

Hazardous Waste Transporters Checklist

- **Are you in compliance with all US Department of Transportation requirements including driver qualifications, training, materials packaging and handling, condition of vehicle, record keeping, permitting, etc.?**
- **Does your load require hazardous materials placarding under US Department of Transportation regulations? If so, have you obtained a hazardous materials transportation permit from the Colorado Public Utilities Commission?**
- **Have you determined if you are in compliance with hazardous materials transportation routing requirements as designated by the Colorado State Patrol?**
- **Do you have an EPA identification number that is valid for use in Colorado?**
 - Do you have a transfer facility or other place(s) of business located in Colorado? If so, you must obtain an EPA identification number from this state. You must list the location and a general description of the activities at each transfer facility on the notification form.
 - Do you have an EPA identification number issued by another state and only transport waste through Colorado or pick up/drop off wastes in Colorado with NO facilities in Colorado (including transfer facilities)? If so, the EPA identification number issued by your home state is valid for use in Colorado.
- **Are you in compliance with the hazardous waste manifest requirements? (Conditionally Exempt Small Quantity Generators are not required to use the hazardous waste manifest system)**
 - Did you receive a properly completed hazardous waste manifest signed by the generator when you picked up the load of waste? If you accepted the waste from another hazardous waste transporter, did they provide a properly completed and signed hazardous waste manifest?
 - Did you sign and date the manifest, return one copy to the generator/transporter and maintain the other copies with the load of waste you transported?
 - Did you deliver the entire load of hazardous waste to the next transporter, designated destination facility or designated alternate destination facility?
 - Did you obtain the signature and date of delivery of an authorized representative of the next transporter or designated destination facility?
 - Did you keep a copy of the signed manifest and give the rest to the receiving transporter or designated facility?
 - Have you maintained copies of all signed manifests for at least three years from the date the hazardous waste was initially accepted for transport?

- **Have you had a release of hazardous waste during transportation?**
 - o Did you take appropriate immediate action to contain the spill and prevent further release of hazardous waste?
 - o Did you clean up the spill in a timely manner?
 - o Did you report the spill to the nearest Colorado State Patrol office, nearest law enforcement agency, National Response Center (if required) and Colorado Department of Public Health and Environment?
 - o Did you provide a written report to the US Department of Transportation (if required) and the Colorado Department of Public Health and Environment detailing the circumstances of the spill and ultimate disposition of recovered material and contaminated media?

Hazardous Waste Transfer Facility Checklist

A transfer facility is any transportation related facility where shipments of hazardous waste are held during the normal course of transportation. This includes loading docks, parking areas, storage areas, etc.

- **Do you have an EPA identification number issued by Colorado?**
- **Do you store hazardous waste shipments in US Department of Transportation-approved containers for a period of 10 days or less at your transfer facility? If so, you do not need to obtain a permit as a hazardous waste storage facility.**
- **Do you maintain documentation to verify that you are meeting the 10-day storage requirement?**
- **Are you in compliance with all US Department of Transportation requirements including training, materials packaging and handling, record keeping, etc.?**
- **Are you in compliance with the hazardous waste manifest requirements?**
- **Do you mix hazardous wastes of different US Department of Transportation shipping descriptions by placing them into a single container at your transfer facility?**
 - Have you made a hazardous waste determination on the resulting mixture?
 - Have you initiated a new manifest with your facility named in the generator block and have you attached the original manifests to the back of the new manifest?
 - Have you complied with pre-transport requirements applicable to generators including packaging, labeling, marking and placarding for this waste?
 - Have you complied with the recordkeeping and reporting requirements applicable to generators for this waste?
 - Are you in compliance with the container management requirements applicable to generators for this waste?
 - Are you in compliance with the preparedness and prevention requirements applicable to generators for at least the portion of your transfer facility where the mixing occurs?
 - Do you manage your transfer facility in a manner to prevent fire, explosion or any unplanned release of hazardous waste?
- **Have you had a spill of hazardous waste at your transfer facility?**
 - Did you take appropriate immediate action to contain the spill and prevent further release of hazardous waste?

- o Did you clean up the spill in a timely manner?
- o If the spill exceeded 55 gallons, if there was a fire or explosion, and/or if the spill exceeded the CERCLA Reportable Quantity, did you report the spill to the appropriate authorities, including the Colorado Department of Public Health and Environment?
- o Did you submit a written report detailing the circumstances of the spill, extent of any injuries and ultimate disposition of recovered material and contaminated media to the Department within 15 days of the incident?