

APPENDIX H
Hazardous Waste Management Guidelines

1.0 Hazardous Waste Determination

The first step in hazardous waste management is to determine what is a hazardous waste. The EPA defines hazardous wastes in 40 CFR Section 261.30 through Section 261.33. Waste may be classified as hazardous based on characteristic (i.e. reactivity, corrosivity, ignitability, and toxicity) or as a listed waste (i.e. P-, U-, K-listed wastes). Typically, a product's MSDS will state whether or not the material is considered hazardous, otherwise, a qualified environmental professional should be consulted.

In addition, there are several wastes that are exempt or excluded from the definition of a hazardous waste. Used oil is considered an exempt waste and should not be included in determining your generator status if the oil is picked up for energy recovery or recycling. Used oil filters are considered exempt if they are hot drained for a minimum of 12 hours. Lead/acid batteries that will be reclaimed are exempt. Empty containers are excluded if a good faith effort is made to empty the contents. The containers are exempt if less than one inch of residue, or less than three percent by weight of the total capacity, remains in the container. If the container is a P-listed waste, the container must be triple rinsed.

2.0 Hazardous Waste Generators

It is important to remember that generator status determination is made based on the cumulative of all hazardous wastes per month. Waste stored prior to treatment or recycling onsite is counted. Waste that is not stored prior to treatment or recycling is not counted. Keep in mind that generator status can change depending on the amount of hazardous waste generated. A generator should be familiar with the regulations for all generator categories as described in Table H-1.

TABLE H-1
Hazardous Waste Generation and On-Site Storage Limits
Storm Water Pollution Prevention Plan
Austin-Bergstrom International Airport

Generator Category	Generation Quantity Limit	Maximum On-Site Storage Time	Maximum On-Site Storage Quantity	Requirements if Limit(s) Exceeded
Conditionally-Exempt Small Quantity Generator (CESQG)	< 100 kg/month of hazardous waste or < 1 kg/month of acutely hazardous waste	None None	1,000 kg of hazardous waste or 1 kg of acutely hazardous waste	If generator exceeds generation limit, waste is subject to SMG or LQG requirements, depending on amount exceeded. If generator exceeds storage quantity limit, waste is subject to SQG requirements.
Small Quantity Generator (SQG)	100 to 1,000 kg/month of hazardous waste	180 days (or 270 days if waste must be shipped over 200 miles)	6,000 kg of hazardous waste	If generator exceeds generation limit, waste is subject to LQG requirements. If generator exceeds storage time or storage quantity limits, facility is subject to storage facility (TSD) requirements.
Large Quantity Generator (LQG)	> 1,000 kg/month of hazardous waste or > 1 kg/month of acutely hazardous waste	90 days	None	If generator exceeds time limit, facility is subject to storage facility (TSD) requirements.

Note: 100 kg = 220 lbs. = 26 gallons

3.0 Hazardous Waste Management and Record Keeping

The DOA requires that tenants comply with accumulation time and quantity limits based on their generator status. Hazardous waste, along with used oil, used antifreeze, and petroleum contaminated absorbent, must be removed by a certified waste transporter and disposed of, or recycled, at a licensed facility. It is important that you receive a waste manifest for any waste that is removed from your site. The waste manifest should include the transporter as well as the disposal facility. It should also be noted that the generator remains responsible for the waste even after it has been received at the disposal site.

Tenants must complete disposal manifests for hazardous waste shipments, including "Safety-Kleen" or similar solvent products. It is important to maintain all manifests in order to determine your generator status (see Table H-1). Use the transporter's manifest, if provided, otherwise use uniform manifest forms available from the EPA. Manifests are signed by the receiving facility and should be returned to you within 35 days.

Keep records of waste determinations, manifests, invoices, and hazardous waste reports for three years. Documentation of exempt waste being recycled should also be maintained for three years. Records of required inspections of waste storage containers should also be kept.

Hazardous waste containers must be in good condition, be compatible with the waste, be kept closed, and be handled so they will not rupture or leak. Containers should be inspected weekly, or at other frequency as required by applicable regulations, and separated if not compatible. Containers must be labeled or marked clearly with a description of the waste, the accumulation starting date, the EPA waste code number, and the words "hazardous waste". See last page for an example of an appropriate hazardous waste label. Contact the DOA for more information.

A preparedness and prevention plan should be developed for dealing with hazardous waste related emergencies. In addition, an emergency coordinator should be onsite or on-call in case of an emergency. The coordinator's name and phone number, the locations of fire extinguishers, spill kits and fire alarms, and the telephone number for the fire department should be posted next to each telephone in all work areas

HAZARDOUS WASTE

FEDERAL LAWS PROHIBIT IMPROPER DISPOSAL

IF FOUND, CONTACT THE NEAREST POLICE OR
PUBLIC SAFETY AUTHORITY OR THE
U.S. ENVIRONMENTAL PROTECTION AGENCY

GENERATOR INFORMATION:

NAME _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

EPA ID NO. _____ EPA WASTE NO. _____

ACCUMULATION START DATE _____ MANIFEST DOCUMENT NO. _____

[_____]
[_____]
[_____]

D.O.T. PROPER SHIPPING NAME AND UN OR NA NO. WITH PREFIX

HANDLE WITH CARE!