EPA

e-Manifest

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December 2021

e-Manifest Bulletin

EPA's e-Manifest program remains committed to robust and engaging communication with stakeholders.

The purpose of this bulletin is to provide a digest of e-Manifest news, including newly released and upcoming functionality. This bulletin is designed to complement monthly public webinars, the e-Manifest website, and listserv communications.

Highlights

- EPA held public meetings on increasing electronic manifest adoption.
- New e-Manifest user fees went into effect on October 1, 2021.
- EPA is accepting nominations for the e-Manifest Advisory Board.
- The e-Manifest team has been working on improved functionality features.
- EPA expects to publish a proposed rulemaking early next year.
- e-Manifest's Quick Sign feature celebrated its one year anniversary this month and has helped increase electronic adoption and manifest access.

Please visit our website at www.epa.gov/e-manifest.gov.

EPA Held Public Meetings to Discuss Increasing Electronic Adoption

EPA hosted virtual public meetings this fall to discuss how to increase adoption of electronic manifests and to gain feedback and insight from stakeholders.

The two virtual public meetings were held on October 27, 2021, and November 3, 2021. The agenda for both meetings was identical.

The purpose of these meetings was to discuss how to increase adoption of electronic manifests. Specifically, these meetings discussed:

- Current electronic manifest functionality and workflow;
- Demonstrating how industry systems can communicate with e-Manifest;
- Potential option to allow users to upload electronic signatures to EPA; and
- Other potential options, including options that may require policy or regulatory changes.

EPA intends to use information obtained from these public meetings to inform future options for consideration by the e-Manifest Advisory Board.

EPA is accepting written comments submitted on or before December 30, 2021, in the public docket under docket ID No. EPA-HQ-OLEM-2021-0608. Please visit www.regulations.gov.

More information about the public meetings and supporting materials (including recordings of both meetings and a video demo about integrating your system with e-Manifest through our API) can be found at www.epa.gov/e-manifest/electronic-manifest-public-meetings.

Reminder: New User Fees for Fiscal Year 2022/2023 Cycle

New e-Manifest user fees for the FY 2022/2023 cycle went into effect on October 1, 2021 and will be effective through September 30, 2023.

These new user fees were based on consultation with the e-Manifest Advisory Board and public meetings held in March 2021.

For more information, please visit www.epa.gov/e-manifest/e-manifest-user-fees-and-payment-information.

Manifest Type	Fee per Manifest
Scanned Image Upload	$20.00
Data + Image Upload	$13.00
Electronic (Fully Electronic and Hybrid)	$8.00

EPA Accepting e-Manifest Advisory Board Member Nominations

EPA is seeking nominations of experts to consider for membership on the Hazardous Waste Electronic Manifest System Advisory Board.

On December 14, 2021, the Agency published a Federal Register Notice announcing a request for the public to submit nominations of experts for EPA to consider for membership on the e-Manifest Advisory Board. The Federal Register Notice can be read at www.federalregister.gov/ documents/2021/12/14/202 1-26966/the-hazardous-waste-electronic-manifest-system-advisory-board-request-for-nominations.

The e-Manifest Advisory Board provides recommendations on matters related to the operational activities, functions, policies, and regulations of the EPA under the e-Manifest Act, including proposing actions to encourage the use of the electronic (paperless) system, and actions related to the E-Enterprise strategy that intersect with e-Manifest.

The Agency anticipates selecting new members to serve on the advisory board to replace members whose terms will soon expire. Current members of the e-Manifest Advisory Board are eligible for re-appointment during this period. Self-nominations are also accepted.

Members of the e-Manifest Advisory Board serve three year appointments. They possess expertise in information technology; represent users of the manifest system to track the transportation of hazardous wastes under federal and state manifest programs; and represent states responsible for processing manifests.

Nominations from the public should be identified with "BOARD NOMINATION" in the subject line and submitted to Tamue Gibson, Acting Designated Federal Officer, at gibson.tamue@epa.gov on or before January 13, 2022. For additional information, please see the Federal Register notice, docket EPA-HQ-OLEM-2021-0826.

e-Manifest Functionality Updates

Since September of 2021, EPA's system development team has focused mainly on three areas of development:

- Performance enhancements;
- Invoicing improvements; and
- Paper Processing Corrections.

The performance enhancements implemented ensure reduced upload time, enhanced system speed, and processing. These performance enhancements are part of an ongoing process to continually improve the system as e-Manifest grows and handles more manifests.

The invoicing improvements include more timely financial reporting, better access to invoices, and improved communication with EPA's financial systems. This includes a new system-to-system web service to search invoices of one's sites.

The e-Manifest team is also embarking on providing the Paper Processing Center (PPC) a new front-end interface that allows the PPC to search for manifests with certain data quality issues and perform corrections on those manifests. Other enhancements include mobile webpage responsiveness enhancements, and the ability to export search results to spreadsheet format.

The development team is currently working on additional enhancements as well. Some of these improvements are based on user comments regarding the ability of EPA and state regulators to request manifest corrections and will include the ability for the regulators to identify and flag specific sections on the manifest that need corrections. The team also continues to work on more invoicing enhancements and financial automation, as well as designing a new system-to-system web service for sites to view their users and roles. This will also include some other service adjustments to ensure consistency and performance amongst the existing services.

Finally, the team is looking forward to once again working on some Optical Character Recognition (OCR) enhancements to help reduce data entry errors starting with the manifest tracking number and moving towards handler IDs.

Upcoming Proposed Rulemaking

In January 2022, EPA expects to publish a proposed rule (the "Third Rule") that would propose regulatory changes that would:

- Incorporate hazardous waste export manifests and other manifest-related reports into the e-Manifest system;
- Revise the manifest form so that manifest data for import and export shipments can be recorded more clearly on it;
- Revise the export and import shipment move-

ment document related requirements to more closely link the manifest data with the movement document data; and

- Make technical and conforming revisions, including changes related to PCB regulations under the Toxic Substances Control Act.

The proposed amendments are expected to reduce the reporting burden on industry and states, increase information availability, and improve compliance monitor-

ing. The proposal also includes discussion on future potential integration with biennial reporting requirements.

EPA aims to modernize and streamline the manifest process, thereby increasing expected benefits of the e-Manifest system and encouraging further adoption of electronic manifests through increased utility of the system.

Please refer to our website for updates on this proposed rule.

Quick Sign Turns One Year Old!

In response to user needs, and following extensive collaboration with our external and internal partners, EPA launched the "Quick Sign" feature on December 4, 2020.

Quick Sign only requires generators and transporters to click the "Quick Sign" button to electronically sign, serving to streamline the previous process which had required users to enter their login information and answer a challenge question in order to electronically sign.

Another key difference is that Quick Sign is available for users with Preparer permission, and does not require completion of an Electronic Signature Agreement. (Note: Quick sign cannot be used by receiving facilities submitting final manifests to EPA.)

Since Quick Sign was implemented, the average daily use of electronic signatures increased by 31.6%. In addition, e-Manifest has seen a 50% increase in the number of generators who registered

in the system since the year before.

These gains exemplify EPA's efforts to increase electronic adoption, including Quick Sign implementation and direct outreach to generators about registering in the system.

If you would like to learn more about Quick Sign, visit e-Manifest's FAQ page at www.epa.gov/e-manifest/ frequent-questions-about-e-manifest.

For More Information

For information on how to register for e-Manifest and to view frequently asked questions on e-Manifest, go to www.epa.gov/e-manifest.

To subscribe to the general program Listserv, send a blank message to eManifest-subscribe@lists.epa.gov.

Attend e-Manifest monthly webinars, typically occurring at **2 PM ET**, the last Wednesday of every month.