Annual Hazardous Waste Identification Number Verification Questionnaire

August 29, 2024 CUPA Programs and Stormwater Workshop 2024

Location: Stanislaus County Environmental Resources Department



Presenter

Cyndi Gill Business Operations Unit Manager Hazardous Waste Management Program Department of Toxic Substances Control

Overview

- Verification Questionnaire (VQ) Background and Basics
- Changes Between 2023 eVQ and 2024 eVQ
- Useful Documents for 2024 VQ Filing
- eVQ System Navigation Tips
- eVQ Account Registration and Login
- Preliminary Questions
- 9-step Questionnaire Overview
- Questions
- eVQ Support Resources

Verification Questionnaire Statute

| California Health and Safety Code (HSC) | Purpose |
|---|--|
| Section 25205.16 | Verify the accuracy of the information associated with the ID number. Required filers must complete the questionnaire to keep an active ID number status. |

Who is required to file the 2024 VQ?



Any hazardous waste handler with a hazardous waste ID number with active status at any time during the 2023 calendar year.



Any hazardous waste handler that shipped hazardous waste using their ID number during the 2023 calendar year.

* The word "handler" here refers to any hazardous waste generator, transporter, universal waste handler, or permitted treatment, storage, transfer, or disposal facility that handles hazardous waste.

Exemptions for the 2024 VQ

ID numbers that were inactivated any time between January 1 - June 30, 2023, and had 0 hazardous waste manifests in the 2023 calendar year.

Temporary hazardous waste ID numbers that generated less than 5 tons of hazardous waste in the 2023 calendar year.

Lettered prefixes of CAC and CAP

VQ Notifications

Email



- ➤ eVQ account's primary and alternate contact email addresses
- ➤ First time filers: site contact's email address listed when the ID number was applied for

Mail



➤ Site contact's mailing address for ID numbers with no associated email addresses

How is the VQ filed?

Electronic Verification Questionnaire (eVQ) System at evq.dtsc.ca.gov



2023 eVQ versus 2024 eVQ

2023 eVQ Reporting Cycle vs. 2024 eVQ reporting Cycle

Reporting requirements:

Reporting requirements:

- •ID number had an active status at any time during the previous *fiscal* year (July 1, 2022 June 30, 2023).
- •ID number had an active status at any time during the 2023 calendar year (January 1, 2023 December 31, 2023).
- •Hazardous waste was shipped using the ID number during the 2022 calendar year (January 1, 2022-December 31, 2022).
- •Hazardous waste was shipped using the ID number during the 2023 calendar year.

EVQ due **30 days** after the send date of the initial notification.

EVQ due **60 days** after the send date of the initial notification.

2023 eVQ versus 2024 eVQ

| 2023 eVQ Reporting Cycle | vs. 2024 eVQ reporting Cycle |
|---|--|
| 5 steps in the questionnaire: | Reporting requirements: Preliminary Questions** + 9 steps in the |
| 1.Contact Information 2.Company Information | questionnaire: |
| 3.EPA ID Number and Hazardous | 1.Contact Information |
| Waste Manifest Verification* | 2.Company Information |
| 4.Manifest and Employee | 3.ID Number Overview** |
| Information | 4. Manifested Waste Verification** |
| 5.Summary and Certification | 5.Unmanifested Hazardous Waste Reporting** |
| * Included reporting of CDTFA G&H | 6.CDTFA G&H Fee Account Number |
| Fee Account Number | 7.G&H Fee Exemptions and |
| | Deductions** |
| | 8.Collection Activities** |
| | 9.Summary and Certification |
| | ** New! |
| Filers were required to complete all steps. | Filers answer preliminary questions at the beginning of the questionnaire to determine which steps are required to be completed. |

2023 eVQ versus 2024 eVQ

2023 eVQ Reporting Cycle vs. 2024 eVQ reporting Cycle

Hazardous Waste Manifest
Verification only allows
verification of the manifest
count from the 2022 calendar
year.

Manifested Waste Verification allows verification of the manifest **tonnage** from the 2023 calendar year.

Household hazardous waste ID numbers (CAH-prefixed) were exempt from 2023 and previous eVQ report cycles.

Household hazardous waste ID numbers (CAH-prefixed) will have to report for this year's eVQ cycle.

Useful Documents for 2024 eVQ Filing

Business Records*:

- Documentation with your FEIN
- 2023 Uniform Hazardous Waste Manifests
- 2023 Unmanifested Waste Records (receipts, weight tickets, bill of ladings, etc.)
- 2023 Collection Activity Documents
- CDTFA G&H Fee Documents

| Ple | Please print or type. Form Approved. OMB No. 2050-0039 | | | | | | | | | | | |
|---|---|--|---|------------------------------|--|------------------|-----------------------|----------------------------|-------------------|-----------------|--------|--|
| 1 | WASTE MANIFEST Number | | | 2. Page 1 of | lage 1 of 3. Emergency Response Phone 4. Manifest Tracking Number | | | | | | | |
| Ш | 5. | Generator's Name and Mailin | g Address | | Generator's Site Address (if | different than r | mailing address | s) | | | | |
| Ш | ı | | | | | | | | | | | |
| Ш | ı | | | | | | | | | | | |
| Generator's Phone: 6. Transporter 1 Company Name U.S. EPA ID Number | | | | | | | | | | | | |
| U.S. EPA ID Number | | | | | | | | | | | | |
| Ш | 7. Transporter 2 Company Name U.S. EPA ID Number | | | | | | | | | | | |
| | | | | | | | | | | | | |
| Ш | 8. Designated Facility Name and Site Address U.S. EPA ID Number | | | | | | | | | | | |
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| Ш | l, | The Property of the Property o | | | | | | | | | | |
| Ш | - | olity's Phone: la. 9b. U.S. DOT Description | on (including Proper Shipping Name, Hazard Class, ID Number, | | 10. Containe | <u></u> | | | | | _ | |
| Ш | | M and Packing Group (if a | nyl) | | No. | Type | 11. Total Quantity | 12 Unit Wt./Val. | 13. Was | 13. Waste Codes | | |
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| GENERATOR | L | | | | \rightarrow | | | | | _ | | |
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| Ш | 14 | . Special Handling Instructions | s and Additional Information | $\overline{}$ | | | | | | | | |
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| Ш | ı | Exporter, I certify that the co I certify that the waste minin | ontents of this consignment conform to the terms of the attached mization statement identified in 40 CFR 252 2f(a) (if I am a large | EPAAcknowle quantity gene | idgment of Consent. rator) or (b) (if I am a small qu | antity generato | r) is true. | | | | | |
| Ш | Ge | enerator's/Offeror's Printed/Type | | | nature | | , | | Month | Day | Year | |
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| S S | 19. Hazardous Waste Report Management Method Codes (i.e., codes for hazardous waste treatment, disposal, and recycling systems) | | | | | | | | | | | |
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| آ | | | | | | | | | | | | |
| | 20 | Designated Facility Owner or | Operator: Certification of receipt of hazardous materials covered | | | a | | | | | | |
| \parallel | Pi | inted/Typed Name | | Sig | nature | | | | Month | Day | Year | |
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| CP) | N FC | am oruu-zz (POeV, 12-1/) | Fremous editions are obsolete. | | DESIG | aNA (ED F | ALILITY | ICI EPA | S O-MANIE | ESL S | ISTEM | |



eVQ System Navigation Tips

Tool Tips

Hover your mouse over the icon for more information to appear.

* Red Asterisks

Denote required fields

Hyperlinks

- Opens another webpage or document in a new tab when you click on it, which often provides more useful information.
- The User Guide is hyperlinked in the top right corner of each step of eVQ, and on the eVQ homepage.

↑ Sort

• Sorts the contents of column in ascending or descending order.

eVQ Account Registration



eVQ Homepage

Electronic Verification Questionnaire (eVQ) System at evq.dtsc.ca.gov



ID Number Inactive?

To reactivate your ID number, complete either the <u>DTSC Form 1358</u> (state ID number) or the <u>US EPA</u> Form 8700-12 (federal EPA ID number).

Call Center Hours

Standard Telephone Business Hours

Monday to Friday: 9:00 AM to 3:00 PM Pacific Time (PT) (except <u>state holidays</u>). Effective April 15th, the hours will be changed to 9:00 AM to 2:00 PM PT.

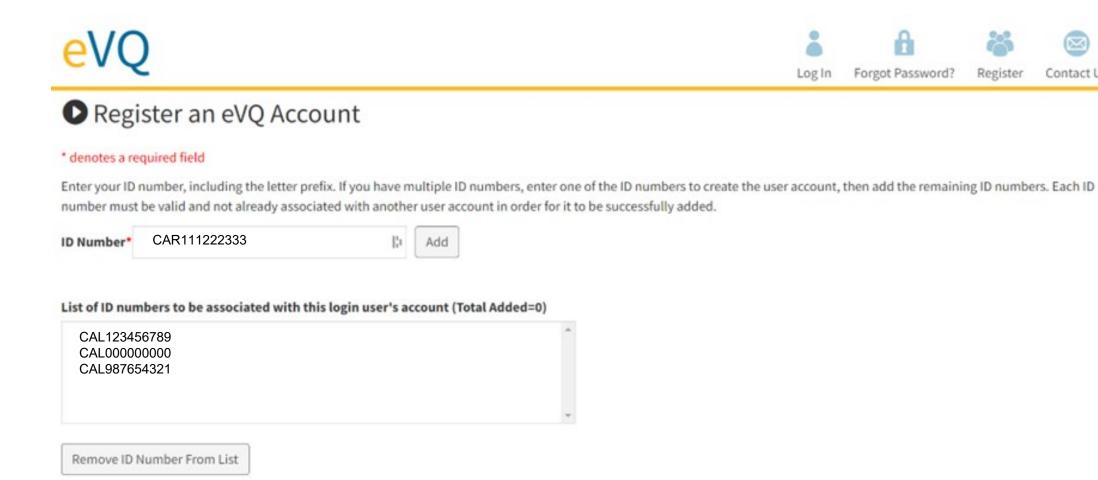
Upcoming Special Hours and Closures

What is the purpose of the Annual ID Number Verification Questionnaire?

Anyone who generates, transports, offers for transport, treats, stores, or disposes of hazardous waste must have a hazardous waste identification (ID) number, which is used to identify the hazardous waste handler and track the hazardous waste from the point of origin to its final disposal ("cradle to grave"). The purpose of this verification is to ensure that the information on record for the EPAID Number is correct and current.

The annual Verification Questionnaire for hazardous waste ID numbers and hazardous waste manifests is required by Health & Safety Code section 25205.16. Any generator, transporter, or facility operator who fails to provide information required by the department to verify the accuracy of hazardous waste activity data shall be subject to suspension of any and all identification numbers assigned and to any other enforcement action (Health & Safety Code section 25205.16(c)).

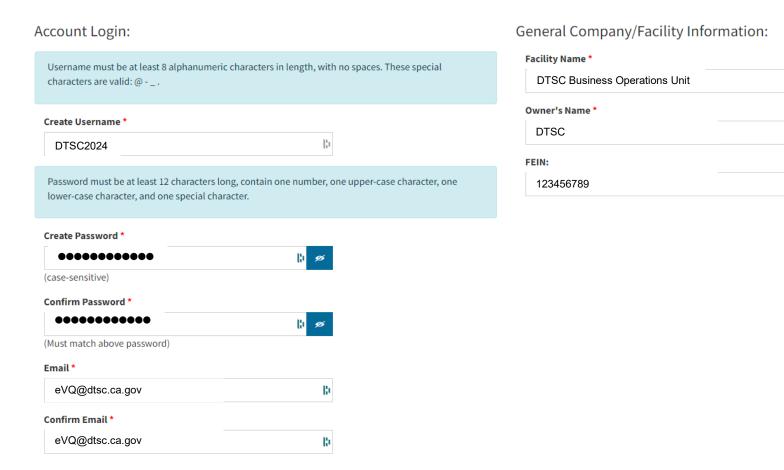
Account Registration



Contact Us

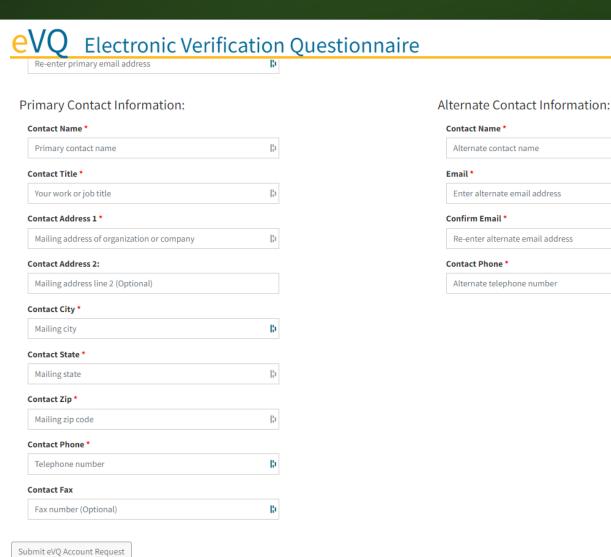
Account Registration





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Account Registration



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New Contact

- 1. Call the eVQ Help Desk at 1 (877) 454-4012 to have an agent update your email address on the account.
- 2. Release the ID number(s) to register for a new account



Account Login and Main Menu



Account Login

1. Click "Log In" on the eVQ homepage at evq.dtsc.ca.gov.



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Account Login

- 2. Enter your username and password.
- 3. Click "Login."



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for a better experience.

Username

Password

Login

Register New AccountForgot Username?Forgot Password?

User Profile and Main Menu



Electronic Verification Questionnaire

Hi CARL INC 3!







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■ ID NUMBER VERIFICATION QUESTIONNAIRE (VQ)

No Messages

Your 2024 verification status is: In Progress

Go through the steps below to complete your Verification Questionnaire. Click on Step 1 to begin.

- Preliminary Questions
- Step 1: Contact Information
- Step 2: Company Information
- Step 3: ID Number Overview
- Step 4: Manifested Waste Verification
- Step 5: Unmanifested Hazardous Waste Reporting
- Step 6: CDTFA G&H Fee Account Number
- Step 7: G&H Fee Exemptions and Deductions
- Step 8: Collection Activities
- Step 9: Summary and Certification
- VQ Summary

Preliminary Questions



Preliminary Questions



Your 2024 verification status is: In Progress Answer all of these preliminary questions, as your responses will determine which eVQ steps you must complete. If you have any questions, contact us at eVQ@dtsc.ca.gov or (877) 454-4012. 1. Are you a homeowner who received an ID number from a third party in order to remove waste, such as asbestos?* O Yes No O Yes 2. Did your business change locations?* O Yes No 3. Did your business change ownership?* O Yes 4. Do you have multiple ID numbers?" 5. Did you generate any waste for which a Uniform Hazardous Waste Manifest (U.S. EPA Form 8700-22) was not Yes O No required? Examples include universal waste or treated wood waste." 6a. Did you generate five or more tons of hazardous waste in the 2023 calendar year for one or more of the ID numbers O No in your account? * O No 6b. Are you claiming a Generation and Handling (G&H) Fee exemption or deduction for your generated waste?* Yes 7. Did your business participate in collection activities, such as consolidated manifesting (Health and Safety Code Yes O No section 25160.2)?*

Unmanifested Hazardous Waste

(Preliminary Question #5)

Types of Reportable Unmanifested Hazardous Waste

- Universal waste
- Treated wood waste
- On-site treatment of waste to be nonhazardous
- Other hazardous waste that is <u>not</u> tracked on a Uniform Hazardous Waste Manifest (EPA Form 8700-22)

| Ple | sse pri | int or type. | | | | | | | Form A | pproved. OMB No. 2050 | 0-0039 |
|-------------|-----------|--|---|--|---|---|---------------------|-----------------------|-----------------------------------|------------------------|--------|
| 1 | UNIE | FORM HAZARDOUS | Generator ID Number | | 2. Page 1 of | 3. Emergency Respo | nse Phone | 4. Manifest | Tracking Num | | |
| ı | | nerator's Name and Mail | ng Address | | | Generator's Site Addn | ess (if different t | an mailing addre | ss) | | |
| | Gene | rator's Phone: | | | | | | | | | |
| ı | | Insporter 1 Company Nar | ne | | | | | U.S. EPAID | Number | | |
| ı | 7. To | ensporter 2 Company Nan | 10 | | | | | U.S. EPAID | Number | | |
| ı | | ,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,, | | | | | | 1 | | | |
| | 8. De | signated Facility Name a | nd Site Address | | | | | U.S. EPAID | Number | | |
| ı | | ty's Phone: | ion (including Proper Shipping Nar | | | 10.0- | tainers | | | | |
| ı | 9a. HM | and Packing Group (if | ion (including Proper Shipping Nar any)) | ne, Hazard Class, ID Number, | | No. | Type | 11. Total Quantity | 12. Unit Wt./Val. | 13. Waste Codes | |
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| - GENE | | 2. | | | | | | | | | |
| | | 3. | | | | | | | | | |
| | | 4. | | | | | | | | | |
| | 14. S | pecial Handling Instruction | ns and Additional Information | . (| | | | | | | |
| | | marked and labeled/placa Exporter, I certify that the I certify that the waste mir | R'S CERTIFICATION: I hereby d orded, and are in all respects in pro contents of this consignment confo imization statement identified in 4 | per condition for transport account to the terms of the attached | ording to applica i EPAAcknowler e quantity gener | the international and na sigment of Consent. ator) or (b) (if I am a sn | tional governme | ntal regulations. It | ping name, and fexport shipmen | t and I am the Primary | |
| ļ | | rator's/Offeror's Printed/Ty | ped Name | | Sign | sature | | | | Month Day | Year |
| Ę | l | ternational Shipments | Import to U.S. | | Export from U | S. Port of | entry/exit: | | | | |
| | | sporter signature (for exporter ransporter Acknowledgmer | | | | Date le | saving U.S.: | | | | |
| ž | Transp | porter 1 Printed/Typed Na | me | | Sign | ature | | | | Month Day | Year |
| KANSPORIER | Trans | porter 2 Printed/Typed Na | те | | Sig | nature | | | | Month Day | Year |
| t | | iscrepancy | | | | | | | | | |
| | 18a. E | Discrepancy Indication Sp | ace Quantity | Туре | | Residue Manifest Refere | nce Number | Partial Re | jection | Full Rejection | |
| Ę | 18b. / | Alternate Facility (or Gene | rator) | | | | | U.S. EPAID | Number | | |
| FACILITY | Earth | ty's Phone: | | | | | | 1 | | | |
| 9 | | Signature of Alternate Faci | lity (or Generator) | | | | | | | Month Day | Year |
| DESIGNATED | 10 14 | anardour Warts Decor M | lanagement Method Codes (i.e., o | when for humanique waste trans | ment discount | and recording purities. | | | | | |
| DESM | 1. | azaruous waste report N | lanagement Method Codes (i.e., o | oues iui nazaroous waste treat | inent, disposal, | anu recycling systems | | 4. | | | _ |
| ı | | | | | | | | | | | |
| | | esignated Facility Owner of | or Operator: Certification of receipt | of hazardous materials covere | | t except as noted in Ite sature | m 18a | | | Month Day | Veor |
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| PΙ | Form | 8700-22 (Rev. 12-17 | Previous editions are obsole | ete. | | D | ESIGNATE | D FACILITY | TO EPA's | e-MANIFEST SYS | TEN |

Unmanifested Hazardous Waste (Preliminary Question #5)

Types of Non-reportable Unmanifested Waste

- Non-hazardous waste
- Medical waste regulated by the California Department of Public Health

Consolidated Manifesting Procedure

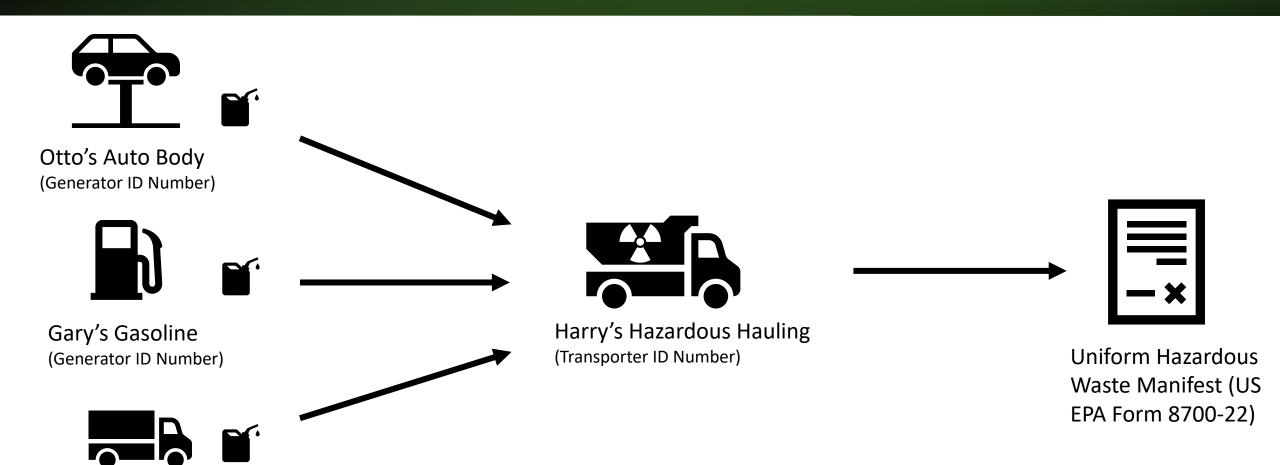
(Preliminary Question #7)

What is the consolidated manifesting procedure?

- Allows certain registered hazardous waste transporters to combine specified wastes from multiple eligible generators on a single manifest, rather than using a separate manifest from each generator.
- Generators that use transporters that follow the consolidated manifesting procedure are exempt from filling
 out a hazardous waste manifest. The consolidated transporter completes both the generator and the
 transporter sections of the manifest and provides the generator a receipt of this activity.
 - Per California HSC 25160.2(b)(3)(4), generators must keep all copies of the consolidated manifest receipts for at least three years from the date of shipment of the hazardous waste, and each receipt from the transporter should contain the manifest number on it.
- Formerly known as modified manifesting or "milk runs."

Consolidated Manifesting Procedure

(Preliminary Question #7)



Frank's Freighting (Generator ID Number)

9-Step Questionnaire Overview



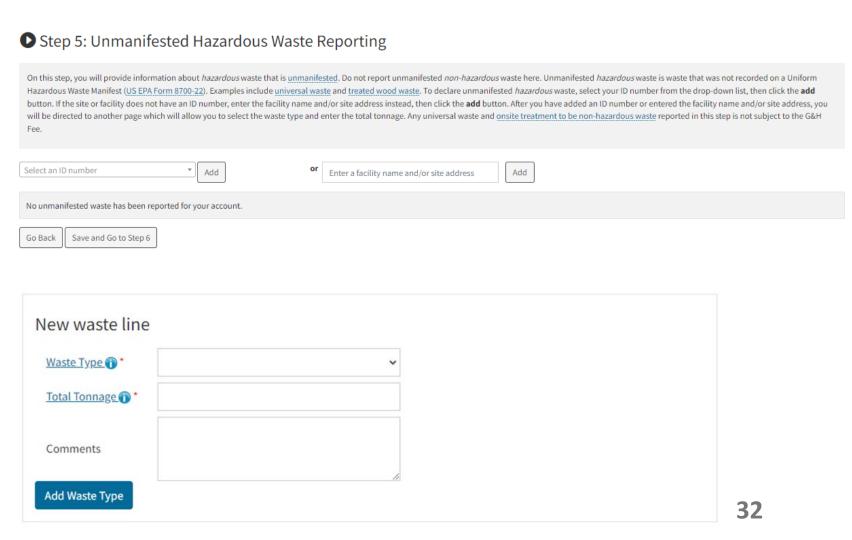


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Step 5: Unmanifested Hazardous Waste Reporting

Required if you answered yes to Preliminary Question #5.

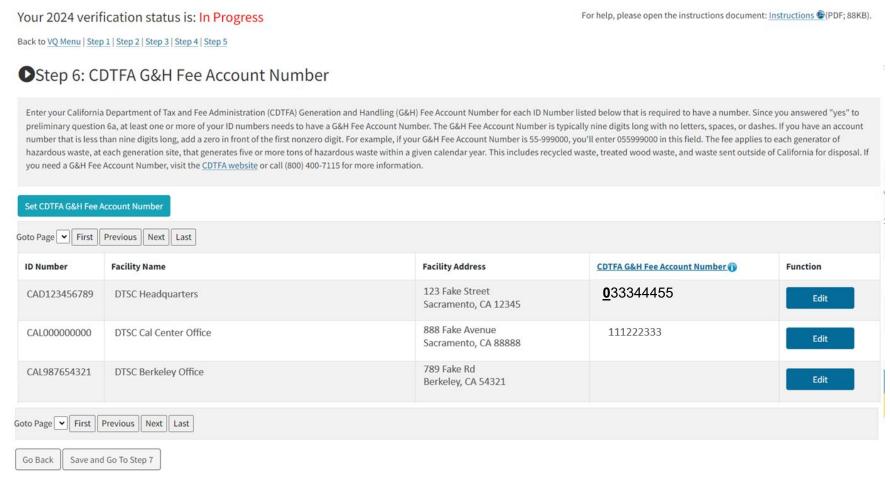
- Select ID number or add site/facility name that generated unmanifested waste.
- 2. Add your unmanifested waste line(s) for the ID number or site.
- 3. Repeat steps 1 and 2 as needed.
- 4. Click "Save and Go to Step 6."



Step 6: G&H Fee Account Number

Required if you answered yes to Preliminary Question #5.

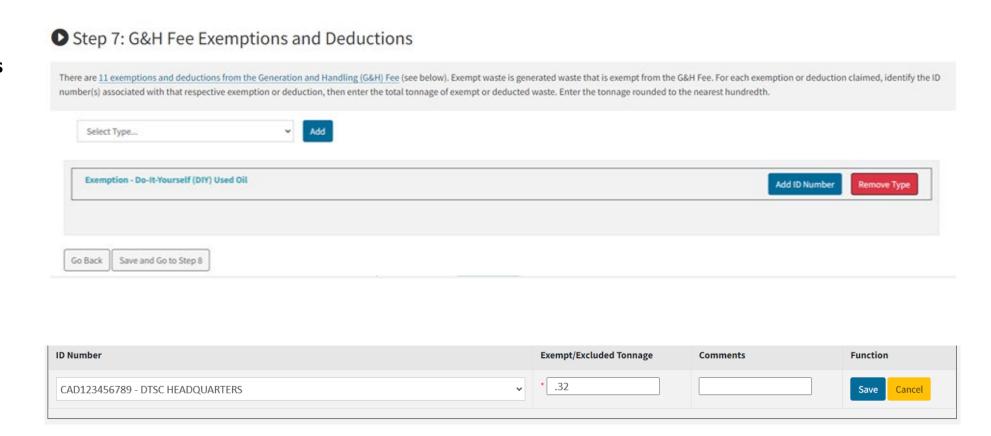
- If you are waiting for your G&H Fee Account Number, you can:
 - Complete the questionnaire and use "55555555" as a placeholder for your number. Once you receive your number, contact the eVQ Help Desk to have your steps reset so you can add the number.
 - Wait until you receive your account number and complete your questionnaire after you've received it.



Step 7: G&H Fee Exemptions and Deductions

Required if you answered yes to Preliminary Question #6a and #6b.

Universal waste and waste that had on-site treatment to be nonhazardous are reported in Step 5 and do not need to be reported here.

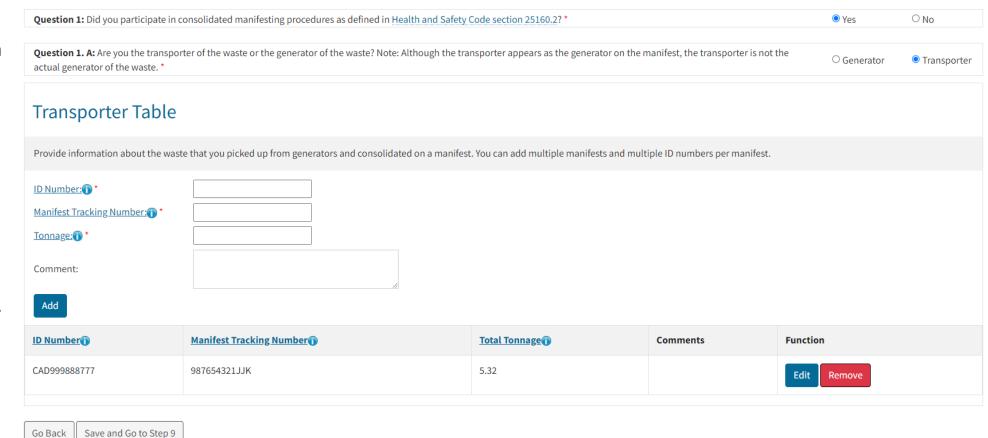


Step 8: Collection Activities

Required if you answered "yes" to Preliminary Question **#7.**

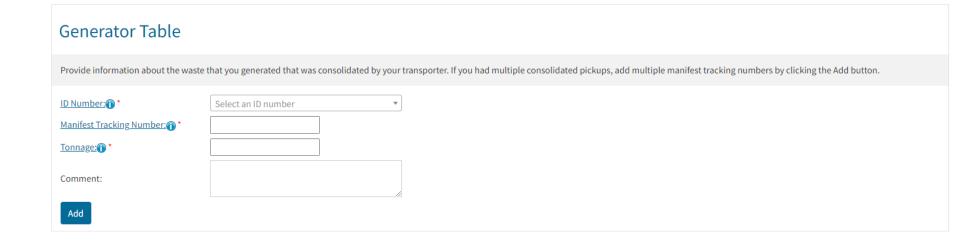
- Answer the initial questions.
- Complete the applicable generator or transporter tables that appear as a result of what you answered in Question 1.A.
- Click "Save and Go to Step 9."

Go Back



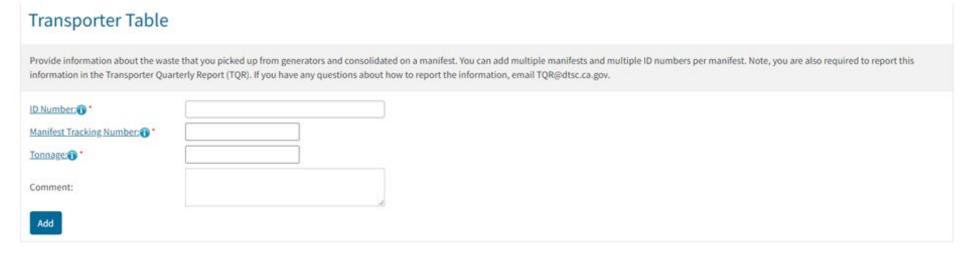
Step 8: Collection Activities

- Generator in consolidated manifesting procedures
 - Select the applicable ID number.
 - Enter:
 - Manifest Tracking Number
 - Total tonnage generated
 - Click "Add."
 - Repeat to add multiple entries to your table as needed.



Step 8: Collection Activities

- Transporter in consolidated manifesting procedures
 - Enter the ID number of the original generator of hazardous waste.
 - Enter:
 - Manifest Tracking Number
 - The total tonnage generated by the generator.
 - Click "Add."
 - Repeat to add multiple entries to your table as needed.



Step 9: Summary and Certification

Your 2024 verification status is: In Progress

For help, please open the instructions document: Instructions (PDF; 88KB).

Back to VQ Menu | Step 1 | Step 2 | Step 3 | Step 4 | Step 5 | Step 6 | Step 7 | Step 8

• Step 9: Summary and Certification

To complete the Verification Questionnaire, review the below information. If corrections need to be made, click the edit button to go back to the step. Enter your first and last name and title to certify that the information provided during the Verification Questionnaire is true and correct. There are no fees paid to DTSC in the Verification Questionnaire.

| Corrections to Manifested Tonnage | 3.73 | Edit |
|--|--------|------|
| Total Unmanifested Tonnage Subject to G&H Fee Any universal waste and onsite treatment to be non-hazardous waste reported in Step 5 have been excluded from this total because they are exempt. | 0 | Edit |
| Collection Activities Tonnage | 22.24 | Edit |
| Exempt/Deducted Tonnage | 0.3 | Edit |
| Total Tonnage Subject to the G&H Fee* | 740.40 | |

^{*}This total is only an estimate based on the data provided in eVQ. There may be further considerations that affect your G&H Fee liability. For more information, contact fees@dtsc.ca.gov or the California Department of Tax and Fee Administration (CDTFA) at (800) 400-7115. The G&H Fee is imposed as a flat rate per ton, or fraction of a ton, on the manifested and unmanifested hazardous waste. Sites that generate 5 or more tons of hazardous waste in a calendar year are subject to the fee. The G&H Fee is administered and collected by the CDTFA. All generators who generate 5 or more tons of hazardous waste in the prior calendar year must register and file a return with CDTFA on their website. For additional information on the G&H Fee, visit CDTFA's Hazardous Waste Generation and Handling Fee page and DTSC's Generation and Handling Fee page.

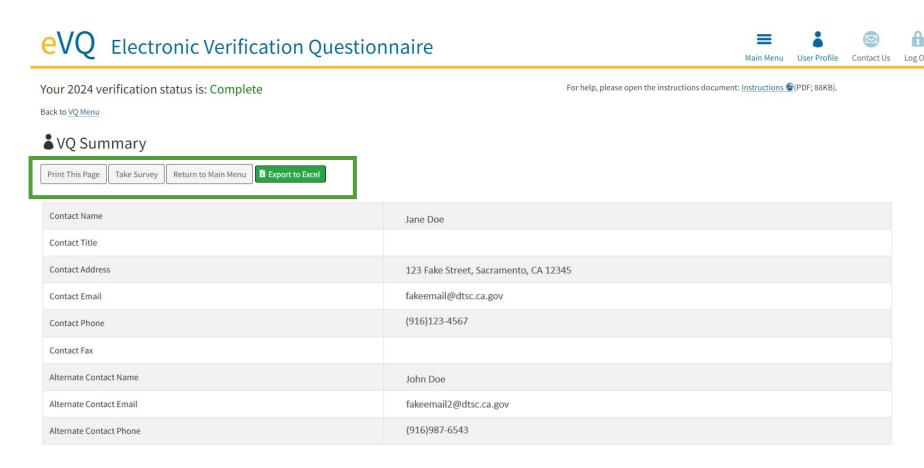
I hereby certify under penalty of perjury that the information provided during the Verification Questionnaire is true and correct.

| Name* | | Title* | |
|---------|----------------------|--------|--|
| Go Back | Save and Flag as Com | pleted | |

VQ Summary

In this section, you can:

- See your completed questionnaire.
- Download and/or print your VQ
 Summary.
- Export the VQ
 Summary data to
 Excel.
- Take the eVQ user survey.



Questions



2025 eVQ Launch

The 2024 eVQ cycle will be the last cycle where eVQ is launched in the summer.

Beginning in 2025, the eVQ report cycle will be launched in the first quarter of each calendar year.

DTSC General Fee Information

fees@dtsc.ca.gov

eVQ Support Resources

Questions about your specific CDTFA G&H Fee Account

CDTFA Number: 1 (800) 400-7115 or cdtfa.ca.gov





Website: eVQ.dtsc.ca.gov

- Training Video
- User Guide



Email: eVQ@dtsc.ca.gov



eVQ Help Desk: 1(877) 454-4012

➤ Mondays-Fridays, 9 a.m. – 2 p.m. Pacific Time