

# Transporting Hazardous Waste

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## Introduction

To transport hazardous waste in Wisconsin, generated by either large or small quantity generators, you must have both a valid EPA ID number and a hazardous waste transportation service license issued by the Department. Hazardous waste transportation requirements are in Ch. NR 663, Wisconsin Administrative Code.

A transporter is anyone who engages in the off-site transportation of hazardous waste by air, rail, highway or water.

A very small quantity generator (VSQG) can self-transport hazardous waste without a transportation license or a hazardous waste manifest.

## EPA ID Number

To transport hazardous waste in Wisconsin you must first obtain an EPA ID number:

**EPA Form 8700-12:** The Wisconsin DNR "[Hazardous waste forms and checklists](#)" webpage contains a link to the *Notification of Regulated Waste Activity [EPA Form 8700-12] – Instructions and Booklet*. You can also reach the forms and checklists page by searching for "hazardous waste forms" at [www.dnr.wi.gov](http://www.dnr.wi.gov). The 8700-12 form for obtaining an EPA ID number is located within the booklet.

For assistance with the form, or to submit completed applications, contact your [DNR Regional Waste Management Environmental Program Associate](#) for your county (see DNR contact information at the end of this document).

## Hazardous Waste Transportation License

To obtain a transportation license application and the Federal Employer Identification Number (FEIN) form, go to the Wisconsin DNR webpage for "[Waste facility transporter licenses](#)" and select:

Hazardous Waste and/or PCB Waste Transportation License ([Form 4400-086](#))

Social Security Number/FEIN Collection Request ([Form 9400-568](#))

**Out-of-state Transporters:** A person who transports hazardous waste into or through Wisconsin, but whose operation is based out-of-state, must submit an application form and fee to the Department in the region where the hazardous waste transportation activity is concentrated.

**Multiple regional and/or terminal operations:** An individual application form and fee is required for all separate locations where hazardous waste transporter vehicles are based. Submit applications and fees to the Department in the region where the transportation service is located.

## Licensing Fees

Hazardous Waste Transportation Licensing Fees:



The \$400 annual license fee covers the license period from October 1<sup>st</sup> to September 30<sup>th</sup> of the following year. All applicants shall renew this license annually by the date specified by the Department on the renewal form. A \$150 late fee is assessed for late renewals.

## Manifest Requirements

Hazardous waste must be accompanied by a uniform hazardous waste manifest that is properly signed by the generator. A VSQG is not required to use a manifest. However, if the VSQG does manifest their wastes, the VSQG must obtain an EPA ID number.

The transporter must ensure that copies of the manifests meet the following requirements of NR 663, Wis. Adm. Code:

- Signed by the generator;
- Signed and dated by the transporter at the time waste is accepted from the generator;
- Manifest must accompany the waste at all times;
- Signed and dated by all intermediary transporters and the facility that receives the waste; and
- Transporter copy must be kept for three years and be available for review.

*Note: A uniform hazardous waste manifest should be used for shipments of hazardous waste, and for PCB waste. Do not use this type of manifest for the shipment of non-hazardous waste.*

If the transporter is unable to deliver the waste to the facility, alternate facility, or another transporter indicated on the manifest, the transporter must contact the generator for further direction. The transporter must then revise the manifest, obtain a second manifest, or return the waste to the generator.

## Additional Transporter Requirements



**Properly package, label, and mark the waste and placard the vehicle.**

Before transporting hazardous waste or offering hazardous waste for transportation off-site, the generator shall package the waste in accordance with the applicable U.S. DOT regulations for packaging under [49 CFR Part 173, 178 and 179](#). Before transporting, hazardous waste shall be labelled, marked and placard in accordance with U.S. DOT regulations under [49 CFR part 172](#).



**Secure containerized waste in the vehicle to prevent movement.**

Secure containers in order to prevent shifting, damage, and potential spills.



**Equipment operators must be trained.**

Each transportation service must have an employee training program for hazardous waste handling and equipment operators. Topics in the program must include the problems and potential hazards posed by the transportation and disposal of hazardous waste, and equipment inspection techniques. Training records must be kept for three years.



**Vehicles and equipment must be periodically inspected.**

Each transportation service must have an inspection program for hazardous waste handling and transportation equipment. The program must include a schedule for equipment inspection and a checklist of specific areas or items to inspect. Records of when the equipment was inspected, any problems observed, and any maintenance conducted must be kept for three years.



**Properly report and respond to hazardous waste discharges.**

**What should be done if a discharge of hazardous waste occurs during transportation?**

1. Call the Wisconsin 24-hour number emergency spill hotline: **1-800-943-0003**.
2. Comply with the hazardous substance spill requirements in section 292.11, Wisconsin Statutes and Ch. NR 706, Wis. Adm. Code.
3. Give notice as required by 49 CFR 171.15 to the National Response Center at **1-800-424-8802** (toll free) or **202-267-2675**. Notify as soon as practical but no later than 12 hours after the occurrence.
4. Report in writing as required by 49 CFR 171.16. Electronic Hazardous Material Incident Reporting can be conducted through the <http://phmsa.dot.gov/hazmat> website.
5. Remove, containerize, transport, and dispose of spilled hazardous waste according to the hazardous waste management requirements in the NR 600 Series, Wis. Adm. Code.



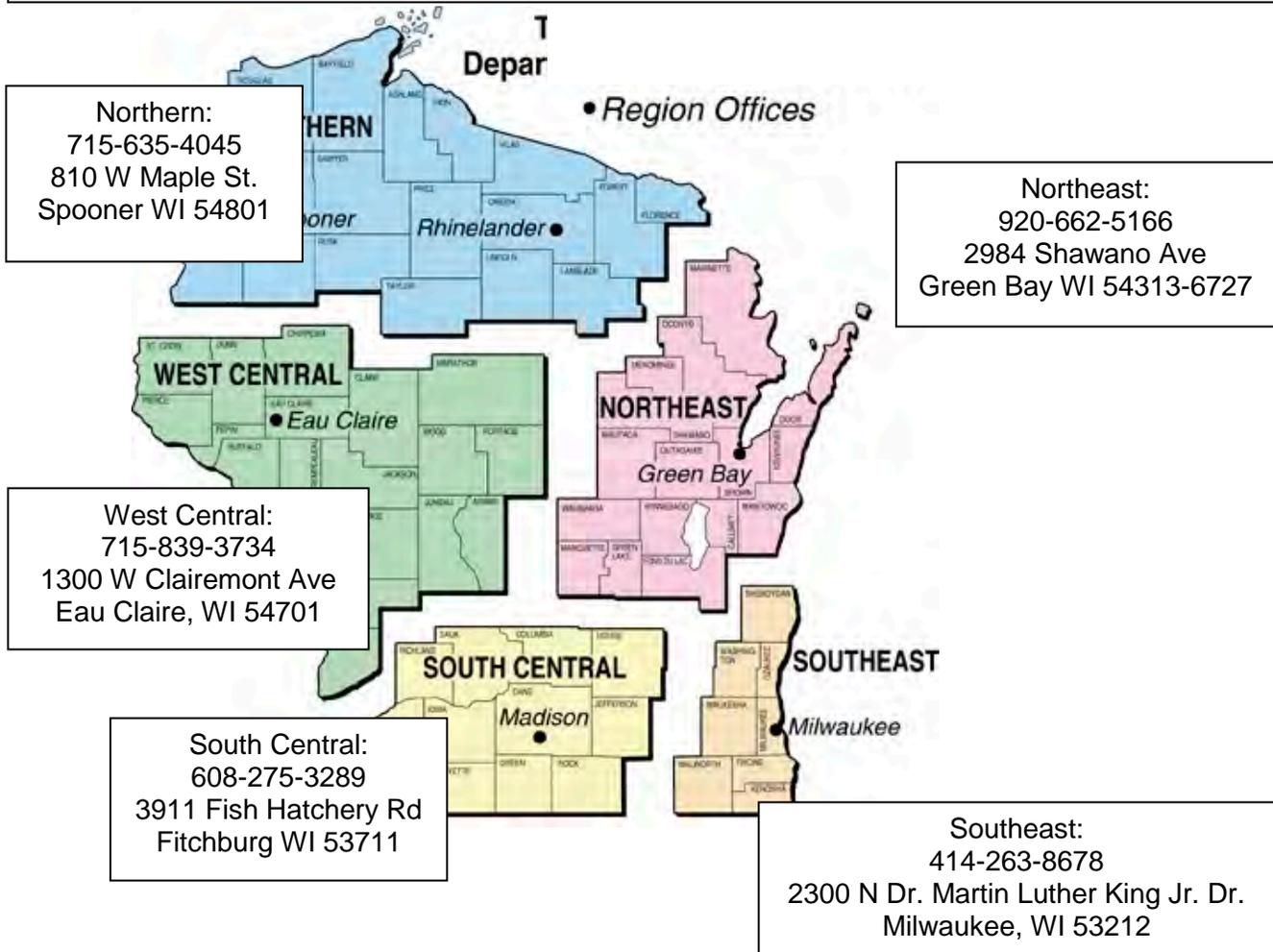
Hazardous waste transporter requirements are slightly different for rail or water

transport, or when a transporter mixes waste with different shipping restrictions. For more details consult NR 663 of the Wisconsin Administrative Code or contact the Department of Natural Resources, Hazardous Waste Contact for the county in which the transportation activity is centered, or your office is located.

# DNR CONTACT INFORMATION

For more information on this subject, including other publications, staff contacts and administrative codes and statutes, search [Hazardous Waste Transporter Standards](#) or NR 663 at [dnr.wi.gov](http://dnr.wi.gov), contact Waste & Materials Management staff by searching [waste regional office](#) at [dnr.wi.gov](http://dnr.wi.gov) or see below:

## Contact: DNR Regional Waste Management Environmental Program Associates



**Bureau of Waste and Materials Management, PO Box 7921, Madison, WI 53707-7921**

**Contact (608) 266-2111 or [DNRWasteMaterials@wisconsin.gov](mailto:DNRWasteMaterials@wisconsin.gov) for further information.**

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