



2006 ANNUAL HAZARDOUS WASTE REPORT

Frequently Asked Questions

1. Who is required to file the 2006 Annual Hazardous Waste Report?

All RCRA Class 1 (> 1000 Kg/Mo) generators, TSD Facilities, and generators who are registered with LDEQ as Large Quantity (Class I) generators must complete the 2006 Annual Hazardous Waste Report. Class 2 and Class 3 generators are no longer required to file the Annual Hazardous Waste Report in accordance with LAC 33:V Chapters 1, 9, 11, 15-21, 23-29, and 31-37.

2. When is the submission deadline for the 2006 Annual Hazardous Waste Report?

The report should be submitted to LDEQ by March 1, 2007.

3. How may I obtain a copy of the 2006 Annual Hazardous Waste Reporting Packet?

This year the 2006 reporting packet is being provided to facilities required to file an Annual Hazardous Waste Report through the Louisiana Department of Environmental Quality website. You may download the Instructions and Forms booklet and the Waste Reporter Software from the LDEQ web link located at <http://www.deq.louisiana.gov/portal/tabid/217/Default.aspx>. LDEQ will only mail hardcopy reporting packets and/or CDs containing electronic versions of the reporting materials and software upon request. To request a hardcopy of the 2006 Annual Hazardous Waste Reporting packet call (225) 219-3250 or (225) 219-3248.

4. How may I obtain the 2006 electronic reporting software?

The electronic reporting software may be downloaded from the LDEQ software vendor web link located at <http://www.deq.louisiana.gov/portal/tabid/217/Default.aspx>. The software and forms for the 2006 reporting year will be available no later than December 15, 2006. (Please check the website frequently for the 2006 reporting materials to appear.)

You must download and use the 2006 version of the Waste Reporter Software to submit your 2006 Annual Hazardous Waste Report Electronically.

5. What is the procedure for submitting my report electronically?

Complete your report in the 2006 Waste Reporter Software downloaded from the LDEQ website vendor link <http://www.deq.louisiana.gov/portal/tabid/217/Default.aspx>. Once your data has been input into Waste Reporter, validate the data, and create a submission file. (The submission file on your disk should be a zip file. The name of the zip file will consist of your EPA ID# followed by "BR2006". Example LAD000111222BR2006.) You should mail or deliver to LDEQ the diskette or CD with the zip file and the signed hard copy of the RCRA Subtitle C Site Identification Form. We are unable at this time to accept the reports by e-mail.

6. Who should I contact with questions regarding the Annual Hazardous Waste report and/or the Waste Reporter electronic reporting software?

For Annual Hazardous Waste Report and Waste Reporter questions contact:

Charles Bennett at (225) 219-3250

or

Sheryl Grimmer at (225) 219-3248.

7. Where should I return the forms, electronic files and signed site identification forms?

Mailing address: Louisiana Department of Environmental Quality
Office of Environmental Services
Environmental Assistance Division
Compliance Assistance Section
PO Box 4313
Baton Rouge, LA 70821-4313

Physical address: Galvez Building
602 N. Fifth Street
Baton Rouge, LA 70802

8. Will workshops be held in January 2007?

Due to declining attendance during previous workshops and because the use of reporting software has increased the ease and lessened the complexity of the reporting process, workshops will **not** be held in January 2007 for the 2006 Annual Hazardous Waste Reporting year and paper reporting packets will not be mailed out. If you are unable to acquire all reporting materials through the LDEQ website or need assistance with the reporting process, you can notify one of the contacts above and the LDEQ will mail all needed reporting materials to you at no charge and/or assist you in completing and filing your 2006 Annual Hazardous Waste Report.