

**Department of Environmental Quality
SMALL QUANTITY GENERATOR INSPECTION FORM**

Facility's Name _____ Part 3 Rules

Date _____ ID# _____ 1994 PA 451

HAZARDOUS WASTE AND WASTE #	SOURCE	HOW MUCH

___ abbreviated

FACILITY COMPLIANCE REQUIRED IN ALL AREAS

(NI - Not Inspected N/A - Not Applicable)

WASTE DETERMINATION (Rule 302: 40 CFR 262.11)

YES NO

1. Determined if waste streams are hazardous waste? (Rule 302: 40 CFR 262.11)	262A	[] ___ NI N/A
a) Copy of waste evaluation on-site 3 years? (Rule 307(1): 40 CFR 262.40(c))	262D	[] ___ NI N/A
b) Re-evaluated waste when changes in materials or process? (Rule 302(3))	262A	[] ___ NI N/A

IDENTIFICATION NUMBER (Rule 303: 40 CFR 262.12)

2. Has the generator obtained an identification number? (Rule 303: 40 CFR 262.12)	262A	[] ___ NI N/A
---	-------------	----------------

MANIFEST REQUIREMENTS (Rule 304: 40 CFR 262.20)

3. Copies of the manifest readily available for review & inspection? (Section 11138(1)(f))	262D	[] ___ NI N/A
4. Manifests kept for the past 3 years? (Rule 307(3): 40 CFR 262.40(a))	262D	[] ___ NI N/A
5. Manifests, prepared by the generator (Rule 304(1)(b): 40 CFR 262.20(a)), contain the following?	262B	[] ___ NI N/A
a) manifest document number. (Rule 304(1)(b): 40 CFR 262.20(a))	262B	[] ___ NI N/A
b) generator's name, address, phone & ID # (Rule 304(1)(b): 40 CFR 262.20(a))	262B	[] ___ NI N/A
c) name & ID # of the transporter. (Rule 304(1)(b): 40 CFR 262.20(a))	262B	[] ___ NI N/A
d) name, address & ID # of TSD. (Rule 304(1)(b): 40 CFR 262.20(b)&(c))	262B	[] ___ NI N/A
e) DOT description of waste(s). (Rule 304(1)(b): 40 CFR 262.20(a))	262B	[] ___ NI N/A
f) quantity of waste, type & # of containers. (Rule 304(1)(b): 40 CFR 262.20(a))	262B	[] ___ NI N/A
g) hazardous waste number of the wastes. (Rule 304(1)(b): 40 CFR 262.20(a))	262B	[] ___ NI N/A
h) generator signature, initial transporter & date of acceptance?(Rule 304(1)(b): 40 CFR 262.20(a))	262B	[] ___ NI N/A
6. Not Applicable		
7. For out-of-state manifests, was copy of 3 rd signature manifest submitted to Director? (Rule 304(2)(c))	262B	[] ___ NI N/A
8. Is the transporter used properly registered /permitted under Act 138, Section 3 (2)? (Rule 304(1)(c))	262B	[] ___ NI N/A
9. Using manifest that has expired? (Rule 304(1)(a): 40 CFR 262.20(a))	262B	___ [] NI N/A
10. Reportable exceptions. (Rule 308(5): 40 CFR 262.42)(b))		
a) number of manifests generator HASN'T receive signed copy from TSD w/in 60 days.	262D	
b) number generator DID NOT submit copy of manifest & statement on non-confirmation of delivery to DEQ.	262D	

OR

11. Did the facility manifest hazardous waste off-site which:		
a) is reclaimed under contractual agreement & reclaimed material comes back? Rule 304(3)(a): 40 CFR 262.20(e)	262D	[] ___ NI N/A
b) does facility maintain copy of contractual agreement on-site for not less than 3 years? (Rule 304(3)(b):40 CFR 262.20(e))	262D	[] ___ NI N/A

NOTE: For shipments of hazardous waste solely by water or rail shipments, within United States see Rule 304(4)(g or h)

**LAND DISPOSAL RESTRICTION REQUIREMENTS
WASTE ANALYSIS AND RECORDKEEPING (40 CFR 268.7)(Rule 311(1))**

Note: Not all requirements applicable if waste shipped off-site and material returned under contractual agreement.

YES NO

12. Did the generator determine if the waste is restricted from land disposal? (40 CFR 268.7(a)(1))		
a) all listed waste	268A	[] ___ NI N/A
b) all characteristic wastes?	268A	[] ___ NI N/A

NOTE: If waste has both listed & characteristic waste codes, the treatment standard for the listed waste is sufficient if the treatment standards for the listed waste includes a standard for the constituent that caused the waste to exhibit the characteristic, except for D001 and D002. (40 CFR 268.9(b))

13. If restricted waste exceeds treatment standards or prohibitions did notice go w/ initial shipment? (40 CFR 268.7(a)(2))	268A	[] ___ NI N/A
---	------	----------------

OR

14. If restricted waste does not exceed treatment standards or prohibitions did a notice and certification statement go with initial shipment? (40 CFR 268.7(a)(3))	268A	[] ___ NI N/A
---	------	----------------

OR

15. If waste has exemption from prohibition on the type of land disposal method utilized for the waste, did a notice go with initial shipment? (40 CFR 268.7(a)(4))	268A	[] ___ NI N/A
---	------	----------------

OR

16. If facility chooses alternative treatment standard for lab pack that contains none of the waste in appendix IV, did a notice & certification go with initial shipment? (40 CFR 268.7(a)(9))	268A	[] ___ NI N/A
---	------	----------------

17. Did the notice include: (40 CFR 268.7(a)(1) or 268.7(a)(2) or 268.7(a)(3))		
a) EPA hazardous waste #?	268A	[] ___ NI N/A
b) if wastewater or non-wastewater as defined in 268.2(d&f)?	268A	[] ___ NI N/A
c) subcategory of the waste (such as D003 reactive cyanide) if applicable?	268A	[] ___ NI N/A
d) manifest number associated with the shipment?	268A	[] ___ NI N/A
e) waste analysis data, where available?	268A	[] ___ NI N/A
f) waste constituents that the treater will monitor, if monitoring will not include all regulated constituents, for F001- F005, F039, D001, D002, D012-D043? (treatment standards for hazardous waste in table in 268.40 for the waste code under regulated constituents)	268A	[] ___ NI N/A

UNLESS

g) did generator/treater claim they are going to monitor for ALL regulated constituents in the waste in lieu of the generator indicating same in the notice? (40 CFR 268.7(a)(1) & 268.9)	268A	[] ___ NI N/A
h) did generator/treater claim they are going to monitor for underlying hazardous waste constituents (except vanadium and zinc), reasonably expected to be present at the generation point, above UTS standards for D001, D002 & TCLP organics? (40 CFR 268 Subpart D & 268.48)	268A	[] ___ NI N/A

NOTE: An alternate treatment standard may be used after approval from the Administrator. (40 CFR 268.44)

NOTE: Hazardous waste debris see 40 CFR 268.7(a)(1)(iv) for the notice requirements which must be followed by the statement "This hazardous debris is subject to alternative treatment standards of 40 CFR 268.45."

18. Generator retain on-site records to support determination from knowledge or results from tests? (40 CFR 268.7(a)(6))	268A	[] ___ NI N/A
19. If the restricted waste is excluded from being a hazardous waste or solid waste did the generator place a one- time notice stating same in the facility file? (40 CFR 268.7(a)(7))	268A	[] ___ NI N/A
20. Were all notices/certifications/demonstrations/other documents retained for 3 years on-site? (40 CFR 268.7(a)(8))	268A	[] ___ NI N/A

NOTE: This requirement (268.7(a)(8)) applies to solid waste even when the hazardous waste characteristic is removed prior to disposal or when the waste is excluded from the definition of hazardous waste or solid waste.

DILUTION PROHIBITED AS SUBSTITUTE FOR TREATMENT (40 CFR 268.3) RULE 311(1)

21. Generator dilutes hazardous waste or treatment residue of a hazardous waste to avoid prohibition? (40 CFR: 268.3(a))	268A	___ [] NI N/A
--	------	----------------

TREATMENT STANDARDS (40 CFR 268.40) RULE 311(1)

22. If wastes exceeding treatment standards are mixed, were the most stringent standards selected? (40 CFR 268.40(c))	268A	[] ___ NI N/A
---	------	----------------

PRE-TRANSPORTER REQUIREMENTS (Rule 305: 40 CFR 262.30)

23. Waste packaged according to DOT regulations (required before shipping waste off-site)? (Rule 305(1)(a): 40 CFR 262.30)	262C	___co.said ___obsrvd [] ___ NI N/A
24. Are waste packages marked & labeled according to DOT concerning hazardous materials (required before shipping waste off-site)? (Rule 305(1)(b)&(c): 40 CFR 262.32(a))	262C	___co.said ___obsrvd [] ___ NI N/A
25. On containers 119 gallons or less, is there a warning, generator's name, address, manifest document # & waste code; 49 CFR 172.304? (Rule 305(1)(d): 40 CFR 262.32(b))	262C	___co.said ___obsrvd [] ___ NI N/A

26. If required (>1000 #'s), are placards available to the transporter? (Rule 305(1)(e): 40 CFR 262.33)	262C	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> NI N/A
---	------	---

ACCUMULATION TIME (Rule 306: 40 CFR 262.34)

27. If hazardous waste accumulated in containers: (If no, skip to #35)		
a) do containers have accumulation date & visible? (Rule 306(4)(c): 40 CFR 262.34(d)(4))	262C	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> NI N/A
b) do container have words "Hazardous Waste"? (Rule 306(4)(d): 40 CFR 262.34(d)(4))	262C	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> NI N/A
c) is each container clearly marked with the hazardous waste number? (Rule 306(4)(c))	262C	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> NI N/A
d) has more than 180 (270 if over 200 miles) days elapsed since date marked? (Rule 306(4) or (5):40 CFR 262.34(d) or (e))	262C	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> NI N/A
e) has quantity of waste exceeded 6000 kg? (Rule 306(4)(a): 40 CFR 262.34(d)(1))	262C	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> NI N/A

UNLESS

f) the generator applied for & received an extension to accumulate longer? (Rule 306(3): 40 CFR 262.34(b))	262C	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> NI N/A
--	------	---

The following Subpart I, 265.170 to 265.177 requirements are referred to by Rule 306(1)(a) and 40 CFR 262.34(a)(1).

g) are containers in good condition? (265.171)	262C	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> NI N/A
h) are containers compatible with waste in them (265.172)	262C	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> NI N/A
i) are containers stored closed? (265.173(a))	262C	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> NI N/A
j) are containers handled/stored in a way which may rupture it or cause leaks? (265.173(b))	262C	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> NI N/A
k) are containers inspected weekly for leaks and defects? (265.174)	262C	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> NI N/A
l) are incompatible wastes stored in separate containers? (265.177(a))	262C	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> NI N/A
m) are hazardous wastes put in unwashed containers that previously held incompatible waste. (265.177(b))	262C	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> NI N/A
n) are incompatible waste separated/protected from each other by physical barriers or sufficient distance? (265.177(c))	262C	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> NI N/A
o) if facility accumulates over 1000 kg is there secondary containment which? (Rule 306(4)(b)(i))	262C	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> NI N/A
i) if accumulating free liquids or F020,F021, F022, F023, F026 & F027, the hazardous waste accumulation area :		
A) has impervious base free of cracks? (264.175(b)(1))	262C	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> NI N/A
B) is sloped or otherwise designed to elevate/protect containers from contact with liquids? (264.175(b)(2))	262C	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> NI N/A
C) holds 10% of volume of containers or volume of the largest container, whichever is greater? (264.175(b)(3))	262C	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> NI N/A
D) prevents run-on unless sufficient capacity? (264.175(b)(4))	262C	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> NI N/A
E) accumulated liquids removed in a timely manner to prevent overflow? (264.175(b)(5))	262C	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> NI N/A
ii) if accumulating solids, (other than F020,F021,F022, F023, F026, F027), is haz waste accumulation area sloped or otherwise designed, or containers elevated or otherwise protected from contact with liquids? (264.175(c) (1&2))	262C	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> NI N/A

28. If hazardous waste is being accumulated at the point of generation:		
a) container(s) <55 gal or 1 qt acutely/severely toxic? (Rule 306(2):40 CFR 262.34(c)(1))	262C	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> NI N/A
b) container(s) under operator control & near the point of generation? (Rule 306(2): 40 CFR 262.34(c)(1))	262C	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> NI N/A
c) container(s) have words "Hazardous Waste"? (Rule 306(2): 40 CFR 262.34(c)(1)(ii))	262C	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> NI N/A
d) are the container(s) marked with the hazardous waste number or chemical name? (Rule 306(2))	262C	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> NI N/A

Rule 306(2) & 40 CFR 262.34(c)(1)(i) both refer to 40 CFR 265.171, 265.172 & 265.173(a).

e) are container(s) in good condition? (265.171)	262C	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> NI N/A
f) are container(s) compatible with waste in them? (265.172)	262C	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> NI N/A
g) container(s) closed when not in use & managed to prevent leaks? (265.173(a))	262C	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> NI N/A
29. If generator exceeded 55 gallons or 1 quart, w/in 3 days did generator, w/respect to that amount of excess waste: (Rule 306(2): 40 CFR 262.34(c)(2))		
a) mark the container with the date the excess amount began accumulating?	262C	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> NI N/A
b) move to an area with secondary containment?	262C	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> NI N/A
30. Is hazardous waste accumulated in anything other than tanks or containers? Or, is hazardous waste generated but not accumulated, i.e.: process tank? <i>Explain any yes answer.</i>		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> NI N/A
31. Hazardous waste accumulated so no hazardous waste or hazardous waste constituent can escape by gravity into soil, directly or indirectly, into surface, ground-waters, drains or sewers, and such that fugitive emissions do not violate Act 451, Part 55? (Rule 306(1)(f))	262C	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> NI N/A
32. Waste area protected from weather, fire, physical damage & vandals? (Rule 306(4)(j))	262C	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> NI N/A
33. Is hazardous waste accumulated in tanks? <i>If so, complete Tank System inspection form.</i>		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> NI N/A
34. Is hazardous waste placed on drip pads? <i>If so, complete Wood Preserving inspection form</i>		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> NI N/A

PERSONNEL TRAINING (Rule 306(1)(d) & 40 CFR 262.34(a)(4))

YES NO

35. Emergency coordinator(s) identified & available at all times? (Rule 306(4)(f):40 CFR 262.34(d)(5)(I))	262C	[] ___ NI N/A
36. Next to phone is the following posted? (Rule 306(4)(g):40 CFR 262.34(d)(5)(ii)(A-C))		
a) name & phone number of emergency coordinator(s)	262C	[] ___ NI N/A
b) location of fire extinguishers, spill control equipment and fire alarms, if present?	262C	[] ___ NI N/A
c) phone number of fire department (not needed if direct alarm)?	262C	[] ___ NI N/A
37. Employees know waste handling & emergency procedures? (Rule 306(4)(h):40 CFR 262.34(d)(5)(iii))	262C	[] ___ NI N/A
38. If facility has had emergency, did coordinator take appropriate response? (Rule 306 (4)(i):40 CFR 262.34(d)(iv)(A-B))	262C	[] ___ NI N/A

AND

39. If there has been a fire, explosion or release which threatened human health or if spill reached surface water did facility call PEAS and NRC? (Rule 306(4)(i)(iii)(A-H):40 CFR 262.34 (d)(5)(iv)(C)(1-5).	262C	[] ___ NI N/A
--	------	----------------

Rule 306(4)(e) & 40 CFR 262.34(a)(4) refer to 265, Subpart C, 265.30-265.37

40. Facility maintained/operated to minimize possibility of fire, explosion, release of hazardous waste or hazardous waste constituent which could threaten human health/environment? (265.31)	262C	__co.said__obsrvd [] ___ NI N/A
41. If required, does this facility have the following equipment:		
a) internal communications or alarm systems? (265.32(a))	262C	[] ___ NI N/A
b) telephone or 2-way radios at the scene of operations? (265.32(b))	262C	[] ___ NI N/A
c) portable fire extinguishers, fire control, spill control equipment and decontamination equipment? (265.32(c))	262C	[] ___ NI N/A
d) adequate volume of water and/or foam available for fire control? (265.32(d))	262C	[] ___ NI N/A
42. Testing and Maintenance of Emergency Equipment:		
a) owner/operator test & maintain emergency equipment to assure operation? (265.33)	262C	[] ___ NI N/A
b) has owner/operator provided immediate access to internal alarms? (265.34(a & b)) NOTE: Access to communication or alarm system is applicable <i>only</i> if required 40 CFR 265. 32		
i) when hazardous waste is being poured, mixed, etc.	262C	[] ___ NI N/A
ii) if only one employee on the premises while facility is operating.	262C	[] ___ NI N/A
c) aisle space for unobstructed movement of personnel/emergency equipment? (265.35)	262C	[] ___ NI N/A
43. Has the facility made arrangements with local authorities? (265.37(a)&(b))	262C	[] ___ NI N/A

Rule 309 refers to 262, Subpart E except 262.54 & 262.55

INTERNATIONAL SHIPMENTS (Rule 309 & 310: 40 CFR 262.50-262.60)

44. Has the facility imported or exported hazardous waste?		___ ___ NI N/A
a) Exporting, has the generator:		
i) notified the Administrator in writing <12 months prior to shipment? (262.52(a))	262E	[] ___ NI N/A
ii) receiving country consented to accept waste. (262.52(b))	262E	[] ___ NI N/A
iii) has copy of EPA Acknowledgment of Consent. (262.52(c))	262E	[] ___ NI N/A
iv) complied with manifest requirements in Rule 309(2)(a-h).	262E	[] ___ NI N/A
v) if required, was an exception report filled. (309(3)(a-c))	262E	[] ___ NI N/A
b) importing, has the generator met manifest requirements? (Rule 310: 40 CFR 262.60)	262F	[] ___ NI N/A

COMMENTS:
