



TREATMENT & STORAGE FACILITY INSPECTION

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

This Inspection Form, used for the inspection of facilities having a hazardous waste license to store and/or treat hazardous waste, evaluates facility compliance with Wisconsin's Hazardous Waste Management Rules (chapter NR 660 - 679, Wis. Admin. Code).

Section 1: Waste Received from Off-Site

A. Each manifest is signed and dated to certify receipt.		664.0071(1)(a)
B. Significant manifest discrepancies are noted, if applicable.		664.0071(1)(b)2
C. A copy of the signed manifest is provided to the transporter.		664.0071(1)(b)3
D. A copy of the signed manifest is sent to the generator within 30 days.		664.0071(1)(b)4
E. A copy of the signed manifest is sent to the Department within 45 days.		664.0071(1)(b)4
F. A copy of the signed manifest is retained on-site for at least three years.		664.0071(1)(b)5
G. If a significant manifest discrepancy is noted, the facility attempts to reconcile the discrepancy with the generator or transporter.		664.0072(3)
H. If there is no resolution within 15 days of receiving the waste, the facility immediately submits a letter to the Department describing the situation and a copy of the manifest.		664.0072(3)

Section 2: Rejected Shipments of Waste or Excess Residue in Containers

A. Facility has rejected shipments of hazardous waste or received containers with residues exceeding quantity limits for empty containers. If No, go to Section 3.		
B. Facility consulted with the generator before forwarding the waste to another facility.		664.0072(4)(a)
C. Facility returns the rejected waste or residue to the generator when they can not forward the waste to an alternate facility.		664.0072(4)(a)
D. Facility sends the waste to an alternate facility or the generator within 60 days of rejection or identifying the excess container residue.		664.0072(4)(a)
E. Facility ensures the delivering transporter retains custody of the waste.		664.0072(4)(b)
F. Facility provides secure, temporary custody of the waste before delivery to the first transporter.		664.0072(4)(b)
G. Facility complies with the following if they use the original manifest to reject a full load to an alternate facility before the transporter leaves: 1. The facility forwards the rejected shipment to an alternate facility identified in Item 18b. 2. The facility keeps one copy of the manifest for their records and gives the other copies to the transporter.		664.0072(5)(g)



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Section 2: Rejected Shipments of Waste or Excess Residue in Containers

<p>H. Facility complies with the following if they use the original manifest to return a rejected shipment to the generator before the transporter leaves:</p> <ol style="list-style-type: none"> 1. Complete items 18a and 18b, using the generator's information as the alternate facility. 2. Retain one copy of the manifest and give the other copies to the transporter. 	<p>664.0072(6)(g)</p>
<p>I. Facility complies with the following if they return a rejected waste to the transporter or generator after the manifest has been signed and dated:</p> <ol style="list-style-type: none"> 1. Amend their copy of the manifest by indicating the rejected waste or residue in the discrepancy space of the manifest. 2. Copy the manifest tracking number from Item 4 of the new manifest to the discrepancy space of the amended manifest. 3. Re-sign and date the manifest to certify the amended information. 4. Retain a copy of the amended manifest for at least 3 years from the date of the amendment. 5. Send a copy of the amended manifest to the transporter, generator, and department within 30 days. 	<p>664.0072(7)</p>
<p>J. Facility complies with the following for other rejected waste or residues sent to an alternate facility:</p> <ol style="list-style-type: none"> 1. Prepare a new manifest according to the appendix in 40 CFR part 262. 2. Write the generator's EPA ID #, name and address on the manifest in Items 1 and 5. 3. Write the alternate designated facility and EPA ID # in Item 8. 4. Copy the manifest tracking number in Item 4 of the old manifest to the special handling block in Item 14 and indicate the shipment is a residue or rejected waste. 5. Copy the manifest tracking number in Item 4 of the new manifest to the manifest reference number in Item 18a of the old manifest. 6. Write the DOT description in Item 9, including container types, quantity and volume of waste. 7. Sign the certification in Item 15 as the offerer of the shipment. 	<p>664.0072(5)</p>
<p>K. Facility complies with the following for other rejected waste or residues sent back to generator:</p> <ol style="list-style-type: none"> 1. Prepare a new manifest according to the appendix in 40 CFR part 262. 2. Write the facility's EPA ID# in Item 1 and the generator's name and address in Item 5 of the new manifest. 3. Write the name and EPA ID# of the initial generator as the designated facility in Item 8. 4. Copy the manifest tracking number in Item 4 of the old manifest to the special handling block in Item 14 of the new manifest and indicate the shipment as a residue or rejected waste. 5. Copy the manifest tracking number in Item 4 of the new manifest to the manifest reference line in the discrepancy block of the old manifest in Item 18a. 6. Write the DOT description in Item 9, including container types, quantity and volume of waste. 7. Sign the certification in Item 15 as the offerer of the shipment. 	<p>664.0072(6)</p>

Section 3: Waste Analysis Requirements

<p>A. Before treatment or storage, the facility obtains a detailed chemical and physical analysis of all incoming wastes.</p>	<p>664.0013(1)(a)</p>
<p>B. Waste samples are analyzed by laboratories certified or registered under NR 149. Provide lab names and certification numbers.</p>	<p>664.0013(1)(a)1</p>
<p>C. Waste analysis is repeated when EITHER of the following occurs:</p> <ol style="list-style-type: none"> 1. The process generating the waste has changed. 2. The shipment received does not match the waste designated on the manifest. 	<p>664.0013(1)(c)</p>
<p>D. Facility follows the stated procedures to inspect and, if necessary, analyze each incoming waste shipment to determine if the incoming waste matches the waste specified on the manifest.</p>	<p>664.0013(3)</p>



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Section 3: Waste Analysis Requirements

E. Facility follows their written waste analysis plan by performing ALL of the following: 1. Test the waste for the stated parameters. 2. Use the stated test methods for each of the parameters. 3. Use the designated sampling methods to obtain representative samples. 4. Review or repeat the initial analysis according to stated frequencies. 5. For off-site facilities, maintain waste analysis records supplied by generators.		664.0013(2)
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Section 4: Waste Generated On-Site and Waste Shipments

A. A hazardous waste determination has been made on each solid waste generated.		662.011
B. Waste samples are analyzed by laboratories certified or registered under NR 149. Provide lab names and certification numbers.		662.011(3)(a)
C. Waste determinations are made correctly, considering the listed waste definitions and the characteristics of the waste, in light of the materials or processes used.		662.011(3)
D. Records of all waste determinations are kept on-site for at least 3 years from the date the waste was last sent to a storage, treatment or disposal facility.		662.040(3)
E. A manifest is initiated with all off-site shipments of hazardous waste.		662.020(1)
F. The manifest is used according to the instructions in the appendix to 40 CFR part 262.		662.020(1)
G. The facility designated on the manifest is permitted or licensed to accept the waste.		662.020(2)
H. 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.		662.023(3)
I. Manifest continuation form, EPA form 8700-22A, is prepared according to the instructions in the appendix of 40 CFR part 262.		662.020(1)
J. Copy of the manifest signed by the facility is retained until the signed copy from the designated facility is received.		662.040(1)
K. Copy of each manifest is kept for at least three years from the date of shipment.		662.040(1)
L. Transporter or TSD is contacted if the signed manifest is not received in 35 days.		662.042(1)
M. Exception report is submitted to the Department if signed manifest is not received within 45 days.		662.042(2)



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Section 4: Waste Generated On-Site and Waste Shipments

N. Hazardous waste is packaged according to applicable DOT requirements before transport. If no pretransportation activities are taking place during the inspection answer as 'NA'		662.030
O. Hazardous waste is labeled according to applicable DOT requirements before transport. If no pretransportation activities are taking place during the inspection answer as 'NA'		662.031
P. Hazardous waste is marked according to applicable DOT requirements before transport. If no pretransportation activities are taking place during the inspection answer as 'NA'		662.032(1)
Q. Containers of 119 gallons and less are marked with the "Hazardous Waste-Federal law prohibit improper disposal" label before transport. If no pretransportation activities are taking place during the inspection answer as 'NA'		662.032(2)
R. Placards are offered to the initial transporter.		662.033

Section 5: Land Disposal Restrictions

A. Facility has determined if each waste is prohibited from land disposal by lab analysis or generator knowledge.		668.07(1)
B. Facility complies with the prohibition against dilution of wastes.		668.03
C. A one-time written notice is sent to each treatment, storage or disposal facility with the initial waste shipment.		668.07(1)
D. A new notification is sent to the TSD and maintained in the generator file when the waste or receiving facility changes.		668.07(1)
E. If the waste MEETS treatment standards, the LDR notice certifies the waste may be land disposed without further treatment.		668.07(1)
F. If the waste EXCEEDS treatment standards, the LDR notice gives notification of appropriate treatment and application prohibitions.		668.07(1)
G. Underlying hazardous constituents have been identified for characteristic wastes.		668.09(1)
H. Generator has identified the treatment standards for the listed waste code, in lieu of the treatment standard for the characteristic waste code, when waste is both a listed and characteristic waste OR has identified the treatment standards for all applicable listed and characteristic waste codes.		668.09(2)
I. Each container is clearly marked to identify its contents.		668.50(1)(b)
J. Each container is marked with the date on which each period of accumulation began.		668.50(1)(b)



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Section 5: Land Disposal Restrictions

K. The facility may store the wastes for up to one year unless the department can demonstrate that the storage was not solely for the purpose of accumulation of quantities of hazardous waste as are necessary to facilitate proper recovery, treatment or disposal.		668.50(2)
L. If waste is stored for more than 1 year, the facility can prove that storage is necessary to facilitate proper recovery, treatment or disposal.		668.50(3)

Section 6: Recordkeeping and Reporting

A. An operating record is maintained at the facility.		664.0073(1)
B. The operating record contains ALL of the following information, as applicable: 1. Description and quantity of each waste received. 2. Method and date of each wastes treatment, storage or disposal. 3. Location and quantity of each hazardous waste within the facility. 4. Records and results of the waste analysis performed. 5. Summary reports and details of all incidents that required implementation of the contingency plan. 6. Closure cost estimates and any changes that are made in these estimates. 7. Other monitoring, analytical data and testing, as required. 8. For off-site storage and treatment facilities, a copy of the LDR notice required by the generator or the owner/operator. 9. For on-site storage and treatment facilities, the information contained in the LDR notice, except the manifest number, required by the generator or owner/operator.		664.0073(2)
C. Documents in the operating record are maintained until closure of the facility.		664.0073(2)
D. Annual reports covering facility activities during the previous calendar year are submitted to the Department by March 1 of the following year.		664.0075
E. Facility submitted an unmanifested waste report within 15 days if the facility received a waste from an off-site source without an accompanying manifest or shipping paper AND the waste is not excluded from manifest requirements due to VSQG status.		664.0076
F. Annual reports and unmanifested waste reports are available for inspection.		664.0074(1)

Section 7: Preparedness and Prevention

A. Facility is equipped with ALL of the following, unless the equipment is not necessary for the types of wastes handled: 1. Device to summon emergency assistance (e.g., telephone, 2 way radio). 2. Internal communications and alarm systems. 3. Portable fire extinguishers. 4. Fire control equipment, including special extinguishing equipment. 5. Spill control equipment. 6. Decontamination equipment (e.g., eyewash, shower). 7. Water at adequate volume and pressure to supply water spray systems.		664.0032
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Section 7: Preparedness and Prevention

B. Emergency equipment listed in Question 7.A is tested and maintained to assure its proper operation in an emergency.		664.0033
C. There is immediate access to internal or external alarms or an emergency communication device in hazardous waste handling areas.		664.0034
D. Facility has made ALL of the following arrangements with emergency organizations: 1. Primary and support roles have been defined if multiple police and fire departments could respond to an emergency. 2. Police, fire and emergency response teams are familiar with the facility layout, hazards of the waste handled, places where personnel work, entrances and roads in the facility and possible evacuation routes. 3. Agreements are made with emergency response contractors and equipment suppliers. 4. Local hospitals are familiar with the properties of wastes handled and the types of injuries or illnesses that could result from an emergency.		664.0037
E. Aisle space is provided throughout the facility to allow for the unobstructed movement of personnel and all emergency equipment.		664.0035

Section 8: Contingency Plan

A. Facility has a written contingency plan that will be implemented immediately in the event of a fire, explosion or hazardous waste discharge.		664.0051
B. Facility amended a SPCC plan or other emergency plan so it sufficiently incorporates hazardous waste management provisions.		664.0052(2)
C. Copies of the contingency plan and all revisions have been made available to police, fire, hospital and emergency response teams.		664.0053(2)
D. Contingency plan was amended due to ANY of the following: 1. Facility license was revised. 2. Contingency plan failed in an emergency. 3. Changes in site design, construction, O&M, or other circumstances affect emergency response. 4. Emergency coordinators changed. 5. Emergency equipment changed.		664.0054
E. Contingency plan identifies an emergency coordinator who meets ALL of the following: 1. Available or on call to coordinate emergency response measures. 2. Familiar with all aspects of site activities and the contingency plan. 3. Has authority to commit the resources needed to carry out the contingency plan.		664.0055



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Section 8: Contingency Plan

<p>F. Contingency plan includes ALL of the following:</p> <ol style="list-style-type: none"> 1. Designation of the primary emergency coordinator, with alternates listed in the order of assuming responsibility. 2. Name, address and phone number, office and home, for each emergency coordinator. 3. Description of the arrangements agreed to by the police, fire, hospitals and emergency response teams to coordinate emergency services. 4. Evacuation plan for personnel including signal(s) to be used in the event of evacuation and alternate routes. 5. Actions facility personnel will take in response to a fire, explosion or hazardous waste discharge. 6. List of emergency equipment at the facility including location, description, and capabilities of each item. 	<p>664.0052</p>
<p>G. Contingency plan requires the emergency coordinator to do ALL of the following in the event of a fire, explosion, or discharge of hazardous waste:</p> <ol style="list-style-type: none"> 1. Activate internal alarms or communication systems. 2. Notify appropriate authorities, if their help is needed. 3. Identify the character, source, amount, and extent of discharged hazardous materials. 4. Assess hazards to human health and the environment. 5. If the incident threatens human health or the environment outside the facility, notify local authorities that evacuation may be necessary and notify the national response center (800-424-8802) and the division of emergency government (800-943-0003). 6. Take all reasonable measures necessary to ensure fires, explosions and discharges do not occur, reoccur, or spread. 7. Monitor for leaks, pressure buildup, gas generation or ruptures in valves, pipes, or other equipment if the facility stops operation. 8. Provide for treating, storing, or disposing of recovered waste, contaminated soil, surface water, or other material. 9. Ensure wastes that are incompatible with the released material are not treated, stored or disposed until cleanup is completed. 10. Ensure that emergency equipment is clean and fit for use prior to resuming operations. 11. Notify the department and appropriate state and local authorities before resuming operations. 12. Submit an incident report to the department within 15 days. 	<p>664.0056</p>

Section 9: Security and General Inspection Requirements

<p>A. Facility has EITHER of the following to prevent the unknowing entry and minimize the unauthorized entry of persons or livestock onto active portions of the site:</p> <ol style="list-style-type: none"> 1. 24-hour surveillance system (guards, facility personnel, or television). 2. Artificial or natural barriers to control entry (fence around active portions of facility) AND a means to control entry (attendants, locked entrances or controlled roadway access). 	<p>664.0014(2)</p>
<p>B. "Danger - Unauthorized Personnel Keep Out" signs are posted at entrances and other locations.</p>	<p>664.0014(3)</p>
<p>C. Facility conducts inspections to determine if problems exist which could cause an environmental or human health hazard.</p>	<p>664.0015(1)</p>
<p>D. Inspections are conducted frequently enough to identify and correct problems before they harm human health or the environment.</p>	<p>664.0015(1)</p>



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Section 9: Security and General Inspection Requirements

E. Facility is following a written inspection schedule for the following equipment: 1. Monitoring equipment. 2. Safety and emergency equipment. 3. Security devices. 4. Operating and structural equipment.	<input type="checkbox"/>	664.0015(2)(a)
F. Facility looks for problems identified in the inspection schedule during their inspections.	<input type="checkbox"/>	664.0015(2)(c)
G. Problems are remedied on a schedule that ensures they do not lead to environmental or human health hazards.	<input type="checkbox"/>	664.0015(3)
H. Written inspection log is maintained at the facility for at least 3 years.	<input type="checkbox"/>	664.0015(4)
I. Inspection logs include ALL of the following: 1. Date and time of inspection. 2. Name of inspector. 3. Notation of the observations made. 4. Date and nature of repairs or remedial actions.	<input type="checkbox"/>	664.0015(4)

Section 10: Personnel Training Requirements

A. Facility has a program of classroom instruction or on-the-job training for personnel in hazardous waste management.	<input type="checkbox"/>	664.0016(1)(a)
B. Program is directed by a person trained in hazardous waste management procedures.	<input type="checkbox"/>	664.0016(1)(b)
C. Program teaches facility personnel hazardous waste management procedures relevant to the positions in which they are employed.	<input type="checkbox"/>	664.0016(1)(b)
D. Training program ensures personnel are able to respond effectively to emergencies by familiarizing them with the following applicable items: 1. Contingency plan implementation. 2. Procedures for using, inspecting, repairing, and replacing emergency and monitoring equipment. 3. Key parameters for automatic waste feed cut-off systems. 4. Communications and alarm systems. 5. Response to fires or explosions. 6. Response to groundwater contamination incidents. 7. Shutdown of operations.	<input type="checkbox"/>	664.0016(1)(c)
E. New employees are trained within 6 months of their assignment.	<input type="checkbox"/>	664.0016(2)
F. Employees work in supervised positions until they complete the training.	<input type="checkbox"/>	664.0016(2)
G. Personnel take part in an annual review of the training.	<input type="checkbox"/>	664.0016(3)



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Section 10: Personnel Training Requirements

H. Facility keeps ALL of the following training documents: 1. Job title and the employee name for each position related to hazardous waste management. 2. Job description of each of the above job titles. 3. Description of the amount and type of introductory and continuing training that will be given to each employee. 4. Records that required training has been given to each employee.		664.0016(4)
I. Training records are maintained until closure for current personnel and at least 3 years from the date the employee last worked at the facility.		664.0016(5)

Section 11: Ignitable, Reactive or Incompatible Waste

A. Facility treats or stores ignitable, reactive or incompatible waste. If NO, go to Section 12.		
B. Facility takes precautions to prevent accidental ignition or reaction in the following ways: 1. Separate and protect waste from sources of ignition or reaction. 2. Confine smoking and open flame to specially designated locations. 3. Conspicuously place "No Smoking" signs where there is a hazard from ignitable or reactive wastes.		664.0017(1)
C. Facility treats, stores, or mixes ignitable, reactive, or incompatible wastes so that the waste does not result in any of the following: 1. Generate extreme heat or pressure, fire, or explosion, or violent reaction. 2. Produce uncontrolled toxic mists, fumes, dust or gases in sufficient quantities to threaten human health. 3. Produce uncontrolled flammable fumes or gases in sufficient quantities to pose a fire or explosion risk. 4. Damage the structural integrity of the device or facility containing the waste. 5. Otherwise threaten human health or the environment.		664.0017(2)
D. Containers of ignitable or reactive waste are located at least 50 feet from the property line.		664.0176
E. Incompatible wastes are stored in separate containers unless the mixing will not generate extreme heat, fire, explosion, toxic gases or other dangers		664.0177(1)
F. Containers that previously held waste are washed before adding incompatible waste.		664.0177(2)
G. Containers of incompatible wastes are separated or protected from each other by a physical barrier (dike, berm, wall or other device).		664.0177(3)

Section 12: Container Standards

A. Facility stores or treats hazardous waste in containers. If NO, go to Section 13.		
B. If a container is leaking or in poor condition, the contents are transferred to another container in good condition.		664.0171



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Section 12: Container Standards

C. Containers are made or lined with materials that are compatible with the waste.		664.0172
D. Containers are kept closed, except when it is necessary to add or remove waste.		664.0173(1)
E. Containers are opened, handled or stored to prevent ruptures or leaks.		664.0173(2)
F. Container storage areas are inspected weekly for leaks and deterioration.		664.0174
G. Inspections of the container storage areas are documented in an inspection log.		664.0015(4)
H. Base of the containment system is free of cracks and sufficiently impervious to contain leaks.		664.0175(2)(a)
I. Waste and accumulated precipitation are removed from the sump or collection area in a timely manner to prevent overflow of the collection system.		664.0175(2)(e)

Section 13: Subchapter AA Standards for Process Vents

A. The facility conducts distillation, fractionation, thin-film evaporation, solvent extraction, air stripping operations or steam stripping operations in units managing hazardous waste. If NO, go to Section 14.		
B. The facility has determined that the process vents are not subject to subch. AA by making an initial determination that the time-weighted, annual average total organic concentration of the waste managed in the above units is <10 ppmw by direct measurement of the organic concentration of the waste calculated as an arithmetic mean from 4 grab samples OR by knowledge of the waste.		664.1034(4)
C. If knowledge of the waste was used, the facility maintains ANY of the following: 1. Documentation showing no organic compounds are used in the process. 2. Documentation showing that another identical process generates waste with < 10 ppmw total organic content. 3. If based on prior analysis, documentation showing there has been no change to the process that would affect total organic concentration. 4. Other similar documentation.		664.1034(4)
D. If the facility determined that the average total organic concentration is <10 ppmw, the determination has been made according to ALL of the following: 1. When the waste was first managed in the waste management unit or when the facility became subject to subch. AA. 2. Annually thereafter for continuously generated waste. 3. When there was a change in the waste managed or a change in the process generating or treating the waste.		664.1034(5)
E. The operating record includes the information used to determine that the time weighted, annual average total organic concentration managed in the waste management unit is <10 ppmw.		664.1035(6)



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Section 13: Subchapter AA Standards for Process Vents

F. The facility has determined they are not subject to subch. AA because they have certified that all process vents are equipped with air emission controls operating according to the process vent requirements in the Clean Air Act.		664.1030(5)
G. All process vents are excluded from subch. AA requirements because the average total organic concentration is <10 ppmw or because the vents are equipped with air emission controls. If YES, go to Section 14.		
H. The total organic emissions from all process vents subject to subch. AA have been reduced to EITHER of the following: 1. Below 3 lb/hr and 3.1 tons/yr. 2. By 95 weight percent using a control device.		664.1032(1)
I. Vent emissions and emission reductions or total organic compound concentrations are achieved by add-on control devices that are based on engineering calculations or performance tests.		664.1032(3)
J. When knowledge of the waste or process is used to determine if the process vent is subject to subch. AA standards, the operating log includes ALL of the following information which is based on engineering calculations or performance tests: 1. Vent emissions. 2. Emission reduction rates. 3. Total organic compound concentrations achieved by add-on control devices.		664.1035(6)
K. The facility uses a closed-vent system and control device to reduce total organic emissions. If YES, complete the inspection form, "TSD Subch. AA & BB Standards for Closed Vent Systems and Control Devices".		

Section 14: Subchapter BB Standards for Equipment Leaks

A. The facility operates any of the following equipment that contains or contacts hazardous wastes with organic concentrations $\geq 10\%$ by weight. If NO, go to Section 15. 1. Pumps in light liquid service. 2. Compressors. 3. Pressure relief devices in gas or vapor service. 4. Sampling connection systems. 5. Open-ended valves or lines. 6. Valves in gas or vapor service or in light liquid service. 7. Pumps or valves in heavy liquid service 8. Pressure relief devices in light liquid or heavy liquid service. 9. Flanges or other connectors.		
B. The equipment listed in Question 14.A is excluded from subch. BB requirements because it is in vacuum service and individually listed in the facility operating record by an identification number (NR 664.1064(7)(e)).		664.1050(5)
C. The equipment listed in Question 14.A is excluded from subch. BB requirements because it operates < 300 hours per calendar year AND is identified, either by list or location (area or group), in the facility operating record.		664.1050(6)
D. If the facility determines compliance with subch. BB by documenting compliance with the Clean Air Act requirements, the documentation is readily available as part of the operating record.		664.1064(13)



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Section 14: Subchapter BB Standards for Equipment Leaks

<p>E. The following information used to determine the applicability of the exclusions in Questions 14.A - 14.D is recorded in the operating log:</p> <ol style="list-style-type: none"> 1. Analysis determining the design capacity of the hazardous waste management unit. 2. Statement listing the hazardous waste influent to and effluent from each hazardous waste management unit subject to subch. BB and an analysis determining whether these hazardous wastes are heavy liquids. 3. Up-to-date analysis and the supporting information used to determine whether or not equipment is subject to subch. BB. 		664.1064(11)
<p>F. When knowledge of the nature of the hazardous waste stream or the process by which it was produced is used to determine the applicability of the exclusions, supporting documentation such as the following is recorded in the operating log:</p> <ol style="list-style-type: none"> 1. Information that the production process does not use organic compounds. 2. The process is identical to a process at another facility where the total organic content was measured at <10% 3. The process has not changed to affect the total organic concentration of the waste. 		664.1064(11)
<p>G. The operating log includes new determinations which are performed when changes could result in an increase in the total organic content of the waste in contact with equipment determined not to be subject to subch. BB requirements.</p>		664.1064(11)
<p>H. All of the equipment listed in Question 14.A is excluded from additional subch. BB requirements. If NO, complete the TSD subch. BB inspection form.</p>		

Section 15: Subchapter CC Level 1 Standards for Containers

<p>A. The facility manages hazardous waste in containers with EITHER of the following design capacities. If NO, go to Question 15.V (NR 664.1086(2)(a)).</p> <ol style="list-style-type: none"> 1. Between 26 and 119 gallons. 2. Greater than 119 gallons that are not in light material service. 		
<p>B. Containers are exempt from subch. CC because of ALL of the following (NR 664.1083(1), NR 664.1082(3)(a)):</p> <ol style="list-style-type: none"> 1. The average VO concentration at the point of origination is <500 ppmw for all hazardous waste entering the container. 2. The initial determination of the average VO concentration for the waste stream was made before the material was placed in the container. 3. The initial determination is reviewed and updated at least once every 12 months. 4. A new waste determination is performed whenever changes to the source generating the waste stream likely causes the average VO concentration to increase to 500 ppmw. 5. The average VO concentration is determined by direct measurement or by knowledge. <p>Note: See NR 665.1084(1)(c) for direct measurement procedures and NR 665.1084(1)(d) for using knowledge.</p>		
<p>C. For each waste determination, the date, time, and location of each waste sample collected are maintained in the facility records.</p>		664.1089(6)(a)
<p>D. Containers are exempt from subch. CC because of EITHER of the following (NR 664.1082(3)):</p> <ol style="list-style-type: none"> 1. The organic content of all waste entering the container has been reduced by an organic destruction or removal process described in NR 664.1082(3). 2. The hazardous organic constituents of the waste placed in the container have been treated to meet LDR standards. 		



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<p>E. Containers are excluded from subch. CC because they are used to store or treat hazardous waste from organic peroxide manufacturing processes (NR 664.1080(4)).</p>		
<p>Note: Certain records must be maintained. Refer to NR 664.1089(9) for more information.</p>		
<p>F. Containers are excluded from subch. CC because they are used solely to store or treat EITHER of the following (NR 664.1080(2)):</p> <ol style="list-style-type: none"> 1. On-site remediation wastes generated through NR 700 or RCRA corrective action activities. 2. Radioactive mixed wastes in accordance with NRC requirements. 		
<p>G. Containers are excluded from subchapter CC because of BOTH of the following (NR 664.1080(2), NR 664.1089(10)):</p> <ol style="list-style-type: none"> 1. They are equipped with air emission controls operated in accordance with the Clean Air Act requirements. 2. Facility records include a certification of such by the owner or operator and the specific air program compliance requirements for the containers . 		
<p>H. All containers managed at the facility are excluded from subch. CC level 1 requirements. If YES, go to Question 15.V.</p>		
<p>I. Any of the following controls are used on all Level 1 containers subject to subch. CC:</p> <ol style="list-style-type: none"> 1. Container meets applicable US DOT packaging requirements. 2. A cover and closure devices form a continuous barrier over the container openings such that when they are secured, there are no visible holes, gaps or other open spaces into the container. 3. An organic-vapor suppressing barrier is placed on or over the hazardous waste in an open-top container so that the hazardous waste is not exposed to the atmosphere. <p>Note: Level 1 standards do not apply to satellite accumulation or RCRA empty containers.</p>		<p>664.1086(3)(a)</p>
<p>J. Level 1 containers that do not meet applicable US DOT packaging requirements are equipped with covers and closure devices composed of suitable materials that result in BOTH of the following:</p> <ol style="list-style-type: none"> 1. Minimize exposure of hazardous waste to the atmosphere. 2. Maintain integrity of the covers and closure devices. 		<p>664.1086(3)(b)</p>
<p>K. If a Level 1 container is filled to the final level in one continuous operation, the closure device is promptly secured in the closed position when the filling operation is concluded.</p>		<p>664.1086(3)(c)</p>
<p>L. If a Level 1 container is batch filled, the closure device is promptly secured in a closed position when the container is filled to the intended final level OR the batch loading is completed and any of the following first occurs:</p> <ol style="list-style-type: none"> 1. No additional material will be added within 15 minutes. 2. The person performing the loading operation leaves the immediate vicinity of the container. 3. The process generating the waste shuts down. 		<p>664.1086(3)(c)</p>
<p>M. If Level 1 containers are opened to remove hazardous waste, the closure device is secured in the closed position upon completion of a batch removal AND when either of the following first occurs:</p> <ol style="list-style-type: none"> 1. No additional materials will be removed within 15 minutes. 2. The person removing the waste leaves the immediate vicinity of the container. 		<p>664.1086(3)(c)</p>
<p>N. If access to the inside of a Level 1 container is needed to perform routine activities other than the transfer of hazardous waste (e.g., sampling), the closure device is secured in the closed position promptly after completing the activity.</p>		<p>664.1086(3)(c)</p>



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<p>O. If a Level 1 container is equipped with a pressure relief device that vents to the atmosphere, ALL of the following conditions are met: 1. The device is designed to operate with no detectable organic emissions (< 500 ppmv) when in the closed position. 2. The device is closed when the internal pressure is within the specified operating range. ____ The device opens and vents to the atmosphere only for the purpose of maintaining internal pressure according to the design specifications.</p>		<p>664.1086(3)(c)</p>
<p>P. Safety valves are only opened to avoid an unsafe condition.</p>		<p>664.1086(3)(c)</p>
<p>Q. When first taking possession of a Level 1 container that will not be emptied within 24 hours, the facility visually inspects the container, cover and closure device for visible cracks, holes, gaps or other open spaces on or before the date the facility accepts the container (e.g., signs the manifest).</p>		<p>664.1086(3)(d)</p>
<p>R. If a Level 1 container remains at the facility for one year or more, the container, its cover and closure devices are visually inspected initially and at least once every 12 months for cracks, gaps or other open spaces.</p>		<p>664.1086(3)(d)</p>
<p>S. When a defect is detected, initial repair efforts are made within 24 hours of detection and completed within 5 calendar days.</p>		<p>664.1086(3)(d)</p>
<p>T. If repairs cannot be completed in 5 days, the waste is removed from the container which is not used until it is repaired.</p>		<p>664.1086(3)(d)</p>
<p>U. Inspections records for subchapter CC containers are maintained in the operating log for at least 3 years.</p>		<p>664.0015(2)(d)</p>
<p>V. If a facility managed hazardous waste with an average VO concentration >500 ppmw or without adequate reduction of the organic content by an organic destruction or removal process in a container exempt from subch. CC level 1, 2 or 3 standards, the facility submitted a written report to the department which includes all of the following information: 1. Name of the facility, EPA ID#, and address. 2. A description of the noncompliance event and the cause. 3. The dates of noncompliance. 4. The actions taken to correct the noncompliance and prevent reoccurrence.</p>		<p>664.1090(1)</p>
<p>W. The report in Question 15.V is submitted within 15 calendar days of the time the owner or operator becomes aware of the occurrence.</p>		<p>664.1090(1)</p>

Section 16: Subchapter CC Level 2 Standards for Containers

<p>A. The facility manages hazardous waste containers with a design capacity >119 gallons that are in light material service. If NO, go to Section 17.</p>		
<p>B. Any of the following controls are used on Level 2 containers: 1. Container meets applicable US DOT packaging requirements. 2. Each potential leak interface where organic vapor leakage could occur on the container, cover and closure device has been checked to determine that no detectable organic emissions (< 500 ppmv) are occurring. 3. The facility has demonstrated within the last 12 months that the containers are vapor-tight using Method 27 in appendix A of 40 CFR part 60.</p>		<p>665.1087(4)(a)</p>



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<p>C. If the container is vented inside an enclosure, the enclosure is operated according to the criteria for permanent total enclosures found in Method 204 in appendix M of 40 CFR part 51.</p>		<p>665.1087(5)(b)1</p>
<p>D. If the potential leak interface on the containers were checked, BOTH of the following were met: 1. Checks were made on the interface of the cover rim and the container wall; the periphery of any opening on the container or container cover and its associated closure device; and, the sealing seat interface on a spring-loaded, pressure-relief valve. 2. The test was performed when the container was filled with a material having a VO concentration representative of the hazardous waste expected to be stored in the container.</p>		<p>665.1087(4)(a)</p>
<p>E. The facility maintains a copy of the procedure used to determine that containers >119 gallons in size that do not meet DOT requirements are not managing hazardous waste in light material service.</p>		<p>665.1087(3)(e)</p>
<p>F. Level 2 controls are used when transferring waste in or out of the container that minimize exposure to the atmosphere (submerged-fill pipe, vapor-recovery system, etc.) to the extent practical, considering the physical properties of the hazardous waste and good engineering and safety practices.</p>		<p>665.1087(4)(b)</p>
<p>G. If the container is filled to the final level in one continuous operation, the closure devices are promptly secured in the closed position when the filling operation is concluded.</p>		<p>665.1087(4)(c)1.a</p>
<p>H. If the container is batch filled, the closure devices are promptly secured in a closed position upon filling the container to the intended final level, or when the batch loading is completed and ANY of the following first occurs: 1. No additional material will be added within 15 minutes. 2. The person performing the loading operation leaves the immediate vicinity of the container. 3. The process generating the waste shuts down.</p>		<p>665.1087(4)(c)1.b</p>
<p>I. If containers are opened to remove hazardous waste, closure devices are secured in the closed position upon completion of a batch removal and either of the following first occurs: 1. No additional materials will be removed within 15 minutes. 2. The person removing the waste leaves the immediate vicinity of the container.</p>		<p>665.1087(4)(c)2.b</p>
<p>J. If access to the inside of the container is needed to perform routine activities other than the transfer of hazardous waste (e.g., sampling), the closure device is secured in the closed position promptly after completing the activity.</p>		<p>665.1087(4)(c)3</p>
<p>K. If the container is equipped with a pressure relief device that vents to the atmosphere, the device meets ALL of the following conditions: 1. Designed to operate with no detectable organic emissions when in the closed position. 2. Closed when the internal pressure is within the specified operating range. 3. Opens and vents to the atmosphere only for the purpose of maintaining internal pressure according to the design specifications.</p>		<p>665.1087(4)(c)4</p>
<p>L. Safety valves are only opened to avoid an unsafe condition.</p>		<p>665.1087(4)(c)5</p>
<p>M. When a defect is detected, initial repair efforts are made within 24 hours of detection.</p>		<p>665.1087(4)(d)3</p>
<p>N. Repairs are completed within 5 days, or the waste is removed from the container which is not used until the defect is repaired.</p>		<p>665.1087(4)(d)3</p>



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Section 17: Subchapter CC Level 3 Standards for Containers

A. The facility manages hazardous waste in containers having a design capacity >26 gallons during a waste stabilization process when hazardous waste is exposed to the atmosphere. If NO, go to Section 18.		
B. The container is vented directly through a closed-vent system to a control device, or the container is vented inside an enclosure which is exhausted through a closed-vent system to a control device.		665.1087(5)(a)
C. If the container is vented inside an enclosure, the enclosure is operated according to the criteria for permanent total enclosures found in Method 204 in appendix M of 40 CFR part 51.		665.1087(5)(b)1
D. Records for the most recent set of calculations and measurements verifying the enclosure meets the criteria for a permanent total enclosure in Method 204 in appendix M of 40 CFR part 51 are maintained at the facility.		665.1090(4)(a)
E. Level 3 controls are used when wastes are transferred in or out of the container that minimize exposure to the atmosphere (e.g., submerged-fill pipe, vapor-recovery system, etc.) to the extent practical, considering the physical properties of the hazardous waste and good engineering and safety practices.		665.1087(5)(f)

Section 18: Financial Responsibility

A. The facility maintains the following proof mechanism for closure: 1. Closure trust fund 2. Surety bond 3. Letter of credit 4. Insurance 5. Net worth test 6. Deposit with the department 7. Escrow account 8. Multiple financial mechanisms		664.0143
B. The facility complies with EITHER of the following: 1. The amount of the proof mechanism being maintained is adequate to cover the most recent closure cost estimate. 2. The facility is taking steps to increase the financial assurance to cover the closure costs within 60 days of a cost increase.		664.0143
C. The facility has the following type of liability coverage for sudden accidental occurrences: 1. Insurance 2. Financial test 3. Guarantee 4. Letter of credit 5. Surety bond 6. Trust fund 7. Multiple financial mechanisms		664.0147(1)
D. Indicate the date of the most recent financial review done by the Department.		
E. The Department found that the financial responsibility for closure and liability coverage was adequate during the most recent financial review.		

Section 19: License Requirements

A. Facility is in compliance with the conditions of their license.		670.032
B. Facility has not exceeded capacity limits for storage or treatment units.		670.032



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Section 19: License Requirements

C. Facility notified the Department or requested a modification to their license, as required, for any changes at the facility.		670.042

Section 20: Waste Minimization

A. Facility has a program to reduce the volume and toxicity of hazardous waste generated to the greatest economical degree possible.		664.0073(2)(i)

B. A waste minimization certification is signed at least annually and is maintained in the facility's operating record.		664.0073(2)(i)

C. Facility includes waste minimization information in its annual report.		664.0075

Section 21: Used Oil

A. Used oil is managed on-site. If NO, go to Section 22		

B. Used oil containing \geq 1,000 ppm halogens is managed as listed hazardous waste or the rebuttable presumption requirements have been met.		679.10(2)(a)2

C. Used oil containers and tanks are in good condition and not leaking.		679.22(2)

D. Used oil containers and tanks are marked "used oil".		679.22(3)(a)

E. Transporter has an EPA ID number, except when generator self-transport or has a tolling arrangement.		679.24

F. 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)

G. 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

H. 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



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Section 22: 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 23.

Note: If the facility is a large handler, complete the large quantity handler of universal waste inspection form.

B. Universal waste has not been disposed, treated or diluted. 673.11

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.

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. 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 23: 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 24: Facility Status Evaluation

A. Describe any other activities the facility is conducting.
