

7. Process Codes and Design Capacities – Enter information in the Section on Form Page 3

- A. PROCESS CODE** – Enter the code from the list of process codes below that best describes each process to be used at the facility. If more lines are needed, attach a separate sheet of paper with the additional information. For “other” processes (i.e., D99, S99, T04 and X99), describe the process (including its design capacity) in the space provided in Item 8.
- B. PROCESS DESIGN CAPACITY** – For each code entered in Item 7.A; enter the capacity of the process.
- AMOUNT** – Enter the amount. In a case where design capacity is not applicable (such as in a closure/post-closure or enforcement action) enter the total amount of waste for that process.
 - UNIT OF MEASURE** – For each amount entered in Item 7.B(1), enter the code in Item 7.B(2) from the list of unit of measure codes below that describes the unit of measure used. Select only from the units of measure in this list.
- C. PROCESS TOTAL NUMBER OF UNITS** – Enter the total number of units for each corresponding process code.

Process		Appropriate Unit of Measure for	Process Code	Process	Appropriate Unit of Measure for Process Design Capacity
Disposal			Treatment (Continued)		
D79	Underground Injection Well Disposal	Gallons; Liters; Gallons Per Day; or Liters Per Day	T81	Cement Kiln	Gallons Per Day; Liters Per Day; Pounds Per Hour; Short Tons Per Hour;
D80	Landfill	Acre-feet; Hectares-meter; Acres; Cubic Meters; Hectares; Cubic Yards	T82	Lime Kiln	Kilograms Per Hour; Metric Tons Per Day; Metric Tons Per Hour; Short Tons Per Day; BTU Per Hour; Liters Per Hour; Kilograms Per Hour; or Million BTU Per
D81	Land Treatment	Acres or Hectares	T83	Aggregate Kiln	
D82	Ocean Disposal	Gallons Per Day or Liters Per Day	T84	Phosphate Kiln	
D83	Surface Impoundment Disposal	Gallons; Liters; Cubic Meters; or Cubic Yards	T85	Coke Oven	
D99	Other Disposal	Any Unit of Measure Listed Below	T86	Blast Furnace	
Storage			T87	Smelting, Melting, or Refining Furnace	
S01	Container	Gallons; Liters; Cubic Meters; or Cubic Yards	T88	Titanium Dioxide Chloride Oxidation Reactor	
S02	Tank Storage	Gallons; Liters; Cubic Meters; or Cubic Yards	T89	Methane Reforming Furnace	
S03	Waste Pile	Cubic Yards or Cubic Meters	T90	Pulping Liquor Recovery Furnace	
S04	Surface Impoundment	Gallons; Liters; Cubic Meters; or Cubic Yards	T91	Combustion Device Used in the Recovery of Sulfur Values from Spent Sulfuric Acid	
S05	Drip Pad	Gallons; Liters; Cubic Meters; Hectares; or Cubic Yards	T92	Halogen Acid Furnaces	
S06	Containment Building Storage	Cubic Yards or Cubic Meters	T93	Other Industrial Furnaces Listed in 40 CFR 260.10	
S99	Other Storage	Any Unit of Measure Listed Below	T94	Containment Building Treatment	Cubic Yards; Cubic Meters; Short Tons Per Hour; Gallons Per Hour; Liters Per Hour; BTU Per Hour; Pounds Per Hour; Short Tons Per Day; Kilograms Per Hour; Metric Tons Per Day; Gallons Per Day; Liters Per Day; Metric Tons Per Hour; or Million BTU Per Hour
Treatment			Miscellaneous (Subpart X)		
T01	Tank Treatment	Gallons Per Day; Liters Per Day	X01	Open Burning/Open Detonation	Any Unit of Measure Listed Below
T02	Surface Impoundment	Gallons Per Day; Liters Per Day	X02	Mechanical Processing	Short Tons Per Hour; Metric Tons Per Hour; Short Tons Per Day; Metric Tons Per Day; Pounds Per Hour; Kilograms Per Hour; Gallons Per Hour; Liters Per Hour; or Gallons Per Day
T03	Incinerator	Short Tons Per Hour; Metric Tons Per Hour; Gallons Per Hour; Liters Per Hour; BTUs Per Hour; Pounds Per Hour; Short Tons Per Day; Kilograms Per Hour; Gallons Per Day; Metric Tons Per Hour; or Million BTU Per Hour	X03	Thermal Unit	Gallons Per Day; Liters Per Day; Pounds Per Hour; Short Tons Per Hour; Kilograms Per Hour; Metric Tons Per Day; Metric Tons Per Hour; Short Tons Per Day; BTU Per Hour; Gallons Per Day; Liters Per Hour; or Million BTU Per Hour
T04	Other Treatment	Gallons Per Day; Liters Per Day; Pounds Per Hour; Short Tons Per Hour; Kilograms Per Hour; Metric Tons Per Day; Short Tons Per Day; BTUs Per Hour; Gallons Per Day; Liters Per Hour; or Million BTU Per Hour	X04	Geologic Repository	Cubic Yards; Cubic Meters; Acre-feet; Hectare-meter; Gallons; or Liters
T80	Boiler	Gallons; Liters; Gallons Per Hour; Liters Per Hour; BTUs Per Hour; or Million BTU Per Hour	X99	Other Subpart X	Any Unit of Measure Listed Below

Unit of Measure	Unit of Measure Code	Unit of Measure	Unit of Measure Code	Unit of Measure	Unit of Measure Code
Gallons.....	G	Short Tons Per Hour.....	D	Cubic Yards.....	Y
Gallons Per Hour.....	E	Short Tons Per Day.....	N	Cubic Meters.....	C
Gallons Per Day.....	U	Metric Tons Per Hour.....	W	Acres.....	B
Liters.....	L	Metric Tons Per Day.....	S	Acre-feet.....	A
Liters Per Hour.....	H	Pounds Per Hour.....	J	Hectares.....	Q
Liters Per Day.....	V	Kilograms Per Hour.....	X	Hectare-meter.....	F
		Million BTU Per Hour.....	X	BTU Per Hour.....	I

9. Description of Hazardous Wastes - Enter Information in the Sections on Form Page 5

- A. EPA HAZARDOUS WASTE NUMBER** – Enter the four-digit number from 40 CFR, Part 261 Subpart D of each listed hazardous waste you will handle. For hazardous wastes which are not listed in 40 CFR, Part 261 Subpart D, enter the four-digit number(s) from 40 CFR Part 261, Subpart C that describes the characteristics and/or the toxic contaminants of those hazardous wastes.
- B. ESTIMATED ANNUAL QUANTITY** – For each listed waste entered in Item 9.A, estimate the quantity of that waste that will be handled on an annual basis. For each characteristic or toxic contaminant entered in Item 9.A, estimate the total annual quantity of all the non-listed waste(s) that will be handled which possess that characteristic or contaminant.
- C. UNIT OF MEASURE** – For each quantity entered in Item 9.B, enter the unit of measure code. Units of measure which must be used and the appropriate codes are:

ENGLISH UNIT OF MEASURE	CODE	METRIC UNIT OF MEASURE	CODE
POUNDS	P	KILOGRAMS	K
TONS	T	METRIC TONS	M

If facility records use any other unit of measure for quantity, the units of measure must be converted into one of the required units of measure, taking into account the appropriate density or specific gravity of the waste.

D. PROCESSES

1. PROCESS CODES:

For listed hazardous waste: For each listed hazardous waste entered in Item 9.A, select the code(s) from the list of process codes contained in Items 7.A and 8.A on page 3 to indicate all the processes that will be used to store, treat, and/or dispose of all listed hazardous wastes.

For non-listed waste: For each characteristic or toxic contaminant entered in Item 9.A, select the code(s) from the list of process codes contained in Items 7.A and 8.A on page 3 to indicate all the processes that will be used to store, treat, and/or dispose of all the non-listed hazardous wastes that possess that characteristic or toxic contaminant.

NOTE: THREE SPACES ARE PROVIDED FOR ENTERING PROCESS CODES. IF MORE ARE NEEDED:

1. Enter the first two as described above.
2. Enter “000” in the extreme right box of Item 9.D(1).
3. Use additional sheet, enter line number from previous sheet, and enter additional code(s) in Item 9.E.

2. PROCESS DESCRIPTION: If code is not listed for a process that will be used, describe the process in Item 9.D(2) or in Item 9.E(2).

NOTE: HAZARDOUS WASTES DESCRIBED BY MORE THAN ONE EPA HAZARDOUS WASTE NUMBER – Hazardous wastes that can be described by more than one EPA Hazardous Waste Number shall be described on the form as follows:

1. Select one of the EPA Hazardous Waste Numbers and enter it in Item 9.A. On the same line complete Items 9.B, 9.C, and 9.D by estimating the total annual quantity of the waste and describing all the processes to be used to store, treat, and/or dispose of the waste.
2. In Item 9.A of the next line enter the other EPA Hazardous Waste Number that can be used to describe the waste. In Item 9.D.2 on that line enter “included with above” and make no other entries on that line.
3. Repeat step 2 for each EPA Hazardous Waste Number that can be used to describe the hazardous waste.

EXAMPLE FOR COMPLETING Item 9 (shown in line numbers X-1, X-2, X-3, and X-4 below) – A facility will treat and dispose of an estimated 900 pounds per year of chrome shavings from leather tanning and finishing operations. In addition, the facility will treat and dispose of three non-listed wastes. Two wastes are corrosive only and there will be an estimated 200 pounds per year of each waste. The other waste is corrosive and ignitable and there will be an estimated 100 pounds per year of that waste. Treatment will be in an incinerator and disposal will be in a landfill.

Line Number	A. EPA Hazardous Waste No. (Enter code)					B. Estimated Annual Qty of Waste	C. Unit of Measure (Enter code)	D. PROCESSES													
	(1) PROCESS CODES (Enter Code)								(2) PROCESS DESCRIPTION (If code is not entered in 9.D(1))												
X	1	K	0	5	4	900	P	T	0	3	D	8	0								
X	2	D	0	0	2	400	P	T	0	3	D	8	0								
X	3	D	0	0	1	100	P	T	0	3	D	8	0								
X	4	D	0	0	2																Included With Above

10. Map

Attach to this application a topographical map, or other equivalent map, of the area extending to at least one mile beyond property boundaries. The map must show the outline of the facility, the location of each of its existing intake and discharge structures, each of its hazardous waste treatment, storage, or disposal facilities, and each well where it injects fluids underground. Include all spring, rivers, and other surface water bodies in this map area. See instructions for precise requirements.

11. Facility Drawing

All existing facilities must include a scale drawing of the facility (see instructions for more detail).

12. Photographs

All existing facilities must include photographs (aerial or ground-level) that clearly delineate all existing structures; existing storage, treatment, and disposal areas; and sites of future storage, treatment, or disposal areas (see instructions for more detail).

13. Comments

Large empty rectangular box for providing comments.

Instructions for Filling Out the Hazardous Waste Permit Information Form

General Instructions

Please type or print, leaving only one blank box between words. Abbreviate, if necessary, to stay within the number of boxes allowed for each item. Some items in the form require narrative explanation. If more space is necessary to answer a question, use the space provided in Item 13 and reference the item number to which the additional information applies or attach a separate sheet entitled "Additional Information". Remember to include your EPA Identification Number and site name in the upper left-hand corner of each attached page.

Unless otherwise specified in the instructions to the form, each item must be answered. To indicate that each item has been considered, enter "NA" for not applicable, if a particular item does not fit the circumstances or characteristics of your facility or activity.

For a Revised Part A Permit Application, circle the item numbers with new information or changes.

In addition to this form, the facility must also submit a Notification of Regulated Waste Activity/Subtitle C Site Identification Form.

Item-By-Item Instructions

Item 1 – Facility Permit Contact

Give the name, title, work telephone number, and e-mail of a person who is thoroughly familiar with the activities at the facility that require a hazardous waste permit and with the facts reported in the Hazardous Waste Permit Information Form. This person must be available to be contacted by offices reviewing the permit application, if necessary. If the Facility Permit Contact person is the same as the Site Contact Person identified in Item 8 of the RCRA Subtitle C Site Identification Form (Site ID Form), you may print “Same as Site Contact” in this box.

Item 2 – Facility Permit Contact Mailing Address

Enter the mailing address for the facility permit contact. If the mailing address is the same as the Site Mailing Address (Item 7) on the Site ID Form, you may print “Same as Site Mailing Address” in this box.

Item 3 – Operator Mailing Address and Telephone Number

Enter the mailing address and telephone number of the facility operator identified in Item 9.B of the Site ID Form.

Item 4 – Facility Existence Date

Enter the appropriate date that applies to your facility from among the following:

- the date that hazardous waste operations at the facility commenced;
- the date construction on the facility commenced; or
- the date operation is expected to begin.

Item 5 – Other Environmental Permits

A. Permit Type: Using the codes listed below, enter a letter on the form for all other environmental permits the facility has received, or for which the facility has filed an application, even if the permit has not yet been received.

- N = NPDES (National Pollutant Discharge Elimination System) Clean Water Act
- P = PSD (Prevention of Significant Deterioration) Clean Air Act
- R = RCRA (Resource Conservation and Recovery Act)
- U = UIC (Underground Injection Control) Safe Drinking Water Act
- F = EPA 404 (Dredge or Fill Permits under Section 404 of the Clean Water Act)
- E = Other relevant environmental permits. List any other relevant Federal (e.g., permits under the Ocean Dumping Act), State (e.g., State permits for new air emission sources in nonattainment areas under Part D of the Clean Air Act or State permits under Section 404 of the Clean Water Act), or local environmental permits or applications.

B. Permit Number: Give the number of each presently effective permit issued to the facility for each program, or if you have previously filed an application, but have not yet received a permit, give the number of the application and note this in the description. You may list additional permit numbers on a separate sheet of paper if you have more than one currently effective permit

for your facility under a particular permit program. Remember to include your EPA Identification Number and site name in the upper left-hand corner of each attached page.

- C. Description:** Use the space provided for any additional information identifying or describing the permits.

Item 6 – Nature of Business

Briefly describe the nature of your business (e.g., products produced or services provided). If more space is needed, please attach additional sheets. Remember to include your EPA Identification Number and site name in the upper left-hand corner of each attached page.

Item 7 – Process Codes and Design Capacities

The information in Item 7 describes all the processes that will be used to treat, store, or dispose of hazardous waste at the facility. The process code and design capacity of each process must be provided as part of the description. The design capacity of injection wells and landfills at existing facilities should be measured as the remaining, unused capacity. Tank storage should refer to each tank, not each tank farm. Please indicate the location of each process listed in Item 7 on either the map provided for Item 10 or the photographs provided for Item 12. Use the line number from Item 7 to indicate where the process(es) are located. See the form for detailed instructions on Item 7.

NOTE	Submission of a Revised Part A Permit Application is required before processes for treating, storing, or disposing of hazardous wastes are changed; before new processes are added; and/or before the design capacities of these processes are increased.
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Item 8 – Other Processes

Use this space to describe other processes that did not have a specific process code listed in Item 7.A of the form. Follow the instructions for Item 7.A on the form for other process codes (i.e., D99, S99, T04, and X99 process codes). Describe the other processes in Item 13 - Comments.

Item 9 – Description of Hazardous Wastes

This information describes all the hazardous wastes, using their hazardous waste codes, that will be treated, stored, or disposed at the facility. In addition, the processes that will be used to treat, store, or dispose of each hazardous waste and the estimated annual quantity of each hazardous waste must be provided. The form contains three pages to capture the information for Item 9: Page 4 of 6, which has detailed instructions; Page 5 of 6, which is to be filled out; and Page 5_ of _, which is used if additional pages are needed. If additional pages are needed, the pages should be numbered as follows: Page 5a of 6, Page 5b of 6, Page 5c of 6, etc. See the form for detailed instructions on Item 9.

NOTE	Submission of a Revised Part A Permit Application is required before a facility begins treating, storing, or disposing of new hazardous wastes not previously identified in the facility's Part A Permit Application. Changes in the quantity of hazardous waste previously specified in the Part A Permit Application can be made without submitting a Revised Part A Permit Application, provided the quantity does not exceed the process design capacities specified in the first Part A submission.
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Item 10 – Map

Provide a topographic map or maps of the area extending to at least one mile beyond the property boundaries of the facility. The map must clearly show the following:

- The legal boundaries of the facility;
- The location and serial number of each of your existing and proposed intake and discharge structures;
- All hazardous waste management facilities;
- Location of all processes listed in Items 7 and 8 identified by process code;
- Each well where you inject fluids underground; and
- All springs and surface water bodies in the area, plus all drinking water wells within ¼ mile of the facility which are identified in the public record or otherwise known to you.

If an intake or discharge structure, hazardous waste disposal site, or injection well associated with the facility is located more than one mile from the plant, include it on the map, if possible. If not, attach additional sheets describing the location of the structure, disposal site, or well, and identify the U.S. Geological Survey (or other) maps corresponding to the location. Remember to include your EPA Identification Number and site name in the upper left-hand corner of each attached page.

On each map, include the map scale, a meridian arrow showing north, and latitude and longitude at the nearest whole second. On all maps of rivers, show the direction of the current, and in tidal waters, show the directions of the ebb and flow tides. Use a 7-1/2 minute series map published by the U.S. Geological Survey. If a 7-1/2 minute series map has not been published for your facility site, then you may use a 15-minute series map from the U.S. Geological Survey. If neither a 7-1/2 nor 15-minute series map has been published for your facility site, use a plant map or other appropriate map, and include all the requested information; in this case, briefly describe land uses in the map area (e.g., residential, commercial).

For information about obtaining maps, contact the U.S. Geological Survey at (888) 275-8747 or see the USGS web site at <http://www.usgs.gov/pubprod>.

You may trace your map from a geological survey chart, or other map meeting the above specifications. If you do, your map should bear a note showing the number or title of the map or chart from which it was traced. Include the names of nearby towns, water bodies, and other prominent points.

Item 11 – Facility Drawing

All existing facilities must include a drawing showing the general layout of the facility. This drawing should be approximately to scale and fit on an 8 ½” x 11” sheet of paper. The drawing should show the following:

- The property boundaries of the facility;
- The areas occupied by all storage, treatment, or disposal operations that will be used during interim status;
- The name of each operation (e.g., multiple hearth incinerator, drum storage area, etc.);
- Areas of past storage, treatment, or disposal operations;
- Areas of future storage, treatment, or disposal operations; and
- The approximate dimensions of the property boundaries and all storage, treatment, and disposal areas. (Where applicable, use the process codes listed in Items 7 and 8 to indicate the location of all storage, treatment, and disposal areas.)

NOTE	New facilities do not have to complete Item 11.
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Item 12 – Photographs

All existing facilities must include photographs that clearly delineate all existing structures; all existing areas for storing, treating, or disposing of hazardous waste; and all known sites of future storage, treatment, or disposal operations. Photographs may be color or black and white, ground-level or aerial. Indicate the date the photograph was taken on the back of each photograph. Use the process codes listed in Items 7 and 8 to indicate the location of all storage, treatment, and disposal areas.

NOTE	New facilities do not have to complete Item 12.
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Item 13 – Comments

Use this space for any additional comments and attach additional sheets if necessary. Remember to include your EPA Identification Number and site name in the upper left-hand corner of each attached page.