



Maryland

Department of the Environment

Larry Hogan, Governor
Boyd K. Rutherford, Lt. Governor

Ben Grumbles, Secretary
Horacio Tablada, Deputy Secretary

January 6, 2019

«AddressBlock»

Dear Sir/Madam:

The Maryland Department of the Environment (MDE) records indicate that your facility meets at least one of the below reporting criteria. You must complete a Biennial Hazardous Waste Report (BR) by March 1, 2020.

The State of Maryland and Federal Environmental Protection Agency (EPA) hazardous waste regulations establish reporting requirements for persons who manage hazardous waste. The BR covers the waste management during odd calendar years. The completed report must cover all hazardous waste activity only for the calendar year ending December 31, 2019.

Code of Maryland Regulations (COMAR) 26.13.03.06B requires persons to file a report if, at a given site, they:

- (1) Either:
 - (a) generate hazardous waste and ship it off-site to a facility within the United States;

or

 - (b) treat, store or dispose of hazardous waste on-site; and
- (2) Are fully regulated under Maryland's hazardous waste regulations by:
 - (a) generating, in a calendar month, 220 pounds or more of hazardous waste, or more than 2.2 pounds of acute hazardous waste;

or

 - (b) **accumulating**, at any time, more than 220 pounds of hazardous waste or more than 2.2 pounds of acute hazardous waste.

MDE encourages generators to submit their 2019 BR electronically. MDE has opted into EPA's Industry Applications including the biennial reporting software. In order to utilize the electronic filing, the facility must have at least one Site Manager register. Please go to MDE's webpage <https://mde.maryland.gov/programs/LAND/HazardousWaste/Pages/biennialreport.aspx> for instructions on how to register a Site Manager.

If you chose to complete the report via hard copy, please go to MDE's webpage at <https://mde.maryland.gov/programs/LAND/HazardousWaste/Pages/biennialreport.aspx> and click on Site Identification Forms (8700-12). This is a 137 page document that includes detailed instructions and forms. If you just want the forms, then click on Biennial Report Just Forms. When completing make sure to complete the first 6 pages, which is the site identification forms (SI), then complete a Waste Generation and Management (GM) Form for each type of waste stream generated. If your site is a receiving facility, then complete the Waste Received from Off-Site (WR) Form for all waste streams received. Maryland does not require the Off-Site Identification (OI) Form. In addition, Maryland has not adopted the following: Notification of Hazardous Secondary Material Activity and LQG Consolidation of VSQG Hazardous Waste, thus the addendum pages do not need to be completed.

For hard copy filers only, an original form with “wet” signature is required. Please mail the complete, signed form to:

**Maryland Department of the Environment
Land and Materials Administration
Technical Services & Operations Program
1800 Washington Boulevard, Suite 650
Baltimore Maryland 21230-1719**

The deadline for filing is March 1, 2020.

Note: Maryland’s reporting requirement is more stringent than the federal reporting requirement. For the purposes of the instruction manual, consider yourself as “required to file” if you meet the criteria listed above. Ignore the instructions on page 46 under “ Who Should Not File”, that limits reporting to federally-defined large quantity generators.

Information on the reporting of the generation and treatment of wastewaters can be found under “WASTES NOT TO BE REPORTED” on pages 51 - 53, of the instruction manual.

Additional information is available on MDE’s website, including but not limited to Maryland Generator Status vs Federal Generator Status, Addition Maryland only Waste, Key Points to Filing, and Frequently Asked Questions.

<https://mde.maryland.gov/programs/LAND/HazardousWaste/Pages/biennialreport.aspx>

If you have any questions or need assistance, you may contact Paul “Brian” Sodeman at 410-537-3397 or paul.sodeman@maryland.gov, William Thompson at 410-537-3475 or william.thompson1@maryland.gov or Jennifer Hopper at 410-537-3350 or jennifer.hopper@maryland.gov.

Failure to return an accurate and complete hazardous waste report by **March 1, 2020**, is a violation of Maryland and federal regulations and may result in you being subjected to administrative, civil and/or criminal penalties.

Sincerely,



Cynthia Keller, Program Manager
Technical Services and Operations Program

cc: Jennifer Hopper, Section Head, Hazardous Certification and Reporting Section