# e-Manifest: JUNE E-MANIFEST WEBINAR EDUCATIONAL BLITZ SERIES

**TOPIC: WHAT GENERATORS NEED TO KNOW** 

#### **AGENDA**

- 1. Introduction to e-Manifest
- 2. Impact on Generators
- 3. e-Manifest Demonstration for Generators
- 4. Frequently Asked Generator Questions

### INTRODUCTION TO E-MANIFEST

#### WHAT IS E-MANIFEST?

- EPA is establishing a national system for tracking hazardous waste shipments electronically.
- This system known as "e-Manifest," will modernize the nation's cradle-to-grave hazardous waste tracking process while saving valuable time, resources, and dollars for industry and states.
- EPA is establishing e-Manifest per the Hazardous Waste Electronic Manifest Establishment Act, which Congress enacted into law on October 5, 2012.

#### **BENEFITS**

- Cost savings and paperwork burden reductions
- Accurate, more timely information on waste shipments
- Creation of a single hub for reporting of manifest data
- More effective compliance monitoring by regulators
- Potential to integrate with RCRA BR and state systems
- Enhanced "cradle-to-grave" tracking of HW

#### TOP FIVE THINGS YOU NEED TO KNOW

- 1. e-Manifest will launch nationwide on June 30, 2018.
- 2. e-Manifest is and will be available for testing, prior to launch, through Spring 2018.
- 3. All receiving facilities that receive waste that must be manifested under federal law or receive state-only hazardous waste that must be manifested as required by either the state in which the waste was generated or received, must submit those manifests to EPA either in paper or electronically. EPA will charge facilities an associated fee for each manifest submission.
- 4. Handlers will be required to register for e-Manifest to submit electronically and to make corrections.
- 5. Once the system launches, e-Manifest data will be available to the public 90 days post-receipt of the manifests.

#### **E-MANIFEST ACT**

- Mandate to establish national IT system funded with user fees
- Scope: All federal or state regulated wastes subject to manifest
- Users may elect to use electronic or paper manifests
- Agency given discretion to set reasonable fees to recover costs
- Consistent implementation in all States on effective date

#### E-MANIFEST SCOPE

- Covers all wastes shipped on a manifest pursuant to federal or state law.
  - Federal RCRA hazardous waste
  - Regulated PCB waste shipped on a manifest
  - "State-only regulated" hazardous waste (if manifest required by state)
  - Imports of hazardous waste shipped to U.S. facilities
- Exceptions:
  - HW exports not included in e-Manifest at this time.
  - Non-manifest documents (e.g., LDR notices) not included
- Current focus of program is on highway transport of domestic HW shipments

#### E-MANIFEST IS A MULTI-FACETED PROGRAM

### e-Manifest

#### • Regulatory Development

- One Year Rule issued February 7, 2014
- Final rule establishing user fee methodology issued January 3, 2018

#### System Development

- System launches June 30, 2018
- Collaborative development with regulated industry and states— continuous improvement based on user testing

#### • Implementation and Communication

• Working to prepare EPA Regions, states and industry for transition to e-Manifest

#### Advisory Board

Meets at least once annually; last meeting in September 2017 focused on user registration

#### THREE TYPES OF MANIFESTS

- Paper (generator, transporter, and receiving facility all sign on paper)
- Electronic (created in e-Manifest and electronically signed by all entities listed on the manifest)
- Hybrid (starts as paper manifest signed by the generator and then is signed electronically by the transporter and receiving facility)

#### SUBMITTING MANIFESTS TO EPA

- Once e-Manifest goes live on June 30, 2018, <u>receiving facilities</u> will have a variety of options for submitting manifests to EPA, including
  - submitting manifests directly in the e-Manifest system (i.e., fully electronic and hybrid manifest)
  - uploading manifest data + scanned image from an industry system,
  - submitting a PDF scanned image of a manifest, and
  - mailing in a hard copy manifest.
- Generators and transporters do not have to submit manifests to EPA.

#### E-MANIFEST ESTIMATED USER FEES

Year 1 Marginal Cost	Manifest Estimated Fee: (2017\$)	s by Manifest Type
Manifest Submission Type		Year 1 Fee (Estimated)
	Mailed Paper	\$20.00
Paper Manifest Types	Image Uploads	\$13.00
	Data File Uploads	\$7.00
Electronic Manifests (includes hybrid)	Electronic	\$4.00

### IMPACT ON GENERATORS

#### WHAT IS THE IMPACT ON GENERATORS?

- Generators impacted only if they manifest hazardous waste as required by <u>either</u> federal <u>or</u> state law.
  - For example, CESQG/VSQGs are not required to manifest under EPA regulations, but may be required to manifest under state regulations.
- After June 30, 2018, generators will have <u>the option</u> to create and submit manifests electronically in e-Manifest.
- Generators can continue to use paper manifests after June 30<sup>th</sup>, including under the hybrid option.

#### WHAT IS THE IMPACT ON GENERATORS?

- To use e-Manifest, generators will need an EPA Identification (ID) Number and register with e-Manifest.
- If generators do not create e-Manifest accounts for viewing hazardous waste manifests, they should make arrangements with their receiving facilities to obtain paper copies of completed manifests per recordkeeping requirements in 40 CFR part 262. The e-Manifest system will only supply electronic copies of completed manifests to registered generators with e-Manifest accounts.
- Generators who wish to submit corrections to manifests post-receipt to EPA will also need to register with e-Manifest.
- Existing 6-copy manifest form is being replaced with a new 5-copy form. The new form will be effective starting on June 30, 2018.

#### WHAT GENERATORS NEED TO DO

- Prepare to phase-out old manifest forms by June 30, 2018
- If generators want to use e-Manifest...
  - Where and when available, register at least two Site Managers for RCRAInfo's industry application
  - Obtain an EPA ID (if you don't already have one)
  - If you have an EPA ID, ensure the information industry submitted to either its state or EPA Region is up-to-date (check RCRAInfo Web).
- Otherwise prepare to transition to e-Manifest, including updating industry processes, systems as needed, such as obtaining portable devices
- Attend monthly webinars and join Listserv!

### E-MANIFEST DEMONSTRATION FOR GENERATORS





#### **RCRAInfo**

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.

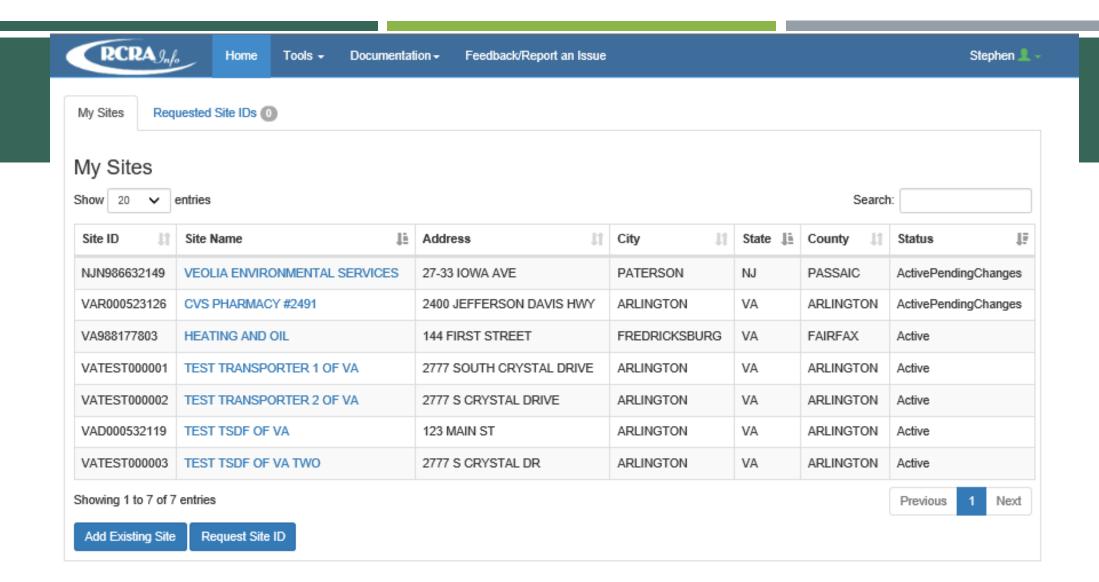
RCRAInfo Sign I	n	
User Id		
Password		
Sign in		
Register	Forgot password?	

#### Warning Notice and Privacy Policy

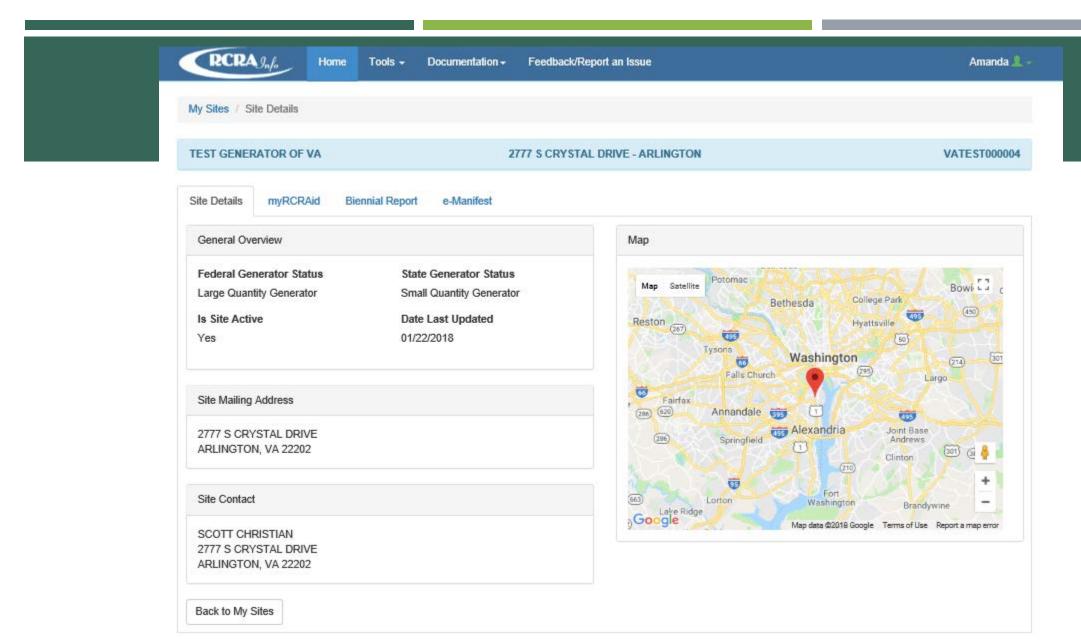
#### Warning Notice

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;
- 3. the term U.S. Government information system includes systems operated on behalf of the U.S. Government;
- 4. you have no reasonable expectation of privacy regarding any communications or information used, transmitted, or stored on U.S. Government information systems;
- at any time, the U.S. Government may for any lawful government purpose, without notice, monitor, intercept, search, and seize any authorized or unauthorized communication to or from U.S. Government information systems or information used or stored on U.S. Government information systems;
- at any time, the U.S. Government may for any lawful government purpose, search and seize any authorized or unauthorized device, to include non-U.S. Government owned devices, that stores U.S. Government information;
- any communications or information used, transmitted, or stored on U.S. Government information systems may be used or disclosed for any lawful government purpose, including but not limited to, administrative purposes, penetration testing, communication security monitoring, personnel misconduct measures, law enforcement, and counterintelligence inquiries; and
- 8. you may not process or store classified national security information on this computer system.



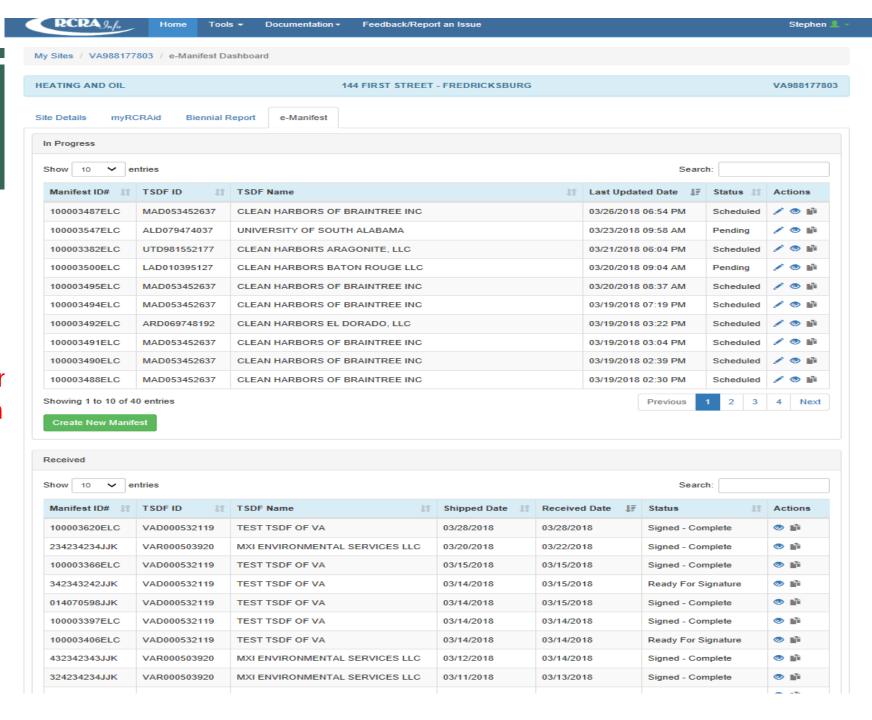
User can see all their sites and can add sites.

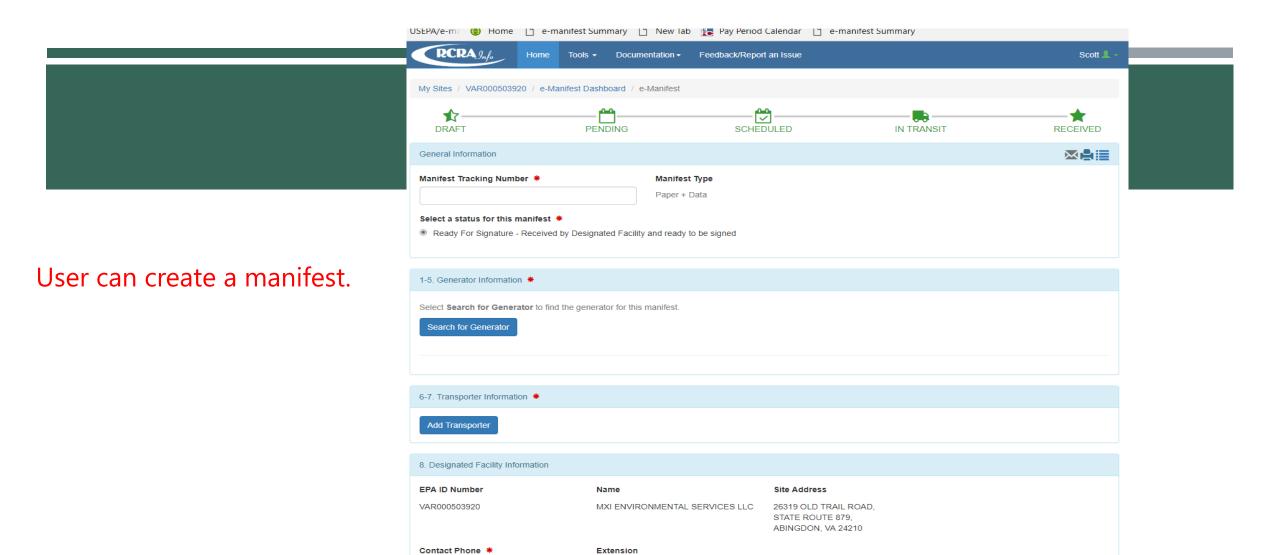


After selecting a site, user can see site information.

After selecting "e-Manifest", user can see manifests in progress an

received.





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9-13. Waste Information \*

Add Waste Line

Can e-Sign? Yes

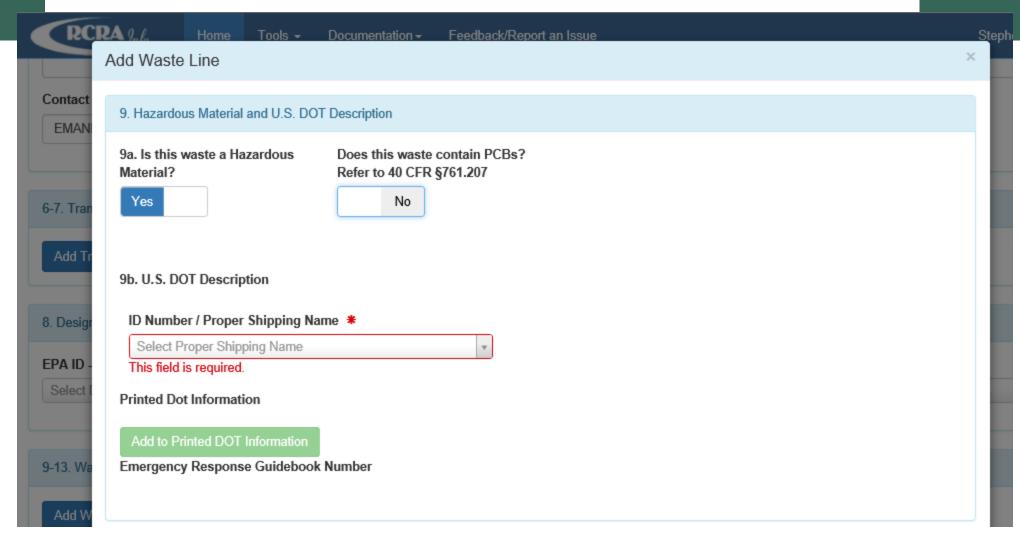


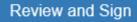
14. Special Handling Instructions and Additional Information

User can create a manifest (cont.)

f this shipment contains residue or rejected waste from the previous shipment enter the Original Manifest Tracking Number					
ference Information	for this Manifest				
	king, e.g. Customer # or Purchase Order #				
Add Reference Informa	ation				
. Generator's / Offeror'	's Certification				
. Transporter Acknowle	edgement of Receipt of Materials				
Discrepancy					
crepancy features will	I be added in a future iteration.				
Hazardous Waste Ma	anagement Method Codes				
d or edit codes in Was	ste Characteristics table in "Section 9-13. Waste Information"	"			
0. Designated Facility	Owner or Operator				
PA ID Number	Name	Designated Facility Printed/Typed Name	Date Signed		
/AR000503920	MXI ENVIRONMENTAL SERVICES LLC		MM/DD/YYYY <b>!!!</b>		
ttachment					
aper Manifest *					
	To upload a new scanned manifes	t drag the manifest scan here or browse for it			



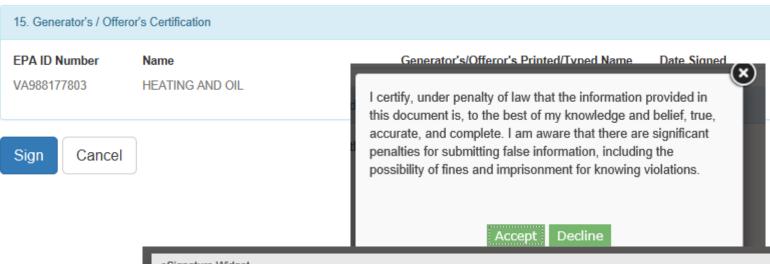




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### FREQUENTLY ASKED GENERATOR QUESTIONS



#### FREQUENTLY ASKED QUESTIONS

- 1. Do generators have to submit copies of manifests to EPA? No.
- 2. Will EPA be collecting any other documents besides the manifest form and continuation sheets? **No.**
- 3. If someone <u>chooses</u> to use a manifest form as a shipping document, but isn't required by federal or state law to do so, must the receiving facility send that manifest to EPA?

  No.
- 4. Can I use old manifest forms after June 30, 2018? Yes, but we discourage this! Please plan to transition to new manifest forms.



#### FREQUENTLY ASKED QUESTIONS

- 5. Can a transporter, broker, or receiving facility continue to prepare manifests for generators using e-Manifest? **Yes.**
- 6. How will e-Manifest related to DOT requirements? Transporters will still need to print out copy of electronic manifest and carry on their vehicle.
- 7. Who submits the manifest/pays the user fee when shipment is rejected by receiving facility? If full shipment is rejected back to the generator, the receiving facility is responsible for submitting the manifest (once received back from the generator) to EPA and paying the user fee.

#### WHERE TO GO FOR HELP

- EPA's e-Manifest website (<u>www.epa.gov/e-Manifest</u>)
- FAQs
- Generator Fact Sheet
- Your receiving facility
- EPA's monthly e-Manifest webinars (2 PM EST, last Wednesday of every month)

#### CONTACT US AND STAY INFORMED

- Submit input/questions to <u>eManifest@epa.gov</u>
- Participate in our monthly webinars
- To subscribe to the general program Listserv. Send a blank message to: <u>eManifest-subscribe@lists.epa.gov</u>
- To subscribe to the developers only Listserv send a blank message to: <u>e-manifestdev-subscribe@lists.epa.gov</u>
- Visit the program web site: <a href="http://www.epa.gov/e-manifest">http://www.epa.gov/e-manifest</a>