



Hazardous Waste Manifest Guide



WHAT ARE HAZARDOUS WASTE MANIFESTS

A hazardous waste manifest is a document containing information about the type and quantity of hazardous waste being transported. It is used to help track hazardous waste from its point of generation to its end disposal location and helps inform those handling the waste along the way how to properly manage it.

Use of a hazardous waste manifest is required for anyone who transports, or offers for transport, hazardous waste. The hazardous waste manifest requirements are primarily set by the U.S. Environmental Protection Agency (EPA) and the U.S. Department of Transportation (DOT). Some states have unique regulations, but this guide focuses on federal hazardous waste manifesting requirements.

MANIFEST REQUIREMENTS

It’s the shipper’s responsibility to prepare the appropriate shipping documentation for each shipment of hazardous waste. The manifest must include information about the generator, properly describe the hazardous waste being transported, and be signed by the generator along with each transporter.

Generators are responsible for training employees who prepare and handle hazardous waste, including the person who signs the manifest on behalf of the generator.

RECORDKEEPING

All parties involved in the hazardous waste chain of custody must retain copies of the manifest for at least three years (state requirements may vary).

The EPA launched an electronic manifest system (e-Manifest) in 2018. Small and large quantity generators of hazardous waste are required to utilize the e-Manifest system for accessing completed manifests.



IMPORTANCE OF GENERATOR CERTIFICATION AND SIGNATURE

Each person who offers a hazardous waste for transportation must certify that the contents of the shipment are fully and accurately described, that the waste is appropriately classified, packaged, marked, labeled, and placarded (if necessary), and that the waste is in all other respects in proper condition for transport. The certification must be signed by a principal, officer, or employee of the shipper or his agent. The shipper may **not** offer a hazardous waste for transport unless the shipper has prepared a **properly completed manifest**.

**Hazardous waste is different than regulated medical waste (RMW), which is a hazardous material. RMW shipping papers are not equivalent to hazardous waste manifests and are outside the scope of this guide.*

Please print or type. (Form designed for use on elite (12-pitch) typewriter.)

Form Approved. OMB No. 2050-0039

UNIFORM HAZARDOUS WASTE MANIFEST	1. Generator ID Number ABC123456789		2. Page 1 of 1		3. Emergency Response Phone (123) 123-1123		4. Manifest Tracking Number 123456789			
	5. Generator's Name and Mailing Address John Generator ABC Hospital 1234 Street, Anywhere, IL 123456 Generator's Phone: (111)-111-1111									
	6. Transporter 1 Company Name Hazardous Waste Transporter						U.S. EPA ID Number DEF123456789			
	7. Transporter 2 Company Name						U.S. EPA ID Number			
	8. Designated Facility Name and Site Address Hazardous Waste Disposal Company 123 Ave. Anywhere, IN 56789 Facility's Phone: (888) 999-8888						U.S. EPA ID Number GHI123456789			
	9a. HM	9b. U.S. DOT Description (including Proper Shipping Name, Hazard Class, ID Number, and Packing Group (if any))			10. Containers No. Type		11. Total Quantity	12. Unit Wt./Vol.	13. Waste Codes	
	1.	UN3248 Waste Medicine, Liquid, Flammable, Toxic, N.O.S. (Cyclophosphamide, Melphalan) 3(6.1) PGII			002 DF		025	P	PHRM D001 D005	
	2.	UM3266 Waste Corrosive Liquid, Basic, Inorganic, N.O.S. (Sodium Hydroxide, Waste) 8 PGII			001 DF		040	P	D002	
	3.	NA3077 Hazardous Waste, Solid, N.O.S. (Methanol, Xylene, Ethanol) 9 PGII			001 DF		010	P	D001	
	4.	Batteries, dry, sealed, N.O.S.			002 DF		120	P		
14. Special Handling Instructions and Additional Information (1) Pharmaceutical waste, (2) Sodium Hydroxide Waste (3) Solvent Spill Waste (4) Alkaline batteries										
15. GENERATOR'S/OFFEROR'S CERTIFICATION: I hereby declare that the contents of this consignment are fully and accurately described above by the proper shipping name, and are classified, packaged, marked and labeled/placarded, and are in all respects in proper condition for transport according to applicable international and national governmental regulations. If export shipment and I am the Primary Exporter, I certify that the contents of this consignment conform to the terms of the attached EPA Acknowledgment of Consent. I certify that the waste minimization statement identified in 40 CFR 262.27(a) (if I am a large quantity generator) or (b) (if I am a small quantity generator) is true.										
Generator's/Offor's Printed/Typed Name John Generator					Signature John Generator		Month 6	Day 1	Year 2022	
16. International Shipments ☐ Import to U.S. ☐ Export from U.S. Port of entry/exit: _____ Transporter signature (for exports only): _____ Date leaving U.S.: _____										
17. Transporter Acknowledgment of Receipt of Materials										
Transporter 1 Printed/Typed Name Jim Transporter					Signature Jim Transporter		Month 6	Day 1	Year 2022	
Transporter 2 Printed/Typed Name					Signature		Month	Day	Year	
18. Discrepancy										
18a. Discrepancy Indication Space ☐ Quantity ☐ Type ☐ Residue ☐ Partial Rejection ☐ Full Rejection Manifest Reference Number: _____										
18b. Alternate Facility (or Generator) _____ U.S. EPA ID Number _____										
Facility's Phone: _____										
18c. Signature of Alternate Facility (or Generator) _____ Month _____ Day _____ Year _____										
19. Hazardous Waste Report Management Method Codes (i.e., codes for hazardous waste treatment, disposal, and recycling systems)										
1. H141		2. H141		3. H060		4.				
20. Designated Facility Owner or Operator: Certification of receipt of hazardous materials covered by the manifest except as noted in Item 18a										
Printed/Typed Name John Facility					Signature John Facility		Month 6	Day 30	Year 2022	

EPA Form 8700-22 (Rev. 3-05) Previous editions are obsolete.

DESIGNATED FACILITY TO DESTINATION STATE (IF REQUIRED)

Example of a manifest only for references purposes.

