Hazardous Waste Manifesting Process

In accordance with 40 CFR 262 subpart B, all hazardous waste shipments being sent off site to be managed at a Treatment, Storage, and Disposal Facility (TSDF) must have a hazardous waste manifest. The manifest is designed to document the hazardous waste disposal process from cradle to grave.

Manifest Process:

* Generator uses CSU’s EPA ID #GAR000060079 on all manifests.
* The generator must obtain the manifest from the state receiving the waste.
* The manifest must have at least as many copies required by the generator, transporter, TSDF and one to return to the generator.
* The generator and transporter sign and date the completed manifest.
* Generator retains one (1) copy and transporters receive the remaining copies.
* A representative from the TSDF signs the manifest when the waste is delivered and returns a signed copy to the generators within 30 days for a Conditionally Exempt Small Quantity Generator.
* If generator has not received the signed manifest within the specific time period an exception report must be submitted to the EPA.

Land Disposal Restriction Notices:

In accordance with 40 CFR 268, EPA regulations require that nearly all hazardous waste be treated prior to land disposal.

* Generators are required to notify the receiving TSDF when they ship land disposal restricted (LDR) waste.
* LDR notices accompany the waste manifest along with the generator’s identification number, the appropriate treatment of the waste, and manifest number.

Record Keeping:

Manifests are kept on site for a period of at least thirty (30) years. All original documentation is maintained by the University’s EHS coordinator. Waste generator departments retain copies of their manifests and accompanying documentation.