



**PREVENTION
MANAGEMENT**

Hazardous Waste Inspection Logs

Wisconsin Department of Natural Resources • Waste Management Program • PUBL WA-098 98

P.O. Box 7921 • Madison WI • 53707-7921 • 608/266-2111

Inspecting hazardous waste containers and tanks is critical for safe hazardous waste management. Anyone generating 100 kilograms (220 lbs.) or more of hazardous waste per month, or accumulating 1,000 kilograms (2,205 lbs.) or more at any time, must inspect their hazardous waste containers and tanks weekly and keep a log of these inspections.

Inspection Log Requirements

Generators. The Department of Natural Resources requires small and large quantity hazardous waste generators to conduct weekly inspections of all hazardous waste containers, tanks, and areas where they are stored for evidence of corrosion or deterioration.

Generators must keep a log of these inspections. The log should include:

- ◆ the date and time of the inspection
- ◆ the name of the person completing the inspection
- ◆ any observations
- ◆ the date and description of any necessary repairs

Generators must keep these logs on file for at least three years.

Treatment, Storage and Disposal Facilities (TSDs). The DNR requires the owner/operator of a TSD to inspect hazardous waste monitoring, safety, emergency, security, operating and structural equipment each week. The equipment should be checked for problems such as malfunctions or deterioration.

TSDs must keep a log of these inspections. The logs should include:

- ◆ the date and time of the inspection
- ◆ the name of the person completing
- ◆ the inspection any observations
- ◆ the date and description of any necessary repairs

TSDs must keep these logs on file for at least three years.

How to Do It

There is no set inspection log form. Make up your own or simply use a blank piece of paper. Make sure to include your EPA ID number on each log. To get an EPA ID number, contact your DNR Region's Waste Management Program Assistant and ask to be sent a notification packet.

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Inspect and note the following:

- ◆ proper labels, material weight, and storage date
- ◆ container leaks or ballooning
- ◆ corrosion signs on storage drums
- ◆ sufficient aisle space and clearance
- ◆ observations, dates, and nature of any repairs or other corrective actions taken

Make sure to retain each inspection log for at least three years.

Small Business, Inc. EPA # _____					
INSPECTION LOG - HAZARDOUS WASTE BARREL STORAGE					
1. Inspect weekly. 2. Items to check for: <ul style="list-style-type: none"> ◆ Check for proper labels, material weight, and storage date. ◆ Check for leakage or ballooning ◆ Check for signs of corrosion on drums ◆ Check for sufficient aisle space and clearance 3. Retain this form on file for three years.					
Date	Time	Inspector	Comments	Person Notified	Corrective Action Taken
1/7	2:15 p.m.	SWK	OK		
1/14	10:00 a.m.	SWK	Aisle blocked	S. Supervisor	1/14 barrels moved
1/21	1:30 p.m.	PW	OK		
1/28	1:35 p.m.	PW	OK		
2/4	11:00	SWK	Rust on 2 barrels	S. Supervisor	2/5 barrels overpacked

Questions?

Call your DNR Regional waste management program (see attached map) if you have additional questions or consult the NR 600 series, Wisconsin Administrative Code. You may also want to check on DNR's web site at <http://www.dnr.state.wi.us> or contact your regional waste management program or DNR's Bureau of Cooperative Environmental Assistance at 608/267-9700 for a list of other publications that might be of interest. Copies of Wisconsin statutes and administrative rules can be purchased from Wisconsin Department of Administration, Document Sales and Distribution, P.O. Box 7840, Madison, WI 53707-7840 or call 608/266-3358. Wisconsin State statutes and some administrative rules are also on the Revisor of Statutes Bureau's world wide web site: <http://www.legis.state.wi.us/rsb/stats.html>.

***Disclaimer:** This fact sheet is not intended as a substitute for the statutes and rules that apply. Rather, it is a brief summary of the topic. Please consult Wisconsin's statutes and administrative rules for detailed information.*

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