

Division of Environment
Curtis State Office Building
1000 SW Jackson St., Suite 400
Topeka, KS 66612-1367



Phone: 785-296-1535
Fax: 785-559-4264
www.kdheks.gov

Janet Stanek, Acting Secretary

Laura Kelly, Governor

January 10, 2022

Dear Site Contact,

The following applies if your site was a Large Quantity Generator (LQG) and/or an operating Treatment, Storage and Disposal Facility (TSDF) for at least one month during 2021. **Before March 1, 2022**, all LQGs and operating TSDFs must submit the 2021 Hazardous Waste Report (Biennial Report) and all LQGs must pay the annual monitoring fee. If the report and/or fee payment are not received, the site will be in violation of KAR 28-31-10 and/or KAR 28-31-262, -264 or -265 and may receive a penalty.

Correspondence concerning the Biennial Report (BR) and RCRA Info Industry Application (RIA) has been sent via email and United States Postal Service mail to sites that the Kansas Department of Health and Environment (KDHE) identified as LQGs and/or operating TSDFs. The correspondence was sent to the site's contact person using the email and mailing addresses supplied in the site's most recent notification. **Please let us know if you have not received these correspondences.**

For the 2021 reporting cycle, Kansas LQGs and operating TSDFs will create and submit key components of the BR online using the RIA. In order to use the RIA, you must be registered to use the RIA. If you are not already registered, information regarding the registration process is available on the Bureau of Waste Management website at: www.kdheks.gov/waste/p_hwbiennialreport.html

The 2021 Biennial Report consists of the following components:

1. **Biennial Report Forms.** LQGs and operating TSDFs will submit the following forms through the RIA:
 - Waste Generation and Management (GM) Forms;
 - Waste Received from Off Site (WR) Forms, if applicable; and
 - The Notification of Regulated Waste Activity Form (RCRA Subtitle C Site Identification Form).
2. **Fee Invoice and Payment.** LQGs will submit the following documents by regular mail to my attention at the address at the end of this letter:
 - The LQG monitoring fee invoice (MF Form), which is available at www.kdheks.gov/waste/p_hwbiennialreport.html; and
 - The LQG monitoring fee payment made payable to the **Hazardous Waste Management Fund-KDHE**. *Please include the site's EPA ID number on the payment to ensure it is applied to the correct site.*

If you have any questions or need assistance, please contact me at 785-296-0005 or kdhe.notifications@ks.gov. Your cooperation with the Kansas Hazardous Waste Program is appreciated.

Sincerely,

Kelsie L. Gfeller
KDHE – BWM
1000 SW Jackson St Ste 320
Topeka KS 66612-1366