



Annual Hazardous



LDEQ Staff

Who has to file an annual Report?

WHO MUST FILE THE 2016 HAZARDOUS WASTE REPORT

SITES REQUIRED TO FILE THE HAZARDOUS WASTE REPORT

You are required by State statute (mandatory reporting) to complete and file the 2016 Hazardous Waste Report (also known as the "Annual Report") if your site:

- ❑ Met the definition (see box below) of a RCRA Large Quantity Generator (LQG) during 2016;
- AND/OR
- ❑ Treated, stored, or disposed of RCRA hazardous wastes on site during 2016

If you are required to report, see **WHICH FORMS TO SUBMIT AND WHAT TO REPORT**, on page 9, to determine which forms you must submit.

If you are not required to report, but wish to notify us that your generator status has changed, please acquire and fill out the DEQ HW-1 Form and submit it to LDEQ.

HAZARDOUS WASTE IS ANY SOLID, LIQUID OR ANY RESIDUE OR CONTAMINATED SOIL, WASTE, OR OTHER DEBRIS RESULTING FROM THE CLEANSUP OF A SPILL, INTO OR ON ANY LAND OR WATER, OF ANY ACUTE HAZARDOUS WASTES LISTED IN SECTIONS 261.31 OR 261.31(a).

Note: Although current RCRA regulations do not specifically define the term "large quantity generator" (LQG), they do define the terms "conditionally exempt small quantity generator" (CESQG) and "small quantity generator" (SQG). Thus, a LQG is a generator that is not a CESQG or SQG. For purposes of clarity, we describe above the situations when a site would be a LQG.

Also, you may be a CESQG or SQG (defined below) and generate excess amounts of other acute hazardous waste or residue or contaminated soil containing acute hazardous wastes such that you become a LQG for the calendar month. In this case, you also would need to complete a Hazardous Waste Report.

Note: You will report your current Hazardous Waste Generator status as of the date of submitting your 2015 Hazardous Waste Report on the Site ID Form in Item 10.A.1 – Generator of Hazardous Waste. Your current status may be different from the status during the report year that requires you to file the Hazardous Waste Report.

Note: Hazardous waste imported from a foreign country in 2015 must be counted in determining your generator status if your site in the U.S. imports. This waste must be reported on the Waste Generation and Management Form (GM Form) or the Waste Received From Off-site Form (WR Form) in your 2015 Hazardous Waste Report.

Note: Some States, as a matter of State law, require other categories of generators to report as well. See the discussion under "STATE-SPECIFIC REQUIREMENTS."

DEFINITION OF A RCRA LARGE QUANTITY GENERATOR FOR PURPOSES OF REPORTING WHO MUST REPORT FOR CALENDAR YEAR 2015

You are a RCRA LQG for 2015 if you, by site, generate any of the following amounts in a calendar month:

- (i) Greater than or equal to 1,000 kilograms (kg; 2,200 pounds [lbs]) of hazardous waste; or
- (ii) Greater than 1 kg (2.2 lbs) of any acute hazardous wastes listed in sections 261.31 or 261.33(e); or
- (iii) Greater than 100 kg (220 lbs) of any residue or contaminated soil, waste, or other debris resulting from the cleanup of a spill, into or on any land or water, of any acute hazardous wastes listed in sections 261.31 or 261.33(e).

Note: Although current RCRA regulations do not specifically define the term “large quantity generator” (LQG), they do define the terms “conditionally exempt small quantity generator” (CESQG) and “small quantity generator” (SQG). Thus, a LQG is a generator that is not a CESQG or SQG. For purposes of clarity, we describe above the situations when a site would be a LQG.

Also, you may be a CESQG or SQG (defined below) and generate excess amounts of either acute hazardous waste or residue or contaminated soil containing acute hazardous wastes such that you become a LQG for the calendar month. In this case, you also would need to complete a Hazardous Waste Report.

Note: You will report your current Hazardous Waste Generator status as of the date of submitting your 2015 Hazardous Waste Report on the Site ID Form in Item 10.A.1 – Generator of Hazardous Waste. Your current status may be different from the status during the report year that requires you to file the Hazardous Waste Report.

Note: Hazardous waste imported from a foreign country in 2015 must be counted in determining your generator status if your site is the U.S. Importer. This waste must be reported on the Waste Generation and Management Form (GM Form) or the Waste Received From Off-site Form (WR Form) in your 2015 Hazardous Waste Report.

Note: Some States, as a matter of State law, require other categories of generators to report as well. See the discussion under “STATE-SPECIFIC REQUIREMENTS.”



Changes to the 2016 Annual Hazardous Waste Report

January 11, 2016



No Changes!

NOTE: Clarification of Large Quantity, Small Quantity and Conditionally Exempt Small Quantity Generator Definitions.



Annual Hazardous Waste Reporting



RCRA Subtitle C Site Identification

This file includes fillable form fields. You can print the completed form and save it to your device or Acrobat.com. Highlight Existing Fields

- Fill & Sign Tools
- Send or Collect Signatures
- Work with Certificates

accumulates at any time, more than 100 kg/mo (220 lbs/mo) of acute hazardous spill cleanup material.

- b. SQG: 100 to 1,000 kg/mo (220 – 2,200 lbs/mo) of non-acute hazardous waste.
- c. CESQG: Less than 100 kg/mo (220 lbs/mo) of non-acute hazardous waste.

If "Yes" above, indicate other generator activities in 2-10.

- Y N 2. Short-Term Generator (generate from a short-term or one-time event and not from on-going processes). If "Yes," provide an explanation in the Comments section.
- Y N 3. United States Importer of Hazardous Waste
- Y N 4. Mixed Waste (hazardous and radioactive) Generator

Y N 7. Recycler of Hazardous Waste

- Y N 8. Exempt Boiler and/or Industrial Furnace If "Yes," mark all that apply.
 - a. Small Quantity On-site Burner Exemption
 - b. Smelting, Melting, and Refining Furnace Exemption

Y N 9. Underground Injection Control

Y N 10. Receives Hazardous Waste from Off-site

B. Universal Waste Activities; Complete all parts 1-2.

Y N 1. Large Quantity Handler of Universal Waste (you accumulate 5,000 kg or more) [refer to your State regulations to determine what is regulated]. Indicate types of universal waste managed at your site. If "Yes," mark all that apply.

- a. Batteries
- b. Pesticides
- c. Mercury containing equipment
- d. Lamps
- e. Other (specify) _____
- f. Other (specify) _____
- g. Other (specify) _____

Y N 2. Destination Facility for Universal Waste
Note: A hazardous waste permit may be required for this activity.

C. Used Oil Activities; Complete all parts 1-4.

Y N 1. Used Oil Transporter If "Yes," mark all that apply.

- a. Transporter
- b. Transfer Facility (at your site)

Y N 2. Used Oil Processor and/or Re-refiner If "Yes," mark all that apply.

- a. Processor
- b. Re-refiner

Y N 3. Off-Specification Used Oil Burner

Y N 4. Used Oil Fuel Marketer If "Yes," mark all that apply.

- a. Marketer Who Directs Shipment of Off-Specification Used Oil to Off-Specification Used Oil Burner
- b. Marketer Who First Claims the Used Oil Meets the Specifications

State approval required prior to startup.

This file includes fillable form fields. You can print the completed form and save it to your device or Acrobat.com. Highlight Existing Fields

- Fill & Sign Tools
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- Work with Certificates

c. Non-profit institute that is owned by or has a formal written affiliation agreement with a college or university

Y N 2. Withdrawing from 40 CFR Part 262 Subpart K for the management of hazardous wastes in laboratories

11. Description of Hazardous Waste

A. Waste Codes for Federally Regulated Hazardous Wastes. Please list the waste codes of the Federal hazardous wastes handled at your site. List them in the order they are presented in the regulations (e.g., D001, D003, F007, U112). Use an additional page if more spaces are needed.

B. Waste Codes for State-Regulated (i.e., non-Federal) Hazardous Wastes. Please list the waste codes of the State-Regulated hazardous wastes handled at your site. List them in the order they are presented in the regulations. Use an additional page if more spaces are needed.

Leave this section blank



**Generation
and**





Off-Site Identification Form



You are here: [Home](#) > [DIVISIONS](#) > [Air Permits, Engineering and Planning](#)

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- Assessment
- Enforcement
- Inspection
- Business and Community Outreach
- Public Participation and Permit Support**
- Water Permits
- Financial Services
- Human Resources
- Legal Affairs
- Underground Storage Tank and Remediation Division
- Waste Permits

- Hazardous Waste Manifest/Notification/Reporting**
- Permit Applications Received
- The Public Participation Group
- Asbestos
- Lead Paint
- Solid Waste Operators/Notifications
- Permit Application Administrative Review Group
- Louisiana Laboratory Accreditation Program

- Manifest Regulation Changes
- Annual Haz. Waste Reporting**

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Fourteenth Extension and Reissuance of the Sixteenth Amended Declaration of Emergency and Administrative Order

In the matter of Hurricane Katrina and its aftermath

Texas Oil and Gas Company pleads guilty to felony

Christmas tree Recycling

Information on how and where to recycle your Christmas or holiday tree

2016 Environmental Leadership Award application information and invitation

The deadline to submit an application for the 2016 ELP Awards is December 18.





Annual Hazardous Waste Reporting

Public Participation and Permit Support Division

Notifications and Accreditations Section

P.O. Box 4313
Baton Rouge, La. 70821-4313
Phone: (225)219-1352

FAX: (225)325-8297

All RCRA Large Quantity Generators (>1000 Kg / Mo) and permitted Treater, Storer, or Disposer (TSD) facilities must complete the 2016 Annual Hazardous Waste Report according to LAC 33:V. Small Quantity Generators and Conditionally Exempt Small Quantity Generators are not required to file the Annual Hazardous Waste Report in accordance with LAC 33:V Chapters 1, 11, 15, 17-21, 23-29, and 31-33, 35, 37.

The "2016 ANNUAL HAZARDOUS WASTE REPORT INSTRUCTIONS AND FORMS BOOKLET" provides important information to aid in the completion of the report. If you choose to report via hard-copy, the "2016 ANNUAL HAZARDOUS WASTE INSTRUCTIONS AND FORMS BOOKLET" contains the forms that are needed to complete your report.

NEW!!! The Louisiana Department of Environmental Quality (LDEQ) encourages the use of the electronic reporting software to complete your report. Electronic reporters may use the "Easitrak Software" to submit the 2016 Annual Hazardous Waste Report. The American Resource Management "Easitrak Software" is web based program. Users will use their EPA ID # as their login ID, and will create a password. Then the report shall be completed on the ARM web page. You are not required to download the software. You may save your data and re-enter the report as needed until your report is completed. You are no longer required to submit a CD or disk with your electronic file. When your electronic report is complete please submit the 4 page signed RCRA Subtitle C Site Identification Form and the signed ARM Declaration of Electronic Filing Form to the Louisiana Department of Environmental Quality at the address listed at the top of this page.

A copy of the workshop presentation may assist you in completing your report.

FOR ASSISTANCE WITH UPLOADING DATA FROM YOUR 2016 ANNUAL HAZARDOUS WASTE REPORT INTO THE EASITRAK SOFTWARE, PLEASE EMAIL JEFF WAITES AT JEFFWAITES@HOTMAIL.COM.

Note:

QUESTIONS ABOUT PAPER REPORTING?



Electronic Reporting

The Easitrak Software by American Resource Management (ARM) is available for use in submitting the 2016 Annual Hazardous Waste Report. The link to the Easitrak software is <http://www.arminc.net>



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 - [Easitrak 2016](#)
 - [Easitrak 2015](#)
 - [Easitrak 2014](#)
 - [Easitrak 2013](#)
 - [Easitrak 2012](#)
 - [Easitrak 2011](#)
 - [Easitrak 2010](#)
 - [Easitrak 2009](#)
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NEW: EASITRAK 2016

We specialize in the design and development of customized hazardous waste tracking and environmental reporting software. We have partnered with several states to provide state specific hazardous waste reporting software. We have also developed software that automates your reporting by converting your manifest data into the required GM and WR forms.

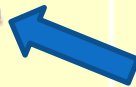
We provide free EPA biennial Hazardous Waste reporting software. We also provide free state specific reporting software for several states. View our the State Information to find out if your state is supported. If it is not listed you can still use the software to meet your EPA reporting needs.





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Management

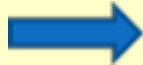
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LOUISIANA [Directions](#)

Print, sign, and mail the RCRA Subtitle C Site Identification form and the Declaration of Electronic Filing Form to:

Louisiana Department of Environmental Quality
Notifications and Accreditations Section
Permit Support Services Division
PO Box 4313
Baton Rouge, LA 70821-4313
225-219-1665 (office)
225-325-8137 (fax)

Easitrak Questions

Email Sheryl Grimmer @ Sheryl.Grimmer@LA.GOV
Or @ Tanya.Byers@LA.GOV

MARYLAND [Directions](#)

Maryland requires the biennial report from LQG and SQG. Maryland does not differentiate between the two. Please refer to [Maryland Department of the Environment website](#) for more information.

When you are finished entering your report hit the submit button, print the verification, sign and mail the verification to:

Maryland Department of the Environment Technical Services and Operations Program
1800 Washington Boulevard, Suite 650
Baltimore, MD 21230-1719.

If you have any questions or need assistance please feel free to contact:

Paul "Brian" Sodeman at
410-537-3397 or by e-mail at paul.sodeman@maryland.gov
Section Head, Jennifer Hopper at
410-537-3350 or by e-mail at jennifer.hopper@maryland.gov

MISSISSIPPI

Send a signed certification form to the agency.

Mississippi Department of Environmental Quality
ECED
P.O. Box 2261
Jackson, MS 39225
ATTN: Sonia Weddington
Telephone 601-961-5305

Easitrak Questions

Email Sonia Weddington at Sonia_Weddington@deq.state.ms.us

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EASITRAK 2016

Welcome to the starting point for **EasiTrak 2016**. The current version supports Windows 7 with IE 8 - 11.

If you are using this year Easitrak version for the first time or are just starting your 2016 reporting you need to click "Registration for Generator". You will create your own password. The login ID is your EPA ID number.

If you have already registered for 2016 and need to continue working, enter EPA ID number and your password to log in. If you are going to leave your site, please click the **Logout** button.

YOU MUST REGISTER EACH YEAR EASITRAK VERSION.

Registration for Generator
(If you have not registered for EasiTrak 2016)

Log in to Access the EasiTrak 2016
(If you have already registered for EasiTrak 2016)

EPA ID Number

Password (Case sensitive)

• [Forgot password?](#) Please contact your State Administrator.



EASITRAK 2016

Cancel Submit

REGISTRATION FORM

Please completely all information.
The security questions are required fields. The correct answer must be provided when you submit the report.
You must review and confirm data if SI or GM is loaded from the previous version.

EPA ID Number	<input type="text"/>
Registered By	<input type="text"/>
Email Address	<input type="text"/>
Password	<input type="password"/>
Re-Enter Password	<input type="password"/>

Please answer all security questions below

What is your favorite hobby?	<input type="text"/>
What city were you born?	<input type="text"/>
What is your favorite sport?	<input type="text"/>
What is your favorite color?	<input type="text"/>

Do you want to load SI1 and SI2 from the previous version?



EASITRAK 2016

Welcome to the starting point for **EasiTrak 2016**. The current version supports Windows 7 with IE 8 - 11.

If you are a using this year Easitrak version for the first time or are just starting your 2016 reporting you need to click "Registration for Generator". You will create your own password. The login ID is your EPA ID number.

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Registration for Generator
(If you have not registered for EasiTrak 2016)

Login to Access the EasiTrak 2016
(if you have already registered for EasiTrak 2016)

EPA ID Number

Password (Case sensitive)

• [Forgot password?](#) Please contact your State Administrator.



EASITRAK 2016 LA STATE USER

[Logout](#)

- Services**
- State Home
- Utilities
- Reports
- Flat Files
- Instruction

WELCOME TO THE STARTING POINT FOR EASITRAK 2016

[Click to Continue](#)

INTRODUCTION

WELCOME TO EASITRAK 2016!

Easitrak is available via the web and is designed to allow you to enter the required information for your hazardous waste reports. These [instructions](#) are written for the generic version of EASITRAK. Your data entry screen may be slightly different depending on your state. The EPA made considerable changes in SI forms this year. If you are our customer in the previous version, your site information will be available to transfer to the current version for minimizing your data entry. However, you still need to correct and complete all required SI forms.

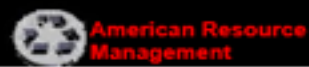
Always **do not use the "back" or "forward" buttons** on your browser tool bar when you are going back or forward to the page. WHEN DOING ANY DATA ENTRY DO NOT USE CARRIAGE RETURNS, I.E. DO NOT HIT THE "ENTER" KEY TO START A NEW LINE. THE SOFTWARE AUTO WORD WRAPS AND CARRIAGE RETURNS ARE NOT TO BE USED.

NOTE: Because of heavy use during the months of January and February, if you are idle for 15 minutes or more, you will have to log back into the software.

SERVICES

- [Change EPA ID Number](#)
- [Change Password](#)
- [Change Email Address](#)
- [Download 2016 TSDF Access File](#)

Technical assistance is available only via email at jeffwaites@hotmail.com AND YOU MUST INCLUDE YOUR EPA ID NUMBER.



EASITRAK 2016

LAD123456789

Logout

- Services
- Form SI**
- Form GM
- Form WR
- Form OI
- Submit
- Reports
- Instruction

- Open SI
- Addendum
- Start

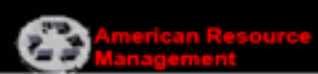
RCRA SUBTITLE C SITE IDENTIFICATION

The Site ID Form provides site-specific information about your facility and is used to obtain an EPA Identification Number under the RCRA Program. The Site ID Form also provides updated information for items that have changed at your site and verifies the information for those items that remain unchanged.

COMPLETE THE FOLLOWING SITE ID FORM ITEMS

Data cannot be modified until State Administrator unlocked your report

- Reason for Submittal
- Site Name and Location
- Site Land Type (SI1)
- NAICS Codes and Waste Codes (SI3, SI4, SI5)
- Site Mailing Address (SI1)
- Site Contact Person Information (SI1)
- Site Owner (SI2)
- Site Operator (SI2)
- Type of Regulated Waste Activity - A. Hazardous Waste Activities (SI1)
- Type of Regulated Waste Activity - B. Universal Waste Activities (SI6)
- Type of Regulated Waste Activity - C. Used Oil Activities (SI1)
- Type of Regulated Waste Activity - D. Eligible Academic Entities with Laboratories (SI1)
- Addendum: Hazardous Secondary Material Information (SI9, SIA, SIB)
- Certification (SI7)
- Comments (SI1)



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Logout

- Services
- Form SI
- Form GM**
- Form WR
- Form OI
- Submit
- Reports
- Instruction

Page range -

WASTE GENERATION AND MANAGEMENT

The GM Form is for reporting on-site hazardous waste generation and management in 2016. The GM Form is divided into three sections that document: (1) the source, characteristics, and quantity of hazardous waste generated; (2) the quantity of hazardous waste managed on-site along with the management method used; and (3) the quantity of hazardous waste shipped off-site for treatment, disposal, or recycling along with the off-site management method used.

GM pages 1 - 1 of total 1

Page	Description	Source Code	Form Code	Quantity	On Site Quantity	Off Site Quantity	Unit	Density	Density Unit	Edit	Del
1	PAINT	G25	W202	100	120	250	GALLONS	1.2	2		



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Save Close

SECTION 1 (GM 1-3): HAZARDOUS WASTE IDENTIFICATION

New Page: Section 1 - 3

Click **Hand Image** button to select corresponding code.
Click **Save** button to update the section one.
Click **Close** button to back the previous page without saving.

A. Waste Description

B. EPA Hazardous Waste Code (GM2) (Click to select)

C. State Hazardous Waste Code (not available)

D. Source Code (Click to select source code)

E. Form Code (Click to select form code)

F. Quantity Generated 2016
Unit Of Measure

G. Waste Minimization Code (Click to see WM code description)

Comments (Must write comments if Waste Minimization Code is "N")



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Edit Sec 1 Add Sec 2 Add sec 3 Close

PAGE

Section 1 (GM1 - GM3)
Section 2 (GM5) - 0 record
Section 3 (GM4) - 0 record

GM: HAZARDOUS WASTE IDENTIFICATION

Please add sections 2 and 3 in the new GM page

Section 1: (GM 1-3) (Edit section 1)

- A Description: PAINT WASTE
- B EPA hazardous waste code: D001
- C State hazardous waste code:
- D Source code: G01, Management Method code for Source code G25:
- E Form code: W001
- F Quantity generated: 100, UOM: 1, Density: , Density Unit of Measure:
- G Waste minimization code: X
- Comments:

Section 2 (GM5): On Site Waste Management ([Add section 2](#))

Section 3 (GM4): Waste Shipped Information ([Add section 3](#))

Edit Section 1: Click "Edit Sec 1" button
Add Section 2: Click "Add Sec 2" button
Add Section 3: Click "Add Sec 3" button
Edit Section 2 or 3: Click "Edit pencil image" button in the corresponding section grid
Delete Section 2 or 3: Click "Delete cross image" button in the corresponding section grid



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SECTION 2 (GM5): ON SITE WASTE MANAGEMENT

Page 2

Add new on-site management

Quantity Treated, Disposed, or Recycled in 2016
(Unit of measure is same as that in GM1)

On-site Management Method code (Select one from list box below)

Click **Save** button to update the on-site record.
Click **Close** button to back the previous page without saving.

Management Method Codes

- H010 - Metals recovery including retorting, smelting, chemical, etc.
- H020 - Solvents recovery (distillation, extraction, etc.)
- H039 - Other recovery or reclamation for reuse including acid regeneration, organics recovery, etc. (specify)
- H040 - Incineration - thermal destruction other than use as a fuel (includes any preparation prior to burning)
- H050 - Energy recovery at this site - use as fuel (includes on-site fuel blending before energy recovery; rept)
- H061 - Fuel blending prior to energy recovery at another site (waste generated either on or received from o)
- H070 - Chemical treatment (reduction/destruction/oxidation/precipitation); do not include treatment in an e
- H081 - Biological treatment; do not include treatment in an exempt wastewater treatment unit with dischar
- H100 - Physical treatment only adsorption/absorption/separation/stripping/dewatering; do not include treat
- H110 - Stabilization prior to land disposal at another site (encapsulation/stabilization/fixation) (includes prev
- H120 - Combination of chemical biological and/or physical treatment; do not include treatment in an exemp
- H121 - Neutralization only (no other treatment)
- H122 - Evaporation (as the major component of treatment); not reportable as H070 or H081
- H129 - Other treatment that does not include onsite disposal (specify in comments)
- H131 - Land treatment or application (to include any prior treatment and/or stabilization)
- H132 - Landfill or surface impoundment that will be closed as landfill (to include prior treatment and/or stab
- H134 - Deepwell or underground injection (with or without treatment; this waste was counted as hazardous
- H135 - Discharge to sewer/POTW or NPDES (with prior storage - with or without treatment)

< >



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SECTION 3 (GM4): WASTE SHIPPED INFORMATION

Save Close

Page 2

Add waste shipped information

EPA ID of Off-Site Facility Shipped To

Total Quantity Shipped in 2016

Off-Site Management Method Code (Select code from the list box)

Click **Save** button to update the off-site record.
Click **Close** button to back the previous page without saving.

Management Method Codes

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- H134 - Deepwell or underground injection (with or without treatment; this waste was counted as hazard
- H135 - Discharge to sewer/POTW or NPDES (with prior storage - with or without treatment)
- H141 - The site receiving this waste stored/bulked and transferred the waste with no treatment or recovi



EASITRAK 2016

LAD123456789

[Logout](#)

- Services
- Form SI
- Form GM**
- Form WR
- Form OI
- Submit
- Reports
- Instruction

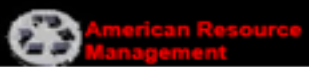
Page range -

WASTE GENERATION AND MANAGEMENT

The GM Form is for reporting on-site hazardous waste generation and management in 2016. The GM Form is divided into three sections that document: (1) the source, characteristics, and quantity of hazardous waste generated; (2) the quantity of hazardous waste managed on-site along with the management method used; and (3) the quantity of hazardous waste shipped off-site for treatment, disposal, or recycling along with the off-site management method used.

GM pages 1 - 1 of total 1

Page	Description	Source Code	Form Code	Quantity	On Site Quantity	Off Site Quantity	Unit	Density	Density Unit	Edit	Del
1	PAINT	G25	W202	100	120	250	GALLONS	1.2	2		



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- Reports
- Instruction

Open WR Add WR

Page range 0 - 0 Search

WASTE RECEIVED FROM OFF-SITE

The WR Form identifies hazardous wastes that were received from other hazardous waste sites and the method(s) used to manage them. The WR Form is divided into three identical parts (i.e., waste blocks), labeled Waste 1, Waste 2, and Waste 3, that collect information on the quantities and characteristics of each hazardous waste received from an off-site source during 2016 and managed on-site.

WR pages 0 - 0 of total 0 (sites 0)



Save Close

WASTE RECEIVED FROM OFF-SITE (WR)

NEW SITE

Click here to select waste code, form code, and management method code.

If your State has OI form, handler must complete generator location on the OI entry page.

A. Waste Description

B. EPA Hazardous Waste Code (WR2) [Click to select](#)

State Hazardous Waste Code (not available)

D. Off-Site EPA ID Number

E. Quantity Received In 2016

F. Unit Of Measure

G. Form Code

[Click to select](#)

H. Management Method Code

[Click to select](#)

Comments (0 - 240 characters)



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Open OI Add Transporter Handler Type All Record range 1 - 1 Search

OFF-SITE IDENTIFICATION

The Off-Site Identification Form (OI Form) captures the names and addresses of off-site installations and transporters. OI information is not loaded into the RCRAInfo database, but a file specification has been included to facilitate data sharing.
Receiving facility can be added or removed on the GM4 screen and be edited on the GM4 and OI screen. **Generator** can be added or removed on the WR screen and be edited on the WR and OI screen. **Transporter** can be added or removed on the OI screen.

Attention: you must complete SI, GM and WR before starting OI.

OI records 1 - 1 of total 1

Record	Off Site EPA ID	Name of Off-Site Installation and Transporter	Handler Type	Address of Off-Site Installation	Comments	Edit	Del
1	LAR012345678	TEST	Receiving	123 TEST, BATON ROUGE, LA, 70802, US			

Save and Close Cancel



OFF-SITE IDENTIFICATION

NEW RECORD

Please correct information before saved !!!

This page is for you to update off-site facility's name and address. Click the "check" image button to verify the off-site EPA ID. Click the zip "hand" image button to complete location address if the location is required.

The handler type check boxes are locked. Receiving Facility and Generator are summarized from GM4 and WR1 respectively.

Transporter can be added or removed in the OI main page. Address is optional when the handler type is transporter.

A. Off Site EPA ID Number

 Click to verify EPA ID number

B. Name of Off-Site Installation or Transporter

C. Handler Type

Generator Transporter Receiving Facility

D. Address of Off-Site Installation

Address Line 1

Address Line 2

Country

Zip Code  Click to select location

State

City, Town, or Village

County

Comments

American Resource Management **EASITRAK 2016** LAD123456789 **Logout**

Services • Form SI • Form GM • Form WR • Form OI • Submit • Reports • Instruction

Open OI Add Transporter Handler Type All Record range 1 - 1 Search

OFF-SITE IDENTIFICATION

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Technical assistance is available via email at: arminc@arminc.com





EASITRAK 2016 LAD123456789

Save and Close Cancel

OFF-SITE IDENTIFICATION

RECORD 1

Please correct information before saved !!!

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The handler type check boxes are locked. Receiving Facility and Generator are summarized from GM4 and WR1 respectively.

Transporter can be added or removed in the OI main page. Address is optional when the handler type is transporter.

A. Off Site EPA ID Number

LAR012345678 Click to verify EPA ID

B. Name of Off-Site Installation or Transporter

TEST

C. Handler Type

Generator Transporter Receiving Facility

D. Address of Off-Site Installation

Address Line 1 123

Address Line 2 TEST

Country UNITED STATES

Zip Code 70802 Click to select location

State LA

City, Town, or Village BATON ROUGE

Comments

Empty text area with scroll arrows



EASITRAK 2016

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Logout

- Services
- Form SI
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- Submit**
- Reports
- Instruction

- Data Checker
- Error Reporter
- Submit



EASITRAK SUBMIT

- Click the "Data Checker" button to validate data before submitting the report.
- Click the "Submit" button to submit the report to your State Administrator if no error exists.
- Data will be unavailable to edit after submitted.
- Contact your State Administrator to unlock the report if change is necessary for the submitted report.
- Unlocked report must be re-submitted after corrected.

FORM SUMMARY

- SI Form:** The Site identification form was completed
- GM Form:** 2 pages were found
- WR Form:** No page was found

EASITRAK SUBMIT

- Click the "Data Checker" button to validate data before submitting the report.
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- Data will be unavailable to edit after submitted.
- Contact your State Administrator to unlock the report if change is necessary for the submitted report.
- Unlocked report must be re-submitted after corrected.

Data was passed by checker

FORM SUMMARY

SI Form: The Site Identification form was completed
GM Form: 2 pages were found
WR Form: No page was found



EASITRAK 2016

LAD123456789

Logout

- Services
- Form SI
- Form GM
- Form WR
- Form OI
- Submit
- Reports
- Instruction

- Data Checker
- Error Reporter
- Submit



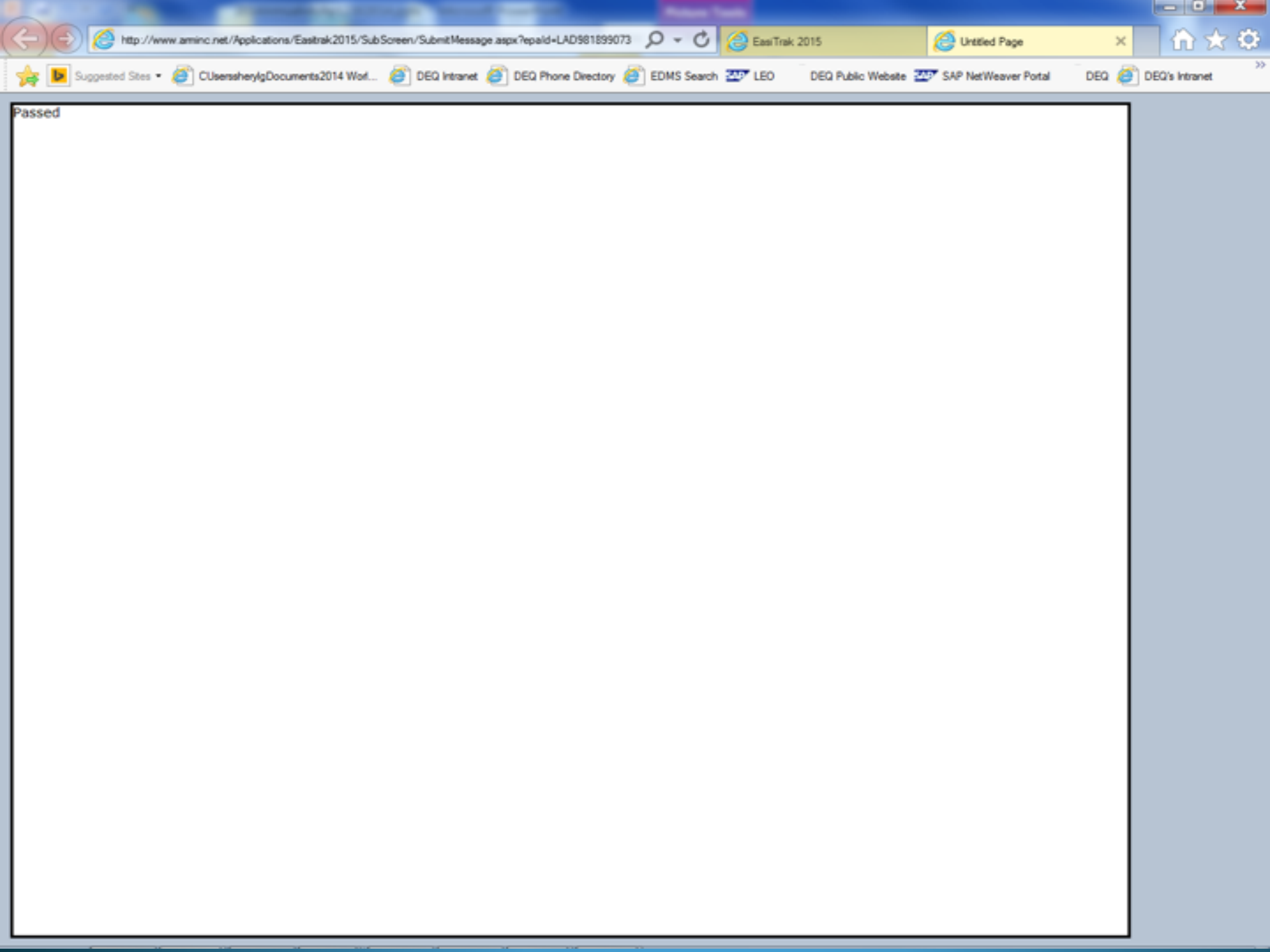
EASITRAK SUBMIT

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FORM SUMMARY

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http://www.aminc.net/Applications/Easitrak.2015/Sub Screen/SubmitMessage.aspx?epaid=LAD581899073

EasiTrak 2015

Untitled Page

- Suggested Sites
- CUserssherylgDocuments2014 Wof...
- DEQ Intranet
- DEQ Phone Directory
- EDMS Search
- LEO
- DEQ Public Website
- SAP NetWeaver Portal
- DEQ
- DEQ's Intranet

Passed



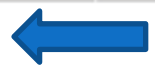
EASITRAK 2016

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[Logout](#)

- Services
- Form SI
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EASITRAK SUBMIT

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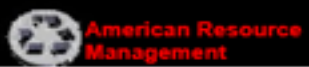
Data was passed by checker

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EASITRAK 2016

LAD123456789

[Logout](#)

- Services
- Form SI
- Form GM
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- Form OI
- Submit
- Reports
- Instruction

- Data Checker
- Error Reporter
- Submit

EASITRAK SUBMIT

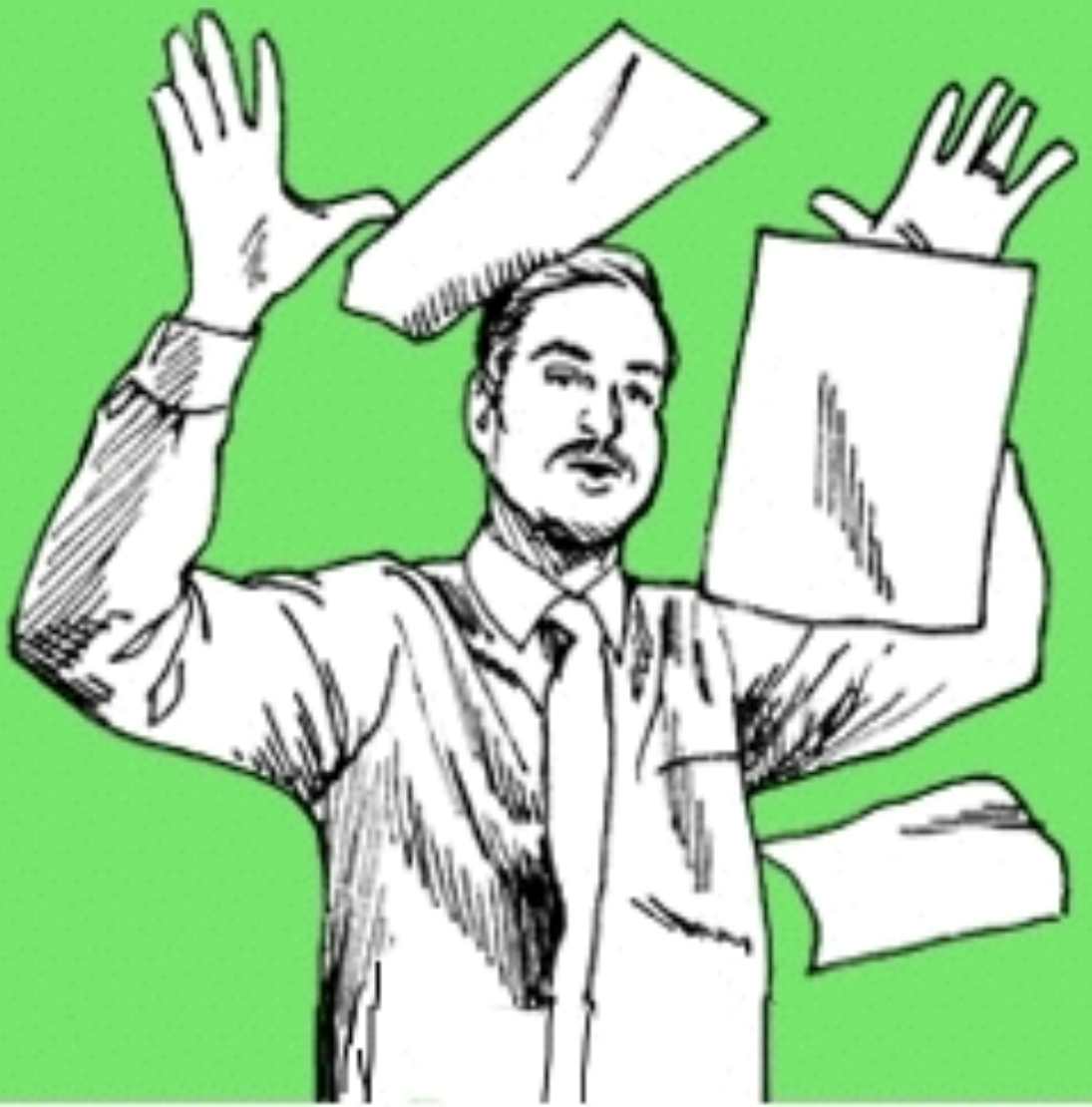
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- Unlocked report must be re-submitted after corrected.

Data has been submitted to state.
Please print, sign and mail the declaration page to the state for your report to be accepted and complete.

FORM SUMMARY

- SI Form:** The Site Identification form was completed
- GM Form:** 2 pages were found
- WR Form:** No page was found

I'm
done!



BUT WAIT

THERE'S MORE



EASITRAK 2016

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Logout

- Services
- Form SI
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- Form WR
- Form OI
- Submit
- Reports**
- Instruction

EASITRAK REPORTS



PDF Files Merge Tool

FORM REPORT (PDF file)

- SI Form - The Site identification form
- Addendum Form - Addendum to the site identification form
- GM Form - Waste Generation And Management Form (2 pages)
- WR Form - Off Site Waste Received Form (0 page)
- OI Form - Off Site Identification Form (1 page)
- Declaration of Electronic Filing of the Annual Hazardous Waste Report



PAGES TO OPEN

- All Pages
- Pages From To



DATA EXPORT (Excel spreadsheet)

(Close the existing excel web page before exporting another)

FLAT FILES (Standardized flat files. Click the generate button if data was changed)

EASITRAK REPORTS

PDF Files Merge Tool

FORM REPORT (PDF file)

- SI Form - The Site Identification form
- Addendum Form - Addendum to the site identification form
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- Declaration of Electronic Filing of the Annual Hazardous Waste Report



PAGES TO OPEN

- All Pages
- Pages

From To



DATA EXPORT (Excel spreadsheet)

(Close the existing excel web page before exporting another)

FLAT FILES (Standardized flat files. Click the generate button if data was changed)

DECLARATION OF ELECTRONIC FILING OF THE 2016 ANNUAL HAZARDOUS WASTE REPORT

For the calendar year January 1, 2016, through December 31, 2016

Submit Date

EPA ID LAD123456789

Site/Company Name TEST

Site Address 123 TEST

City BATON ROUGE State LA Zip 70802

Mailing Address 123 TEST

City BATON ROUGE State LA Zip 70802

Contact Name TANYA J. LINZY Phone No 2252191352 Ext 225

Contact Title ENV. SCI

Part I - Declaration of Filer

I certify under penalty of law that the information shown on my 2016 Hazardous Waste Report, which I filed electronically, and that this document and all attachments were prepared under my direction or supervision, in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted, is correct and current. Based on my inquiry of the person or persons who manage the system or those directly responsible for gathering the information, the information submitted is to the best of my knowledge and belief, true, accurate and complete. I am aware that there are significant penalties under Section 3008 of the Resource Conservation and Recovery Act for submitting false information, including the possibility of fine and imprisonment for known violations.

Part II - Signature of Certification

Last Name LINZY First Name TANYA Title ENV. SCI

Signature _____  Date 01/09/2017

Part III - Method of File Transmittal

CD ARM Web Site

*** Note: This is not the 2016 Annual Hazardous Waste Report. Only file this form if you submitted your 2016 Annual Hazardous Waste Report electronically. This form alone does not constitute submittal of the 2016 Hazardous Waste Report but is required for all methods of electronic submission of the report.

New Close Submit

SEARCH UNITED STATES LOCATION

* Please contact with ARH if US location cannot be found in the search screen

Zip Code Search

State LA ▼

City Name BATON ROUGE

County Name EAST BATON ROUGE

County Code LA033 [what is the county code?](#)

	State	City, Town, or Village	County Name	County Code
<input checked="" type="checkbox"/>	LA	BATON ROUGE	EAST BATON ROUGE	LA033

www.arminc.net says:

Please type zip code and click the search button first.
Do not add a location except it cannot be found.

Are you sure to add a new location?

OK

Cancel

Improvements to EASITRAK



QUESTIONS ABOUT
ELECTRONIC
REPORTING?

Corrections throughout the year?

MAIL COMPLETED FORM 101 LOROORR Permit Support Bureau/Office PO Box 4012 Baton Rouge, LA 70803-4012		United States Environmental Protection Agency and STATE OF LOUISIANA DEPARTMENT OF ENVIRONMENTAL QUALITY NOTIFICATION OF HAZARDOUS WASTE ACTIVITY RCRA SUBTITLE C SITE IDENTIFICATION FORM		
1. Reason for Submittal OROOZ ONLY (ARC RECORDS PER SUBMITTAL)		A. Reason for Submittal: <input type="checkbox"/> To provide initial notification (to obtain an EPA ID Number for hazardous waste, universal waste, or used oil activity). <input type="checkbox"/> To provide subsequent notification (to update site identification information). or <input type="checkbox"/> As a component of a First RCRA Hazardous Waste Part A Permit Application. <input type="checkbox"/> As a component of a Revised RCRA Hazardous Waste Part A Permit Application (Amendment # _____). or <input type="checkbox"/> As a component of the Hazardous Waste Report. <input type="checkbox"/> See the instructions attached at the end of this form for details of the reporting year.		
2. EPA ID Number		B. Number of employees		
3. Site Name		Legal Name		
4. Site Location (physical address, NOT PO Box or Route)		Street Address		
		City, Town, or Village		State: LA
		Zip Code		
5. Site Land Type		Site Land Type: <input type="checkbox"/> Private <input type="checkbox"/> County/Parish <input type="checkbox"/> District <input type="checkbox"/> Federal <input type="checkbox"/> Tribal <input type="checkbox"/> Municipal <input type="checkbox"/> State <input type="checkbox"/> Other		
6. North American Industry Classification System (NAICS) Code(s)		A. _____ B. _____ C. _____ D. _____		
7. Site Mailing Address		Street or P. O. Box		
		City, Town, or Village		State _____ Zip Code _____
8. Site Contact Person		First Name _____ MI _____ Last Name _____ Phone Number _____ Title _____ Mail Address _____ State Zip _____ Email _____		
9. Legal Owner and Operator of the Site (see instructions)		A. Name of Site's Legal Owner _____ Date Became Owner (mm/dd/yyyy) _____ Owner Type: <input type="checkbox"/> Private <input type="checkbox"/> County/Parish <input type="checkbox"/> District <input type="checkbox"/> Federal <input type="checkbox"/> Tribal <input type="checkbox"/> Municipal <input type="checkbox"/> State <input type="checkbox"/> Other Street or P. O. Box _____ City, Town, or Village _____ Phone _____ State _____ Zip Code _____ B. Name of Site's Operator _____ Date Became Operator (mm/dd/yyyy) _____ Operator Type: <input type="checkbox"/> Private <input type="checkbox"/> County/Parish <input type="checkbox"/> District <input type="checkbox"/> Federal <input type="checkbox"/> Tribal <input type="checkbox"/> Municipal <input type="checkbox"/> State <input type="checkbox"/> Other		

LDEQ Form 101-1 (Revised 10/10) Page 1 of 1

SEND COMPLETED FORM TO: Louisiana Department of Environmental Quality Office of Environmental Services Public Participation and Permit Support Division PO Box 4012 Baton Rouge, LA 70803		Louisiana Department of Environmental Quality RCRA SUBTITLE C SITE IDENTIFICATION FORM	
1. Reason for Submittal OROOZ ONLY (ARC RECORDS PER SUBMITTAL)		Reason for Submittal: <input type="checkbox"/> To provide an initial notification (first time submitting site identification information / to obtain an EPA ID number for the location). <input type="checkbox"/> To provide a Subsequent notification (to update site identification information for the location). <input type="checkbox"/> As a component of a First RCRA Hazardous Waste Part A Permit Application. <input type="checkbox"/> As a component of a Revised RCRA Hazardous Waste Part A Permit Application (Amendment # _____). <input type="checkbox"/> As a component of the Hazardous Waste Report (if marked, see sub-tablet below). <input type="checkbox"/> Site was a TSD facility and/or generator of 25,000 kg of hazardous waste, 1 kg of acute hazardous waste, or 1000 kg of acute hazardous waste spill cleanup in one or more months of the report year (or State equivalent LQC regulations).	
2. Site EPA ID Number		EPA ID Number	
3. Site Name		Name	
4. Site Location		Street Address	
		City, Town, or Village _____ County _____ Zip Code _____	
5. Site Land Type		Land Type: <input type="checkbox"/> Private <input type="checkbox"/> County <input type="checkbox"/> District <input type="checkbox"/> Federal <input type="checkbox"/> Tribal <input type="checkbox"/> Municipal <input type="checkbox"/> State <input type="checkbox"/> Other	
6. NAICS Code(s)		A. _____ B. _____ C. _____ D. _____	
7. Site Mailing Address		Street or P. O. Box	
		City, Town, or Village _____ State _____ Zip Code _____	
8. Site Contact Person		First Name _____ MI _____ Last Name _____ Title _____ Street or P. O. Box _____ City, Town, or Village _____ State _____ Zip Code _____ Phone Number _____ Ext. _____ Fax _____	
9. Legal Owner and Operator of the Site		A. Name of Site's Legal Owner _____ Date Became Owner (mm/dd/yyyy) _____ Owner Type: <input type="checkbox"/> Private <input type="checkbox"/> County <input type="checkbox"/> District <input type="checkbox"/> Federal <input type="checkbox"/> Tribal <input type="checkbox"/> Municipal <input type="checkbox"/> State <input type="checkbox"/> Other Street or P. O. Box _____ City, Town, or Village _____ Phone _____ State _____ Zip Code _____ B. Name of Site's Operator _____ Date Became Operator (mm/dd/yyyy) _____ Operator Type: <input type="checkbox"/> Private <input type="checkbox"/> County <input type="checkbox"/> District <input type="checkbox"/> Federal <input type="checkbox"/> Tribal <input type="checkbox"/> Municipal <input type="checkbox"/> State <input type="checkbox"/> Other	

Page ___ of ___

Easitrak Software

- Remember to register as a new user each reporting year. Answer the security questions that you will need when you submit your report
- You do not have to complete the report at one sitting. A partially completed report may be saved once the screen you are working in is completed. You may re-enter and continue to complete your report at a later time.
- Remember to use the hand icon to utilize pop up screens for data entry. Remember for addresses enter your zip code first and then pick the correct city from the pop up screen.

Easitrak Software

- Once you have completed your report you will need to select “Check Data”. If your data passes you can submit your data. Mail a paper copy of the original signed RCRA Subtitle C Site Identification Form and the original signed ARM Declaration of Electronic Filing Form to the Louisiana Department of Environmental Quality.
- You may go to the Easitrak support page at <http://www.arminc.net>
- Assistance is available by emailing ARM at jeffwaites@hotmail.com



- **Submit your report to LDEQ by March 1, 2017.**
- **Reports must be signed by the authorized representative of the facility.**
- **Electronic filers should submit the signed RCRA Subtitle C Site Identification Form and the signed ARM Declaration of Electronic Filing Form.**
- **Keep a copy of your report for your records – copies should be kept for a minimum of 3 years from the due date of the report.**



QUICK LINKS

- [Hemlock Land Fill](#)
- [Acronym Directory](#)

Latest News

LDEQ Drinking Water Protection Team to hold community meeting in Slidell on Jan. 12

Drinking Water Protection Program community meeting on Jan. 12 in Slidell will provide St. Tammany Parish residents with information on drinking water protection.

EPA Rebates Will Fund Cleaner School Buses in 88 Communities

The U.S. Environmental Protection Agency (EPA) today awarded more than \$7.7 million to replace or retrofit 401 older diesel school buses. The funds are going to 88 school bus fleets in 27 states, each of which will receive rebates through EPA's Diesel Emissions Reduction Act (DERA) funding. The new and retrofitted buses will reduce pollutants that are linked to health problems such as asthma and lung damage.

Discover DEQ - December 2016

What's Inside! Baton Rouge redesignated to attainment for the 2008 8-hour ozone standard; Message from the Secretary; ERC Conference to be held at LDEQ Jan. 26; LDEQ's flight capability expands its environmental protection oversight; Lafayette Household Chemical and Electronic Waste Day, Dec. 10; River Birch Landfill makes energy out of garbage; Holiday Parties at LDEQ; Who's Who At LDEQ?

Sixth Amended Declaration of Emergency and Administrative Order - Severe Weather of Aug. 12, 2016

Fifth Amended Declaration of Emergency and Administrative Order - Severe





HOME DIVISIONS PROGRAMS SERVICES ONLINE SERVICES NEWS ABOUT

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| Login

Electronic Document Management System



Click button above to enter

Thank you for using DEQ's Electronic Document Management System (EDMS). The EDMS contains all official records that have been created or received by DEQ. To access all DEQ public records, simply click the button above.

In keeping with the regulations on confidential and security-sensitive information, DEQ continues to monitor and implement best practices for securing confidential and security-sensitive records and information. Therefore, documents pertaining to radiation are not included.

To view documents which are not available on the Internet, you may submit a **Public Records Request**. You may also view and print from the EDMS by visiting one of DEQ's Public Records Centers, located at DEQ Headquarters in Baton Rouge, or any one of DEQ's **Regional Offices**. Regional Offices are generally open from 8 AM - 4:30 PM, Monday through Friday, but we request that you contact the office ahead of your visit to ensure that someone will be available to assist you.

For assistance or for more information on accessing documents, please visit DEQ's **Information and Records** page or call (225) 219-5337 or toll free 1(866) 896-5337.

Thank you for using the EDMS. We value your patronage and will do everything possible to help you find the documents you seek.



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- Public Records Req
- Help
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- FAQ
- Troubleshooting Guides & Manuals
- Contact Us
- What's New?
- Logged onto EDMS as public
- logout | preferences

AI [Lookup AI](#) TEMPO Activity Number

Date Between

Description

Document ID

Media

- Accident Prevention
- Air Quality
- Asbestos
- Biosolids
- Ground Water
- Hazardous Waste
- Inactive & Abandoned Sites

Function

- Agency Governance
- Air Emissions Inventory
- Air Modeling
- Air Monitoring and Analysis
- Air Planning
- Air Stack and Tank Testing
- Aquifer Evaluation and Protection

Document Type

- Analytical Data
- Boards and Commissions
- Compliance
- Correspondence-Internal
- Correspondence-Received
- Correspondence-Sent
- Financial

Document Subtype

- ADVF
- Agreement/Contract
- Air
- Annual
- Application
- Application-Personal Affidavit
- Assessment/Investigation



Tanya Linzy

Tanya.Linzy@la.gov

(225) 219-1352





Notification Form Contact

Malcolm (Lee) McNabb

Malcolm.mcnabb@la.gov

(225) 219-3244



ANY FINAL
QUESTIONS?