

Instructions for Hazardous Waste Annual Report Waste Received (WR) Section

Wisconsin Department of Natural Resources, updated January 2022

The WR section is completed by licensed treatment, storage and disposal facilities that receive hazardous waste from off-site during the report year or by publicly owned wastewater treatment works that accept hazardous waste. This section collects information about the quantities and characteristics of each hazardous waste received from an off-site source and the method(s) used to manage them.

Reporting codes

The links below list the available codes used on the hazardous waste annual report. The links are excerpts from the EPA form 8700-13 instructions. Please see [EPA biennial hazardous waste report](#) for the full document.

- [EPA hazardous waste codes](#)
- [Form codes](#)
- [Management method codes](#)

Reporting system instructions

Waste description – Provide a short narrative description of the waste, citing:

- general type;
- source;
- type of hazard; and
- generic chemical name or primary hazardous constituents.

Example of waste description: "Ignitable spent solvent from degreasing operation in tool production; mixture of mineral spirits and kerosene." Note that the general type (spent solvent), source (degreasing operation in tool production), type of hazard (ignitability) and generic chemical names (mineral spirits and kerosene) have all been included in the description.

Waste code – Using the drop-down menu, enter the hazardous waste codes. If the waste was shipped off-site, you can obtain this code from the hazardous waste manifest.

Shipping facility's EPA ID number – Enter the 12-digit EPA ID of the facility that sent the waste you received.

Form code – Review the form codes from the drop-down menu and enter the code that best corresponds to the physical/chemical state of the hazardous waste.

Management method code – From the drop-down menu enter the management method code for how this waste was managed.

Quantity generated – Enter the total quantity of the hazardous waste that was generated.

Unit of measure – Using the drop-down menu enter the unit of measure for the quantity reported. Quantities must be reported in one of the following units of measure: pounds, short tons (2,000 pounds), kilograms, metric tons (1,000 kilograms), gallons, liters or cubic yards. If a volumetric measure (gallons, liters or cubic yards) is selected, the density of the waste must be reported.

Density – If you entered gallons, liters or cubic yards, provide the density in either pounds per gallon (lbs./gal.) or specific gravity (sg) and use the drop-down menu to indicate which measure was used.

Wastes received from foreign countries

If your facility received hazardous waste **directly** from a generator in a foreign country, complete a WR section for the waste treated, recovered or disposed at your facility. (This waste was not shipped to your facility by a U.S. importer.) If the foreign site has an EPA ID number, report waste received from that site just as you would report waste received from a domestic site. If the site does not have an EPA ID number, enter "FC9999999999" in WR section and identify the name and address of the foreign generator in the comment section.

For more information on completing the WR form, see <https://www.epa.gov/hwgenerators/hazardous-waste-report-instructions-and-form>.