



**General**

A “special waste” is a waste that requires special handling for processing or disposal in a Municipal Solid Waste landfill. Some examples of special handling are demonstrating that the waste is nonhazardous and treatments like solidification or aeration. The West Virginia Code of State Rules, Title 33, Series 1, Section 4.13 (33 CSR § 1-4.13) explains the term “special waste” and regulates special waste disposal, including the specific types of special wastes listed in Section B of the Waste Characterization Form (WCF).

The WCF is the document by which (1) the waste generator characterizes the special waste according to RCRA, 40 C.F.R. § 261 and the West Virginia Solid Waste Management Rule, 33 CSR § 1-4.13, and (2) the landfill applies for a minor permit modification to accept the waste.

**Generator:** The waste may be characterized by “generator knowledge” or by analysis by an EPA-approved method. To characterize a waste by generator knowledge, the Generator must be sufficiently familiar with the waste to say confidently what comprises the waste, and must reveal any waste characteristic or component that is relevant to the landfill disposal of the waste. The Generator must not make a negligent or willful error in characterizing the waste. An MSDS may be offered as a characterization of a waste that is an uncontaminated product. However, the MSDS must be for the precise product (same product, same manufacturer) as the waste. If the waste contains material other than the product, that material must be characterized, too. If a waste is characterized by laboratory analysis, the Chain of Custody, the laboratory’s Certification of Results, and the analytical results must be included. If these documents include references to samples or analyses that were not included, explain the excluded information, for example “Sample U-2389 was for another project.”

Complete parts A through G of the WCF, and then submit the completed WCF and supporting documents to the landfill. If a particular blank does not apply, enter N/A. All questions in Section C apply to every waste. **WCFs with blanks or responses other than “Yes” or “No” in Section C will be rejected as administratively incomplete; that is, they will be rejected without review.** Supporting documents must be clearly organized and readily understood. 33 CSR § 1.4.13.a.3.B requires that the Chain of Custody accompany any analytical results. The WCF and supporting documents must be easily legible; many faxed documents are not. In most cases, the Generator should communicate only with the landfill. Do not include a cover letter unless one is necessary to explain something not adequately addressed by the WCF and supporting documents.

**Landfill:** Complete Section I to request a minor permit modification to accept the waste, and submit the WCF and supporting documents to the Solid Waste Permitting Unit; Office of Waste Management; 601 57<sup>th</sup> Street, SE; Charleston, WV 25304. Please do not address the WCF to a particular person. The DEP will review the minor permit modification application and notify the landfill in writing whether the modification is granted or denied. If the permit modification is granted, the landfill may accept the waste.

A. Responsible Parties

**IDs are for the convenience of the concerned party and may be left blank.**

**E-mail addresses are preferred, but may be omitted.**

**Generator: The person or organization that generated the waste. Every waste has a generator; do not enter N/A.**

**Transporter: The person or organization that transports the waste from the point of generation to the landfill. Every waste has a transporter; do not enter N/A. If the generator, contractor, or laboratory transports the waste, enter “Generator,” “Contractor,” or “Laboratory.”**

**Contractor: The person or organization hired by the generator to deal with this waste. If no contractor was hired, enter N/A.**

**Laboratory: The laboratory that performed tests according to EPA methods upon samples of this waste. If no tests were performed, enter N/A.**

B. Waste Description



# Instructions: West Virginia Waste Characterization Form

Type of special waste according to 33 CSR § 1-4.13 (Circle all that apply; if none apply, make no response):

- Petroleum-contaminated soil
- Asbestos Wastes
- Liquids
- Tires
- Drums
- Bulky Goods
- Infectious Waste
- Sewage Sludge
- Automobile Shredder Fluff
- Municipal Incinerator Ash

**These wastes are discussed specifically in 33 CSR § 1-4.13.**

Anticipated total weight as delivered to landfill (tons): \_\_\_\_\_ Over what length of time? \_\_\_\_\_

**Estimate the total amount of waste to be disposed of. The estimate should be slightly high to allow for errors in estimation, but should not be unrealistically high. For time-limited waste streams, estimate the length of time for disposal to be completed, as with tonnage, make a generous, but reasonable, estimate. For continuing waste streams, estimate the amount to be delivered in two years and enter "2 years."**

**Outside a particular industry, trade names are likely to be unknown. Use generic names instead. For example, instead of "Dehybor™" use "anhydrous borax."**

Detailed description of the process that generated the waste:

**Describe aspects of the process that may influence characteristics or composition of the waste. For example, if a truck containing used potato chip oil overturned, the waste might contain vegetable oil and diesel fuel. This is a different situation than if a barrel of cooking oil fell off a truck. "Truck wrecked" would not be a sufficiently detailed description. "Truck wrecked and spilled diesel fuel and cooking oil," or "Barrel fell from truck and spilled cooking oil," would be sufficient.**

### C. Hazardous Potential

**All questions in Section D apply to all wastes. Leave no blanks and do not enter N/A.**

According to 40 C.F.R. is this: A characteristic hazardous waste: \_\_\_\_\_ A listed hazardous waste: \_\_\_\_\_

An exempt or excluded HW: \_\_\_\_\_ Prohibited by Land Disposal Restrictions of 40 C.F.R. § 268: \_\_\_\_\_

Does this waste contain: PCBs: \_\_\_\_\_ Dioxins: \_\_\_\_\_ Radioactive material: \_\_\_\_\_

**Some regulatory references (Other regulations probably apply): Characteristic: 40 CFR 261.20 Listed: 40 CFR 261.30 PCBs: 33 CSR 1-4.7(c)(2) Dioxins: 40 CFR 268.31.**

### D. General Characteristics

List the constituents of this waste present at about more than 1% by weight. Use generic names, not trade names. Weight percents may be by generator knowledge, lab tests, or MSDS.

**This is a common sense description of the waste. Examples: "Soil, 98%; Diesel, 2%"; "Sewage sludge, 100%"; "Filter sand, 95%; Sewage sludge, 5%"; "Refractory material, 90%; Floor sweepings, 10%"; "Fertilizer, 55%; Manure, 25%; Soil, 20%"; "Latex paint, 50%; Kitty litter, 50%"**

Constituent	Wt. %	Constituent	Wt. %	Constituent	Wt. %

**List the constituents present at less than about 1% and that are significant for disposal of this waste. For example: gasoline, diesel fuel, sewage sludge, arsenic, toluene, turpentine, rat poison.**

List the constituents present at less than about 1% by weight: \_\_\_\_\_

**If available, use laboratory results or the MSDS to characterize the composition of the waste; otherwise, use best judgment.**



# Instructions: West Virginia Waste Characterization Form

Consistency at 70°F and 1 atmosphere (check): solid \_\_\_ paste \_\_\_ slush \_\_\_ slurry \_\_\_ liquid \_\_\_ gas \_\_\_  
**Use best judgment to characterize the consistency of the waste.**

Percent solids by weight: \_\_\_\_\_ Determined visually? \_\_\_\_\_ Or by test (specify): \_\_\_\_\_

**Enter percent solids determined visually, by best judgment, or by laboratory test. If a laboratory test was used, enter the test method, for example, "2540" or "160.3." TCLP moisture, method 1311, is not acceptable. For sludge, filter-pressed sludge, dried sludge, tank bottoms, oil-water separator solids and similar materials that have or once had high liquid content, generator knowledge or visual inspection are not acceptable; moisture/solids must be determined by method 160.3 or 2540. (This is because high-moisture materials cannot be characterized with sufficient accuracy by visual means.)**

Color (shade & hue): \_\_\_\_\_ Odor (intensity & type): \_\_\_\_\_

**For color, enter the shade (light, medium, dark) and the hue (red, orange, brown, etc.). For odor, enter the intensity (faint, moderate, strong) and the type (oily, ammonia, sweet, rubber, etc.)**

### E. Petroleum Contaminated Soil:

Maximum mg/kg: GRO \_\_\_\_\_ DRO \_\_\_\_\_ ORO \_\_\_\_\_ BTEX \_\_\_\_\_ Benzene \_\_\_\_\_

**Enter concentrations in mg/kg of these components of petroleum. TPH-GRO is C<sub>6</sub>-C<sub>10</sub>; TPH-DRO is C<sub>10</sub>-C<sub>28</sub>; TPH-ORO is C<sub>28</sub>-C<sub>35</sub>. (C<sub>10</sub> and C<sub>28</sub> are counted twice.)**

F. Miscellaneous: Have you attached a photograph, sketch, or map of the site at the time of sampling with sample locations marked? \_\_\_\_\_

Place where the waste was generated (city, intersection, mile marker, etc.): \_\_\_\_\_

Additional comments: \_\_\_\_\_

### G. Documents Enclosed (check all that apply)

MSDS \_\_\_\_\_ Chain of Custody \_\_\_\_\_ Lab Certification of Results \_\_\_\_\_ Lab Report \_\_\_\_\_ Photo \_\_\_\_\_

Analytical Summary: \_\_\_\_\_ Report \_\_\_\_\_ Map \_\_\_\_\_ Other (specify) \_\_\_\_\_

### H. Generator Certification

I am legally authorized to represent the Generator. All information presented in this profile is the result of (1) my knowledge of this waste or (2) laboratory analysis of a representative sample or samples by an EPA method or methods.

I hereby certify that the above answers and attached descriptions are complete and accurate, and that no negligent or willful omissions of characteristics, compositions, or properties have been made, and that all known or suspected hazards have been disclosed.

Generator's authorized representative: Employer: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Printed name: \_\_\_\_\_ Date: \_\_\_\_\_

I: Application for Minor Permit Modification. To be completed by the landfill.

**Please do not include a cover letter unless necessary to explain something not adequately explained by the Waste Characterization Form and its supporting documents.**

\_\_\_\_\_ Landfill requests a minor permit modification to dispose of the special waste described by this Waste Characterization Form and attached documents.

**Tons Once:** \_\_\_\_\_ **Disposed of by (date):** \_\_\_\_\_ **or Tons per Year for two years:** \_\_\_\_\_



**If this is a one-time disposal, enter a reasonable (but slightly high) estimate of the tonnage and the date by which the waste will be disposed of. If this is a continuous waste stream and you seek approval to accept it for two years, enter the tons per year.**

Check to request use as daily cover: \_\_\_\_\_ Notes: \_\_\_\_\_

Notes: \_\_\_\_\_ Signature: \_\_\_\_\_

\_\_\_\_\_ Title: \_\_\_\_\_

\_\_\_\_\_ Date: \_\_\_\_\_