a)(1) for purposes of recovery is subject to this Subpart and to all other relevant requirements of subpart H of 40 CFR part 262, including, but not limited to, 40 CFR 262.84 for tracking documents.

(e) The regulations in this part do not apply to transportation during an explosives or munitions emergency response, conducted in accordance with 40 CFR 264.1(g)(8)(i)(D) or (iv) or

<b>UNIFORM HAZARDOUS WASTE MANIFEST</b>		1. Generator ID Number	2. Page 1 of	3. Emergency Response Phone	4. Manifest Tracking Number	
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.						
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/Offeror's Printed/Typed Name				Signature		Month Day Year
16. International Shipments <input type="checkbox"/> Import to U.S. <input type="checkbox"/> 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 <input type="checkbox"/> Quantity <input type="checkbox"/> Type <input type="checkbox"/> Residue <input type="checkbox"/> Partial Rejection <input type="checkbox"/> Full Rejection						
						Manifest Reference Number: _____
18b. Alternate Facility (or Generator)				U.S. EPA ID Number		
Facility's Phone:						
18c. Signature of Alternate Facility (or Generator)				Signature		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

## **Instructions for Completing the Hazardous Waste Manifest**

### **What are the instructions for completing the manifest form (EPA Form 8700-22)?**

Read all instructions before completing the form.

1. The form has been designed for use on a 12-pitch (elite) typewriter which is also compatible with standard computer printers; a firm point pen may also be used—press down hard.
2. Federal regulations require generators and transporters of hazardous waste and owners or operators of hazardous waste treatment, storage, and disposal facilities to complete the manifest form (EPA Form 8700–22) and, if necessary, the continuation sheet (EPA Form 8700–22A) for both inter- and intrastate transportation of hazardous waste.

### **I. Instructions for Generators**

#### *Item 1. Generator's U.S. EPA Identification Number*

Enter the generator's U.S. EPA twelve-digit identification number, or the state generator identification number if the generator site does not have an EPA identification number.

#### *Item 2. Page 1 of \_\_\_\_*

Enter the total number of pages used to complete the manifest (*i.e.*, the first page (EPA Form 8700-22) plus the number of continuation sheets (EPA Form 8700-22A), if any).

#### *Item 3. Emergency Response Phone Number*

Enter a phone number for which emergency response information can be obtained in the event of an incident during transportation. The emergency response phone number must:

1. Be the number of the generator or the number of an agency or organization who is capable of and accepts responsibility for providing detailed information about the shipment;
2. Reach a phone that is monitored 24 hours a day at all times the waste is in transportation (including transportation related storage); and
3. Reach someone who is either knowledgeable of the hazardous waste being shipped and has comprehensive emergency response and spill cleanup/incident mitigation information for the material being shipped or has immediate access to a person who has that knowledge and information about the shipment.

**Note:** Emergency Response phone number information should only be entered in Item 3 when there is one phone number that applies to all the waste materials described in Item 9b. If a situation (e.g., consolidated shipments) arises where more than one Emergency Response phone number applies to the various wastes listed on the manifest, the phone numbers associated with each specific material should be entered after its description in Item 9b.

*Item 4. Manifest Tracking Number*

This unique tracking number must be pre-printed on the manifest by the forms printer.

*Item 5. Generator's Mailing Address, Phone Number and Site Address*

Enter the name of the generator, the mailing address to which the completed manifest signed by the designated facility should be mailed, and the generator's telephone number. Note, the telephone number (including area code) should be the normal business number for the generator, or the number where the generator or his authorized agent may be reached to provide instructions in the event the designated and/or alternate (if any) facility rejects some or all of the shipment. Also enter the physical site address from which the shipment originates only if this address is different than the mailing address.

*Item 6. Transporter 1 Company Name, and U.S. EPA ID Number*

Enter the company name and U.S. EPA ID number of the first transporter who will transport the waste. Vehicle or driver information may not be entered here.

*Item 7. Transporter 2 Company Name and U.S. EPA ID Number*

If applicable, enter the company name and U.S. EPA ID number of the second transporter who will transport the waste. Vehicle or driver information may not be entered here.

If more than two transporters are needed, use a continuation sheet(s) (EPA Form 8700-22A).

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

Enter the company name and site address of the facility designated to receive the waste listed on the manifest. Also enter the facility's phone number and the U.S. EPA twelve-digit identification number of the facility.

*Item 9. U.S. DOT Description (Including Proper Shipping Name, Hazard Class or Division, Identification Number, and Packing Group)*

*Item 9a.* If the wastes identified in Item 9b consist of both hazardous and nonhazardous materials, then identify the hazardous materials by entering an "X" in this Item next to the corresponding hazardous material identified in Item 9b.

*Item 9b.* Enter the U.S. DOT Proper Shipping Name, Hazard Class or Division,

Identification Number (UN/NA) and Packing Group for each waste as identified in 49 CFR 172. Include technical name(s) and reportable quantity references, if applicable.

**Note:** If additional space is needed for waste descriptions, enter these additional descriptions in Item 27 on the continuation sheet (EPA Form 8700-22A). Also, if more than one Emergency Response phone number applies to the various wastes described in either Item 9b or Item 27, enter applicable Emergency Response phone numbers immediately following the shipping descriptions for those Items.

*Item 10. Containers (Number and Type)*

Enter the number of containers for each waste and the appropriate abbreviation from Table I (below) for the type of container.

Table I - Types of Containers

BA = Burlap, cloth, paper, or plastic bags.	DT = Dump truck.
CF = Fiber or plastic boxes, cartons, cases.	DW = Wooden drums, barrels, kegs.
CM = Metal boxes, cartons, cases (including roll-offs).	HG = Hopper or gondola cars.
CW = Wooden boxes, cartons, cases.	TC = Tank cars.
CY = Cylinders.	TP = Portable tanks
DF = Fiberboard or plastic drums, barrels, kegs.	TT = Cargo tanks (tank trucks).
DM = Metal drums, barrels, kegs.	

*Item 11. Total Quantity*

Enter, in designated boxes, the total quantity of waste. Round partial units to the nearest whole unit, and do not enter decimals or fractions. To the extent practical, report quantities using appropriate units of measure that will allow you to report quantities with precision. Waste quantities entered should be based on actual measurements or reasonably accurate estimates of actual quantities shipped. Container capacities are not acceptable as estimates.

*Item 12. Units of Measure (Weight/Volume)*

Enter, in designated boxes, the appropriate abbreviation from Table II (below) for the unit of measure.

Table II - Units of Measure

G = Gallons (liquids only)	N = Cubic Meters
K = Kilograms	P = Pounds
L = Liters (liquids only)	T = Tons (2000 Pounds)
M = Metric Tons (1000 Kilograms)	Y = Cubic Yards

**Note:** Tons, Metric Tons, Cubic Meters, and Cubic Yards should only be reported in connection with very large bulk shipments, such as rail cars, tank trucks, or barges.

*Item 13. Waste Codes*

Enter up to six federal and state waste codes to describe each waste stream identified in Item 9b. State waste codes that are not redundant with federal codes must be entered here, in addition to the federal waste codes which are most representative of the properties of the waste.

*Item 14. Special Handling Instructions and Additional Information*

1. Generators may enter any special handling or shipment-specific information necessary for the proper management or tracking of the materials under the generator's or other handler's business processes, such as waste profile numbers, container codes, bar codes, or response guide numbers. Generators also may use this space to enter additional descriptive information about their shipped materials, such as chemical names, constituent percentages, physical state, or specific gravity of wastes identified with volume units in Item 12.
2. This space may be used to record limited types of federally required information for which there is no specific space provided on the manifest, including any alternate facility designations; the manifest tracking number of the original manifest for rejected wastes and residues that are re-shipped under a second manifest; and the specification of PCB waste descriptions and PCB out-of-service dates required under 40 CFR 761.207. Generators, however, cannot be required to enter information in this space to meet state regulatory requirements.

### *Item 15. Generator's/Offeror's Certifications*

1. The generator must read, sign, and date the waste minimization certification statement. In signing the waste minimization certification statement, those generators who have not been exempted by statute or regulation from the duty to make a waste minimization certification under section 3002(b) of RCRA are also certifying that they have complied with the waste minimization requirements. The Generator's Certification also contains the required attestation that the shipment has been properly prepared and is in proper condition for transportation (the shipper's certification). The content of the shipper's certification statement is as follows: "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." When a party other than the generator prepares the shipment for transportation, this party may also sign the shipper's certification statement as the offeror of the shipment.
2. Generator or Offeror personnel may preprint the words, "On behalf of" in the signature block or may hand write this statement in the signature block prior to signing the generator/offeror certification, to indicate that the individual signs as the employee or agent of the named principal.

**Note:** All of the above information except the handwritten signature required in Item 15 may be pre-printed.

## **II. Instructions for International Shipment Block**

### *Item 16. International Shipments*

For export shipments, the primary exporter must check the export box, and enter the point of exit (city and state) from the United States. For import shipments, the importer must check the import box and enter the point of entry (city and state) into the United States. For exports, the transporter must sign and date the manifest to indicate the day the shipment left the United States. Transporters of hazardous waste shipments must deliver a copy of the manifest to the U.S. Customs when exporting the waste across U.S. borders.

### **III. Instructions for Transporters**

#### *Item 17. Transporters' Acknowledgments of Receipt*

Enter the name of the person accepting the waste on behalf of the first transporter. That person must acknowledge acceptance of the waste described on the manifest by signing and entering the date of receipt. Only one signature per transportation company is required. Signatures are not required to track the movement of wastes in and out of transfer facilities, unless there is a change of custody between transporters.

If applicable, enter the name of the person accepting the waste on behalf of the second transporter. That person must acknowledge acceptance of the waste described on the manifest by signing and entering the date of receipt.

**Note:** Transporters carrying imports, who are acting as importers, may have responsibilities to enter information in the International Shipments Block. Transporters carrying exports may also have responsibilities to enter information in the International Shipments Block. See above instructions for Item 16.

### **IV. Instructions for Owners and Operators of Treatment, Storage, and Disposal Facilities**

#### *Item 18. Discrepancy*

##### *Item 18a. Discrepancy Indication Space*

1. The authorized representative of the designated (or alternate) facility's owner or operator must note in this space any discrepancies between the waste described on the manifest and the waste actually received at the facility. Manifest discrepancies are: significant differences (as defined by §§ 264.72(b) and 265.72(b)) between the quantity or type of hazardous waste designated on the manifest or shipping paper, and the quantity and type of hazardous waste a facility actually receives, rejected wastes, which may be a full or partial shipment of hazardous waste that the TSDF cannot accept, or container residues, which are residues that exceed the quantity limits for "empty" containers set forth in 40 CFR 261.7(b).
2. For rejected loads and residues (40 CFR 264.72(d), (e), and (f), or 40 CFR 265.72(d), (e), or (f)), check the appropriate box if the shipment is a rejected load (*i.e.*, rejected by the designated and/or alternate facility and is sent to an alternate facility or returned to the generator) or a regulated residue that cannot be removed from a container. Enter the reason for the rejection or the inability to remove the residue and a description of the waste. Also, reference the manifest tracking number for any additional manifests being used to track the rejected waste or residue shipment on the original manifest. Indicate the original manifest tracking number in Item 14, the Special Handling Block and Additional Information Block of the additional manifests.

3. Owners or operators of facilities located in unauthorized states (*i.e.*, states in which the U.S. EPA administers the hazardous waste management program) who cannot resolve significant differences in quantity or type within 15 days of receiving the waste must submit to their Regional Administrator a letter with a copy of the manifest at issue describing the discrepancy and attempts to reconcile it (40 CFR 264.72(c) and 265.72(c)).
4. Owners or operators of facilities located in authorized states (*i.e.*, those states that have received authorization from the U.S. EPA to administer the hazardous waste management program) should contact their state agency for information on where to report discrepancies involving “significant differences” to state officials.

*Item 18b. Alternate Facility (or Generator) for Receipt of Full Load Rejections*

Enter the name, address, phone number, and EPA Identification Number of the Alternate Facility which the rejecting TSDF has designated, after consulting with the generator, to receive a fully rejected waste shipment. In the event that a fully rejected shipment is being returned to the generator, the rejecting TSDF may enter the generator’s site information in this space. This field is not to be used to forward partially rejected loads or residue waste shipments.

*Item 18c. Alternate Facility (or Generator) Signature*

The authorized representative of the alternate facility (or the generator in the event of a returned shipment) must sign and date this field of the form to acknowledge receipt of the fully rejected wastes or residues identified by the initial TSDF.

*Item 19. Hazardous Waste Report Management Method Codes*

Enter the most appropriate Hazardous Waste Report Management Method code for each waste listed in Item 9. The Hazardous Waste Report Management Method code is to be entered by the first treatment, storage, or disposal facility (TSDF) that receives the waste and is the code that best describes the way in which the waste is to be managed when received by the TSDF.

*Item 20. Designated Facility Owner or Operator Certification of Receipt (Except As Noted in Item 18a)*

Enter the name of the person receiving the waste on behalf of the owner or operator of the facility. That person must acknowledge receipt or rejection of the waste described on the manifest by signing and entering the date of receipt or rejection where indicated. Since the Facility Certification acknowledges receipt of the waste except as noted in the Discrepancy Space in Item 18a, the certification should be signed for both waste receipt and waste rejection, with the rejection being noted and described in the space provided in Item 18a. Fully rejected wastes may be forwarded or returned using Item 18b after consultation with the generator. Enter the name of the person accepting the waste on behalf of the owner or operator of the alternate facility or the original generator. That person must acknowledge receipt or rejection of the waste

described

on the manifest by signing and entering the date they received or rejected the waste in Item 18c. Partially rejected wastes and residues must be re-shipped under a new manifest, to be initiated and signed by the rejecting TSDF as offeror of the shipment.

### **What are the instructions for completing the continuation sheet (EPA Form 8700-22A)?**

Read all instructions before completing the form.

The form has been designed for use on a 12-pitch (elite) typewriter; a firm point pen may also be used—press down hard.

The form must be used as a continuation sheet to U.S. EPA Form 8700-22 if:

- More than two transporters are to be used to transport the waste; or
- More space is required for the U.S. DOT descriptions and related information in Item 9 of U.S. EPA Form 8700-22.

Federal regulations require generators and transporters of hazardous waste and owners or operators of hazardous waste treatment, storage, or disposal facilities to use the uniform hazardous waste manifest (EPA Form 8700-22) and, if necessary, the continuation sheet (EPA Form 8700-22A) for both interstate and intrastate transportation.

#### **I. Generators**

##### *Item 21. Generator's ID Number*

Enter the generator's U.S. EPA twelve-digit identification number or, the state generator identification number if the generator site does not have an EPA identification number.

##### *Item 22. Page \_\_\_\_*

Enter the page number of the continuation sheet.

##### *Item 23. Manifest Tracking Number*

Enter the Manifest Tracking Number from Item 4 of the manifest form to which the continuation sheet is attached.

##### *Item 24. Generator's Name—*

Enter the generator's name as it appears in Item 5 on the first page of the manifest.

*Item 25. Transporter—Company Name*

If additional transporters are used to transport the waste described on the manifest, enter the company name of each additional transporter in the order in which they will transport the waste. Enter after the word “Transporter” the order of the transporter. For example, Transporter 3 Company Name. Also enter the U.S. EPA twelve-digit identification number of the transporter described in Item 25.

*Item 26. Transporter—Company Name*

If additional transporters are used to transport the waste described on the manifest, enter the company name of each additional transporter in the order in which they will transport the waste. Enter after the word “Transporter” the order of the transporter. For example, Transporter 4 Company Name. Each continuation sheet can record the names of two additional transporters. Also enter the U.S. EPA twelve-digit identification number of the transporter named in Item 26.

*Item 27. U.S. D.O.T. Description Including Proper Shipping Name, Hazardous Class, and ID Number (UN/NA)*

For each row enter a sequential number under Item 27b that corresponds to the order of waste codes from one continuation sheet to the next, to reflect the total number of wastes being shipped. Refer to instructions for Item 9 of the manifest for the information to be entered.

*Item 28. Containers (No. And Type)*

Refer to the instructions for Item 10 of the manifest for information to be entered.

*Item 29. Total Quantity*

Refer to the instructions for Item 11 of the manifest form.

*Item 30. Units of Measure (Weight/Volume)*

Refer to the instructions for Item 12 of the manifest form.

*Item 31. Waste Codes*

Refer to the instructions for Item 13 of the manifest form.

*Item 32. Special Handling Instructions and Additional Information*

Refer to the instructions for Item 14 of the manifest form.

## **II. Transporters**

### *Item 33. Transporter—Acknowledgment of Receipt of Materials*

Enter the same number of the Transporter as identified in Item 25. Enter also the name of the person accepting the waste on behalf of the Transporter (Company Name) identified in Item 25. That person must acknowledge acceptance of the waste described on the manifest by signing and entering the date of receipt.

### *Item 34. Transporter—Acknowledgment of Receipt of Materials*

Enter the same number of the Transporter as identified in Item 26. Enter also the name of the person accepting the waste on behalf of the Transporter (Company Name) identified in Item 26. That person must acknowledge acceptance of the waste described on the manifest by signing and entering the date of receipt.

## **III. Owner and Operators of Treatment, Storage, or Disposal Facilities**

### *Item 35. Discrepancy Indication Space*

Refer to Item 18. This space may be used to more fully describe information on discrepancies identified in Item 18a of the manifest form.

### *Item 36. Hazardous Waste Report Management Method Codes*

For each field in Item 36, enter the sequential number that corresponds to the waste materials described under Item 27, and enter the appropriate process code that describes how the materials will be processed when received. If additional continuation sheets are attached, continue numbering the waste materials and process code fields sequentially, and enter on each sheet the process codes corresponding to the waste materials identified on that sheet.

### **What is the public reporting burden associated with the manifest?**

Public reporting burden for this collection of information is estimated to average: 30 minutes for generators, 10 minutes for transporters, and 25 minutes for owners or operators of treatment, storage, and disposal facilities. This includes time for reviewing instructions, gathering data, completing, reviewing and transmitting the form. Any correspondence regarding the Paperwork Reduction Act burden statement for the manifest must be sent to the Director of the Collection Strategies Division in EPA's Office of Information Collection at the following address: U.S. Environmental Protection Agency (2822T), 1200 Pennsylvania Ave., NW., Washington, DC 20460. Do not send the completed form to this address.