

DESCRIPTION		INSTRUCTIONS
Report Year		Year of waste generation being reported in the annual report. The report must be received by March 1 and record the waste generation and handling from the previous calendar year. Leave blank when filing new waste stream notification.
Waste Stream Number		Waste stream numbers are assigned by the Division based on a site's historical records. This number will follow the waste stream on all correspondence and reports. Please contact the site's WAAS auditor for a copy of the historical waste streams if needed.
U.S. EPA ID Number		For existing generators, fill in your EPA ID number. For a new EPA ID number application, leave blank.
Business Name		Fill in Business Name.
Type of Notification		Mark all that apply: New Waste Stream, Annual Report, Information Update, Subpart K, Hazardous Secondary Material, or Consolidated from VSQG.
When filing as part of a New Waste Stream Notification:		Must be submitted with forms HN- CS, NF, and \$100/new waste stream fee. Complete sections 1 and 2 and send to the Division within 30 days of waste generation start date (for existing generators) and within 90 days of waste generation start date (for new generators).
When filing as part of the Annual Report:		File this form for each active waste stream to report the generation activity for the previous year, referred to as the Report Year in Sections 3, 4, 5, and 6.
Episodic Generation		Planned episodic generation requires 30-days' notice prior to event generation start date. Unplanned events require notification within 72 hours after generation. You must provide the date TDEC was notified and the date the event ended. Visit our FAQ for more information.
ITEM		INSTRUCTIONS
1a	Waste Stream Name	Name the waste using as specific terms as possible.
1b	How is this waste generated?	Describe the process by which the hazardous waste is generated. This description may aid in assigning the specific hazardous waste name and EPA waste code(s) on item 1h.
1b1	Source Code	This "G" code should match as closely as possible to the generation method. A list of source codes can be viewed here.
1c	Reporting Units	Choose either kilograms or pounds and use the same unit for all waste streams. Enter density if known (not required).
1d	Generation Frequency	Check the generation frequency during a year based on whether the waste is generated continuously, at various times during the year, or one time.
1e	Waste Stream Status	Check if the generation of the waste stream is active, closed or re-activated. A waste stream will not be closed unless the status is marked "closed" and a date is listed in item 1g "generation end date."
1f	Hazard Criteria	Check one or more characteristics of the waste as appropriate to identify its hazards according to Rule 0400-12-01-.03(1)(b). The criteria selected should match the EPA waste codes listed in item 1h on this form. If D001 is present in item 1h, then mark the "ignitable" criteria in item 1f; D002, mark "corrosive"; D003, mark "reactive"; D004-D043, mark "TCLP"; and/or any P, U, K, F codes - mark the "listed" criteria.

ITEM		INSTRUCTIONS
1g	Generation Start Date	Date the facility began to generate this waste at this site. The generation start date does not change.
	Generation End Date	Date the facility ceased generation of this waste at this site.
	Date claimed as Hazardous Secondary Material	Date material was declared to be a hazardous secondary material (HSM). Additional notification is required (HN-HSM form, CN-1482).
	Duration Episodic	Provide the duration of event in days - a 60-day limit applies to both planned and unplanned events - see Rule 0400-12-01-.03(11)(c). Visit our FAQ page for more information
1h	EPA Waste Codes	List at least one EPA waste code as identified through the hazardous waste determination process described in Rule 0400-12-01-.03(1)(b).
1i	Radioactive Mixed Waste	Check "Yes" if the waste is a mixed hazardous and radioactive waste. Check "No" if the waste is simply hazardous. If this box is checked, then "Mixed Waste" should also be checked under generator activities on form HN-EA.
1j	Monthly Maximum Generated	This is the maximum amount of waste generated in any month when the waste is generated. For new waste streams, enter the projected maximum for this item. This information should be reviewed annually and updated as needed. So long as this waste stream is open, this value cannot be 0.
1k	pH	Indicate the pH for any corrosive waste. Values should be between 0-14.
1l	Flash Point	List the flash point (°F) for any ignitable waste.
1m	BTU per pound	List the BTU value for any ignitable waste that will be claimed for the fuel blending discount on the generator offsite shipping fees. The BTU value must be greater than 5,000 to claim the discount.
1n	Reactive Code(s)	If the waste is reactive. Report D003 in item 1h. Then choose the reactive code from this list: 1 - Potentially releases hydrogen 6 - A Class A or B USDOT explosive cyanide gas 2 - Potentially releases sulfide 7 - Reactive by presence of strong oxidant 3 - Reacts violently with water 8 - Reactive by presence of strong reduct 4 - Thermally unstable or shock 9 - Reactive by other RCRA criteria or 5 - A USDOT forbidden explosive test/criteria
1o	Waste Form Code(s)	Code(s) that describes a hazardous waste's general physical and chemical characteristics. A list of Waste Form Codes can be viewed here. Three (3) code maximum for this field.
1p	NAICS Codes	Enter the 5 or 6 digit North American Industry Classification System (NAICS) code that best represents the end products or services for which this waste was generated. A complete list of current NAICS Codes is available online at http://www.census.gov/naics/ These codes update every five (5) years.
1q	USDOT shipping name	Report the name required by U. S. Department of Transportation (USDOT) to be placed on manifests when the waste is shipped offsite.
1r	USDOT hazard class	Enter the USDOT hazard class code as defined by the USDOT regulations (check manifest).
1s	USDOT ID Code	Defined by USDOT Regulations at https://www.ecfr.gov/current/title-49/subtitle-B/chapter-I/subchapter-C . Commonly known as the UN or NA number.

ITEM		INSTRUCTIONS
2	Waste Stream Constituents	List the hazardous constituents in the waste and check the appropriate column for the units (percent by volume, percent by weight or parts per million (ppm)). For TCLP wastes (D004-D043), use ppm. If the EPA waste codes are F001-F005, specify the constituents.
3	Annual Generation and Handling	Report amounts of waste generated and handled during the specified report year. To ensure the numbers are correct, use the following formulas: $3a + 3b - 3c = 3d$ and $3d = 4a + 5a + 5b + 5c + 5d$.
3a	Amount generated	Accurately report the amount in kilograms or pounds of hazardous waste generated for this waste stream for the Report Year. Enter zero if no hazardous waste was generated during the reported year.
3b	Amount on-site Jan 1st	Enter amount in kilograms or pounds of hazardous waste in temporary storage and/or accumulation area(s) on January 1st of the Report Year. This should match Item 3c of the previous report year.
3c	Amount on-site Dec 31st	Enter amount in kilograms or pounds of hazardous waste in temporary storage and/or accumulation area(s) on December 31st of the Report Year.
3d	Amount handled	The amount handled is the amount of waste handled for treatment and/or disposal during the report year and is calculated using the following equations: $3a + 3b - 3c = 3d$ and $3d = 4a + 5a + 5b + 5c + 5d$.
4a	Total Amount Shipped Offsite	Enter the total amount of waste shipped offsite for the report year, which should match the amount reported as shipped offsite on the Offsite Shipping Report (form OSR).
4b	State Codes: Storage and final disposal/ treatment	Enter at least one of the state-TSDR handling codes that describes the technique(s) used to handle the waste through final disposition in the Report Year. A list of state-TSDR handling codes can be viewed here. If using one of the "other" codes, describe the treatment/disposal method in item 7, facility comments. For example: T18 – high temperature metal recovery.
4c	EPA Management Method	Enter the EPA management method code(s) that best represents the technique(s) used to handle the waste through final disposition. These codes can be found in block 19 on the manifest, typically. If the treatment/disposal method is known, use the EPA management method codes. A list of EPA Management Method Codes can be viewed here. If using one of the "other" codes, describe the treatment/disposal method in item 7, facility comments.
5	Generators: Onsite Handling	For onsite handling, use rows 5a-5d to represent different sets of handling procedures if necessary. Non-TSDR facilities must only use onsite handling codes 'H-Codes' (e.g., H03, H05, H06, H07, H09, H10). Example Row 5a: 1st box [10 lbs]; 2nd box [H09]; 3rd box: [H020].
	Permitted TSDR Facilities	TSDR Facilities: Hazardous wastes sent to permitted storage should then only be reported on the TSDR Permitted Activity Report (TPA form, CN-0876) and <u>not</u> on the WSR form. Example 1 (Onsite handling) Row 5a: 1st box [30 lbs]; 2nd box [H09]; 3rd box: [H020]. Example 2 (Permitted Treatment or Storage) Row 5b: 1st box [10 lbs]; 2nd box [S01]; 3rd box: [H141].
6	Hazardous Waste Reduction	Refer to the instruction sheet titled " Item 6 of Waste Stream Report (Waste Reduction) " for detailed instructions on how to complete this item.
7	Facility Comments	Use this space to add additional context to information provided in Items 1 through 5