



VERY SMALL QUANTITY GENERATOR INSPECTION

Revision: 10/23/2017
WASTE & MATERIALS
MANAGEMENT PROGRAM

This Inspection Form, used for the inspection of facilities that generate less than 100 kg (220 lbs) of non acute hazardous waste in a calendar month or less than 1 kg (2.2 lbs) of acute hazardous waste in a calendar month, evaluates compliance with Wisconsin's Hazardous Waste Management Rules (chapter NR 660 - 679, Wis. Admin. Code).

Section 1: Waste Information

A. A hazardous waste determination has been made on each solid waste generated (NR 662.011).		662.220(6)(a)
B. The waste determination has been made correctly, considering the listed waste definitions and the characteristics of the waste, in light of the materials or processes used (NR 662.011(3)).		662.220(6)(a)
C. Waste samples are analyzed by laboratories certified or registered under NR 149. Provide lab names and certification numbers (NR 662.011(3)(a)1.).		662.220(6)(a)
D. Waste is shipped to an approved or exempt facility.		662.220(6)(e)

Section 2: Manifest Requirements

A. Generator uses a manifest to ship hazardous waste. If NO, go to Section 3.		
B. Generator submitted a notification form and obtained an EPA identification number.		662.220(6)(f)1
C. The manifest is used according to the instructions in the appendix to 40 CFR part 262 (NR 662.020(1)).		662.220(6)(f)2
D. A facility that is permitted or licensed to accept the waste is designated on the manifest (NR 662.020(2)).		662.220(6)(f)2
E. For out-of-state shipments, a copy of the manifest is sent to the department within 30 days of receiving the signed copy from the designated facility (NR 662.023(3)).		662.220(6)(f)2
F. If the manifest copy signed by the receiving facility is not received in 60 days, a legible copy of the manifest indicating no confirmation of delivery was submitted to the department (NR 662.193(2)).		662.220(6)(f)3
G. Generator retains a copy of the manifest signed by the generator until the signed copy from the designated facility is received (NR 662.040(1)).		662.220(6)(f)4
H. A copy of each manifest is kept for at least three years from the date of shipment (NR 662.040(1)).		662.220(6)(f)4

Section 3: On-Site Storage in Containers

A. Generator accumulates waste in containers. If NO, go to Section 4.		
B. The contents of a container that is leaking or in poor condition are transferred to another container in good condition (NR 665.0171).		662.220(6)(c)1



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Section 3: On-Site Storage in Containers

C. Containers are made or lined with materials compatible with the waste (NR 665.0172).		662.220(6)(c)1
D. Containers are kept closed except when it is necessary to add or remove waste (NR 665.0173(1)).		662.220(6)(c)1
E. Incompatible wastes are stored in separate containers unless the mixing will not generate extreme heat, fire, explosion, toxic gases or other dangers (NR 665.0177(1)).		662.220(6)(c)1
F. Containers are marked with the words, "Hazardous Waste".		662.220(6)(c)2

Section 4: Used Oil

A. Used oil is managed on-site. If NO, go to Section 5.		
B. Used oil containers and tanks are in good condition and not leaking.		679.22(2)
C. Used oil containers and tanks are marked "used oil".		679.22(3)(a)
D. Transporter has an EPA ID number, except when the generator self-transport or has a tolling arrangement.		679.24
E. If oil containing materials are disposed of as a solid waste, the used oil has been properly drained so there is no visible sign of free-flowing oil and a waste determination has been properly made.		679.10(3)(a)
F. If used oil is burned in an on-site used oil-fired space heater, all of the following are met: 1. Only used oil from the generator or household do-it-yourselfers is burned. 2. The heater is designed with a maximum capacity of 0.5 million BTU per hour or less. 3. The combustion gases are vented to the ambient air.		679.23
G. If used oil is accepted from others or sent off-site to be burned in a space heater, the used oil meets fuel specifications and the marketer requirements in NR 679 subch. H are met.		679.11

Section 5: Universal Waste

A. The facility is a small quantity handler of universal waste (never accumulates more than 11,025 lbs). If NO, state in the comments section if the facility is a universal waste nonhandler, large handler or destination facility, and go to Section 6.		
Note: If the facility is a large handler, complete the large quantity handler of universal waste inspection form.		



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Section 5: Universal Waste

B. Universal waste has not been disposed, treated or diluted. Note: Dilution or treatment does not include: sorting, mixing, discharging, regenerating, or disassembling batteries; removing batteries from consumer products or removing electrolytes; removing thermostat ampules; or, responding to a release of universal waste.		673.11
C. Universal waste batteries and thermostats that are broken or show evidence of leakage or spillage are placed in closed, structurally sound containers that are compatible with the waste and not leaking.		673.13
D. Universal waste lamps and pesticides are placed in closed, structurally sound containers that are compatible with the waste and are not leaking.		673.13
E. All universal wastes are labeled or marked "Waste" or "Used" followed by the specific type of universal waste handled or "Universal Waste".		673.14
F. Universal waste is accumulated for less than one year from the date generated or received from another handler.		673.15(1)
G. If universal waste is accumulated beyond one year, the handler can prove that accumulation was necessary to facilitate proper recovery, treatment or disposal.		673.15(2)
H Length of accumulation time is demonstrated by any of the following: 1. Each container is marked or labeled with the earliest date the waste is generated or received 2. The individual item of waste is marked or labeled with the date it was generated or received. 3. An inventory system identifying the date the waste was generated or received is maintained. 4. The universal waste is placed in a specific accumulation area identified with the earliest date the waste was generated or received.		673.15(3)
i. Employees are trained on the proper handling and emergency procedures appropriate to the types of waste handled at the facility.		673.16
J. ALL of the following are met when a release occurs: 1. Release is immediately contained. 2. A waste determination is made. 3. Spill residue is disposed of properly as solid or hazardous waste.		673.17
K. Handler sends the waste to a destination facility, foreign destination or another handler. Indicate the facilities in the comments section.		673.18(1)
L. For hazardous materials, the handler packages, labels, marks, placards and prepares the proper shipping papers in accordance with DOT requirements in 49 CFR parts 172 to 180. If no pretransportation activities are taking place during the inspection answer as 'NA'		673.18(3)
M. The following activities have occurred. If YES, complete the Universal Waste Small Quantity Handler inspection form. 1. Universal waste are sorted or disassembled. 2. Recalled pesticides are managed. 3. Universal waste shipments have been rejected. 4. Universal waste shipments have included hazardous or solid waste. 5. Universal waste is self-transported.		



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Section 6: Exclusions

A. Do the solvent-contaminated wipes sent for laundering meet the conditional exclusion under s. NR 661.04(1)(z) WAC?
 Container labeled as "Excluded Solvent-Contaminated Wipes."
 Container is able to contain free liquids should free liquids occur.
 Container kept closed.
 Solvent-contaminated wipes are accumulated for less than 180 days.
 Documentation showing that the 180-day accumulation time limit is met.
 At the point of being transported off-site, the solvent-contaminated wipes contain no free liquids.
 Description of the process the generator used to ensure the solvent-contaminated wipes contain no free liquids at the point of being transported off-site.
 Name and address of the laundry or dry cleaner that is receiving the solvent-contaminated wipes.
 The solvent-contaminated wipes are sent to a laundry or dry cleaner whose discharge, if any, is regulated under the Clean Water Act.
 If any condition of the exclusion is not met, the solvent-contaminated wipes become a hazardous waste and are subject to full RCRA regulation.

B. Do the solvent-contaminated wipes sent for disposal meet the conditional exclusion under s. NR 661.04(2)(r) WAC?
 Container labeled as "Excluded Solvent-Contaminated Wipes."
 Container is able to contain free liquids should free liquids occur.
 Container kept closed.
 Solvent-contaminated wipes are accumulated for less than 180 days.
 Documentation showing that the 180-day accumulation time limit is met.
 At the point of being transported off-site, the solvent-contaminated wipes contain no free liquids.
 Description of the process the generator used to ensure the solvent-contaminated wipes contain no free liquids at the point of being transported off-site.
 To a municipal solid waste landfill regulated or to a hazardous waste landfill
 To a municipal waste combustor or other combustion facility or to a hazardous waste combustor, boiler, or industrial furnace
 If any condition of the exclusion is not met, the solvent-contaminated wipes become a hazardous waste and are subject to full RCRA regulation.

Section 7: Generator Status Evaluation

A. Less than the 220 lbs. (100 kg) of non-acute hazardous waste is generated in any month.

	662.220(6)

B. Less than 2,205 lbs. (1000 kg) of non-acute hazardous waste is accumulated.

	662.220(6)(b)

C. Describe other hazardous waste activities the generator is conducting at the facility.

D. The Very Small Quantity Generator status is confirmed by this inspection.
