

e-Manifest Fact Sheet: Receiving Facilities

EPA is establishing a national system for tracking hazardous waste shipments electronically. This system known as “e-Manifest,” will modernize the nation’s cradle-to-grave hazardous waste tracking process while saving valuable time, resources, and dollars for industry and states. EPA is establishing e-Manifest per the Hazardous Waste Electronic Manifest Establishment Act, which Congress enacted into law on October 5, 2012. e-Manifest is a multi-faceted program that includes system development; regulation and policy; implementation and communication; and consultation with the e-Manifest federal advisory committee.

What Receiving Facilities Need to Know

- e-Manifest launches nationwide on June 30, 2018.
- Receiving facilities will have the option to create and submit manifests electronically in e-Manifest.
- Receiving facilities may continue to use paper manifests after June 30, 2018; however, use of e-Manifest is highly encouraged by EPA.
- Receiving facilities must submit all manifests, both paper and electronic, to EPA.
- EPA will charge receiving facilities a fee for each manifest submitted. Fees are differentiated based on how the manifest is submitted.
- Receiving facilities must obtain an EPA Identification number for billing purposes. To obtain an EPA ID number, receivers can submit EPA’s Site Identification form (EPA form 8700-12).
- Existing 6-copy manifest form is being replaced with a new 5-copy form. The new form will be effective starting on June 30, 2018.

Scope of e-Manifest

e-Manifest will facilitate the electronic transmission of the uniform manifest form, which accompanies shipments of hazardous waste. e-Manifest affects any regulated waste shipped on a manifest, including:

- RCRA federal hazardous waste,
- Regulated PCB waste shipped on a manifest,
- State-regulated hazardous waste (if manifest is required by origination or destination state),

- Very Small Quantity Generator waste (if manifest required by state), and
- Imported hazardous waste.

EPA will implement the e-Manifest regulations until Resource Conservation and Recovery Act (RCRA) authorized states adopt and become authorized for the e-Manifest regulations. (Note: some parts of the e-Manifest regulations, such as collection of user fees, will only be implemented by EPA.)

How Receiving Facilities Will Be Impacted

- The e-Manifest Act mandates that the system must cover waste shipments for which either federal or state law require a RCRA manifest for their tracking. Shipments of state-regulated wastes that are not federal RCRA wastes, but that are subject to the manifest under state law, by either the origination state or the destination state, must be included in the system. Conversely, if a shipment is voluntarily shipped on a manifest (i.e., not required to be manifested under either state or federal law), these manifests are not required to be submitted to EPA.
- Use of the e-Manifest system is optional; however, EPA encourages receiving facilities to register with e-Manifest to view electronic copies of completed manifests, electronically make corrections, and minimize costs of submitting manifests to EPA.

What Receiving Facilities Need to Do

Obtain EPA ID Number

State-regulated waste receiving facilities must obtain an EPA ID number (e.g. "VAD123456789") to register with e-Manifest to ensure that their site information is available in RCRAInfo. To obtain an EPA ID Number:

- Contact EPA Reps:
Norman Rost: (212) 637-4049
Rost.Norman@epa.gov
Betsy Lopez: (212) 637-3194
Lopez.Betsy@epa.gov
- Submit an EPA form 8700-12 to your RCRA-authorized state or EPA Region. The form can be found on RCRAInfo Web at <https://rcrainfo.epa.gov/rcrainfoweb>.
- In New Jersey mail forms to:
NJDEP Bureau of Licensing & Registrations
Attention: NEW USEPA ID
9 Ewing Street
PO Box 420
Trenton, NJ 08625-0420
Mail Code 09-01

Questions obtaining new USEPA ID number:
(609)-292-7081

MEBinfo@dep.nj.gov

Work with Customers to Select Manifest Creation Option

The e-Manifest system allows for three types of hazardous waste manifest creation options:

- The e-Manifest system allows for three types of hazardous waste manifest creation options:
- Paper (generator, transporter, and receiving facility all sign on paper)
- Hybrid (starts as paper manifest signed by the generator and then is signed electronically by the transporter and receiving facility)
- Electronic (created in e-Manifest and electronically signed by all entities listed on the manifest)

Beginning on June 30, 2018, all receiving facilities must submit manifests to EPA. Electronic and hybrid manifests are submitted to EPA instantaneously, as they are signed electronically by the receiving facility in the system. EPA's Cross-Media Electronic Reporting Rule (CROMERR) provides the legal framework for electronic reporting under EPA's regulatory programs. Those signing electronically need to

go through identity proofing plus sign using a CROMERR-compliant electronic signature (e.g., password plus personal challenge question). If a paper manifest is used, the receiving facility must submit the manifest to EPA within 30 days of receipt.

Receiving facilities can utilize the EPA's e-Manifest website to create electronic manifests for their clients or they can utilize the e-Manifest API (Application Programming Interface) to add e-Manifesting capabilities to their existing manifesting system.

Register with e-Manifest

e-Manifest registration and instructions will be available at: www.epa.gov/e-Manifest. Users can register for different permissions related to whether they want to view, create, and/or sign manifests electronically. Each user must register separately. Additionally, EPA encourages receiving facilities to register at least two "Site Managers" per EPA ID who, in addition to all the permissions above, can also approve other users in their company for e-Manifest access.

Stay Updated

Subscribe to the e-Manifest Listservs for the latest news and monthly webinar announcements:

- To subscribe to the general program Listserv, send a blank message to: eManifest-subscribe@lists.epa.gov
- To subscribe to the developers only Listserv, send a blank message to: e-manifestdev-subscribe@lists.epa.gov

For more information on EPA's e-Manifest Program and frequently asked questions:

- Go to www.epa.gov/e-Manifest

Direct your questions to the contact(s) listed below.

State Information: New Jersey

Effective June 30, 2018, manifests will no longer be accepted by the NJDEP. All manifests will be processed and submitted through EPA's eManifest system.

State Contacts: New Jersey

General regulatory questions may be directed to NJ's
Regional Field Offices:

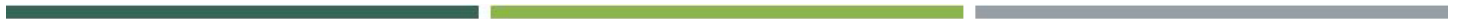
Northern Field Office – Cedar Knolls
(973) 656-4470

Central Field Office – Trenton

(609) 943-3019

Southern Field Office – Camden

(856) 614-3658



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State Information: New Jersey

New Jersey currently does not have any State regulated only hazardous waste codes.

