

Manifests: Uniform HW Manifest Checklist

Q: Is there a checklist available to UW campuses to assist in double-checking the uniform hazardous waste manifest prior to signing it?

A: Use this checklist and sample manifest as a simple guideline when checking for accuracy prior to signing your waste manifests.

Manifest Signature Checklist (see sample manifest on next page)

- (1) Generator's EPA ID Number
- (2) Generator's Name and Mailing Address
- (3) Generation Site Address
- (4) Transporter Name and EPA ID
- (5) DOT Shipping Name
- (6) Number of Containers Being Shipped
- (7) Emergency Number
- (8) Generator's Certification
- (9) Transporter's Signature

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This publication was prepared for environmental, health and safety staff at University of Wisconsin System campuses, to assist in finding resources and information for regulatory compliance. It is not intended to render legal advice. ([Click here to read full legal disclaimer.](#))

UNIFORM HAZARDOUS WASTE MANIFEST		1. Generator ID Number	2. Page 1 of	3. Emergency Response Phone	4. Manifest Tracking Number			
		1						
5. Generator's Name and Mailing Address			Generator's Site Address (if different than mailing address)					
2			3					
Generator's Phone:								
6. Transporter 1 Company Name				U.S. EPA ID Number				
4								
7. Transporter 2 Company Name				U.S. EPA ID Number				
4								
8. Designated Facility Name and Site Address				U.S. EPA ID Number				
Facility's Phone:								
GENERATOR	9a. HM	9b. U.S. DOT Description (including Proper Shipping Name, Hazard Class, ID Number, and Packing Group (if any))	10. Containers		11. Total Quantity	12. Unit WL/Vol.	13. Waste Codes	
			No.	Type				
	1.	5	6					
	2.							
	3.							
4.								
14. Special Handling Instructions and Additional Information								
7								
15. GENERATOR'S/OFFEROR'S CERTIFICATION: I hereby declare that the contents of this consignment are fully and accurately described above by the proper shipping name, and are classified, packaged, marked and labeled/placarded, and are in all respects in proper condition for transport according to applicable international and national governmental regulations. If export shipment and I am the Primary Exporter, I certify that the contents of this consignment conform to the terms of the attached EPA Acknowledgment of Consent. I certify that the waste minimization statement identified in 40 CFR 262.27(a) (if I am a large quantity generator) or (b) (if I am a small quantity generator) is true.								
Generator's/Offoror's Printed/typed Name				Signature		Month Day Year		
8								
16. International Shipments <input type="checkbox"/> Import to U.S. <input type="checkbox"/> Export from U.S. Port of entry/exit: _____								
Transporter signature (for exports only): _____ Date leaving U.S.: _____								
17. Transporter Acknowledgment of Receipt of Materials								
Transporter 1 Printed/Typed Name				Signature		Month Day Year		
9								
Transporter 2 Printed/Typed Name				Signature		Month Day Year		
18. Discrepancy								
18a. Discrepancy Indication Space <input type="checkbox"/> Quantity <input type="checkbox"/> Type <input type="checkbox"/> Residue <input type="checkbox"/> Partial Rejection <input type="checkbox"/> Full Rejection								
Manifest Reference Number: _____								
18b. Alternate Facility (or Generator)				U.S. EPA ID Number				
Facility's Phone: _____								
18c. Signature of Alternate Facility (or Generator)				Month Day Year				
19. Hazardous Waste Report Management Method Codes (i.e., codes for hazardous waste treatment, disposal, and recycling systems)								
1. _____		2. _____		3. _____		4. _____		
20. Designated Facility Owner or Operator: Certification of receipt of hazardous materials covered by the manifest except as noted in Item 18a								
Printed/Typed Name				Signature		Month Day Year		