

Section A: Inspection Information

Inspection Date(s)	DNR Region	DNR Inspector(s)	Inspection was <input type="checkbox"/> Unannounced <input type="checkbox"/> Announced
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Section B: Generator Information

Generator Name	EPA ID Number	Facility ID (FID) Number		
Street Address	City	ZIP Code	County	
Contact Name	Title	Telephone Number (include area code)		
E-Mail Address				

Legal Owner Name	Telephone Number (include area code)		
Street Address	City	State	ZIP Code

Personnel Present	Title
Personnel Present	Title

Generator's Main Product or Process

Section C: Waste Information

Description of Waste Generated	Hazardous Waste Code	Generation Rate lbs/month	Receiving Facility	Analysis (Date)	Generator Knowledge (✓)
					<input type="checkbox"/>
					<input type="checkbox"/>
					<input type="checkbox"/>
					<input type="checkbox"/>

Note: All "NR" References are to the Wisconsin Administrative Code. When entering information into the Field Investigator Site Tracking (FIST) database, only enter the **bold** citation into the Code or Statute Citation field. If more than one **bold** citation is given, enter the **bold** citation that applies.

NR 662.190(2) NR 662.011	1. Has a hazardous waste determination been made on each solid waste generated?	<input type="checkbox"/> Yes <input type="checkbox"/> No
NR 662.190(2) NR 662.011(3)	2. Has the waste determination been made correctly, considering the listed waste definitions and the characteristics of the waste, in light of the materials or processes used?	<input type="checkbox"/> Yes <input type="checkbox"/> No
NR 662.190(2) NR 662.011(3)(a)1.	3. Were waste samples analyzed by laboratories certified or registered under NR 149? If Yes, provide lab names and certification numbers.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
NR 662.193(1)(b)	4. Does the generator keep records of all waste determinations on-site for at least three years from the date the waste was last sent to a storage, treatment or disposal facility?	<input type="checkbox"/> Yes <input type="checkbox"/> No
NR 662.190(2) NR 662.012	5. Has the generator submitted a notification form and obtained an EPA ID#? Note: A subsequent notification should be submitted when there is an ownership or name change.	<input type="checkbox"/> Yes <input type="checkbox"/> No

Section D: Pre-Transport and Off-Site Shipments

	1. Does the generator send waste off-site to be reclaimed under a contractual agreement? If No, go to 5.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
NR 662.191(1)(a)	2. Are the type of waste and frequency of shipments specified in the contractual agreement?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
NR 662.191(1)(b)	3. Is the vehicle used to transport the waste to the recycler and back to the generator owned and operated by the reclaimer?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
NR 662.191(2)	4. Is a copy of the reclamation agreement maintained for at least 3 years from the date the agreement is terminated or expires?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	5. Does the generator send hazardous waste off-site that is not reclaimed under a contractual agreement? If no, go to 11.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
NR 662.190(2)(a) NR 662.020(1)	6. Does the generator comply with the following manifest requirements? <input type="checkbox"/> The manifest is used according to the instructions in the appendix to 40 CFR part 262.		
NR 662.020(2)	<input type="checkbox"/> A facility that is permitted or licensed to accept the waste is designated on the manifest.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
NR 662.023(3)	<input type="checkbox"/> For out-of-state shipments, a copy of the manifest is sent to the department within 30 days of receiving the signed copy from the designated facility.		
NR 662.190(2)(a) NR 662.020(1)	7. Is the manifest continuation form, EPA form 8700-22A, prepared according to the instructions in the appendix of 40 CFR part 262?	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
NR 662.192(5)	8. If the generator received a shipment back as a rejected load, have the following been met? <input type="checkbox"/> The returned waste has been accumulated in compliance with the container or tank standards for less than 180 days. <input type="checkbox"/> Upon receipt of the shipment, the generator signed either: ___ Manifest Item 18c if the transporter returned the shipment using the original manifest ___ Manifest Item 20 if the transporter returned the shipment using a new manifest.	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
NR 662.193(1)(a)	9. Is a copy of the manifest signed by the generator retained until the signed copy from the designated facility is received?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
NR 662.193(1)(a)	10. Is a copy of each manifest kept for at least three years from the date of shipment?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
NR 662.190(2) NR 662.030	11. Is the hazardous waste packaged according to applicable DOT requirements before transport?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
NR 662.190(2) NR 662.031	12. Is the hazardous waste labeled according to applicable DOT requirements before transport?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
NR 662.190(2) NR 662.032(1)	13. Is the hazardous waste marked according to applicable DOT requirements before transport?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
NR 662.190(2) NR 662.032(2)	14. Are containers of 119 gallons and less marked with the "Hazardous Waste – Federal law prohibits improper disposal" label before transport?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
NR 662.190(2) NR 662.033	15. Does the generator offer the initial transporter placards?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Section E: Land Disposal Restrictions

NR 668.07(1)	1. Has the generator determined if each waste is prohibited from land disposal? If yes, the determination was made using: <input type="checkbox"/> Lab analysis <input type="checkbox"/> Generator knowledge	<input type="checkbox"/> Yes	<input type="checkbox"/> No
NR 668.03	2. Does the generator comply with the prohibition against dilution of wastes?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
NR 668.07(1)	3. Is a one-time written notice sent to each treatment, storage or disposal facility with the initial waste shipment?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
NR 668.07(1)	4. Is a new notification sent to the TSD and maintained in the generator file when the waste or receiving facility changes?	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
NR 668.07(1)	5. Does the generator use the correct LDR notification/certification? <input type="checkbox"/> Waste MEETS treatment standards; certification that wastes may be land disposed without further treatment. <input type="checkbox"/> Waste EXCEEDS treatment standards; notice of appropriate treatment and applicable prohibitions.	<input type="checkbox"/> Yes	<input type="checkbox"/> No

NR 668.07(1)(h)	6. Is a copy of the LDR notifications and certifications retained for at least 3 years from the date the waste was last sent off-site?	<input type="checkbox"/> Yes <input type="checkbox"/> No
NR 668.07(1)(j)	7. Does the generator with a contractual agreement do ALL of the following? <input type="checkbox"/> Comply with the notification and certification requirements for the initial shipment of the waste subject to the agreement. <input type="checkbox"/> Retain a copy of the notification and certification with the tolling agreement for at least 3 years after the agreement is terminated or expires.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
NR 668.09 (1)	8. Have underlying hazardous constituents been identified for characteristic wastes?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
NR 668.09(2)	9. If the waste is both a listed and characteristic waste, do the treatment standards for the listed waste code operate in lieu of the treatment standard for the characteristic waste code?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
NR 668.09(2)	10. If No to 9, are the treatment standards for all applicable listed and characteristic waste codes identified?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
NR 662.192(1)(d) NR 668.07(1)(e)	11. If waste is treated in containers or tanks, has the generator met the following? <input type="checkbox"/> Develop a written waste analysis plan which describes the procedures used to meet applicable LDR treatment standards. <input type="checkbox"/> Comply with certification or notification requirements in NR 668.07(1)(c).	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Section F: Annual Reports and Exception Reporting		
NR 662.193(3)	1. Have annual reports covering generator activities during the previous calendar year been submitted to the Department by March 1 of the following year?	<input type="checkbox"/> Yes <input type="checkbox"/> No
NR 662.193(1)(c)	2. Is a copy of each annual report kept for at least 3 years from the due date of the report?	<input type="checkbox"/> Yes <input type="checkbox"/> No
NR 662.193(2)	3. Are procedures for exception reporting followed? <input type="checkbox"/> If the signed manifest copy is not received in 60 days, submit a legible copy of the manifest indicating no confirmation of delivery to the department.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Section G: Preparedness and Prevention		
NR 662.192(1)(d) NR 665.0032	1. Does the generator have ALL of the following equipment, unless the equipment is not necessary for the types of wastes handled? <input type="checkbox"/> Device to summon emergency assistance (e.g., telephone, 2 way radio). <input type="checkbox"/> Internal communications and alarm systems. <input type="checkbox"/> Portable fire extinguishers. <input type="checkbox"/> Fire control equipment, including special extinguishing equipment. <input type="checkbox"/> Spill control equipment. <input type="checkbox"/> Decontamination equipment (e.g., eyewash, shower). <input type="checkbox"/> Water at adequate volume and pressure to supply water spray systems.	<input type="checkbox"/> Yes <input type="checkbox"/> No
NR 662.192(1)(d) NR 665.0033	2. Is all of the above emergency equipment tested and maintained to assure its proper operation in an emergency?	<input type="checkbox"/> Yes <input type="checkbox"/> No
NR 662.192(1)(d) NR 665.0034	3. Is there immediate access to internal or external alarms or an emergency communication device in hazardous waste handling areas?	<input type="checkbox"/> Yes <input type="checkbox"/> No
NR 662.192(1)(d) NR 665.0037(1)	4. Has the generator made necessary arrangements with the following emergency organizations? <input type="checkbox"/> Primary and support roles have been defined if multiple police and fire departments could respond to an emergency. <input type="checkbox"/> Familiarize police, fire and emergency response teams with the site layout, hazards of the waste handled, places where personnel work, entrances and roads in the site and possible evacuation routes. <input type="checkbox"/> Agreements with emergency response contractors and equipment suppliers. <input type="checkbox"/> Familiarize local hospitals with the properties of wastes handled and the potential resulting injuries or illnesses.	<input type="checkbox"/> Yes <input type="checkbox"/> No
NR 662.192(1)(d) NR 665.0035	5. Is aisle space provided throughout the facility to allow for the unobstructed movement of personnel and all emergency equipment?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Section H: Emergency Procedures & Personnel Training Requirements

- NR 662.192(1)(e)1. 1. Has a person been identified as an emergency coordinator who is responsible for coordinating all emergency response measures and on the premises or able to reach the site within a short period of time? Yes No
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- NR 662.192(1)(e)2. 2. Is ALL of the following information posted next to the telephone?
 Name and telephone number of the emergency coordinator.
 Location of fire extinguishers, spill control material and, if present, fire alarm. Yes No
 Telephone number of the fire department unless the generator has a direct alarm.
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- NR 662.192(1)(e)4. 3. In the event of an emergency, will the emergency coordinator take the following actions?
 In the event of a release, telephone the division of emergency management (800-943-0003) and comply with NR 706.
 In the event of a fire, call the fire department or attempt to extinguish the fire, if appropriate. Yes No
 In the event of a spill, contain the flow of hazardous waste to the extent possible and clean up the hazardous waste and contaminated materials or soil.
 If there is a release that could threaten human health outside the facility or if a spill reaches surface water, immediately notify the national response center (800-424-8802).
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- NR 662.192(1)(e)3. 4. Are all employees thoroughly familiar with proper waste handling and emergency procedures relevant to their responsibilities during normal operations and emergencies? Yes No

Section I: Container Accumulation

1. Does the generator accumulate hazardous waste in containers? Yes No
 If No, go to Section J.
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- NR 662.192(1)(d)1. 2. Is the accumulation start date clearly marked and visible for inspection on each container? Yes No
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- NR 662.192(1)(d)2. 3. Are all containers clearly marked with the words "Hazardous Waste"? Yes No
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- NR 662.192(1)(b)
 NR 665.0171 4. Do waste containers meet the following standards?
 The contents of a container that is leaking or in poor condition are transferred to another container in good condition.
 NR 665.0172 Containers are made or lined with materials compatible with the waste.
 NR 665.0173(1) Containers are kept closed except when it is necessary to add or remove waste.
 NR 665.0173(2) Containers are opened, handled or stored to prevent leaks or ruptures.
 NR 665.0174 Container storage areas are inspected weekly for leaks and deterioration. Yes No
 NR 665.0177(1) Incompatible wastes are stored in separate containers unless the mixing will not generate extreme heat, fire, explosion, toxic gases or other dangers.
 NR 665.0177(3) Containers of incompatible wastes are separated or protected from each other by a physical barrier (dike, berm, wall or other device).
 NR 665.0177(2) Containers that previously held waste are properly washed before adding incompatible waste, unless the mixing will not generate extreme heat, fire, explosion, toxic gases or other dangers.

Section J: Satellite Accumulation

1. Does the generator accumulate waste at or near the generation point? Yes No
 If No, go to Section K.
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- NR 662.192(4)(a) 2. Does the generator accumulate no more than 55 gallons of hazardous waste or 1 quart of acute hazardous waste in each satellite area? Yes No
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- NR 662.192(4)(a) 3. Are the satellite containers under the control of the operator of the process generating the waste? Yes No
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- NR 662.192(4)(a)1.
 NR 665.0173(1). 4. Are the containers always kept closed except when it is necessary to add or remove waste? Yes No

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|-----------------------------------|--|------------------------------|-----------------------------|
| NR 662.192(4)(a)1.
NR 665.0172 | 5. Are the containers made of or lined with materials that are compatible with the waste? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| NR 662.192(4)(a)2. | 6. Are the containers marked "hazardous waste" or with other words that identify the contents? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| NR 662.192(4)(a)1.
NR 665.0171 | 7. If a container is leaking or in poor condition, are the contents transferred to another container in good condition? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| NR 662.192(4)(b) | 8. Is the container holding the excess waste marked with the date the excess amount begins accumulating? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| NR 662.192(4)(b) | 9. Does the generator comply with the 180 day accumulation requirements with respect to the excess amount within 3 days of it being generated? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

Section K: Stabilization with Absorbent Material

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|---|--|------------------------------|-----------------------------|
| | 1. Does the generator combine absorbent material with hazardous waste for the purpose of eliminating free liquids? If No, go to section L. | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| NR 665.0001(3)(m)
NR 665.0017(2)
NR 665.0171
NR 665.0172 | 2. Are ALL of the following requirements met?
<input type="checkbox"/> Materials are combined when the hazardous waste is first placed in the container.
<input type="checkbox"/> Mixing of incompatible wastes is done in a way to prevent the generation of extreme heat, fire, explosion, toxic gases or other dangers.
<input type="checkbox"/> The contents of a container that is leaking or in poor condition are transferred to a container in good condition.
<input type="checkbox"/> The containers are made of or lined with materials that are compatible with the waste. | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

Section L: Waste Minimization Certification

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|-----------------------------------|---|------------------------------|-----------------------------|
| NR 662.190(2)(a)
NR 662.027(2) | 1. Has the small quantity generator made a good faith effort to minimize the amount of waste generated? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
|-----------------------------------|---|------------------------------|-----------------------------|

Section M: Generator Status Evaluation

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|---|---|------------------------------|-----------------------------|
| NR 662.190(1)
NR 662.192(1)
NR 662.192(2) | 1. Is the Small Quantity Generator status confirmed by this inspection?
<input type="checkbox"/> Generates between 100 kg (220 lbs) and 1,000 kg (2,205 lbs) in any month
<input type="checkbox"/> Accumulates waste for 180 days or less
<input type="checkbox"/> Accumulates waste for 270 days or less if they must ship 200 miles or more | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| NR 662.192(1)(a) | 2. If No, what is the correct generator classification?
<input type="checkbox"/> Non-Generator <input type="checkbox"/> Very Small Quantity Generator <input type="checkbox"/> Large Quantity Generator | | |
| | 3. Is the generator conducting any other hazardous waste activities at the facility? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| | 4. If YES, check all that apply and complete additional inspection forms.
<input type="checkbox"/> Accumulation in Tanks <input type="checkbox"/> Recycling <input type="checkbox"/> Transfer <input type="checkbox"/> Transporter <input type="checkbox"/> Used Oil
<input type="checkbox"/> Treatment <input type="checkbox"/> Storage <input type="checkbox"/> Disposal <input type="checkbox"/> Universal Waste | | |

DNR Inspector Signature:	Date:
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