
e-Manifest: **READY TO LAUNCH**

E-MANIFEST MICHIGAN WASTE WORKSHOP

MAY 8, 2018

CONDUCTED BY FRED JENKINS, PH.D.

US EPA HQ OLEM

ORCR



1. Introduction to e-Manifest
2. Impact on Generators
3. System Development & User Registration
4. Current Status
5. Frequently Asked Questions



INTRODUCTION TO E-MANIFEST



WHAT IS E-MANIFEST?

- 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.

BENEFITS

e-Manifest

- Cost savings and paperwork burden reductions
- Accurate, more timely information on waste shipments
- Creation of a single hub for reporting of manifest data
- More effective compliance monitoring by regulators
- Potential to integrate with RCRA BR and state systems
- Enhanced “cradle-to-grave” tracking of HW

TOP FIVE THINGS YOU NEED TO KNOW

e-Manifest

1. e-Manifest will launch nationwide on June 30, 2018.
2. e-Manifest is and will be available for testing, prior to launch, through Spring 2018.
3. All receiving facilities that receive waste that must be manifested under federal law or receive state-only hazardous waste that must be manifested as required by either the state in which the waste was generated or received, must submit those manifests to EPA either in paper or electronically. EPA will charge facilities an associated fee for each manifest submission.
4. Handlers will be required to register for e-Manifest to submit electronically and to make corrections.
5. Once the system launches, e-Manifest data will be available to the public 90 days post-receipt of the manifests.

E-MANIFEST ACT

e-Manifest

- Mandate to establish national IT system funded with user fees
- Scope: All federal or state regulated wastes subject to manifest
- Users may *elect* to use electronic or paper manifests
- Agency given discretion to set reasonable fees to recover costs
- Consistent implementation in all States on effective date

- Covers all wastes shipped on a manifest pursuant to federal or state law.
 - Federal RCRA hazardous waste
 - Regulated PCB waste shipped on a manifest
 - “State-only regulated” hazardous waste (if manifest required by state)
 - Imports of hazardous waste shipped to U.S. facilities
- Exceptions:
 - HW exports not included in e-Manifest at this time.
 - Non-manifest documents (e.g., LDR notices) not included
- Current focus of program is on highway transport of domestic HW shipments

E-MANIFEST IS A MULTI-FACETED PROGRAM

e-Manifest

- ***Regulatory Development***

- One Year Rule issued February 7, 2014
- Final rule establishing user fee methodology issued January 3, 2018

- ***System Development***

- System launches June 30, 2018
- Collaborative development with regulated industry and states– continuous improvement based on user testing

- ***Implementation and Communication***

- Working to prepare EPA Regions, states and industry for transition to e-Manifest

- ***Advisory Board***

- Meets at least once annually; last meeting in September 2017 focused on user registration ⁹

THREE TYPES OF MANIFESTS

e-Manifest

- **Paper** (generator, transporter, and receiving facility all sign on paper)
- **Electronic** (created in e-Manifest and electronically signed by all entities listed on the manifest)
- **Hybrid** (starts as paper manifest signed by the generator and then is signed electronically by the transporter and receiving facility)

SUBMITTING MANIFESTS TO EPA

e-Manifest

- Once e-Manifest goes live on June 30, 2018, **receiving facilities** will have a variety of options for submitting manifests to EPA, including
 - submitting manifests directly in the e-Manifest system (i.e., fully electronic and hybrid manifest)
 - uploading manifest data + scanned image from an industry system,
 - submitting a PDF scanned image of a manifest, and
 - mailing in a hard copy manifest.
- Generators and transporters do not have to submit manifests to EPA.

E-MANIFEST ESTIMATED USER FEES

e-Manifest

Year 1 Marginal Cost Manifest Estimated Fees by Manifest Type (2017\$)		
Manifest Submission Type		Year 1 Fee (Estimated)
Paper Manifest Types	Mailed Paper	\$20.00
	Image Uploads	\$13.00
	Data File Uploads	\$7.00
Electronic Manifests (includes hybrid)	Electronic	\$4.00



IMPACT ON GENERATORS



WHAT IS THE IMPACT ON GENERATORS?

- Generators impacted only if they manifest hazardous waste as required by either federal or state law.
 - For example, CESQG/VSQGs are not required to manifest under EPA regulations, but may be required to manifest under state regulations.
- After June 30, 2018, generators will have **the option** to create and submit manifests electronically in e-Manifest.
- Generators can continue to use paper manifests after June 30th, including under the hybrid option.

WHAT IS THE IMPACT ON GENERATORS?

- Generators who wish to view/create/sign electronic manifests will need an EPA Identification (ID) Number and register with e-Manifest.
- Generators who wish to submit corrections to manifests post-receipt to EPA will also need to register with e-Manifest.
- 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.



SYSTEM DEVELOPMENT AND USER REGISTRATION



E-MANIFEST SYSTEM DEVELOPMENT

e-Manifest

- e-Manifest is being built as a module of EPA's RCRAInfo system.
- RCRAInfo currently has two "industry applications" available to allow for electronic submittal of two other RCRA forms.
- Once e-Manifest launches, there will be a total of three industry applications in the RCRAInfo system.

EPA Form	RCRAInfo Industry App	Status
Site Identification Form (EPA Form 8700-12)	myRCRAid	Available now in certain states
Biennial Report (EPA Form 8700-13)	Biennial Report	Available now in certain states
Hazardous Waste Manifest (EPA form 8700-22)	e-Manifest	Launching June 30, 2018, everywhere

LIST OF STATES OPTED IN TO RCRAINFO INDUSTRY APP

e-Manifest

ALABAMA (BR) ALASKA (BR, myRCRAid) AMERICAN SAMOA (BR, myRCRAid) ARIZONA (BR) ARKANSAS (myRCRAid) CALIFORNIA (myRCRAid) COLORADO (BR, MyRCRAid) CONNECTICUT (BR, myRCRAid) DELAWARE (BR) FLORIDA (BR) GEORGIA (myRCRAid) GUAM (MyRCRAid) HAWAII (BR, myRCRAid) IDAHO (BR)	IOWA (BR) KANSAS (BR) MAINE (BR, myRCRAid) MASSACHUSETTS (BR) MICHIGAN (BR) MINNESOTA (BR) MISSISSIPPI (myRCRAid) MISSOURI (BR) MONTANA (BR, myRCRAid) NAVAJO NATION (BR, myRCRAid) NEBRASKA (MyRCRAid) NEW MEXICO (BR, myRCRAid) NEW YORK (myRCRAid) NORTH CAROLINA (BR, myRCRAid) NORTH DAKOTA (myRCRAid)	NORTHERN MARIANAS (BR, myRCRAid) OHIO (myRCRAid) OKLAHOMA (BR, myRCRAid) PUERTO RICO (myRCRAid) RHODE ISLAND (BR, myRCRAid) SOUTH DAKOTA (BR, myRCRAid) TRUST TERRITORIES (BR, myRCRAid) UTAH (BR, myRCRAid) VERMONT (BR, myRCRAid) VIRGIN ISLANDS (BR, myRCRAid) VIRGINIA (myRCRAid) WEST VIRGINIA (BR, myRCRAid) WISCONSIN (myRCRAid) WYOMING (BR)
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- EPA's RCRAInfo system allows users to register for several permission levels (e.g., Viewer, Preparer, Certifier).
- One permission level, newly launched in 2017, is **Site Manager**.
- As Site Manager, users can view, prepare, and sign forms in addition to approving other users in their company.
 - Full functionality for Site Managers, i.e., ability to approve other users, is coming Spring 2018.
- In addition, registering as a Site Manager through one of the existing industry applications (myRCRAid or Biennial Report) gains you automatic access to e-Manifest when it launches in June.

E-MANIFEST SYSTEM DEVELOPMENT

e-Manifest

- EPA using Agile System Development
- Available now for user testing – EPA continually making improvements based on user testing
- Several technical webinars for receiving facilities held
- Focus on using Application Programming Interface (API) to enable system-to-system data exchange with industry (and state) users
- Electronic signatures will be CROMERR-compliant, e.g., signing manifests with a password plus a personal challenge question.

RCRAInfo

RCRAInfo is EPA's comprehensive information system, providing access to data supporting the Resource Conservation and Recovery Act (RCRA) of 1976 and the Hazardous and Solid Waste Amendments (HSWA) of 1984. The system enables cradle-to-grave waste tracking of many types of information regarding the regulated universe of RCRA hazardous waste handlers. RCRAInfo characterizes facility status, regulated activities, and compliance histories in addition to capturing detailed data on the generation of hazardous waste from large quantity generators and on waste management practices from treatment, storage, and disposal facilities.

RCRAInfo Sign In

[Register](#)
[Forgot password?](#)

Warning Notice and Privacy Policy

Warning Notice

In proceeding and accessing U.S. Government information and information systems, you acknowledge that you fully understand and consent to all of the following:

1. you are accessing U.S. Government information and information systems that are provided for official U.S. Government purposes only;
2. unauthorized access to or unauthorized use of U.S. Government information or information systems is subject to criminal, civil, administrative, or other lawful action;
3. the term U.S. Government information system includes systems operated on behalf of the U.S. Government;
4. you have no reasonable expectation of privacy regarding any communications or information used, transmitted, or stored on U.S. Government information systems;
5. at any time, the U.S. Government may for any lawful government purpose, without notice, monitor, intercept, search, and seize any authorized or unauthorized communication to or from U.S. Government information systems or information used or stored on U.S. Government information systems;
6. at any time, the U.S. Government may for any lawful government purpose, search and seize any authorized or unauthorized device, to include non-U.S. Government owned devices, that stores U.S. Government information;
7. any communications or information used, transmitted, or stored on U.S. Government information systems may be used or disclosed for any lawful government purpose, including but not limited to, administrative purposes, penetration testing, communication security monitoring, personnel misconduct measures, law enforcement, and counterintelligence inquiries; and
8. you may not process or store classified national security information on this computer system.

My Sites

Requested Site IDs 0

My Sites

Show 20 ▾ entriesSearch:

Site ID	Site Name	Address	City	State	County	Status
NJN986632149	VEOLIA ENVIRONMENTAL SERVICES	27-33 IOWA AVE	PATERSON	NJ	PASSAIC	ActivePendingChanges
VAR000523126	CVS PHARMACY #2491	2400 JEFFERSON DAVIS HWY	ARLINGTON	VA	ARLINGTON	ActivePendingChanges
VA988177803	HEATING AND OIL	144 FIRST STREET	FREDRICKSBURG	VA	FAIRFAX	Active
VATEST0000001	TEST TRANSPORTER 1 OF VA	2777 SOUTH CRYSTAL DRIVE	ARLINGTON	VA	ARLINGTON	Active
VATEST0000002	TEST TRANSPORTER 2 OF VA	2777 S CRYSTAL DRIVE	ARLINGTON	VA	ARLINGTON	Active
VAD000532119	TEST TSDF OF VA	123 MAIN ST	ARLINGTON	VA	ARLINGTON	Active
VATEST0000003	TEST TSDF OF VA TWO	2777 S CRYSTAL DR	ARLINGTON	VA	ARLINGTON	Active

Showing 1 to 7 of 7 entries

Previous 1 Next[Add Existing Site](#)[Request Site ID](#)

User can see all their sites and can add sites.

General Overview

Federal Generator Status
Large Quantity Generator

State Generator Status
Small Quantity Generator

Is Site Active
Yes

Date Last Updated
01/22/2018

Site Mailing Address

2777 S CRYSTAL DRIVE
ARLINGTON, VA 22202

Site Contact

SCOTT CHRISTIAN
2777 S CRYSTAL DRIVE
ARLINGTON, VA 22202

[Back to My Sites](#)

Map



After selecting a site, user can see site information.

My Sites / VA988177803 / e-Manifest Dashboard

HEATING AND OIL

144 FIRST STREET - FREDRICKSBURG

VA988177803

Site Details

myRCRAid


Biennial Report

e-Manifest

In Progress

Show 10 ▾ entries

Search:

Manifest ID#	TSDf ID	TSDf Name	Last Updated Date	Status	Actions
100003487ELC	MAD053452637	CLEAN HARBORS OF BRAINTREE INC	03/26/2018 06:54 PM	Scheduled	  
100003547ELC	ALD079474037	UNIVERSITY OF SOUTH ALABAMA	03/23/2018 09:58 AM	Pending	  
100003382ELC	UTD981552177	CLEAN HARBORS ARAGONITE, LLC	03/21/2018 06:04 PM	Scheduled	  
100003500ELC	LAD010395127	CLEAN HARBORS BATON ROUGE LLC	03/20/2018 09:04 AM	Pending	  
100003495ELC	MAD053452637	CLEAN HARBORS OF BRAINTREE INC	03/20/2018 08:37 AM	Scheduled	  
100003494ELC	MAD053452637	CLEAN HARBORS OF BRAINTREE INC	03/19/2018 07:19 PM	Scheduled	  
100003492ELC	ARD069748192	CLEAN HARBORS EL DORADO, LLC	03/19/2018 03:22 PM	Scheduled	  
100003491ELC	MAD053452637	CLEAN HARBORS OF BRAINTREE INC	03/19/2018 03:04 PM	Scheduled	  
100003490ELC	MAD053452637	CLEAN HARBORS OF BRAINTREE INC	03/19/2018 02:39 PM	Scheduled	  
100003488ELC	MAD053452637	CLEAN HARBORS OF BRAINTREE INC	03/19/2018 02:30 PM	Scheduled	  

Showing 1 to 10 of 40 entries











Previous 1 2 3 4 Next

[Create New Manifest](#)

Received

Show 10 ▾ entries

Search:

Manifest ID#	TSDf ID	TSDf Name	Shipped Date	Received Date	Status	Actions
100003620ELC	VAD000532119	TEST TSDf OF VA	03/28/2018	03/28/2018	Signed - Complete	 
234234234JJK	VAR000503920	MXI ENVIRONMENTAL SERVICES LLC	03/20/2018	03/22/2018	Signed - Complete	 
100003366ELC	VAD000532119	TEST TSDf OF VA	03/15/2018	03/15/2018	Signed - Complete	 
342343242JJK	VAD000532119	TEST TSDf OF VA	03/14/2018	03/15/2018	Ready For Signature	 
014070598JJK	VAD000532119	TEST TSDf OF VA	03/14/2018	03/15/2018	Signed - Complete	 
100003397ELC	VAD000532119	TEST TSDf OF VA	03/14/2018	03/14/2018	Signed - Complete	 
100003406ELC	VAD000532119	TEST TSDf OF VA	03/14/2018	03/14/2018	Ready For Signature	 
432342343JJK	VAR000503920	MXI ENVIRONMENTAL SERVICES LLC	03/12/2018	03/14/2018	Signed - Complete	 
324234234JJK	VAR000503920	MXI ENVIRONMENTAL SERVICES LLC	03/11/2018	03/13/2018	Signed - Complete	 

After selecting "e-Manifest", user can see manifests in progress and received.

User can create a manifest.

USEPA/e-manifest Home e-manifest Summary New Tab Pay Period Calendar e-manifest Summary

RCRA Info Home Tools Documentation Feedback/Report an Issue Scott

My Sites / VAR000503920 / e-Manifest Dashboard / e-Manifest

DRAFT PENDING SCHEDULED IN TRANSIT RECEIVED

General Information

Manifest Tracking Number * Manifest Type
Paper + Data

Select a status for this manifest *

☒ Ready For Signature - Received by Designated Facility and ready to be signed

1-5. Generator Information *

Select **Search for Generator** to find the generator for this manifest.

Search for Generator

6-7. Transporter Information *

Add Transporter

8. Designated Facility Information

EPA ID Number	Name	Site Address
VAR000503920	MXI ENVIRONMENTAL SERVICES LLC	26319 OLD TRAIL ROAD, STATE ROUTE 879, ABINGDON, VA 24210

Contact Phone * Extension

276-628-6636 214

Can e-Sign?
Yes

9-13. Waste Information *

Add Waste Line



User can create a manifest
(cont.)

14. Special Handling Instructions and Additional Information

Special Handling Instructions for this Manifest

If this shipment contains residue or rejected waste from the previous shipment enter the Original Manifest Tracking Number

Reference Information for this Manifest

Optional for internal tracking. e.g. Customer # or Purchase Order #

Add Reference Information

15. Generator's / Offeror's Certification

17. Transporter Acknowledgement of Receipt of Materials


18. Discrepancy

Discrepancy features will be added in a future iteration.

19. Hazardous Waste Management Method Codes

Add or edit codes in Waste Characteristics table in "Section 9-13. Waste Information"

20. Designated Facility Owner or Operator

EPA ID Number	Name	Designated Facility Printed/Typed Name	Date Signed
VAR000503920	MXI ENVIRONMENTAL SERVICES LLC		MM/DD/YYYY 

Attachment

Paper Manifest *

To upload a new scanned manifest drag the manifest scan here or [browse for it](#)

Save

Back to Dashboard



9-13. Waste Information

Add Waste Line



Add Waste Line

9. Hazardous Material and U.S. DOT Description

9a. Is this waste a Hazardous Material?

Yes

Does this waste contain PCBs?
Refer to 40 CFR §761.207

No

9b. U.S. DOT Description

ID Number / Proper Shipping Name *

Select Proper Shipping Name

This field is required.

Printed Dot Information

Add to Printed DOT Information

Emergency Response Guidebook Number

Review and Sign

Save

Delete

Back to Dashboard

15. Generator's / Offeror's Certification

EPA ID Number

Name

VA988177803

HEATING AND OIL

Sign

Cancel

Generator's/Offeror's Printed/Typed Name

Date Signed

I certify, under penalty of law that the information provided in this document is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fines and imprisonment for knowing violations.

Accept

Decline

eSignature Widget

1. Authentication

Log into CDX

User:

SDONNELL80

Password:

●●●●●●●●●●

Show Password ☐

Welcome Stephen Donnelly

2. Verification

Question:

What is your favorite TV show?

Answer:

●●●●

Show Answer ☐

Correct Answer

3. Sign File

Sign

Now from the TSDf perspective....

TEST TSDf OF VA TWO

2777 S CRYSTAL DR - ARLINGTON

VATEST000003

Site Details

[myRCRAid](#)

[Biennial Report](#)

[e-Manifest](#)

General Overview

Federal Generator Status

Large Quantity Generator

Is Site Active

Yes

State Generator Status

Large Quantity Generator

Date Last Updated

01/22/2018

Site Mailing Address

2777 S CRYSTAL DR
ARLINGTON, VA 22202

Site Contact

SCOTT CHRISTIAN
2777 S CRYSTAL DR
ARLINGTON, VA 22202

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Map



[Home](#)[Tools](#)[Documentation](#)[Feedback/Report an Issue](#)

Amanda

[My Sites](#) / [VATEST000003](#) / e-Manifest Dashboard

TEST TSDF OF VA TWO

2777 S CRYSTAL DR - ARLINGTON

VATEST000003

[Site Details](#)[myRCRAid](#)[Biennial Report](#)[e-Manifest](#)View: **Incoming**

In Progress

Show **10** entriesSearch:

Manifest ID#	Generator ID	Generator Name	Last Updated Date	Status	Actions
100003233ELC	VATEST000004	TEST GENERATOR OF VA	03/05/2018 09:58 AM	Pending	
UNASSIGNED	VA988177803	HEATING AND OIL	03/01/2018 02:16 PM	Draft	
100003231ELC	VATEST000004	TEST GENERATOR OF VA	03/01/2018 10:03 AM	Scheduled	
100003232ELC	NY0000036988	NYSDEC REGION 4	03/01/2018 09:24 AM	Scheduled	
100003196ELC	VATEST000004	TEST GENERATOR OF VA	02/26/2018 10:31 AM	Scheduled	
100003185ELC	VATEST000004	TEST GENERATOR OF VA	02/23/2018 01:19 PM	Scheduled	
100003182ELC	VATEST000004	TEST GENERATOR OF VA	02/23/2018 10:53 AM	Scheduled	
100003101ELC	VATEST000004	TEST GENERATOR OF VA	02/19/2018 10:12 AM	Pending	

Showing 1 to 8 of 8 entries

[Previous](#)**1**[Next](#)[Create New Manifest](#)

TSDf can see manifests
scheduled/pending



CURRENT STATUS



WHERE ARE WE NOW?

e-Manifest

- E-Manifest regulations are final
- Ongoing user testing of system, new components released every two weeks
- States that are opted into myRCRAid or BR are “pre-registering” Site Managers; about 1,200 Site Managers currently registered
- 80+ FAQs published on e-Manifest website
- Ongoing communication – monthly webinars, technical workshops, stakeholder meetings, monthly updates, Listserv messages, meeting with states

WHAT EPA STILL NEEDS TO DO

e-Manifest

- Announce user fees
- Obtain OMB approval for the new 5-copy manifest form and share with registered printers
- Post instructions for how to send paper manifests to EPA
- Obtain “Authority to Operate” for e-Manifest system -- needed to receive live data and register users for the e-Manifest application
- Complete information on user registration & Site Manager full functionality
- Continue to collect, respond, and distribute FAQs
- Communicate, communicate, communicate!
- Launch system on June 30, 2018!

WHAT GENERATORS NEED TO DO

e-Manifest

- Prepare to phase-out old manifest forms by June 30, 2018
- If generators want to use e-Manifest...
 - Where and when available, register at least two Site Managers for RCRAInfo's industry application
 - Obtain an EPA ID (if you don't already have one)
 - If you have an EPA ID, ensure the information industry submitted to either its state or EPA Region is up-to-date (check RCRAInfo Web).
- Otherwise prepare to transition to e-Manifest, including updating industry processes, systems as needed, such as obtaining portable devices
- Attend monthly webinars and join Listserv! Next webinar on May 30 – to feature demo of the e-Manifest system.

TIMING OF MAJOR WORK

e-Manifest

May 2018

June 2018

Summer 2018

- States/EPA register Site Managers
- EPA announces user fees
- Additional FAQs available
- States disseminate Fact Sheets to industry
- OMB approves final 5-copy manifest form

- Site Managers begin registering other users
- Launch system!
- Anticipate need to rapidly answer and disseminate questions from users and states

- Additional system functionality released
- Public interface to e-Manifest data available at end of summer



FREQUENTLY ASKED QUESTIONS



FREQUENTLY ASKED QUESTIONS

e-*Manifest*

1. *Do generators have to submit copies of manifests to EPA?* **No.**
2. *Will EPA be collecting any other documents besides the manifest form and continuation sheets?* **No.**
3. *If someone chooses to use manifest form as shipping document, but isn't required by federal or state law to do so, must the receiving facility send that manifest to EPA?* **No.**
4. *Can I use old manifest forms after June 30, 2018?* **Yes, but we discourage this!**
Please plan to transition to new manifest forms.

FREQUENTLY ASKED QUESTIONS

e-Manifest

5. *Can a transporter, broker, or receiving facility continue to prepare manifests for generators using e-Manifest?* **Yes.**
6. *How will e-Manifest related to DOT requirements?* **Transporters will still need to print out copy of electronic manifest and carry on their vehicle.**
7. *Who submits the manifest/pays the user fee when shipment is rejected by receiving facility?* **If full shipment is rejected back to the generator, the receiving facility is responsible for submitting the manifest (once received back from the generator) to EPA and paying the user fee.**

WHERE TO GO FOR HELP

- EPA's e-Manifest website (www.epa.gov/e-Manifest)
- FAQs
- Generator Fact Sheet
- Your receiving facility
- EPA's monthly e-Manifest webinars (2 PM EST, last Wednesday of every month)

- Submit input/questions to eManifest@epa.gov
- Participate in our monthly webinars
- 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
- Visit the program web site: <http://www.epa.gov/e-manifest>