e-Manifest Fact Sheet: Transporters

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. e-Manifest is a multi-faceted program that includes system development; regulation and policy; implementation and communication; and consultation with the e-Manifest federal advisory committee.

What Transporters Need to Know

- e-Manifest launches nationwide on June 30, 2018.
- Transporters may prepare manifests electronically in e-Manifest for their generator clients.
- Transporters may continue to use paper manifests after June 30, 2018; however, use of e-Manifest is highly encouraged by EPA.
- 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.

Scope of e-Manifest

e-Manifest will facilitate the electronic transmission of the uniform manifest form, which accompanies shipments of hazardous waste. e-Manifest affects any regulated waste shipped on a manifest, including:

- RCRA federal hazardous waste,
- Regulated PCB waste shipped on a manifest,
- State-regulated hazardous waste (if manifest is required by origination or destination state),
- Very Small Quantity Generator waste (if manifest required by state), and
- Imported hazardous waste.

EPA will implement the e-Manifest regulations until Resource Conservation and Recovery Act (RCRA) authorized states adopt and become authorized for the e-Manifest regulations. (Note: some parts of the e-Manifest regulations, such as collection of user fees, will only be implemented by EPA.)

How Transporters Will Be Impacted

- The broad adoption of electronic manifesting will depend upon transporters obtaining portable devices (e.g., smart phone or tablet) for their transport vehicles and making the electronic manifest capability available to their generator customers in the field.
- Transporters with portable devices and network connectivity can involve their generator customers in two ways: (1) fully electronic manifests with the generator and all handlers signing manifests electronically; and (2) a hybrid electronic manifest, where a generator, not able to sign electronically, can sign and retain a printed copy of the manifest, while the transporter and other handlers sign and transmit the manifest electronically.
- For transporters lacking portable devices, transporters can continue to use paper manifests.
- Transporters will not be subject to e-Manifest user fees. Fees will be paid by the designated receiving facilities when they submit their manifests to the system.
- Per Department of Transportation's hazardous materials regulations, transporters will still need to carry one paper copy of a manifest on their transport vehicles, to be accessible to emergency responders in the event of an incident during transport. Transporters using electronic manifests can simply print a copy of the manifest for use as the shipping paper.
- e-Manifest will allow for multiple transporters.

What Transporters Need to Do

Work with Customers to Select Manifest Creation Option

The e-Manifest system allows for three types of hazardous waste manifest creation options:

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

Beginning on June 30, 2018, all receiving facilities must submit manifests to EPA. Electronic and hybrid manifests are submitted to EPA instantaneously, as they are signed electronically in the system. EPA's Cross-Media Electronic Reporting Rule (CROMERR) provides the legal framework for electronic reporting under EPA's regulatory programs. Those signing electronically need to go through identity proofing plus sign using a CROMERR-compliant electronic signature (e.g., password plus personal challenge question). If a paper manifest is used, the receiving facility must submit the manifest to EPA within 30 days of receipt. Receiving facilities have several options for submitting paper manifests to EPA, including mailing in paper manifests, sending a scanned image of a paper manifest or submission of image and data files via e-Manifest.

Transporters can utilize the EPA's e-Manifest website to create electronic manifests for their clients or they can utilize the e-Manifest API (Advanced Programming Interface) to add e-Manifesting capabilities to their existing manifesting system.

Obtain/Update EPA ID Number

Transporters must have an ID number to use e-Manifest. Transporters may submit EPA form 8700-12 to obtain an EPA ID Number from their RCRA-authorized state or EPA Region. The form can be found on RCRAInfo Web at https://rcrainfo.epa.gov/rcrainfoweb. In some states, transporters may submit this form electronically. Check here to see if you can submit the form electronically through your state: https://rcrainfo.epa.gov/rcrainfoweb/modules/main/state_contacts.html.

For transporters who already have an EPA ID Number, your previously submitted information (e.g., contact information) needs to be up-to-date. You can check your information on RCRAInfo Web https://rcrainfo.epa.gov/rcrainfoweb.

Register with e-Manifest

e-Manifest registration and instructions will be available at: www.epa.gov/e-Manifest. Each driver who will sign electronically will need to register with e-Manifest. Users can register for different permissions related to whether they want to view, create, and/or sign manifests electronically. Additionally, EPA encourages transporters to register at least two "Site Managers" per EPA ID who, in addition to all the permissions above, can also approve other users in their company for e-Manifest access.

Stay Updated

Subscribe to the e-Manifest Listservs for the latest news and monthly webinar announcements:

- 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

For more information on EPA's e-Manifest Program and frequently asked questions:

- Go to www.epa.gov/e-Manifest

Direct your questions to the contact(s) listed below.

State Information

When will e-Manifest be effective in North Carolina?

e-Manifest will be effective in North Carolina on the same day e-Manifest launches nationwide – June 30, 2018.

Need Help Registering for e-Manifest?

Information to assist with registering for the RCRAInfo Industry Application e-Manifest Module can be found at this link on the North Carolina Hazardous Waste website:

https://files.nc.gov/ncdeq/Waste%20Management/DWM/HW/Electronic%20Filing%20of%20EPA%20Notifications.pdf

Regional/State Contacts

EPA Region 4 Programmatic Contact - Perez mckeeperez.nancy@epa.gov	Nancy McKee 404-562-8674
EPA Region 4 Technical Contact – reimer.robert@epa.gov	Bob Reimer 404-562-8484
North Carolina Programmatic and Technical Contact – Jenny.Patterson@ncdenr.gov	Jenny Patterson 336-767-0031