



Department of Environmental Quality, Waste and Hazardous Materials Division
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)	GGR	<input type="checkbox"/>	<input type="checkbox"/>	NI N/A
a) copy of waste evaluation on-site 3 years? (Rule 307(1): 40 CFR 262.40(c))	GRR	<input type="checkbox"/>	<input type="checkbox"/>	NI N/A
b) re-evaluated waste when changes in materials or process? (Rule 302(3))	GGR	<input type="checkbox"/>	<input type="checkbox"/>	NI N/A
2. Did generator have written waste analysis plan if treating wastes on-site? (Rule 306)(1)(d):40 CFR 268.7(a)(5))	GPT	<input type="checkbox"/>	<input type="checkbox"/>	NI N/A

IDENTIFICATION NUMBER (Rule 303: 40 CFR 262.12)

3. Has the generator obtained an identification number? (Rule 303: 40 CFR 262.12)	GGR	<input type="checkbox"/>	<input type="checkbox"/>	NI N/A
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MANIFEST REQUIREMENTS (Rule 304: 40 CFR 262.20)

4. Copies of the manifest readily available for review & inspection? (Section 11138(1)(f))	GMR	<input type="checkbox"/>	<input type="checkbox"/>	NI N/A
5. Manifests kept for the past 3 years? (Rule 307(3): 40 CFR 262.40(a))	GRR	<input type="checkbox"/>	<input type="checkbox"/>	NI N/A
6. Manifests, prepared by the generator (Rule 304(1)(a): 40 CFR 262.20(a)), contain the following?	GMR	<input type="checkbox"/>	<input type="checkbox"/>	NI N/A
a) manifest document number. (Rule 304(2)(a): 40 CFR 262.20(a))	GMR	<input type="checkbox"/>	<input type="checkbox"/>	NI N/A
b) generator's name, address, phone & ID # (Rule 304(2)(b): 40 CFR 262.20(a))	GMR	<input type="checkbox"/>	<input type="checkbox"/>	NI N/A
c) name & ID # of the transporter. (Rule 304(2)(c): 40 CFR 262.20(a))	GMR	<input type="checkbox"/>	<input type="checkbox"/>	NI N/A
d) name, address & ID # of TSDF. (Rule 304(2)(d): 40 CFR 262.20(b)&(c))	GMR	<input type="checkbox"/>	<input type="checkbox"/>	NI N/A
e) DOT description of waste(s). (Rule 304(2)(e): 40 CFR 262.20(a))	GMR	<input type="checkbox"/>	<input type="checkbox"/>	NI N/A
f) quantity of waste, type & # of containers. (Rule 304(2)(f): 40 CFR 262.20(a))	GMR	<input type="checkbox"/>	<input type="checkbox"/>	NI N/A
g) hazardous waste number of the wastes. (Rule 304(2)(g): 40 CFR 262.20(a))	GMR	<input type="checkbox"/>	<input type="checkbox"/>	NI N/A
h) generator signature, initial transporter & date of acceptance?(Rule 304(4)(a)&(b): 40 CFR 262.23(a)(1)&(2))	GMR	<input type="checkbox"/>	<input type="checkbox"/>	NI N/A
7. Submitted copy of manifests to Director no later than 10 days after month shipment was made? (Rule 304(4)(d))	GMR	<input type="checkbox"/>	<input type="checkbox"/>	NI N/A
8. For out-of-state manifests, was copy of 3 rd signature manifest submitted to Director? (Rule 304(4)(f))	GMR	<input type="checkbox"/>	<input type="checkbox"/>	NI N/A
9. Is the transporter used properly registered &/or permitted under Act 138, Section (2)&(3)? (Rule 304(1)(c))	GPT	<input type="checkbox"/>	<input type="checkbox"/>	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).

10. Using manifest that has expired? (Rule 304(2)(i) : 40 CFR 262.20(a))	GMR	<input type="checkbox"/>	<input type="checkbox"/>	NI N/A
11. Reportable exceptions. (Rule 308(3): 40 CFR 262.42)				
a) number of manifests generator HASN'T receive signed copy from TSD w/in 35 days:	GRR			
b) number of manifests generator HASN'T submitted exception reports to RA & DEQ after 45 days:	GRR			
12. Facility has written program to reduce volume/toxicity/recycle wastes? (Rule 304(2)(i):40 CFR 262.20(a))	GMR	<input type="checkbox"/>	<input type="checkbox"/>	NI N/A

OR

13. Facility discusses program in place to reduce volume/toxicity/recycle of waste (Rule 304(2)(i): 40 CFR 262.20(a))	GMR	<input type="checkbox"/>	<input type="checkbox"/>	NI N/A
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**LAND DISPOSAL RESTRICTION REQUIREMENTS
WASTE ANALYSIS AND RECORDKEEPING (Rule 311(1): 40 CFR 268.7))**

YES NO

14. Did the generator determine if the waste is restricted from land disposal? (Rule 311(1): 40 CFR 268.7(a)(1))		
a) all listed waste	GLB	[] NI N/A
b) all characteristic wastes?	GLB	[] 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))

15. If restricted waste exceeds treatment standards or prohibitions did notice go w/ initial shipment? (Rule 311(1):40 CFR 268.7(a)(2))	GLB	[] NI N/A
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OR

16. If restricted waste does not exceed treatment standards or prohibitions did a notice and certification statement go with initial shipment? (Rule 311(1): (40 CFR 268.7(a)(3))	GLB	[] NI N/A
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OR

17. If waste has exemption from prohibition on the type of land disposal method utilized for the waste, did a notice go with initial shipment? (Rule 311(1): 40 CFR 268.7(a)(4))	GLB	[] NI N/A
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OR

18. If facility choose alternative treatment standard for lab pack that contains none of the waste in appendix IV, did a notice & certification go with initial shipment? (Rule 311(1): 40 CFR 268.7(a)(9))	GLB	[] NI N/A
19. Did the notice include: (Rule 311(1): 40 CFR 268.7(a)(1) or 268.7(a)(2) or 268.7(a)(3))		
a) EPA hazardous waste #?	GLB	[] NI N/A
b) if wastewater or non-wastewater as defined in 268.2(d&f)?	GLB	[] NI N/A
c) subcategory of the waste (such as D003 reactive cyanide) if applicable?	GLB	[] NI N/A
d) manifest number associated with the shipment?	GLB	[] NI N/A
e) waste analysis data, where available?	GLB	[] 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)	GLB	[] 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? (Rule 311(1): 40 CFR 268.7(a)(1) & 268.9)	GLB	[] 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? (Rule 311(1): 40 CFR 268 Subpart D & 268.48)	GLB	[] NI N/A
20. Other than notices for waste exceeding treatment standards, did notices include: (Rule 311(1): 40 CFR 268.7(2)(3))		
a) if the notice is for shipments that meet the standards does the notice include the certification?	GLB	[] NI N/A
b) if the notice is for shipments under prohibitions does the notice include a statement that the waste isn't prohibited from land disposal & date the waste is subject to prohibition?	GLB	[] 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."

21. Generator retain on-site records to support determination from knowledge or results from tests? (40 CFR 268.7(a)(6))	GLB	[] NI N/A
22. 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 CFR268.7(a)(7))	GLB	[] NI N/A
23. All notices/certifications/demonstrations/other documents retained for 3 years on-site? (40 CFR 268.7(a)(8).	GLB	[] 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 (RULE 311(1):40 CFR 268.3)

24. Generator dilute hazardous waste or treatment residue of a hazardous waste to avoid prohibition? (40 CFR: 268.3(a))	GLB	[] NI N/A
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TREATMENT STANDARDS (RULE 311(1):40 CFR 268.40)

25. If wastes exceeding treatment standards are mixed, was the most stringent standards selected? (40 CFR268.40(c))	GLB	[] NI N/A
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BIENNIAL REPORT (Rule 308: 40 CFR 262.41)

YES NO

26. Generator submitted biennial report by 3/1 (even years)? (Rule 308(1): 40 CFR 262.41)	GRR	[]	NI N/A
27. Were copies of the report retained at least 3 years? (Rule 307(4): 40 CFR 262.40(b))	GRR	[]	NI N/A

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

28. Waste packaged according to DOT regulations (required before shipping waste off-site)? (Rule 305(1)(a): 40 CFR262.30)	GPT	[]	NI N/A
29. 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))	GPT	[]	NI N/A
30. On containers 110 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))	GPT	[]	NI N/A
31. If required (>1000 #'s), are placards available to the transporter? (Rule 305(1)(e): 40 CFR 262.33)	GPT	[]	NI N/A

ACCUMULATION TIME (Rule 306: 40 CFR 262.34)

32. If hazardous waste accumulated in containers: (If no, skip to #35)			
a) containers have accumulation date & visible? (Rule 306(1)(b): 40 CFR 262.34(a)(2))	GPT	[]	NI N/A
b) container have words "Hazardous Waste"? (Rule 306(1)(c): 40 CFR 262.34(a)(3))	GPT	[]	NI N/A
c) is each container clearly marked with the hazardous waste number? (Rule 306(1)(b))	GPT	[]	NI N/A
d) has more than 90 days elapsed since date marked? (Rule 306(1))	GPT	[]	NI N/A

UNLESS

e) the generator applied for & received an extension to accumulate longer? (Rule 306(3): 40 CFR 262.34(b))	GPT	[]	NI N/A
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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).

f) are containers in good condition? (265.171)	GPT	[]	NI N/A
g) are containers compatible with waste in them (265.172)	GPT	[]	NI N/A
h) are containers stored closed? (265.173(a))	GPT	[]	NI N/A
i) containers handled/stored in a way which may rupture it or cause leaks? (265.173(b))	GPT	[]	NI N/A
j) ignitable & reactive wastes stored 15 meters (50 feet) from property line? (265.176)	GPT	[]	NI N/A
k) are containers inspected weekly for leaks and defects? (265.174)	GPT	[]	NI N/A
l) did the generator document the inspections in 32(k)? (Rule 306(1)(a)(i))	GPT	[]	NI N/A
m) inspection documents maintained on-site 3 years? (Rule 306(1)(a)(i))	GPT	[]	NI N/A
n) are incompatible wastes stored in separate containers? (265.177(a))	GPT	[]	NI N/A
o) hazardous wastes put in unwashed containers that previously held incompatible waste. (265.177(b))	GPT	[]	NI N/A
p) incompatible waste separated/protected from each other by physical barriers or sufficient distance? (265.177(c))	GPT	[]	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).

33. 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))	GPT	[]	NI N/A
b) container(s) under operator control & near the point of generation? (Rule 306(2): 40 CFR 262.34(c)(1))	GPT	[]	NI N/A
c) container(s) have words "Hazardous Waste"? (Rule 306(2): 40 CFR 262.34(c)(1)(ii))	GPT	[]	NI N/A
d) are the container(s) marked with the hazardous waste number or chemical name? (Rule 306(2))	GPT	[]	NI N/A
e) are container(s) in good condition? (265.171)	GPT	[]	NI N/A
f) are container(s) compatible with waste in them? (265.172)	GPT	[]	NI N/A
g) container(s) closed when not in use & managed to prevent leaks? (265.173(a))	GPT	[]	NI N/A
34. If generator exceeds 55 gallons or 1 quart, w/in 3 days does generator, w/respect to that amount of excess waste:			
a) mark the container with the date the excess amount began accumulating? (Rule 306(2): 40 CFR 262.34(c)(2))	GPT	[]	NI N/A
b) move to an area with secondary containment?	GPT	[]	NI N/A

Rule 306(1)(a) refers to containment requirements in 40 CFR 264.175.

35. If accumulating free liquids or any F020, F021, F022, F023, F026, F027, does the hazardous waste storage area include			
a) impervious base free of cracks? (264.175(b)(1)) :	GPT	[]	NI N/A

		YES	NO
b) sloped or otherwise designed to elevate/protect containers from contact with liquids? (264.175(b)(2))	GPT	[]	NI N/A
c) hold 10% of volume of containers or volume of the largest container, whichever is greater? (264.175(b)(3))	GPT	[]	NI N/A
d) run-on prevented unless sufficient capacity? (264.175(b)(4))	GPT	[]	NI N/A
e) accumulated liquids removed in a timely manner to prevent overflow? (264.175(b)(5))	GPT	[]	NI N/A

NOTE: Closure of Accumulation Area covered under # 53.

36. 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))	GPT	[]	NI N/A
37. Is hazardous waste accumulated in other than tanks or containers? Or, is hazardous waste generated but not accumulated, i.e.: process tank? <i>Explain any yes answer.</i>			NI N/A
38. Waste area protected from weather, fire, physical damage & vandals? (Rule 306(1)(e))	GPT	[]	NI N/A
39. 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))	GPT	[]	NI N/A
40. Is hazardous waste accumulated in tanks? <i>If so, complete Tank System inspection form.</i>			NI N/A
41. Is hazardous waste placed on drip pads? <i>If so, complete Wood Preserving inspection form</i>			NI N/A

Rule 306(1)(d) & 40 CFR 262.34(a)(4) refers to 265.16

PERSONNEL TRAINING (265.16)

42. Did personnel receive training? (265.16)	GPT	[]	NI N/A
43. Do personnel training records contain the following:			
a) job title? (265.16(d)(1))	GPT	[]	NI N/A
b) job descriptions? (265.16(d)(2))	GPT	[]	NI N/A
c) name of employee filling each job? (265.16(d)(1))	GPT	[]	NI N/A
d) description of type & amount of both introductory & continued training? 265.16(d)(3))	GPT	[]	NI N/A
e) training designed so facility personnel can respond to emergencies? (265.16(a)(3))	GPT	[]	NI N/A
f) records of training? (265.16(d)(4))	GPT	[]	NI N/A
g) do new personnel receive required training within 6 months? (265.16(b))	GPT	[]	NI N/A
h) do training records show personnel have taken part in annual training? (265.16(c))	GPT	[]	NI N/A
i) training by person trained in hazardous waste management procedures? (265.16(a))	GPT	[]	NI N/A

Rule 306(1)(d) & 40 CFR 262.34(a)(4) refer to 265, Subpart C, 265.30-265.37.

PREPAREDNESS AND PREVENTION (265.30-265.37)

44. 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)	GPT	co.said_obsrvd_	[] NI N/A
45. If required, does this facility have the following::			
a) internal communications or alarm systems? (265.32(a))	GPT	[]	NI N/A
b) telephone or 2-way radios at the scene of operations? (265.32(b))	GPT	[]	NI N/A
c) portable fire extinguishers, fire control, spill control equipment and decontamination equipment? (265.32(c))	GPT	[]	NI N/A
d) adequate volume of water and/or foam available for fire control? (265.32(d))	GPT	[]	NI N/A
46. Testing and Maintenance of Emergency Equipment			
a) owner/operator test & maintain emergency equipment to assure operation? (265.33)	GPT	[]	NI N/A
b) has owner/operator provided immediate access to internal alarms? Access to alarm system is applicable only if required (40 CFR 265.32)			
i) when hazardous waste is being poured, mixed, etc. (265.34(a))	GPT	[]	NI N/A
ii) one employee on the premises while facility is operating. (265.34(b))	GPT	[]	NI N/A
c) aisle space for unobstructed movement of personnel/emergency equipment? (265.35)	GPT	[]	NI N/A
47. Has the facility made arrangements with local authorities? (265.37(a)&(b))	GPT	[]	NI N/A

Rule 306(1)(d) & 40 CFR 262.34(a)(4) refer to Subpart D, 265.50-265.56.
CONTINGENCY PLAN AND EMERGENCY PROCEDURES (265.50-265.56)

YES NO

48. Plan implemented whenever fire/explosion/release could threaten human health or the environment? (265.51(b))	GPT	[]	NI	N/A
49. Does the contingency plan contain the following:				
a) actions personnel must take responding to fires/explosions/unplanned release of hazardous waste? (265.52(a & b))	GPT	[]	NI	N/A
b) describe arrangements w/ local police, fire, hospitals, contractors, state & local emergency responders for emergency services; (265.52(c)) & (265.37(a)&(b))?	GPT	[]	NI	N/A
c) name, addresses & phone (office & home) of emergency coordinator? (265.52)(d))	GPT	[]	NI	N/A
d) list emergency equipment at the facility, including location, physical description & capabilities? (265.52(e))	GPT	[]	NI	N/A
e) evacuation plan for personnel w/ signal(s), evacuation routes & alternate evacuation routes. (265.52(f))	GPT	[]	NI	N/A
50. Does the facility have an Emergency Coordinator? (265.55)	GPT	[]	NI	N/A
Emergency Coordinator and Emergency Procedures:				
a) emergency coordinator familiar with site operation & emergency procedures? (265.55)	GPT	[]	NI	N/A
b) emergency coordinator has the authority to carry out the contingency plan? (265.55)	GPT	[]	NI	N/A
c) if emergency occurred, did the emergency coordinator follow emergency procedures? (265.56)	GPT	[]	NI	N/A
d) fire/explosion/other release of hazardous waste/haz. waste constituents, could threaten human health or environment or generator has knowledge spill reached surface or ground water, did generator notify MDEQ? (Rule 306(1)(d))	GPT	[]	NI	N/A
51. Contingency plan Amendments and Copies				
a) amended: fails in emergency; changes in regulations/emergency coordinators/emergency equipment? (265.54)	GPT	[]	NI	N/A
b) copies of plan on site and sent to local emergency organizations? (265.53)	GPT	[]	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)

52. Has the facility imported or exported hazardous waste?	GEX	[]	NI	N/A
a) exporting, has the generator:				
i) notified the Administrator in writing <12 months prior to shipment? (Rule 309(1): 40 CFR 262.53(a))	GEX	[]	NI	N/A
ii) receiving country consented to accept waste. (Rule 309(1): 40 CFR 262.52(b))	GEX	[]	NI	N/A
iii) has copy of EPA Acknowledgment of Consent. (Rule 309(1): 40 CFR 262.52(c))	GEX	[]	NI	N/A
iv) complied with manifest requirements in Rule 309(2)(a-i).	GEX	[]	NI	N/A
v) if required, was an exception report filled. (309(3)(a-c))	GEX	[]	NI	N/A
b) importing, has the generator met manifest requirements? (Rule 310: 40 CFR 262.60)	GIX	[]	NI	N/A

Rule 306(1)(g) and 40 CFR 262.34(a)(1) refers to 40 CFR 265.111 & 265.114
ACCUMULATION AREA CLOSURE (265.111 & 265.114)

53. The accumulation area must be closed in a manner that:				
a) minimizes need for further maintenance (Rule 306(1)(g): 40 CFR 265.111(a))	GPT	[]	NI	N/A
b) controls/minimizes/eliminates, to protect human health & environment, the escape of haz. waste or haz. waste constituents, leachate, run-off to ground/surface waters and air. (Rule 306(1)(g): 40 CFR 265.111(b))	GPT	[]	NI	N/A
c) all contaminated equipment, structures, and soil properly disposed of. (Rule 306(1)(g): 40 CFR 265.114)	GPT	[]	NI	N/A

COMMENTS:
