

RCRA HAZARDOUS WASTE PART A PERMIT APPLICATION

Instructions and Form

EPA Form 8700-23
(OMB# 2050-0024; Expires 08/31/2028)

AUTHORIZATION

The Resource Conservation and Recovery Act (RCRA) Section 3005 requires the U.S. Environmental Protection Agency (EPA) to establish permitting requirements applicable to hazardous waste treatment, storage, or disposal facilities (TSDFs). The owner and operator of a TSDF must obtain a permit as required under 40 CFR Part 270. Respondents must submit the information required in the RCRA Hazardous Waste Part A Permit Application [EPA Form 8700-23] (Part A Permit Application) for a first permit application or for a revised permit application. Owners and operators of four types of TSDFs are subject to the requirements: new facilities not yet constructed; newly regulated existing facilities subject to RCRA permitting requirements for the first time; permitted facilities with newly regulated units; and interim status facilities. The EPA needs information contained in the application to identify the person(s) legally responsible for hazardous waste activity, to determine which facilities require permits under more than one program, to assess potential for the facility to pollute nearby ground and surface waters, to identify the timeframe available for the EPA to process permit applications, and to determine the specific wastes a facility is legally allowed to handle for different purposes. The EPA must ensure that hazardous wastes are managed in a way that protects human health and the environment as required by RCRA. This is mandatory reporting by the respondents.

The EPA enters Part A Permit Application information submitted by respondents into RCRAInfo, the EPA national database, and issues permits. The EPA uses this information to identify the universe of regulated waste TSDFs and their specific regulated hazardous waste activities. The EPA also uses the information for tracking and planning and for a variety of enforcement and inspection purposes. Finally, the EPA uses this information to ensure that: hazardous wastes are managed properly; TSDFs are operated and maintained as required; statutory provisions are upheld; and that regulations are adhered to by facility owners and operators.

Section 3007(b) of RCRA and 40 CFR Part 2, Subpart B, which defines the EPA's general policy on public disclosure of information, both contain provisions for confidentiality. However, the Agency does not anticipate that businesses will assert a claim of confidentiality covering all or part of the Part A Permit Application. If such a claim were asserted, the EPA must and will treat the information in accordance with the regulations cited above. The EPA also will assure that the information collection complies with the Privacy Act of 1974 and OMB Circular 108.

This collection of information is approved by OMB under the Paperwork Reduction Act, 44 U.S.C. 3501 et seq. (OMB Control No. 2050-0024). Responses to this collection of information are mandatory (40 CFR 270.1). An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. The public reporting and recordkeeping burden for this collection of information is estimated to range from 7 to 24 hours per response. Send comments on the Agency's need for this information, the accuracy of the provided burden estimates, and any suggested methods for minimizing respondent burden including through the use of automated collection techniques to the Director, Regulatory Support Division, U.S. Environmental Protection Agency (2821T), 1200 Pennsylvania Ave., NW, Washington, D.C. 20460. Include the OMB control number in any correspondence. Do not send the completed form to this address.

INTRODUCTION

The Resource Conservation and Recovery Act (RCRA), as amended by the Hazardous and Solid Waste Amendments of 1984 (HSWA) requires anyone who owns or operates a facility where hazardous waste is treated, stored, or disposed to have a RCRA hazardous waste permit issued by the U.S. Environmental Protection Agency (EPA). This section is designed to help you determine if you are subject to RCRA hazardous waste permitting requirements. The instructions contained in this section will assist you in starting the permit process by completing and submitting a RCRA Hazardous Waste Part A Permit Application (8700-23) or in modifying your hazardous waste permit by submitting a revised application.

There are two parts to a RCRA Hazardous Waste Permit Application: Part A and Part B. Part A of the RCRA Hazardous Waste Permit Application consists of both the RCRA Subtitle C Site Identification Form and the RCRA Hazardous Waste Part A Permit Application, along with maps, drawings, and photographs, as required by 40 CFR 270.13. Part B of the RCRA Hazardous Waste Permit Application contains detailed, site-specific information. There is no form for the Part B Permit Application; rather, the Part B Permit Application must be submitted in narrative form and contain the information described in applicable sections of 40 CFR 270.14 through 270.27.

	<p>Although this section contains information and instructions for completing a Part A Permit Application, it should not be considered a substitute for the regulations in Title 40 of the Code of Federal Regulations (40 CFR). Rather, this section serves as a supplement to the regulations and provides additional information not contained in 40 CFR. As an owner or operator of a hazardous waste treatment, storage, or disposal facility, you are responsible for learning and complying with all the requirements that apply to you and the operations at your facility.</p>
NOTE	<p>In addition, remember that this document and the regulations in 40 CFR address only the Federal hazardous waste program. Many States may have hazardous waste permitting requirements that differ from the Federal requirements; those States may use EPA's Form for the Part A Permit Application submission or they may use a similar State form that requires information not requested in the EPA form. However, all State forms MUST use the same instructions for collecting all Federally-mandated fields as outlined herein. Again, it is your responsibility to make sure that you have completed and submitted all forms required under the Federal or your State program.</p>

DETERMINING IF YOU MUST FILE

WHO MUST FILE A RCRA HAZARDOUS WASTE PERMIT APPLICATION?

The Resource Conservation and Recovery Act (RCRA), as amended by the Hazardous and Solid Waste Amendments of 1984 (HSWA), requires each person owning or operating a facility for the treatment, storage, or disposal of regulated hazardous waste to have a RCRA hazardous waste permit. This includes individuals, trusts, firms, joint stock companies, Federal agencies, corporations (including government corporations), partnerships, associations, States, municipalities, commissions, interstate bodies, other political subdivisions of a State, or Indian tribes (or an authorized Indian tribe organization). If you treat,

store, or dispose of regulated hazardous waste without obtaining a permit, you may be subject to a civil or criminal penalty.

Both new and existing facilities that treat, store, or dispose of regulated hazardous waste are required to submit a RCRA Hazardous Waste Part A Permit Application as described in 40 CFR Part 270. Four types of facilities are required to submit the Part A Permit Application: new facilities not yet constructed; newly regulated existing facilities subject to RCRA permitting requirements for the first time; permitted facilities with newly regulated units; and interim status facilities.

In an instance where the State may have a newly regulated unit, a Part A Permit Application is required. Adding new units for treating, storing, and disposing of waste creates a change to the facility (be it an existing facility or interim status facility) which would require a Revised Part A Permit Application, as does a major permit modification.

Contact your State if you have questions about the applicability of the Part A Permit Application form to your facility. Refer to the [State Contact](#) section to find your appropriate State contact.

HOW DO I KNOW IF I HANDLE REGULATED HAZARDOUS WASTE?

OFF-SITE FACILITIES

Owners or operators of off-site facilities that treat, store, or dispose of solid wastes, as defined by 40 CFR 261.2, are encouraged to obtain information on the solid wastes they receive from generators. If the generators will not supply this information, you are still responsible for determining if the solid wastes you handle are also hazardous wastes that are regulated by RCRA. To do so, you should follow the procedures for on-site facilities that are described below.

ON-SITE FACILITIES

Generators who treat, store, or dispose, on-site, their own solid wastes (as defined by 40 CFR 261.2), should employ the following procedures in determining if their solid wastes are hazardous wastes that are regulated by RCRA. This determination is made as follows:

- First, you need to determine if the solid waste handled is excluded from regulation under RCRA. The list of exclusions can be found in the regulation entitled "Identification and Listing of Hazardous Waste," 40 CFR 261.4. If the solid wastes handled are excluded, a RCRA hazardous waste permit is not needed to treat, store, or dispose of these solid wastes. If the solid waste handled is not excluded by 40 CFR 261.4, you need to determine if the solid waste handled is a hazardous waste that is regulated under RCRA. As described below, the EPA regulates a solid waste as a hazardous waste by specifically listing it as a hazardous waste or by assigning it a generic hazardous waste code because it possesses any of the four hazardous waste characteristics.
- If the solid waste handled is not excluded by 40 CFR 261.4, you need to determine if it is a hazardous waste that is listed in 40 CFR Part 261, Subpart D, "Lists of Hazardous Wastes." If you own or operate a facility where listed hazardous waste is treated, stored, or disposed, you are subject to regulation and must file a RCRA Hazardous Waste Permit Application, unless the hazardous waste has been exempted as described below.

- If the solid waste handled is not listed in 40 CFR Part 261, Subpart D, the solid waste may still be a hazardous waste if it possesses certain characteristics or contains certain contaminants. These characteristics and contaminants are described in 40 CFR Part 261, Subpart C, "Characteristics of Hazardous Waste." A determination that a solid waste possesses these characteristics or contaminants may be made based on either:
- Your knowledge of the hazard characteristic of the solid waste in lieu of the materials or processes used; or
- The results of testing the solid waste according to the methods in 40 CFR Part 261, Subpart C.

If you own or operate a facility where characteristic hazardous waste is treated, stored, or disposed, you are subject to regulation and must file a RCRA Hazardous Waste Part A Permit Application, unless the hazardous waste has been exempted as described below.

If the hazardous waste that you handle has been exempted under 40 CFR 261.5 or 40 CFR 261.6(a)(3), you are not subject to regulation and do not need to file a RCRA Hazardous Waste Part A Permit Application. In addition, certain other persons who handle hazardous waste are not required to obtain a RCRA hazardous waste permit. They are:

- Generators who accumulate their own hazardous waste on-site for less than 90 days as provided in 40 CFR 262.14 - 17;
- Farmers who dispose of hazardous waste pesticides from their own use as provided in 40 CFR 62.70; and
- Owners and operators of totally enclosed treatment facilities as defined in 40 CFR 260.10.

FILING A RCRA HAZARDOUS WASTE PART A PERMIT APPLICATION

There are two parts to the RCRA Hazardous Waste Permit Application – Part A and Part B. As required by 40 CFR 270.13, the Part A Permit Application defines the processes to be used for treatment, storage, and disposal of hazardous wastes; the design capacity of such processes; and the specific hazardous wastes to be handled at a facility. The RCRA Hazardous Waste Part A Permit Application is submitted by completing the RCRA Subtitle C Site Identification Form (Site Identification Form), and the Hazardous Waste Part A Permit Application

The Part A Permit Application serves as a vehicle through which an owner or operator may submit facility-specific information to the regulatory authority and keep this information current. As specified by 40 CFR 270.14 through 270.27, the Part B Permit Application requires detailed site specific information such as geologic, hydrologic, and engineering data. The Part B Permit Application is submitted in narrative form.

EXISTING FACILITIES

Existing hazardous waste management facilities are those hazardous waste treatment, storage, or disposal facilities (TSDFs) which were in operation or for which construction had commenced on or before

November 19, 1980, or which were in existence on the effective date of the statutory or regulatory amendment that render the facility subject to the requirement to obtain a RCRA permit. RCRA established a procedure for obtaining interim status that allows these existing facilities to continue operating until a final hazardous waste permit is issued.

You must complete and submit a Site Identification Form and submit a Part A Permit Application. If you do not file a Site Identification Form and complete the Part A Permit Application Form by the deadlines specified in the [When Should I File My Permit Application](#) section of these instructions, you will be required by law to halt your operations until a RCRA hazardous waste permit is issued.

Facility owners or operators with interim status are treated as having been issued a permit until the EPA reviews the Part B Permit Application and issues a RCRA hazardous waste permit. You may submit your Part B Permit Application voluntarily; however, you are not required to submit it until it is requested by the EPA. You will then have up to six months to submit the Part B Permit Application.

NEW FACILITIES

New hazardous waste management facilities are those hazardous waste TSDFs which were not in operation or for which construction had not commenced on or before November 19, 1980. Owners or operators of new hazardous waste management facilities must submit a RCRA Subtitle C Site Identification Form, Hazardous Waste Permit Form (Part A), and Part B information at least 180 days before physical construction of the facility is expected to commence. In addition, these owners or operators are not allowed to begin physical construction of the new facility or to treat, store, or dispose of hazardous wastes until receiving a RCRA hazardous waste permit. As such, new facilities do not receive interim status. In addition, new facilities are those facilities that are newly subject to the requirement to obtain a RCRA hazardous waste permit (e.g., through the EPA's promulgation of a new hazardous waste listing). An application for a permit may be submitted any time after promulgation of those standards in 40 CFR subjecting the facility to hazardous waste permitting requirements.

Most State governments are authorized by the EPA to administer hazardous waste management programs in lieu of the Federal RCRA program. You should contact your State hazardous waste management agency to determine any additional State requirements. You will need to comply with the specific permit application requirements of that State.

You must complete a Site Identification Form and submit a Part A Permit Application. Refer to the Notification of RCRA Subtitle C Activities (Site Identification Form) section for instructions on how to fill out a RCRA Subtitle C Site Identification Form. The following instructions also provide general information for completing a Part B Permit Application. If, after reading the instructions, you have any questions regarding the RCRA hazardous waste permit application process, contact your State Representative who can answer your questions and help you understand the Federal and State requirements that apply to you. Please refer to the [State Contact](#) section to find your appropriate State contact.

FIRST PART A SUBMISSION

Both new and existing facilities that treat, store, or dispose of regulated hazardous waste are required to submit a RCRA Subtitle C Site Identification Form and Hazardous Waste Permit Form (Part A) in accordance with the deadlines set forth in the [When Should I File My Permit Application](#) section. Owners or operators of facilities that have not previously submitted a Part A Permit Application will need to submit

a permit application for the first time. Examples of facilities making their first Part A submission are new facilities or existing facilities that become newly subject to the requirement to have a RCRA hazardous waste permit.

REVISED PART A SUBMISSION

There are several conditions under which a facility that has previously submitted a Part A Permit Application must revise that first submission to reflect changes that have occurred at the facility. Both facilities operating under interim status and facilities operating under a RCRA hazardous waste permit may find it necessary to revise their Part A Permit Application.

If the owner or operator of this facility has changed since the facility last submitted the Part A Permit Application, be sure to submit a Revised Part A Permit Application Form. The conditions requiring submission of a Revised Part A Permit Application are summarized in the [When Should My Permit Application Be Revised](#) section. Please refer to the item-by-item instructions for completing both the Site ID Form, and the Hazardous Waste Part A Permit Application.

HOW MANY PERMIT PART A APPLICATIONS SHOULD I FILE?

You need to submit only one RCRA Hazardous Waste Permit Application (Part A and Part B) per facility, provided that you describe all of the activities at that facility. If you conduct hazardous waste activities at more than one facility, you must submit a separate RCRA Hazardous Waste Permit Application (Part A and Part B) for each facility location. You also must have an EPA Identification Number for each of the facilities.

NOTE

Only one RCRA Hazardous Waste Permit Application is required per facility. At some point, you may be required to submit revised applications to update your first Part A Permit Application submission. At any given time, the first submission and any subsequent revised submissions represent the Part A Permit Application for your facility.

WHEN AND WHERE SHOULD I FILE MY PERMIT APPLICATION?

As required by 40 CFR 270.10, the deadlines for filing RCRA Hazardous Waste Permit Applications are:

- Under 40 CFR 270.10(e), existing facilities must submit a Part A Permit Application no later than six months following the publication of regulations that subject the facility to the requirement to have a RCRA hazardous waste permit.
- Under 40 CFR 270.10(f), new facilities must submit both Part A and Part B Permit Applications at least 180 days before commencing physical construction of the facility. A permit must be received before construction begins.

Many States use the Permit Part A Application Form; some also require additional information. Other States require that you complete and submit a State-specific form, but all State forms must use the same instructions for collecting all Federally-mandated fields as outlined herein. The Contact list referenced in the [State Contacts](#) section indicates which form to use. Even if you use the included form, you should check with your State to determine if you need to submit additional information. Also, contact your State if you have any questions about your submission.

WHEN SHOULD MY PERMIT APPLICATION BE REVISED?

FACILITIES OPERATING UNDER INTERIM STATUS

In accordance with 40 CFR 270.72(a), the owner or operator of a facility operating under interim status must submit a Revised Part A Permit Application at the following times:

- Prior to treating, storing, or disposing of new hazardous wastes not previously identified in the facility's Part A Permit Application. Similarly, when the EPA (or a State with an authorized RCRA program) promulgates a rule listing or identifying new hazardous wastes, facilities managing these wastes must revise their Part A Permit Application to reflect this activity.
- Prior to increasing the design capacity of the processes used at the facility. The EPA Regional Administrator (or the State Director, for an authorized State) must approve changes in capacity before they take effect at the facility.
- Prior to changing existing processes or adding new processes for treating, storing, and disposing of hazardous wastes at the facility. Changes in treatment, storage, and disposal practices must be approved by the Regional Administrator (or State Director) before they are implemented by a facility.
- Prior to undergoing a change in ownership or operational control of a facility.
- Whenever facility changes occur in accordance with an interim status corrective action order issued by the EPA, an authorized State, or by a court in a judicial action brought by the EPA or the State.
- When a facility adds units for the treatment, storage, and disposal of hazardous waste that are newly regulated by the EPA or a State. A Revised Part A Permit Application must be submitted on or before the date on which the unit becomes subject to the new requirements.

Changes in the quantity of hazardous waste currently specified in the first Part A Permit Application can be made without submitting a Revised Part A Permit Application, provided the quantity does not exceed the design capacities of the processes specified in the first Part A Permit Application or a subsequent Part A Permit Application.

Failure to furnish all information required to process a RCRA Hazardous Waste Permit Application is grounds for termination of interim status.

FACILITIES OPERATING UNDER A RCRA HAZARDOUS WASTE PERMIT

Owners or operators of facilities operating under a RCRA Hazardous Waste Permit may modify their permit at any time, in accordance with the specific requirements in 40 CFR 270.42. Appendix I to 40 CFR 270.42 divides the various types of permit modifications into Classes 1, 2, and 3, based on the complexity of facility changes necessitating a permit modification. Class 1 modifications are minor changes that keep the permit current with changes that occur to the facility or its operation. Class 2 and 3 modifications involve more significant changes in facility operations.

In all cases when a facility owner or operator requests a permit modification, however, he or she must submit the information required in the Part A Permit Application (in 40 CFR 270.13) as part of the modification submittal.

Finally, under 40 CFR 270.10(h), facilities with a RCRA Hazardous Waste Permit must submit a new application (Part A and Part B) at least 180 days prior to the expiration date of the permit.

INSTRUCTIONS FOR FILLING OUT THE HAZARDOUS WASTE PERMIT PART A FORM

Please type or print in black ink. Some items in the form require narrative explanation. If more space is necessary to answer a question, use the space provided in Item 11 - Comments and reference the item number to which the additional information applies or attach a separate sheet entitled "Additional Information." Remember to include your EPA Identification Number on the upper left-hand corner of each attached page.

Unless otherwise specified in the instructions to the form, each item must be answered. To indicate that each item has been considered, enter "NA" for "not applicable," if a particular item does not fit the circumstances or characteristics of your facility or activity.

For a Revised Part A Permit Application, circle the item numbers with new information or changes.

ITEM 1 – FACILITY PERMIT CONTACT

Give the name, title, email address and work telephone number of a person who is thoroughly familiar with the activities at the facility that require a RCRA Hazardous Waste Permit and with the facts reported in the Hazardous Waste Part A Permit Application Form. This person must be available to be contacted by offices reviewing the permit application, if necessary. If the Facility Permit Contact person is the same as the Site Contact Person identified in Item 8 of the RCRA Subtitle C Site Identification Form (Site ID Form), you may print "Same as Site Contact" in this box.

ITEM 2 – FACILITY PERMIT CONTACT MAILING ADDRESS

Enter the mailing address for the facility permit contact. If the mailing address is the same as the Site Mailing Address (Item 5) on the Site ID Form, you may print "Same as Site Mailing Address" in this box.

ITEM 3 – FACILITY EXISTENCE DATE

Enter the appropriate date that applies to your facility from the following:

- The date that hazardous waste operations at the facility commenced;
- The date construction on the facility commenced; or
- The date operation is expected to begin.

ITEM 4 – OTHER ENVIRONMENTAL PERMITS

A. PERMIT TYPE

Enter the code for the appropriate Permit Type Code for all other environmental permits the facility has received, or for which the facility has filed an application, even if the permit has not yet been received.

LIST

Click [here](#) for a list of the nationally-defined Permit Type Codes.

B. PERMIT NUMBER

Give the number of each presently effective permit issued to the facility for each program, or if you have previously filed an application, but have not yet received a permit, give the number of the application and note this in the description. You may list additional permit numbers on a separate sheet of paper if you have more than one currently effective permit for your facility under a particular permit program. Remember to include your EPA Identification Number in the upper left-hand corner of each attached page.

C. DESCRIPTION

Use the space provided for any additional information identifying or describing the permits.

ITEM 5 - NATURE OF BUSINESS

Briefly describe the nature of your business (e.g., products produced or services provided). If more space is needed, please attach additional sheets. Remember to include your EPA Identification Number in the upper left-hand corner of each attached page.

ITEM 6 – PROCESS CODES AND DESIGN CAPACITIES

The information in Item 6 describes all the processes that will be used to treat, store, or dispose of hazardous waste at the facility. The process code and design capacity of each process must be provided as part of the description. The design capacity of injection wells and landfills at existing facilities should be measured as the remaining, unused capacity. Tank storage should refer to each tank, not each tank farm. Please indicate the location of each process listed in Item 6 on either the map provided for Item 8 or the photographs provided for Item 10. Use the line number from Item 6 to indicate where the process(es) are located.

A. PROCESS CODE

Enter the Process Code that best describes each process to be used at the facility. If more lines are needed, attach a separate sheet of paper with the additional information. For “other” processes (i.e., D99, S99, T04 and X99), describe the process (including its design capacity).

LIST

Click [here](#) for a list of the nationally-defined Process Codes and their appropriate Unit of Measure.

B. PROCESS DESIGN CAPACITY

For each process code enter the capacity of the process.

1. AMOUNT – Enter the amount. In a case where design capacity is not applicable (such as in a closure/post-closure or enforcement action) enter the total amount of waste for that process.
2. UNIT OF MEASURE – For each amount entered, enter the Unit of Measure Code that describes the unit of measure used. Select only from the units of measure that are associated with the process code.

C. PROCESS TOTAL NUMBER OF UNITS

Enter the total number of units for each corresponding process code.

D. UNIT NAME

Enter the Name of the Unit.

ITEM 7 – DESCRIPTION OF HAZARDOUS WASTES

This information describes all the hazardous wastes, using their hazardous waste codes, that will be treated, stored, or disposed at the facility. In addition, the processes that will be used to treat, store, or dispose of each hazardous waste and the estimated annual quantity of each hazardous waste must be provided. If additional pages are needed, be sure to label them with Item 7 continued and the next line number.

NOTE

Submission of a Revised Part A Permit Application is required before a facility begins treating, storing, or disposing of new hazardous wastes not previously identified in the facility’s Part A Permit Application. Changes in the quantity of hazardous waste previously specified in the Part A Permit Application can be made without submitting a revised Part A Permit Application, provided the quantity does not exceed the process design capacities specified in the initial Part A submission.

A. EPA HAZARDOUS WASTE NUMBER

Enter the four-digit number from 40 CFR Part 261, Subpart D of each listed hazardous waste you will handle. For hazardous wastes, which are not listed in 40 CFR Part 261, Subpart D, enter the four-digit number of those hazardous wastes.

B. ESTIMATED ANNUAL QTY OF WASTE

For each listed waste entered in Item 7.A, estimate the quantity of that waste that will be handled on an annual basis. For each characteristic or toxic contaminant entered in Item 7.A, estimate the total annual quantity of all the non-listed waste(s) that will be handled which possess that characteristic or contaminant.

C. UNIT OF MEASURE

For each quantity entered in Item 7.B, enter the unit of measure code. If facility records use any other unit of measure for quantity, the units of measure must be converted into one of the required units of measure, taking into account the appropriate density or specific gravity of the waste.

LIST

Click [here](#) for a list of the nationally-defined Unit of Measure Codes.

D. PROCESSES

1. PROCESS CODES - For listed hazardous waste: For each listed hazardous waste entered in Item 7.A, select the code(s) from the list of process codes contained in Items 6 to indicate all the processes that will be used to store, treat, and/or dispose of all listed hazardous wastes.

For non-listed waste: For each characteristic or toxic contaminant entered in Item 7.A, select the code(s) from the list of process codes contained in Items 6 to indicate all the processes that will be used to store, treat, and/or dispose of all the non-listed hazardous wastes that possess that characteristic or toxic contaminant.

NOTE

Three spaces are provided for entering process codes. If more are needed:

1. Enter the first two as described above.
2. Enter "000" in the extreme right box of Item 7.D(1).
3. Use additional sheet, enter line number from previous sheet, and enter additional code(s).

2. PROCESS DESCRIPTION - If code is not listed for a process that will be used, describe the process in Item 7.D(2).

NOTE	<p>Hazardous wastes that can be described by more than one EPA Hazardous Waste Number shall be described on the form as follows:</p> <ol style="list-style-type: none"> 1. Select one of the EPA Hazardous Waste Numbers and enter it in Item 7.A. On the same line, complete Items 7.B, 7.C, and 7.D by estimating the total annual quantity of the waste and describing all the processes to be used to store, treat, and/or dispose of the waste. 2. In Item 7.A of the next line enter the other EPA Hazardous Waste Number that can be used to describe the waste. In Item 7.D.2 on that line enter "included with above" and make no other entries on that line. 3. Repeat step 2 for each EPA Hazardous from previous sheet, and enter additional code(s).
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Example for Completing Item 7—A facility will treat and dispose of an estimated 900 pounds per year of chrome shavings from leather tanning and finishing operations. In addition, the facility will treat and dispose of three non-listed wastes. Two wastes are corrosive only and there will be an estimated 200 pounds per year of each waste. The other waste is corrosive and ignitable and there will be an estimated 100 pounds per year of that waste. Treatment will be in an incinerator and disposal will be in a landfill.

Line number	A. EPA Hazardous Waste No.					B. Estimated Annual Qty of Waste	C. Unit of Measure	D. Processes							
								(1) Process Codes							(2) Process Description (if code is not entered in 7.D.(1))
X 1	K	0	5	4		900	P	T	0	3	D	8	0		
X 2	D	0	0	2		400	P	T	0	3	D	8	0		
X 3	D	0	0	1		100	P	T	0	3	D	8	0		
X 4	D	0	0	2											Included With Above

ITEM 8 – MAP

Provide a topographic map or maps of the area extending to a least one mile beyond the property boundaries of the facility. The map must clearly show the following:

- The legal boundaries of the facility;
- The location and serial number of each of your existing and proposed intake and discharge structures;
- All hazardous waste management facilities;
- Location of all processes listed in Items 6 identified by process code;
- Each well where you inject fluids underground; and
- All springs and surface water bodies in the area, plus all drinking water wells within ¼ mile of the facility which are identified in the public record or otherwise known to you.

If an intake or discharge structure, hazardous waste disposal site, or injection well associated with the facility is located more than one mile from the plant, include it on the map, if possible. If not, attach additional sheets describing the location of the structure, disposal site, or well, and identify the U.S. Geological Survey (or other) maps corresponding to the location. Remember to include your EPA Identification Number and Site Name in the upper left-hand corner of each attached page.

On each map, include the map scale, a meridian arrow showing north, and latitude and longitude at the nearest whole second. On all maps of rivers, show the direction of the current, and in tidal waters, show the directions of the ebb and flow tides. Use a 7 ½ minute series map published by the U.S. Geological Survey. If a 7 ½ minute series map has not been published for your facility site, then you may use a 15-minute series map from the U.S. Geological Survey. If neither a 7 ½ nor 15-minute series map has been published for your facility site, use a plant map or other appropriate map, and include all the requested information; in this case, briefly describe land uses in the map area (e.g., residential, commercial).

For information about obtaining maps, contact the U.S. Geological Survey at (888) 275-8747 or see the U.S. Geological Survey web site at <http://www.usgs.gov/pubprod>.

You may trace your map from a geological survey chart, or other map meeting the above specifications. If you do, your map should bear a note showing the number or title of the map or chart from which it was traced. Include the names of nearby towns, water bodies, and other prominent points.

ITEM 9 – FACILITY DRAWING

All existing facilities must include a drawing showing the general layout of the facility. This drawing should be approximately to scale and fit on an 8 ½" x 11" sheet of paper. The drawing should show the following:

- The property boundaries of the facility;
- The areas occupied by all storage, treatment, or disposal operations that will be used during interim status;
- The name of each operation (e.g., multiple hearth incinerator, drum storage area, etc.);
- Areas of past storage, treatment, or disposal operations;
- Areas of future storage, treatment, or disposal operations; and
- The approximate dimensions of the property boundaries and all storage, treatment, and disposal areas. (Where applicable, use the process codes listed in Items 6 to indicate the location of all storage, treatment, and disposal areas.)

NOTE New facilities do not have to complete Item 9.

ITEM 10 – PHOTOGRAPHS

All existing facilities must include photographs that clearly delineate all existing structures; all existing areas for storing, treating, or disposing of hazardous waste; and all known sites of future storage, treatment, or disposal operations. Photographs may be color or black and white, ground-level or aerial. Indicate the date the photograph was taken on the back of each photograph. Use the process codes listed in Items 6 to indicate the location of all storage, treatment, and disposal areas.

NOTE New facilities do not have to complete Item 10.

ITEM 11 – COMMENTS

Use this space for any additional comments and attach additional sheets if necessary. Remember to include your EPA Identification Number in the upper left-hand corner of each attached page.

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United States Environmental Protection Agency
HAZARDOUS WASTE PERMIT PART A FORM

**1. Facility Permit Contact**

First Name	MI	Last Name
Title		
Email		
Phone	Ext	Fax

2. Facility Permit Contact Mailing Address

Street Address		
City, Town, or Village		
State	Country	Zip Code

3. Facility Existence Date (mm/dd/yyyy)

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4. Other Environmental Permits

A. Permit Type	B. Permit Number								C. Description		

5. Nature of Business

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6. Process Codes and Design Capacities

Line Number	A. Process Code		B. Process Design Capacity		C. Process Total Number of Units	D. Unit Name
			(1) Amount	(2) Unit of Measure		

7. Description of Hazardous Wastes (Enter codes for Items 7.A, 7.C and 7.D(1))

8. Map

Attach to this application a topographical map, or other equivalent map, of the area extending to at least one mile beyond property boundaries. The map must show the outline of the facility, the location of each of its existing intake and discharge structures, each of its hazardous waste treatment, storage, or disposal facilities, and each well where it injects fluids underground. Include all spring, rivers, and other surface water bodies in this map area. See instructions for precise requirements.

9. Facility Drawing

All existing facilities must include a scale drawing of the facility. See instructions for more detail.

10. Photographs

All existing facilities must include photographs (aerial or ground-level) that clearly delineate all existing structures; existing storage, treatment, and disposal areas; and sites of future storage, treatment, or disposal areas. See instructions for more detail.

11. Comments

1. **What is the primary purpose of the study?**