

e-Manifest Fact Sheet: Generators

On June 30, 2018, EPA launched a national system for tracking hazardous waste shipments electronically. This system is called “e-Manifest” and modernizes the nation’s cradle-to-grave hazardous waste tracking process while saving valuable time, resources, and dollars for industries and states. EPA established e-Manifest per the Hazardous Waste Electronic Manifest Establishment Act, which Congress enacted into law on October 5, 2012.

e-Manifest is a multi-faceted program that includes system development, regulation and policy, implementation and communication, and consultation with the e-Manifest federal advisory committee. e-Manifest also includes integrated reporting (e.g., Exception Reports, Discrepancy Reports, and Unmanifested Waste Reports).

What Generators Need to Know

- Large Quantity Generators (LQGs) and Small Quantity Generators (SQGs) must register with e-Manifest as well as any party wishing to take part in electronic manifesting.
- Very Small Quantity Generators (VSQGs) and Conditionally Exempt Generators are encouraged to register with e-Manifest.
- Generators need an EPA Identification (ID) Number to register with e-Manifest.
- Generators can create and submit manifests electronically in e-Manifest. They can also view manifests and participate in the electronic data corrections process supported by e-Manifest. (**Note:** Generators may continue to use paper manifests; however, EPA has begun a rule making [process to sunset the use of paper manifests.](#))
- Generators must submit Exception Reports using e-Manifest.

Scope of e-Manifest

e-Manifest facilitates the electronic transmission of the uniform manifest form, which accompanies shipments of hazardous and certain nonhazardous waste. (**Note:** If there is a requirement that a manifest must be used to transport waste, the manifest must be in e-Manifest.) e-Manifest affects any regulated waste shipped on a manifest, including:

- Resource Conservation and Recovery Act (RCRA) federal hazardous waste,
- Regulated PCB waste shipped on a manifest,
- State-regulated hazardous waste (if a manifest is required by origination or destination state),
- Very Small Quantity Generator waste (if a manifest is required by state),
- Imported and exported hazardous waste.

Note: EPA implements the e-Manifest regulations until RCRA-authorized states adopt and become authorized for the e-Manifest regulations.

What Generators Need to Do

Work with Receiving Facility to Select Manifest Creation Option

All receiving facilities must submit manifests to EPA.

The e-Manifest system currently allows for three types of hazardous waste manifest creation options:

- Paper (generator, transporter, and receiving facility all sign on paper)

Note: EPA has begun a rule making [process to sunset the use of paper manifests](#) which would eliminate the paper option.

- Hybrid (starts as paper manifest signed by the generator and then is signed electronically by the transporter and receiving facility)
- Electronic (created in e-Manifest and electronically signed by all entities listed on the manifest)

Electronic and hybrid manifests are submitted to EPA instantaneously, as they are signed electronically in the system. If a paper manifest is used, the receiving facility must submit the manifest to EPA within 30 days of receipt. Receiving facilities have two options for submitting paper manifests to EPA, including uploading a scanned image of a paper manifest or submission of data plus image files via e-Manifest.

Generators can utilize the EPA's [e-Manifest website](#) to create electronic manifests, or they can utilize the e-Manifest API (Application Programming Interface) to add e-Manifesting capabilities to their existing manifesting system.

Obtain/Update EPA ID Number

Generators must submit a notification (EPA Form 8700-12) to obtain an EPA ID Number from their RCRA-authorized state or EPA Region. In most states, generators may submit this form electronically via myRCRAid in [RCRAInfo](#).

For generators who already have an EPA ID Number, your information needs to be current. Verify it on the [RCRAInfo Hazardous Waste Information Platform](#). If you need to revise your information, you must submit a new notification form.

Register with e-Manifest

e-Manifest registration and instructions are available on the [e-Manifest website](#). Users can register for different permissions related to whether they want to view, create, and/or sign manifests electronically. Each user must register separately. Additionally, EPA encourages generators to register at least two "Site Managers" per EPA ID who, in addition to all the permissions above, can also approve other users in their company for e-Manifest access.

Stay Updated

Generators can stay updated by attending the next [e-Manifest webinar](#), or subscribing to the e-Manifest mailing lists for the latest news and monthly webinar announcements for:

- [General Program](#)
- [Software Developers](#)

See the [e-Manifest website](#) for more information on EPA's e-Manifest Program and frequently asked questions.

