



Maryland

Department of the Environment

Wes Moore, Governor
Aruna Miller, Lt. Governor

Serena McIlwain, Secretary
Suzanne E. Dorsey, Deputy Secretary
Adam Ortiz, Deputy Secretary

DATE

[Name of Company]
[Site Address]
[Site City, State Zip Code]
[EPA ID Number]

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, 2026.

The State of Maryland and the United States Environmental Protection Agency (EPA) hazardous waste regulations establish reporting requirements for persons who manage hazardous waste. The BR covers waste management during odd calendar years. The completed report must cover all hazardous waste activity only for the calendar year ending December 31, 2025.

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.

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.

When completing the BR, please ensure that the first six pages, which comprise the Site Identification forms (SI) are thoroughly completed. Following this, a Waste Generation and Management (GM) Form must be completed for each type of waste stream generated at your facility. Should your site function as a receiving facility, it is essential to complete the Waste Received from Off-Site (WR) Form for all waste streams received. Please note that the State of Maryland does not require the Off-Site Identification (OI) Form, nor has it adopted the Notification of Hazardous Secondary Material Activity thus the addendum page does not need to be completed.

Per e-Manifest's Third Rule, all Federal Small Quantity Generators (SQG) and Large Quantity Generators (LQG) are required to register and request permission to their site(s) via EPA's RCRAInfo. Biennial Report can be submitted electronically via EPA's RCRAInfo. To utilize the electronic filing, the facility must have at least one site manager registered. 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 144-page document that includes detailed instructions and forms. If you just want the forms, then click on Biennial Report Just Forms.

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
Solid Waste Program
1800 Washington Boulevard
Baltimore Maryland 21230-1719**

The deadline for filing is March 1, 2026.

Additional information is available on MDE's website, including but not limited to Maryland Generator Status vs Federal Generator Status, Additional 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 Lynn Jagdeo at 410-537-3475 or by email at lynn.jagdeo@maryland.gov, Wesley Macek at 410-537-3861 or by email at wesley.macek@maryland.gov, or Section Head, Jennifer Hopper at 410-537-3350 or jennifer.hopper@maryland.gov.

Jennifer and/or staff will be available for questions during office hours via Google meet every Friday starting January 9, 2026 through February 27, 2026 from 10am to 11am. The meeting link is <https://meet.google.com/dca-aiyb-ktr> or call 1-650-817-8496 PIN: 393 672 808#.

Failure to return an accurate and complete hazardous waste report by **March 1, 2026**, is a violation of Maryland and federal regulations and may result in you being subjected to administrative, civil, and/or criminal penalties.

Sincerely,



Seun Akinlotan
Program Administrator,
Solid Waste Program.

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