



The Basics: A Guide to Wisconsin Environmental Regulation

Provided by

The University of Wisconsin-Extension
Solid and Hazardous Waste Education Center (SHWEC)

*“If your business creates wastes, wastewater discharges or air emissions, or
if you use a hazardous material in your product or service,
there is probably an environmental regulation that affects your business”*

The purpose of this guide is to provide you with a very short, condensed resource to help you better understand if you are covered by an environmental regulation. It does not contain everything that you might need to know. However, if you have wastes, wastewater, or air emissions, this guide will give you basic information that can help you manage your wastes to avoid damage to the environment that can lead to financial liability for your company.

This guide is very general in reference to specific Federal and Wisconsin regulations. The full regulations can be reviewed at most major libraries and on the world wide web at the Department of Natural Resources web page. Go to their web page at: <http://www.dnr.state.wi.us> and enter "Environmental Protection" to find regulations.

If you need assistance understanding regulations you can call us at any of the SHWEC offices listed below. We also provide assistance with waste reduction and recycling that can help your company save money and reduce regulatory burden. Our services are free, non-regulatory and confidential. Visit us on the world wide web at <http://www.uwex.edu/shwec> to learn about SHWEC.

Stevens Point - (715) 346-2793

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Madison - (608) 262-0385

Where to Find It

Section I.	Solid (and Hazardous) Waste Regulation	Page 3
Section II.	Air Emission Regulation	Page 7
Section III.	Wastewater Regulation	Page 10
Section IV.	Other Environmental Regulation	Page 12
Section V.	Terms Commonly Used in Environmental Regulation	Page 13
Resources...	Page 15

SECTION I • Solid (and Hazardous) Waste Regulation

The Resource Conservation and Recovery Act (RCRA) is the federal authority for hazardous solid waste regulation. The Code of Federal Regulations (**CFR**) **40** Series contains the federal references to hazardous waste. The Wisconsin rules for hazardous waste regulation are found in the Wisconsin Administrative Code, **NR 600-685** series.

In addition to this manual, we recommend that you get a copy of Managing Your Hazardous Wastes: A Guide For Wisconsin Small Quantity Generators, DNR publication PUBL-SW-071 93REV. This is an excellent reference document for your files and provides the hazardous waste lists, waste codes and much more detailed information about solid & hazardous waste.

We begin the discussion in this guide with hazardous waste because most companies that generate hazardous waste have other environmental issues that are associated with the hazardous waste. Although hazardous waste regulation is very specific, many companies have difficulty understanding and complying with hazardous waste regulation.

Waste: Is it a solid waste or a hazardous waste?

Any solid waste is either **hazardous** or **non-hazardous**. Hazardous waste can be a solid form, semi-solid, liquid or even, a gaseous material. The correct **characterization** or proper identification of a solid waste is the most critical aspect.

What are some materials or processes that generate hazardous waste?

- Materials such as flammable solvents, paints, inks, stains, adhesives, glues, chlorinated solvents, extremely acid or alkaline materials.
- Materials with hazardous material warnings or materials containing concentrations of toxic metals such as chromium, cadmium, lead, nickel, copper.
- Processes such as printing, painting, cleaning, degreasing, electroplating, phosphating, anodizing, etching or other metal finishing processes.

If you use any of those materials or operate any of those processes, you probably generate some hazardous waste. One of the most common violations identified by DNR inspectors is the incorrect **characterization** of solid waste.

What specifically makes a solid waste a hazardous waste?

- Wastes, that are *listed* as a hazardous waste in NR 605.
- Wastes that contain a *concentration* of a toxic above a level determined by US-EPA.
- Waste that is *characteristically* hazardous for one of the following four reasons:
 1. **Ignitable:** Wastes that have a flash point below 140 degrees Fahrenheit.
 2. **Corrosive:** Liquid wastes are corrosive if they can corrode steel by more than one-quarter inch per year. For example, acid or alkaline aqueous cleaning chemicals could be characterized as corrosive if they have a pH of less than or equal to 2 or greater than or equal to 12.5.
 3. **Reactivity:** This is a material that reacts violently with water or form explosive mixtures, toxic gases, vapors or fumes.
 4. **Toxicity:** Many toxic materials have been identified by EPA and listed. Compare your list of materials/wastes in the plant to the EPA list of toxic materials and the *concentration* at which a waste becomes a hazardous waste, because of toxicity.

How do I find out if my waste is hazardous waste?

You can use the MSDS (Material Safety Data Sheet), supplier information and your knowledge of the waste to correctly characterize the waste if it is not mixed with other hazardous materials. This is called "**generator knowledge**."

If you cannot characterize the waste properly using generator knowledge, then the only sure way is to have the waste tested using a **Toxic Characteristic Leaching Procedure** or **TCLP** test as it is commonly known. The TCLP is a laboratory test that must be done by a certified laboratory.

What about the mixture rule?

A solid waste (almost always) becomes a hazardous waste if it is mixed with hazardous waste. Always keep wastes separated from each other to prevent mixture and more hazardous waste.

What is "Generator Status"?

Regulatory reporting and management requirements vary depending upon your generator status. **Find out how much hazardous waste that you generate each month**. Use that information to determine your generator status. Generator status is not an average over 12 months. If you exceed the pounds in one generator status in any month during the year, you become categorized in the next higher generator status for that year. (Weight may be expressed in Kilograms, but usually pounds)

- **VSQG**: Very Small Quantity Generator; generates less than 220 pounds of hazardous waste each month and stores less than 2205 pounds at any one time.
- **SQG**: Small Quantity Generator; generates at least 220 pounds of hazardous waste but less than 2205 pounds of hazardous waste per month and stores up to 13,230 pounds at any one time.
- **LQG**: Large Quantity Generator; generates more than 2205 pounds of hazardous waste each month and stores hazardous waste less than 90 days.

What are the requirements for VSQG, SQG and LQG?

Look at Table 1 at the end of this section to see if you are complying with all of the requirements for hazardous waste. We also recommend getting Managing Your Hazardous Wastes: A Guide For Wisconsin Small Quantity Generators, DNR publication PUBL-SW-071 93REV. As we mentioned before, this is an excellent reference document for your files.

What is a "Universal Waste"?

Some wastes, *which would otherwise be hazardous waste* -- for example, cadmium batteries and fluorescent lamps--can be managed under the "*Universal Waste Rule*". Generally, the universal waste rule allows for relaxed management of such materials **as long as they are recycled**. Right now, some batteries and fluorescent lamps are considered to be universal waste. However, the DNR is studying other wastes, which may be added under this rule in the future.

What are some other solid waste requirements that usually affect a business?

The Wisconsin rules for solid waste are covered in detail in the **NR 500-520**. Many solid wastes are not hazardous wastes or universal wastes, but they still require special management and disposal, because of their potential to harm the environment. A good example is waste oil, which is banned from landfills in Wisconsin. Materials such as rags, floor sweep, cardboard, paper, wood and other common materials saturated with oil, are also technically banned from landfills.

These are commonly called “Special Wastes”, although this is a determination that needs to be made on a case by case basis. The DNR and the DOT may not agree that a waste is a “special waste”. Other wastes commonly referred to as special waste might include some machine coolants, sludge, foundry sand, ash, slag, and liquids such as oily or greasy aqueous solutions. If these wastes are not mixed with a listed hazardous waste or have any of the 4 characteristics or do not have a concentration of a toxic above the levels specified in NR 605, they are not a hazardous waste, but do require special management and disposal.

There is no specific list of special wastes at this time. Unfortunately, this makes your decision for recycling or disposal even more difficult. However, remember the following 4 things you have learned about solid waste that will help you decide what to do:

1. You cannot dispose of banned materials in a landfill under the recycling law outlined below.
2. If the waste is a hazardous waste it must be disposed of under the hazardous waste rules.
3. If the waste is a universal waste it must be recycled or managed as hazardous waste.
4. You should obtain guidance concerning the landfilling of a special waste.

What are the Solid Waste Recycling Requirements?

The Wisconsin recycling law, requires that people and businesses in Wisconsin collect and recycle solid wastes that are banned from landfills and licensed incinerators.

The following materials are banned from landfills:

- | | | |
|------------------------|-----------------------|--|
| ▪ Lead acid batteries | ▪ Glass containers | ▪ Tires |
| ▪ Aluminum containers | ▪ Steel containers | ▪ Magazines |
| ▪ Newspapers/newsprint | ▪ Plastic containers* | ▪ Corrugated Paper and other container board |
| ▪ Office Paper | ▪ Used oil | ▪ Bi-metal steel/aluminum containers |
| ▪ Major appliances | ▪ Yard waste | |

** Currently only plastic containers labeled #1 and #2 must be recycled. DNR has granted a waiver to collection requirements and disposal restrictions for plastic containers #3 through #7 and for polystyrene foam packaging.*

The following are banned from incineration as well as landfills*:

- | | |
|-----------------------|--------------------------------------|
| ▪ Lead acid batteries | ▪ Glass containers |
| ▪ Major appliances | ▪ Steel containers |
| ▪ Aluminum containers | ▪ Bi-metal steel/aluminum containers |
| ▪ Used oil | |

** Some local ordinances in a community using an incinerator may require other items to be recycled.*

In addition, businesses that are open to the public must also include space for recycling in their expansion, remodeling or new construction plans which will result in an increase of 50% or greater in total space. The space must accommodate separation, temporary storage and collection of recyclable materials within or adjacent to the building.

You can find companies that recycle materials located throughout the state by contacting SHWEC at 920-465-2707, any SHWEC office or the DNR Recycling Markets Directory. Go to the SHWEC or DNR website to get information about recycling companies or call any SHWEC or DNR offices for help.

What are some common mistakes to avoid?

The following list provides some of the more common mistakes in managing solid wastes and in particular hazardous waste. Some of the mistakes also apply to air emissions or wastewater.

- Incorrect characterization of a waste.
- No EPA Identification number.
- No MSDS, TCLP results or other proof of waste characterization.
- Improper waste storage, labeling, signage.
- No start date on hazardous waste accumulation.
- Unauthorized satellite accumulation drums.
- Leaks and spills of waste in the storage area or in the shop.
- Leaking waste storage containers.
- Open hazardous waste containers.
- Documentation of waste management is incomplete or incorrect.
- No annual report submitted to the State.
- More waste stored on-site than allowable for generator status.
- Generator status changes not reported.
- Special or universal wastes in the common trash containers-- for example, floor adsorbent saturated with oil.
- Non-compatible wastes stored in the same area.
- Disposing of hazardous waste with solid waste.
- Allowing hazardous materials to go to the sewer-- for example, floor sweepings.

Hazardous Waste Summary

We encourage even very small quantity generators (VSQG's) to comply with all of the requirements listed for SQG's in Table 1. That way you can be sure you are managing and disposing of your waste properly. This may prevent mistakes or future liability issues.

We also encourage all hazardous waste generators to try and reduce or eliminate the hazardous waste you generate. This is called pollution prevention and it is the best way to avoid regulations and save your company money while reducing liability issues, as well.

SHWEC provides *free, non-regulatory and confidential* waste assessments, which focus on pollution prevention. The assessments can help you learn step-by-step approaches to eliminate, reduce or recycle your wastes of all types, including air emissions and wastewater discharge.

Call SHWEC at any of the office numbers listed on the first page of this publication for a free assessment or for guidance concerning any of the environmental issues discussed in this manual.

**Table 1
Wisconsin Hazardous Waste Generator Requirements**

Wisconsin Administrative Code NR 600-685	VSQG NR 610.07	SQG NR 610.08	LQG NR 615
Waste Determination/Characterization	✓	✓	✓
Obtain EPA ID Number	If manifesting	✓	✓
Waste Container Storage <ul style="list-style-type: none"> • Date of First Accumulation • Label/Mark Containers • Inspect/Keep Log 	✓ Recommended Recommended	✓ ✓ ✓	✓ ✓ ✓
Package to Meet DOT Requirements Prior to Shipment	✓	✓	✓
Manifest Requirements	Recommended	✓	✓
Annual Report to State	Not Required	✓	✓
Use a Licensed Transporter	✓ *	✓	✓
Use a Licensed or Exempt TSD	✓	✓	✓
Land Disposal Restrictions	Recommended	✓	✓
Safety, Training & Emergency Procedures <ul style="list-style-type: none"> • Safety Preparation and Prevention • Emergency Contingency Plan • Employee Training • Training Records 	Recommended Recommended Recommended	✓ modified ✓ modified	✓ ✓ ✓ ✓

* Current rules require a VSQG to use a licensed hazardous waste transporter; however, guidance published May 1995 allows for VSQG's to waive that requirement, **but they do need to follow DOT requirements.**

SECTION II • Air Emission Regulation

Environmental regulations that cover air emissions of pollutants are complicated and sometimes difficult to understand and comply with. The Federal authority to regulate air emissions originates from the Clean Air Act and Amendments. The specific Federal requirements are found in the **CFR 40** series. However, Wisconsin has been delegated the authority for enforcing the requirements of the Clean Air Act, by the USEPA. The Wisconsin rules are covered in the **NR-400** series.

The Department of Natural Resources can provide the publication, "Wisconsin Permit Application Instruction Booklet for Minor Permits (Non-Part 70 Source)", PUB AM-210-96. This publication is an excellent reference for understanding air emission regulatory requirements. The following is a quote from that publication:

"Every facility is required to get an air pollution control operation permit unless it is exempt."

What kinds of companies may be required to have an air permit?

- Hundreds of companies that use materials such as paints, stains, primers, solvents, thinners, inks, glue, adhesives or other materials, containing regulated air pollutants.
- Companies covered by a Federal standard that applies to a specific industry.
- Companies that generate dust or mist from the facility or operations.
- Facilities with a boiler or furnace that use fuel other than, or in addition to, natural gas.
- Facilities located in a non-attainment zone for air quality, which in Wisconsin generally includes the southeast counties bordering on Lake Michigan
- Facilities or operations that generate or contribute emissions of one or more of **six criteria pollutants**:
 1. Lead
 2. Particulate matter, referred to as PM₁₀
 3. Sulfur dioxide, referred to as SO₂
 4. Nitrogen dioxide, referred to as NOX
 5. Carbon monoxide
 6. Ozone, referred to as ground level smog

Where do you start?

If you have processes, materials or operations that create emissions, you will need to calculate the pounds or tons per year (TPY) of Volatile Organic Compounds (VOC), Hazardous Air Pollutants (HAP) and/or the six criteria pollutants you emit.

These calculations are expressed as the **Maximum Theoretical Emissions** (MTE) and **Potential to Emit** (PTE) from your facility. The MTE and PTE are the tons per year of each pollutant that your facility actually or probably emits. The DNR determines whether or not you need an air permit and what type you may need, using MTE or PTE or, in some cases, both. The calculations can be very detailed and complicated.

For the purposes of this guide, if you have air emissions of the pollutants mentioned previously and have not determined whether or not you need an air permit, assume that you do need to get more information. You may need an air permit, or at least have applied for an air permit, just to be able to legally operate your facility.

I'm a small business, do I really need to do this?

Yes, if you have processes, operations or use materials in your facility that emit chemicals to the air, you must determine if you are exempt from an air permit, or you must have applied for an air permit. Some businesses -- for example, dry cleaners -- must apply just because they are using one specific chemical, perchloroethylene and are covered by a federal rule. Other companies might use a single process or a boiler system that requires a permit.

Many small businesses are exempt from air permit requirements. The exemptions are discussed in the DNR publication mentioned at the beginning of this section. You can also call SHWEC or the Wisconsin Department of Commerce, **Small Business Clean Air Assistance Program** at 608-267-9214, for help.

What kinds of air permits are there?

Different types of air permits apply, based upon the pounds of emission and the type of air pollutant emissions from your facility or operations. Again the pounds of emissions are calculated from your MTE and PTE mentioned earlier.

The *General Operating Permit* is required for most small or medium-sized industries that have emissions below certain thresholds or because they are covered by a specific Federal requirement.

A *Major Source Air Operation Permit* is also called a Title V Permit and is required for companies that have large or very large air emissions from their facilities. The *Synthetic Minor Air Operation Permit* is for sources that may have large potential emissions, but can take restrictions to stay below major source levels. It may also be referred to as a FESOP or Federally Enforceable State Operating Permit.

Generally, air-operating permits are good for 5 years, unless there are significant changes that require either a new permit or a permit modification. The date of expiration for the original permit, however, remains the same if the permit is just revised.

If you are a new source of air emissions, installing new equipment, or making configuration or process changes that may have an effect on air emissions, you must get a **construction permit**. For example, if you are:

- Installing a new paint booth
- Changing a coating application systems
- Installing a new printing system
- Installing a new cleaning system
- Installing control devices
- Proceeding with other process additions or changes that affect air emissions

Construction permits are generally good for 18 months

You need an air permit because of the chemicals and volume of chemicals that you use in your plant. This is another reason to do an environmental assessment of your shop. Sometimes other materials or processes can be used that do not require an air permit. Examples of these include switching from paints, inks or solvents that have high VOC content to paints, inks or solvents with little or no VOC. You will probably cut your hazardous waste generation, as well. Call SHWEC for a free confidential waste assessment and we will try to help you eliminate air emissions.

Remember, if you cannot show you are exempt you should submit a permit application if you have air emissions!

SECTION III • Wastewater Regulation

The Clean Water Act is the Federal authority for wastewater regulations and the specific Federal references on wastewater are again found in the **CFR 40** series. However, like air regulation, Wisconsin has a federally approved *State Pretreatment Program*, which is embodied in Wisconsin Administrative Code, **NR 211, General Pretreatment Requirements**. In other words, the Wisconsin Department of Natural Resources is the "**control authority**" for the enforcement of wastewater regulations in Wisconsin.

Most local wastewater treatment plants (WWTP) are issued a wastewater permit from the WI-DNR. In those cases, the local WWTP may become the *control authority* and they are responsible for enforcing wastewater regulation. The WWTP or Publicly Owned Treatment Works (POTW) usually develops their own "**local limit**" for the discharge of specific pollutants. The local limits vary from city to city.

Some industries -- for example, electroplating, anodizing, phosphating, etching and other metal finishing processes -- are covered by federal **categorical pretreatment standards**. These standards are in addition to local limits and usually cause a company to install their own wastewater treatment system.

Some businesses that have **non-contact water discharges** -- for example, from a cooling tower, compressor or equipment cooling water, or other sources -- may also need to obtain a general permit to discharge this water to the POTW or storm water sewer.

If you have questions about what you can or cannot legally discharge to the POTW sewer or storm sewer, you should always contact your local POTW or the DNR first. Again, local sewer ordinances based upon local limits may vary because of different POTW treatment processes or capacities.

In all cases, the **general prohibitions** listed later in this section apply to everyone who discharges to a POTW sewer system. Waste water prohibitions can be enforced by the local POTW or the WI-DNR.

Very Important Notes!

If your business is not connected to a local, sewer, do not put any of your non-domestic wastewater into your septic system. Continuous discharge of even very small amounts of toxic substances may cause failure of the septic system, highly contaminated soil or groundwater, a very expensive clean-up operation, and possibly regulatory penalties or fines.

If you discharge any material that is considered **an acute hazardous waste** or **more than 15 kilograms per month of any other hazardous waste**, you must report it to the POTW and other regulatory agencies.

How do I know if I am covered by wastewater regulations?

If raw materials, wastes, or any other contaminants, such as oil and grease, floor sweepings or other service related type material are going down the drain, you should sample and analyze your waste water through a certified laboratory. If you have non-contact cooling water, you should also investigate the need for a permit.

Keep in mind that **wastewater does not have to be toxic or dangerous to be regulated**. For example, fats, oil, grease, milk solids, food processing wastes and many other non-hazardous materials are regulated by POTWs. **As a minimum**, compare your wastewater analysis with the local limits established by your POTW. The POTW or the WI-DNR will advise you if must provide pre-treatment of your wastewater before you may discharge it to the sewer.

In many instances, pollution prevention, waste reduction, recycling and particularly best management practices, such as good housekeeping, can eliminate many of the pollutants from your waste water. Usually, these actions end up saving you money and may certainly reduce the regulatory burden associated with wastewater permits. Some companies have actually accomplished "**zero discharge**" for process wastewater. Remember, if you are covered by a federal categorical pre-treatment standard, you will have to report your discharges and you may need to get a wastewater permit even if your wastewater analysis is below local limits!

Prohibited Discharge Standards-NR 211.10, Wisc. Adm. Code

Finally, you cannot discharge pollutants to the sewer with the following characteristics:

- Pollutants that pass through or interfere with the treatment plant.
- Create a fire or explosion hazard in the sewer or treatment plant.
- Cause corrosive structural damage to the sewer or treatment plant, and in no case with a pH lower than 5.0
- Cause obstruction in the sewer or treatment plant.
- Of such volume or strength as to cause interference in the treatment plant.
- Heat that will inhibit biological activity at the treatment plant, and in no case above 104° F at the influent to the treatment plant.
- Petroleum oil, cutting oil or mineral oil in amounts that will cause interference or pass-through.
- Result in the presence of gases, vapors or fumes at the treatment plant which may cause worker health or safety problems.
- Trucked or hauled pollutants, except at the discharge points designated by the treatment plant.

Again, if you have wastewater questions, always:

- Review the local sewer use ordinance.
- Contact your local wastewater treatment authority or
- Contact your area WI-DNR wastewater pretreatment coordinator.

Contact SHWEC at 920-465-2327 or any SHWEC office for information and assistance on eliminating, reducing, recycling or reuse of wastewater discharges at your facility.

SECTION IV • Other Environmental Regulations

Toxic Release Inventory (TRI)

The Emergency Planning and Community Right to Know Act (**EPCRA**) of 1986, also known as Title III of the Superfund Amendment and Re-authorization Act (SARA Title III), was enacted by Congress to provide protection of local communities. Section 313 of the Act requires many companies to report environmental releases of over 600 toxic chemicals to the environment on the Form R, due every year before July 1.

Who has to report?

- Companies that employ the equivalent of 10 or more full time employees; *and*
- A company falls into Standard Industrial Codes(SIC) 20-39 (manufacturing); *and*
- A company that manufactures, imports, processes, or otherwise uses any listed chemical in quantities at or above the established threshold in a calendar year. For facilities that manufacture or process the given chemical, the threshold is 25,000 pounds. Any other use of the chemical sets the threshold at 10,000 pounds.

Wisconsin Statute 166.20 is a companion law that allows the State to implement SARA Title III within Wisconsin. It is identical to the USEPA reporting requirements, but adds SIC 10-13, privately operated research and education institutions and public agencies that need to report because of TRI chemical usage or releases.

In 1995, the USEPA introduced an abbreviated Form R called a "**Certification Statement**" for companies that use only modest quantities and release small amounts of TRI chemicals.

In 1999, USEPA added a new group of chemicals or reduced the reporting threshold of chemicals that are known to be **Persistent, Bio-accumulating, Toxic** substances (PBT's). This will mostly affect chemical manufacturers, but may also affect companies using even small amounts of PBT's.

Review your material MSDS's to determine if you should report TRI data. The other sections of **EPCRA** generally concern **reporting emergency plans** to your Local Emergency Planning Commission (LEPC). These plans allow the community to be prepared and knowledgeable of the hazardous materials you have on-site at your business. If you use or store hazardous materials at your facility, you should contact your local LEPC for guidance about your emergency planning and reporting requirements.

Every facility that uses hazardous materials **should** plan for emergencies such as spills, fire or explosion. Even very small shops with small amounts of hazardous materials should know how and be prepared to respond to an emergency.

Risk Management Program and Plans

The Clean Air Act Section 112(r): Prevention of Accidental Releases requires companies of all sizes that use any of 139 flammable or toxic substances above a certain threshold quantity to develop a risk management program. This includes a written plan called a Risk Management Plan (**RMP**) that had to be submitted to the USEPA by June 20, 1999. The plan is submitted electronically. Contact SHWEC for a list of the chemicals and threshold quantities that require a company to submit a risk management plan.

Other Emergency Planning Requirements

In addition to EPCRA requirements, hazardous waste generators must plan for emergencies on-site. This includes training for employees, posting emergency information and appointing an *Emergency Coordinator*. Large quantity generators of hazardous waste must have a complete “**emergency contingency plan**”, which incorporates many more aspects of emergency planning.

Reporting of Spills

In Wisconsin, spill reporting requirements include immediate notification of spills of hazardous substances to the environment that adversely impact public health, safety or the environment. **NR 706**, effective March 1, 1997, **allows for non-reporting of spills of substances below the established federal reportable quantity (RQ)**. If there is no federal RQ established or if public safety, welfare or the environment are threatened at any time, you must report the spill.

There are no reportable quantities established for air releases. A release of any amount must be reported if public safety or welfare of the environment is threatened.

Calling the toll-free **Spill Reporting Hotline at 1-800-943-0003** fulfills your state notification requirements. However, federal regulations for reporting also need to be followed. The National Response Center should be notified when spills of substances for which the federal reportable quantities have been exceeded. The **National Response Center** hotline number is **1-800-424-8802**. In addition, federal law requires the State Emergency Response Board (SERB) and the LEPC be notified of certain releases.

Storm Water

Most manufacturing facilities or facilities with outside operations or storage **are, or will be, required to submit a storm water permit application to the DNR** or municipality. The most important aspect of storm water management is the Storm Water Pollution Prevention Plan (SWPPP). This is simply a plan detailing how you will manage the storm water run-off from your property and how you will prevent pollution from contaminating that run-off. If you have not submitted a storm water application to the DNR, you should investigate if you are required to do so. You can also contact SHWEC for advice about this issue.

SECTION V • Terms Commonly Used in Environmental Regulations

- **CFR:** *Code of Federal Regulations. For example **environmental regulations** are based upon the 40CFR Series, D.O.T. on the 49CFR Series, OSHA on the 29CFR Series.*
- **Effluent:** *The wastewater discharge from your facility.*
- **Emission:** *Discharge of air pollutants.*
- **EPA Identification Number:** *Assigned to you by USEPA for hazardous waste disposal. This number is used to trace and document where your hazardous waste goes.*
- **Facility Identification Number:** *FID number. The number assigned by the state to your facility because of a reportable waste or emission.*
- **Generator:** *The facility that generates a waste. The term used in the context of determining your status, as a LQG, SQG or VSQG hazardous waste generator.*

- **HAP:** *Hazardous Air Pollutant. There are currently 188 chemicals regulated as HAP's. The MSDS should identify a HAP, if it is in a material you use.*
- **Hazardous Waste:** *Any solid waste that is listed as a hazardous waste or a waste that has the characteristics of; Ignitable **or** Corrosive **or** Reactivity **or** Toxicity. Explained in more detail in the hazardous waste regulation section.*
- **Ignitable:** *A liquid with a flash point less than 140° Fahrenheit*
- **Kg:** *Kilogram. A metric unit of weight, that equals about 2.2 pounds. Kg used in many references to weight measurements in environmental regulations.*
- **Listed Hazardous Waste:** *If a waste is **listed in NR 605.09**, Wis. Adm. Code it is a hazardous waste. For example, this includes many chlorinated solvents and electroplating wastes.*
- **LEPC:** *Local Emergency Planning Commission.*
- **MACT:** *Maximum Achievable Control Technology for reducing emissions from a source. Many industries are covered by a MACT standard.*
- **Major Source (of HAPs):** *A facility which emits more than 10 tons per year of any one HAP or 25 tons per year of total HAPs.*
- **Manifest:** *The form used by you and the hazardous waste disposal company to properly document disposal of a hazardous waste. You also certify that you have a "hazardous waste minimization program" on this form.*
- **MSDS:** *Material Safety Data Sheet. The data and information sheets for each hazardous substance produced or imported as required by the OSHA Hazardous Communication Standard. You should have an MSDS for every chemical.*
- **NR Series:** *Wisconsin environmental regulations, which identify rules developed under the authority of the Wisconsin Administrative Codes. For example, NR 600 series covers hazardous waste, NR 400 covers air emissions, NR 200 covers waste water.*
- **Non-Attainment Area:** *A geographical area which does not have air quality which meets the National Ambient Air Quality Standards as defined by the CAA. Nine counties in southeast Wisconsin are non-attainment areas for air quality.*
- **pH:** *A pH of 7.0 is neutrality. Pure water has a pH of 7.0. Higher values of pH indicate alkalinity and lower values indicate acidity.*
- **Point Source:** *A stationary location or facility from which pollutants are emitted, such as your shop. Also can be any single identifiable source of pollution, such as a piece of equipment.*
- **POTW:** *Publicly Owned Treatment Works. The local wastewater treatment plant.*
- **RCRA:** *The Resource Conservation and Recovery Act.*
- **SARA Title III:** *The Emergency Planning and Community Right to Know Act, which created the Toxic Release Inventory (TRI).*

- **Solid Waste:** Any discarded or salvageable materials including solid, semi-solid, liquid, or self contained gaseous materials from a business; **it is either hazardous or non-hazardous.**
- **SQG:** Small Quantity Generator of hazardous wastes. A facility generating 220 lbs or more of hazardous waste each month, but less than 2,205 lbs.
- **TCLP:** Toxicity Characteristic Leaching Procedure. The laboratory test which determines whether or not a waste is a hazardous waste.
- **TPY:** Tons Per Year. Measurement used for total air emissions of an air pollutant.
- **VOC:** Volatile Organic Compounds.
- **VSQG:** Very Small Quantity Generator of hazardous wastes. A facility that generates less than 220 pounds of hazardous waste per month.

Resources

Where can you get help?

The University of Wisconsin-Extension • Solid and Hazardous Waste Education Center.

The Center focuses on providing pollution prevention, waste reduction, recycling and environmental regulatory compliance information through our education and assistance programs. Services are confidential. Visit our website at <http://www.uwex.edu/shwec> or call any office at:

Milwaukee – (414) 227-3160

Madison – (608) 262-0385

Green Bay – (920) 465-2327

Stevens Point – (715) 346-2793

The Department of Natural Resources

Whenever possible, call your nearest DNR regional office. You can also call the Bureau of Cooperative Environmental Assistance at 608-267-7618. CEA has business sector specialists assigned that work with many industry sectors in a non-regulatory capacity. You can also visit the DNR website at <http://www.dnr.state.wi.us> and enter “Environmental Protection” to find guidance, regulations, regional office telephone numbers, the recycling directory and much more information.

The Department of Commerce, Small Business Clean Air Assistance Program

This Department of Commerce office can provide the answer to many questions concerning air emissions, air permit application requirements or other air regulatory information impacting small businesses. Call 608-267-9214 for assistance.

The US-EPA World Wide Web Sites and Hotlines

The United States Environmental Protection Agency provides information on many subjects on the world wide web site at <http://www.epa.gov>. We recommend that you start with that point and go to the information you are looking for including hotline telephone numbers.

There are numerous other resources available to each business in Wisconsin. If you need a product or equipment vendor, looking for a consulting firm, a certified laboratory, certified disposal company, business counseling services, economic development assistance, material exchanges and many other valuable programs, call any SHWEC office for more information.