



State of Ohio Environmental Protection Agency

STREET ADDRESS:

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Columbus, Ohio 43216-1049

January 11, 2007

Mr. Mike Dolkowski
~~Environmental Recycling, Inc.~~
527 East Woodland Circle
P.O. Box 167
Bowling Green, OH 43402

Re: Notification - Failure to Comply with Hazardous Waste Annual Report
Requirement
~~OHR000034025~~

Dear Mr. Dolkowski:

Environmental Recycling is a Destination Facility for Universal Waste (UW) and is subject to the Facility Report requirement of Ohio Administrative Code (OAC) rule 3745-65-75 as referenced in OAC rule 3745-273-60(A). Because DHWM did not receive a 2005 Facility Report (commonly referred to as the Hazardous Waste Annual Report or HWAR), Environmental Recycling is in violation of OAC rule 3745-65-75.

What to submit as part of the Hazardous Waste Annual Report

The report should cover the regulated activities since January 1, 2005. The forms and instructions are available in pdf format from DHWM's Web site at http://www.epa.state.oh.us/dhwm/ann_report.html. The forms are year-neutral and can be used for both 2005 and 2006 reporting.

- RCRA Subtitle C Site Identification ("Site ID form"): facility identification and reporting of the regulated activities at the site.
- Form GM (Generation and Management): one form per HW waste generated and/or shipped. If Environmental Recycling was a Large Quantity Generator of hazardous waste (HW) then one or more GM forms are required. HW residuals from the processing or recovery of UW should be reported on a GM form with the specific Source Code of G27, defined as "Hazardous residual from treatment or recovery of universal waste."

Ted Strickland, Governor
Lee Fisher, Lieutenant Governor
Laura H. Powell, Acting Director



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- Form OI (Off-site Transporter and Receiving Facility Information): contains identification information for the transporters and receiving facilities which handled the HW reported on the GM form(s).
- Form WR (Waste Received from Off Site): one form per customer. This form identifies the customer by EPA ID, name, and address, and describes the HW received from them and what was done with it. Refer to the enclosed flow chart to determine when a UW with hazardous characteristics should be reported on this form and what management method codes to list on manifests and the report.
- Form PS (Process Systems for Treatment, Disposal, or Recycling): by management method code, summarizes the total influent quantity processed (overall total versus the portion of that which was RCRA-regulated).

When to submit the Hazardous Waste Annual Report

HWAR are due each year on March 1 and cover the previous calendar year's activities. To abate the violation of the 2005 HWAR requirement, Environmental Recycling must complete and submit the report within 30 days of receipt of this letter. Failure to respond to this Notice of Violation may result in consideration of escalated enforcement.

A letter that acknowledges receipt of the report will be sent to you once it is processed. Your prompt attention to this matter would be appreciated. To avoid a violation for the 2006 HWAR requirement, your report must be submitted by March 1, 2007.

How to submit the Hazardous Waste Annual Report

Free software called the DRUMS Data Entry Module (DEM) is available if you would like to file electronically. A Personal Identification Number (PIN) takes the place of the certification signature. The data can be entered directly using the software or you have the option of loading some or all of the records by creating text files that meet the import specifications. The DEM has data validations that are performed during entry or by running a report which displays warning messages or fatal errors. This prevents data omissions and being cited with violations due to missing required information. The software, users guide, PIN application form, and Import File Specification Guide are available at <http://www.epa.state.oh.us/dhwm/demwebpg.html>. Of course, you can always file the report on paper.

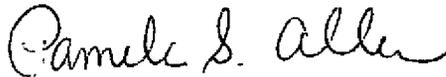
Getting Help with the Hazardous Waste Annual Report

We realize that completing this report for the first time may be challenging for you in several ways. For assistance with the software or the reporting forms themselves, contact Tammy Heffelfinger, Annual Report Coordinator, at 614-644-2954 or via e-mail send to tammy.heffelfinger@epa.state.oh.us. For technical assistance on what qualifies for reporting, refer to the flow chart or contact Jeff Mayhugh of the Regulatory Support Unit at 614-644-2950 or via e-mail sent to jeff.mayhugh@epa.state.oh.us.

Page 3
Environmental Recycling
January 11, 2007

Please do not hesitate to call us because we would like to iron out any potential problems before the report is submitted rather than have to make time-consuming corrections later.

Sincerely,



Pamela S. Allen, Manager
Regulatory & Information Services Section
Division of Hazardous Waste Management

Enclosure

ec: Tammy Heffelfinger, DHWM-CO
Jeff Mayhugh, DHWM-CO
Melissa Boyers, DHWM-NWDO



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