

# UNIVERSAL WASTE HANDBOOK

June 2018

For more information on Universal Waste,  
please contact Maine DEP staff at (207) 287-7688.



MAINE DEPARTMENT OF ENVIRONMENTAL PROTECTION  
17 State House Station | Augusta, Maine 04333-0017  
[www.maine.gov/dep](http://www.maine.gov/dep)

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# What is Universal Waste?

A universal waste is a hazardous waste that is widely generated. Individuals and small businesses that do not typically generate other hazardous waste generate these wastes. To encourage recycling and reduce the amount of these wastes that are disposed of in an inappropriate manner, the State of Maine regulates the following products as universal wastes.

- a. Rechargeable and small sealed lead acid batteries (they contain heavy metals, such as lead, cadmium, and mercury);



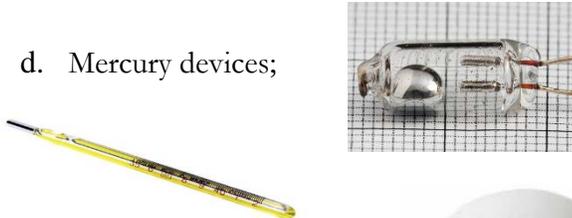
- b. Cathode ray tubes (high lead content);



- c. Certain light bulbs, that contain mercury and/or lead (e.g., “mercury-added lamps”);



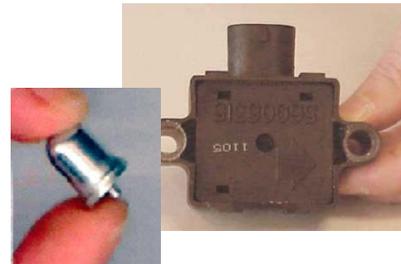
- d. Mercury devices;



- e. Mercury thermostats;



- f. Motor vehicle switches that contain mercury;



- g. Totally enclosed, nonleaking, polychlorinated biphenyl (PCB) ballasts (PCBs may cause cancer in humans and bioaccumulate in fish and other foods); and



- h. Oil-based architectural paint – limited to interior and exterior architectural coatings sold in containers of 5 gallons or less that is unused but intended for painting components of houses or other buildings.



## Purpose of This Handbook

The purpose of this handbook is to provide information to those individuals, businesses, industries, and institutions that may be generators of universal waste; and to inform them of their responsibilities for proper universal waste management.

This handbook will help you to determine:

- if you generate universal waste
- if your wastes are regulated under Maine law
- if you are a “large” or a “small” universal waste generator
- what type of universal waste facility you are
- how to manage your universal waste
- how to ship your universal waste

This handbook is only a guide and does not incorporate all parts of the Universal Waste Regulations nor does it take the place of the actual regulations. Please refer to the Hazardous Waste Management Rules for the complete requirements. If you would like a copy of the "Hazardous Waste Management Rules" please call (207) 287-7688 or find them on the internet at [www.maine.gov/dep/waste/rules/index.html](http://www.maine.gov/dep/waste/rules/index.html).

## Why Regulate and Recycle Universal Wastes?

The universal wastes that are the subject of this handbook would until recently have been viewed by many as products that could be thrown in the trash. These wastes contain hazardous constituents and fail hazardous waste criteria if they are tested. Most of these wastes contain heavy metals. These wastes when broken or incinerated release the metals to the environment through fugitive emissions or from incinerator stacks. Children are particularly vulnerable to these heavy metals. The release of mercury from mercury products such as lamps, thermostats, and thermometers contributes to the mercury load in Maine's environment. Polychlorinated biphenyls and mercury are both bioaccumulative and show up in our food supply. Bioaccumulative is a term used to define the tendency of certain contaminants to magnify in the food chain, for example from smaller fish to larger fish. Older fish and fish that eat other fish (like pickerel and bass) have the highest levels of these bioaccumulative contaminants.

The Maine Department of Environmental Protection (ME DEP) is particularly concerned with mercury releases. In 1991 studies began to investigate why Maine's bald eagles are reproducing much more slowly than those in other parts of the United States are. The studies revealed that nesting eaglets exhibited some of the highest concentrations of mercury ever reported in the literature.

In 1993 ME DEP initiated a study to measure levels of contamination in fish in Maine's lakes and ponds. The results from the study indicated widespread mercury levels in fish above the state level of concern. In May 1994, the Maine Department of Human Services recommended that people limit their consumption of fish based on the high levels of mercury found in freshwater fish throughout the State. For information on the fish consumption advisory visit the Maine Bureau of Health website at [www.maine.gov/dhhs/mecdc/environmental-health/eohp/fish/2kfca.htm](http://www.maine.gov/dhhs/mecdc/environmental-health/eohp/fish/2kfca.htm) or call (866) 292-3474.

The releases from universal wastes are only one component of the contaminant problem described above. It has taken decades for these contaminant levels to develop and will take decades to improve. But if you do your part by managing your universal waste properly, you can help decrease environmental contamination in Maine. Thank you for your help.

## Who Generates Universal Waste and How?

Universal wastes are generated by almost anyone. Universal wastes are certain batteries, cathode ray tubes, certain lamps (light bulbs), mercury devices, mercury thermostats, motor vehicle mercury switches, and PCB ballasts. Examples of common activities that generate universal waste include:

- Replacing certain types of batteries, including those used in cordless and cellular telephones, hearing aids and watches;
- Replacing computer monitors and television sets;
- Replacing mercury thermometers;
- Replacing a mercury thermostat;
- Replacing fluorescent light bulbs that contain mercury and/or lead;
- Replacing PCB ballasts during an energy conversion of a building's lamps;
- Removing mercury switches from motor vehicles.

### Types of Universal Waste Generators

#### Large Universal Waste Generator (LUWG):

A LUWG generates or accumulates more than 200 items of universal waste or 4,000 motor vehicle switches at any one time or in any given month.

A LUWG **needs either an EPA or Maine hazardous waste generator identification** (for information on how to obtain the necessary number see pages 5 and 6).

#### Small Universal Waste Generator (SUWG):

A SUWG generates and accumulates on site, 200 or less universal waste items or 4,000 or less motor vehicle switches at a time or in any given month. This number can be calculated by counting all individual items of any type of universal waste. For example:

50 Ni-Cd batteries *plus* 100 mercury lamps *plus* 25 cathode ray tubes *plus* 25 mercury thermostats *equals* 200 items of universal waste.

A SUWG does not need to obtain an identification number or conduct and document weekly inspections. (see pages 5 and 8).

#### Households:

Households must manage their wastes that contain mercury as universal wastes. Households may self-transport their universal waste to their local transfer station or recycling center, and to retailers participating in collection programs to recycle mercury thermostats, mercury lamps, electronics, rechargeable and small sealed lead-acid batteries, and oil-based architectural paints.

## Types of Universal Waste Facilities

There are three types of universal waste facilities. They are distinct in their purpose and have different regulations applying to them. Their definitions and any special provisions are as follows.

### Central Accumulation Facility:

There are three types of central accumulation facilities:

- a facility where a generator consolidates its own universal wastes from the generators' various facilities;
- a licensed solid waste transfer station or town recycling center\* where generators may take their universal waste if agreed to by the host municipality; and
- a facility where less than 200 universal waste items are collected from a generator's site for which the facility provides a service function. Examples of this third category can be electrical contractors, cleaning companies or sign service companies.

If a central accumulation facility handles more than 5000 kg (approximately 11,000 pounds) of universal waste at a time or in any given month, it must obtain an EPA ID Number. Central Accumulation facilities that handle less than 5000 kg of universal waste must use the notification form in Appendix B to notify the Department of each type of universal waste they handle.

\*A Recycling Center is a facility that is owned by the city or town or is a publicly contracted facility. This type of facility receives, for accumulation, pre-separated and uncontaminated, paper, cardboard, glass, plastic, metal, and universal wastes. Unlike a Universal Waste Recycling Facility, a publicly owned or contracted Recycling Center does not dismantle items to reclaim or separate universal waste.

### Consolidation Facility:

A consolidation facility is a facility that collects and temporarily stores universal waste received from central accumulation facilities and/or generators while awaiting shipment to a Recycling Facility. This type of facility needs an EPA identification number (for information on how to obtain this number see page 6).

### Recycling Facilities:

A facility that dismantles universal wastes to recover, reclaim or separate hazardous components for reuse is regulated as a universal waste recycling facility. This type of facility must be licensed and meet the requirements of Chapter 854 and 856 of the Hazardous Waste Management Rules or be authorized by the State where it is located.

Note: Appendix A shows the proper flow of universal waste from the generator through Recycling Facility.

# Universal Waste Requirements

## General Requirements

1. **Universal Waste Determination:** Generators should determine if their wastes are hazardous waste and/or universal waste. For guidance on determining a hazardous waste see Chapter 851, Section 3A.

### Universal waste includes the following items:

- a. Batteries, including Nickel Cadmium, Metal Hydride, small sealed lead acid, Lithium, Mercuric Oxide, Zinc Air and Silver Oxide button batteries.  
Note: Vehicle batteries are NOT considered universal waste; these batteries can be recycled through the battery deposit system, or if leaking or not intact they should be managed as a regular hazardous waste.
- b. Cathode ray tubes, including video display components of televisions, computer monitors, and other display devices.
- c. Certain lamps containing mercury or lead, including fluorescent, high-intensity discharge, neon, mercury vapor, high-pressure sodium, and metal halide bulbs. (All mercury-containing lamps must be managed as universal waste regardless of the amount of mercury in the lamp.)
- d. Mercury devices including mercury thermometers, sphygmomanometers, and nonmotor vehicle mercury switches.
- e. Mercury thermostats including temperature control devices, which contain mercury.
- f. Motor vehicle mercury switches, including hood and truck light switches and ABS switches.
- g. Totally enclosed non-leaking polychlorinated biphenyl (PCB) ballasts.
- h. Limited quantities of oil-based architectural paint.

The battery types listed above may be managed in accordance with the Universal Waste rules described in this handbook, the labeling, tracking, and storage requirements of 40 CFR 273 as revised July 1, 2001, or in accordance with a Department sanctioned manufacturer take-back program.

2. **Prohibitions:** Generators, owners or operators of any central accumulation or consolidation facility and transporters of universal waste are prohibited from conducting the following activities:
  - a. Disposing of, diluting, or treating universal waste. **The intentional breaking of cathode ray tubes or lamps is considered a form of treatment and may only be conducted at an authorized or licensed recycling facility.**
  - b. Sending or transporting a universal waste to any facility other than a central accumulation facility, consolidation facility for universal waste, or a recycling facility for universal waste. Exception: Ballasts and residues from mercury spill kits may be sent to an approved hazardous waste disposal or treatment facility.
3. **EPA Identification (Generator ID) Number or Department Notification:** Generators that accumulate more than 200 items of universal waste or more than 4,000 motor vehicle mercury switches at any one time or in any given month must notify the Maine Department of Environmental Protection of the handling of universal waste and must obtain either an EPA Identification Number or a State Identification Number.

If the generation rate or accumulation of Universal Waste exceeds 40 tons of CRTs or 5000 Kg (11,000 pounds) of all other types, then an EPA Identification Number must be obtained. This requirement is intended as a registration provision and does not make other sections of the Hazardous Waste

Management Rules applicable unless they are otherwise applicable. Any facility that already has an EPA Identification Number for hazardous waste activities should use that same number for universal wastes, regardless of generation rate.

An EPA Identification Number may be obtained by submitting EPA Notification form 8700-12 to:

**Maine Department of Environmental Protection  
Bureau of Remediation and Waste Management  
Division of Materials Management  
17 State House Station  
Augusta, Maine 04333-0017**

A link to this form can be found at the Department's website under "Hazardous waste" and "Forms" at:

<http://www.maine.gov/dep/waste/hazardouswaste/index.html>

A State Identification Number may be obtained by completing the State Universal Waste Notification Form found in Appendix B of this Handbook. This form should be submitted to the address above.

## Storage and Record-keeping

Generators, central accumulation and consolidation facilities, and transporters of universal waste must comply with the requirements for the storage of universal waste in accordance with Chapter 858. These provisions are summarized below:

1. Universal waste must be stored in a secured area, which can be **locked** when not in use.
2. Universal waste storage areas must be designated by a clearly marked sign, which states "Universal Hazardous Waste Storage" **or** the type of waste being stored there, i.e. "Waste Cathode Ray Tube Storage", "Waste Lamp Storage", "Waste Mercury Device Storage", "Waste Mercury Thermostat Storage", "Waste Motor Vehicle Switch Storage", "Waste PCB Ballast Storage".
3. Store all universal waste in containers.
  - a. The containers must not show evidence of leakage, spillage or damage that could cause leakage under reasonably foreseeable conditions.
  - b. The containers **must be closed** when not in active use, structurally sound and compatible with the waste.
4. Each container must be labeled with the date you receive it on-site or first put universal waste in it. (This date is called the accumulation start date) **and** the date the container becomes full, if you wish to store universal wastes for more than 365 days. (See #6 below.)
5. Universal waste containers should be marked with the type of waste they contain, i.e. "Waste Cathode Ray Tubes", "Waste Lamps", "Waste Mercury Devices", "Waste Mercury Thermostats", "Waste Motor Vehicle Switches", and "Waste PCB Ballasts".



6. Universal wastes cannot be stored for more than **365** days from the date the waste is *first placed* in the container. However, there is an exception, which allows additional storage time where it is needed to fill a container of waste no larger than the following container sizes and the container is shipped **no more than 90 days** from the date the container is filled\*:
- Batteries: A container no larger than 30 gallons.
  - Cathode Ray Tubes: One Gaylord container, usually 24 CRT's will fit in one Gaylord.
  - Lamps: A container designed for no more than 190 lamps.
  - Mercury Thermostats: A container no larger than 30 gallons.
  - Mercury Devices: A container no larger than 55 gallons.
  - Motor Vehicle Mercury Switches: A container no larger than 5 gallons.
  - PCB Ballasts: A container no larger than 30 gallons.

\*Motor vehicle mercury switches must be shipped off at least every three years from when waste is first placed in the container regardless of whether the 5-gallon container is filled.

7. Universal waste must be stored so they **are not exposed** to the weather.
8. Universal waste must be packed in containers with packing materials adequate to prevent breakage during storage, handling, and transportation. The use of sectional or egg carton type of packing materials is suggested. The type and amount of packing materials should be adequate to prevent breakage during normal handling and shipping. Certain universal wastes are more fragile than others and will require more care in this regard. Other universal wastes are less fragile such as metal motor vehicle switches and are unlikely to break if placed in a container without packing material. A few motor vehicle switches are made of glass and do need packing material to protect them from breakage.



9. **Full** Universal waste containers must be sealed securely around box openings. **Any** universal waste containers must immediately be **sealed** if incidental breakage occurs. This is an extremely important provision to prevent any broken items from escaping the container, exposing the workers and contaminating the storage area and transportation vehicle. Wide tape with good adhesive properties and that is waterproof is a good choice for boxes. Duct tape often comes loose with time and is not a good choice for most situations.



10. Boxes of universal waste must not be stacked more than 5 feet high. This prevents crushing of items stored in boxes in the lower levels.
11. Universal waste storage areas must be inspected **weekly** and the inspection documented in a **written inspection log** (see Appendix D).

The log must include the following items:

- a. Name of the inspector.
- b. Date of the inspection.
- c. The condition of all waste containers.
- d. Description of any problem noted during the inspection and action taken to fix it.
- e. Generators must also maintain a record of the number and type of universal waste on site. (This item may be located somewhere other than the log.)

Small Universal Waste Generators are not required to meet the above weekly inspection requirements except for keeping track of the number and type of universal waste items on site. However, it is recommended that an inspection is conducted whenever waste is added to the universal waste area to reduce the potential for contamination or exposure to universal waste.

12. Universal waste containers must be stored to facilitate inspection of the container. The inspector shall be able to determine the accumulation start date, container full date, and the container's condition.
13. All releases of waste and residues resulting from spills or leaks of universal waste must, immediately, be contained and transferred into a container that meets the requirements of the Maine Hazardous Waste Management Rules.

Incidental breakage of ten (10) or fewer lamps or CRTs may still be handled as universal waste. Spills resulting from other than incidental breakage must be handled as hazardous waste in accordance with Chapter 850, Section 3A(13)(e)(viii). The total amount of broken lamps and CRTs in storage may exceed ten (10) items provided no breakage event exceeds the incidental limits. Incidental breakage should, however, be a rare occasion. If frequent breakage is occurring, the generator, facility, and transporter should review their handling procedures and packing materials and make adjustments to prevent breakage.

See Appendices G and H for suggested spill clean-up plans developed by the Department for use by small universal waste generators.

14. Central Accumulation and Consolidation Facilities must:
  - a. Maintain an inventory system that identifies the date and manifest or Uniform Bill of Lading number for each container or group of containers that is received at or shipped from the facility.
  - b. Mark each container of universal waste with the date the container arrived at the facility, or if universal waste items are added to another container for consolidation, the container must be marked with the date that the first waste item was placed into the container.

## Closure

When a central accumulation facility no longer handles universal wastes at a site, the owner or operator must ensure that all universal wastes and any associated residues are removed to a facility licensed to handle the waste and provide notice to DEP within 10 days of ceasing acceptance of UW. When a consolidation facility no longer handles universal wastes, the owner or operator must conduct closure in accordance with Chapter 851, Section 11. The intent of these provisions is to ensure the site is free of hazardous waste contamination.

## Training

Generators, owners or operators of any central accumulation or consolidation facility and transporters of universal waste must comply with the following requirements for training:

1. Train all employees and contractors who handle or have responsibility for managing universal waste on proper handling and emergency procedures.\*
2. Documentation of the training must be maintained at the facility\*\* for a minimum of three years from the date the facility first receives or ships universal waste, or for the length of employment, whichever is longer. This documentation must include the name of the employee or contractor receiving the training, the date of the training, and the information covered during the training.

\*Training may be provided by any qualified individual such as the generator, central accumulation or consolidation facility personnel, the State DEP or a private consultant.

\*\***Instate small universal waste generators and instate central accumulation facilities** may have their training records maintained by the **instate** consolidator provided the **instate** consolidator meets the above requirements.

## Shipping

Generators, owners or operators of any central accumulation or consolidation facility and transporters of universal waste must comply with the requirements for the shipping of universal waste as follows:

1. The universal waste must be whole, intact, and unbroken.
2. The universal waste must be in proper packaging that includes closed containers that are compatible with the type and amount of universal waste being shipped. Packages must also meet the U.S. Department of Transportation standards in 49 CFR 171-180, if applicable.
3. A Maine Recyclable Material Uniform Bill of Lading, a.k.a. "UBOL" (Appendix I) or Uniform Hazardous Waste Manifest must accompany the universal waste. Copies of these documents must be submitted to the Department. The Department on a case by case basis may approve alternative shipping documents for use. Appendices J and K contain information helpful in completing the Recyclable Material Uniform Bill of Lading.

Small Universal Waste Generators, Generator-owned Central Accumulation Facilities and Municipal-owned Transfer/Recycling Facilities may use a log system of tracking (see Appendix C) instead of a manifest or UBOL. This is allowed for movement of universal waste: (1) from the generator to the central accumulation facility, and (2) from the central accumulation facility or the municipal-owned transfer/recycling facility to the consolidation facility. The consolidation facility must utilize either a UBOL or manifest for movements of these wastes from the consolidation facility to the recycling facility. The log system of tracking is allowed as long as the following requirements are met:

- a. For a Small Universal Waste Generator:
  - i. The waste is sent to an **in-state** central accumulation or **in-state** consolidation facility.
  - ii. The required information must be recorded on the log sheet upon arrival at the central accumulation facility. If the Small Generator is maintaining their own log, only part 2A is needed.
  - iii. The consolidation facility must submit the required **quarterly** universal waste report (see Appendices E and F) to the Department on time.\*

- b. For Central Accumulation Facilities (Includes company-owned and municipal):
- i. The waste is sent to an **in-state** consolidation facility.
  - ii. The universal waste information is recorded on the log sheet. Company-owned Central Accumulation Facilities must use Log Forms Part 1 and Part 2A. Transfer Station/Recycling Centers (Municipal) must use Log Forms Part 1 and Part 2B.
  - iii. The log sheet accompanies the waste to the **in-state** consolidation facility, and the consolidator submits the **quarterly** universal waste report (see Appendices E and F) to the Department on time.\*
- Or:**
- iv. The waste is sent to a consolidation facility or recycling facility on a UBOLO or manifest and the logs are submitted with the Department's copy of the shipping document.

The **log sheet** completed by the small universal waste generator and the central accumulation facility must contain the following information:

- i. Name, address and telephone number of the generator. (If from a household enter "Household Generator" instead of name, address and telephone number.)
- ii. Date of delivery to the facility.
- iii. Type and quantity of universal waste.

\* Note: an arrangement must be made with the consolidation facility before collection begins to ensure that the consolidation facility will carry through on this requirement.

- c. For a Consolidation Facility that is receiving universal waste on a log system of tracking:
- i. The waste is sent to a recycling facility, except for ballasts and mercury spill kits
  - ii. The log sheets are accurate and complete.
  - iii. A **quarterly** universal waste report (see Appendices E and F for sample forms - also available on the Department's website) is submitted to the Department for all universal wastes received during that quarter. Quarters are calendar year quarters (i.e.: January -March, April - June, July - September, October - December). The quarterly reports are due within 30 days of the end of the quarter.

If shipping universal waste out of or into the country, shippers must meet the export and import requirements, if applicable, contained in Chapter 857, Section 7D.

Not all states recognize Maine's universal wastes as universal wastes in their states. Certain states may require PCB ballasts and/or certain other Maine universal wastes to be transported on a hazardous waste manifest rather than a UBOLO. Consult with your transporter or designated facility to see if this applies.

For example: When shipping PCB Ballasts to a recycling facility in Massachusetts they must be shipped on a hazardous waste manifest. PCB Ballasts are currently a state-regulated hazardous waste in Massachusetts and will need to be identified with the State Waste Code of MA02 as well as the Maine Universal Waste Code of MRM002

## Records Retention and Reporting Requirements

1. Generators, central accumulation facilities, and consolidation facilities must retain the following documents and paperwork at the facility:

- a. Inspection logs must be kept for one (1) year from the date of shipment or receipt of universal waste.
  - b. Training documentation must be kept for at least three (3) years from the date of shipment, receipt of universal waste or length of employment whichever is longer.\*\*
  - c. Bills of Lading, manifests and log forms must be kept for at least three (3) years from the date of shipment or receipt of universal waste.
2. Generators that handle hazardous wastes other than universal wastes on the site of generation must report annually to the Department in accordance with the provisions of Chapter 854, Section 6C(11).

\*\*In-state small universal waste generators and in-state central accumulation facilities may have records (b) and (d) above maintained by the in-state consolidator provided the in-state consolidator meets the above requirements.

## Transporters

Transporters of universal waste must meet the transporting requirements in accordance with Chapter 853, Section 11:

1. The following persons may transport universal waste:
  - a. A licensed hazardous waste transporter.
  - b. A common carrier.
  - c. A universal waste generator transporting his or her own universal waste.
  - d. An owner or operator of a central accumulation facility.
  - e. An owner or operator of a consolidation facility.
2. Universal waste must be transported to a facility authorized to handle the waste under a state program and which is a defined universal waste facility and in accordance with the following guidance:

Transporters may only ship universal waste from:

- a. A generator **to** a central accumulation facility, consolidation facility, or recycling facility.
  - b. A central accumulation facility **to** a consolidation facility or recycling facility.
  - c. A consolidation facility **to** recycling facility.
3. Transporters must meet all of the requirements of Chapter 853, Section 11, of the Hazardous Waste Management Rules, including the minimum \$1,000,000 of liability insurance. Note: Small quantity generators transporting their own universal waste, and municipalities, state and federal governments are exempt from the insurance requirement. These rules include provisions for having a spill kit, spill response plan, and for training drivers in the implementation of the plan.

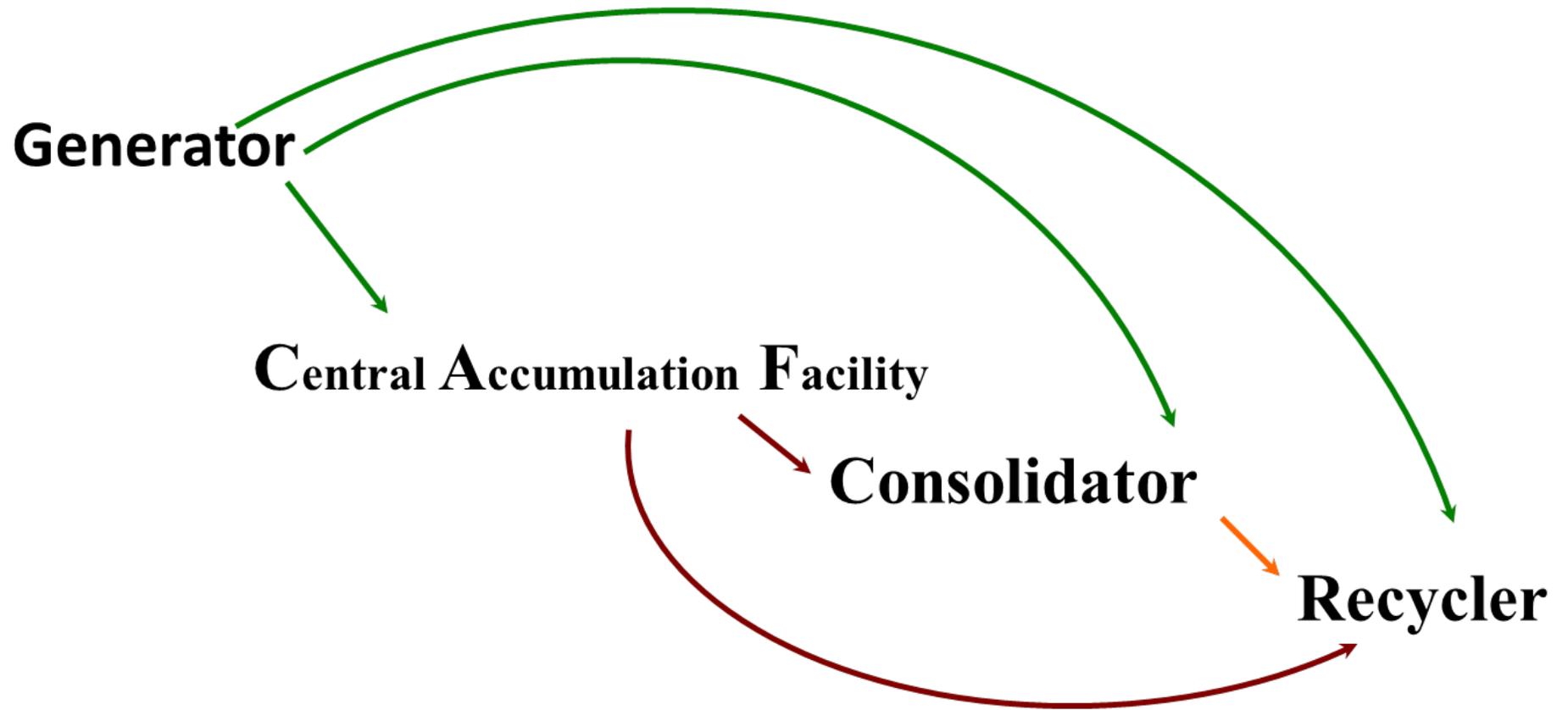
**Any person involved in the transportation of universal waste should consult Chapter 853, Section 11, before transporting universal wastes (see Appendix L).**

## Universal Waste Collection Programs Manufacturer Takeback (Product Stewardship) Programs

The Department can approve alternatives to the universal waste handling requirements described in this guidance document for “manufacturer takeback” programs. Currently, there are six (6) Department sanctioned take-back programs in Maine.

1. The Thermostat Recycling Corporation pays \$5 each for **mercury thermostats** returned through HVAC wholesalers and participating retailers. See <http://www.maine.gov/dep/mercury/hgthermo.html> for more information on this program and the participating locations.
2. The Rechargeable Battery Recycling Corporation takes back Nickel Cadmium, Nickel Metal Hydride, Lithium-Ion and small sealed lead acid **rechargeable batteries**. These items are collected at participating retail stores, businesses and governmental agencies. See <http://maine.gov/dep/waste/recycle/battery.html> for more information on this program and a directory of participating locations.
3. The Automobile Manufacturers take back **mercury switches from motor vehicles** when they are dismantled. There are two separate programs, one for passenger vehicles including pickup trucks and one for medium and heavy-duty trucks.
  - a. Passenger Vehicle Program. In Maine, automobile companies pay for the collection and recycling of mercury switches. Auto dismantlers can sign up with the End of Life Vehicle Solutions (ELVS) program to receive a free collection bucket and \$4 for each switch collected.. Go to <http://maine.gov/dep/waste/motorvehiclerecycling/documents/auto-switch-non-participant-outreach1-2017.pdf> for more information.
  - b. Medium and Heavy Truck Program. The Truck Manufacturers Association on behalf of their members operates the truck program. The White & Bradstreet facility in Augusta serves as the consolidation facility for this program. Dismantlers of medium and heavy-duty trucks can take their mercury switches along with their log sheets to the White & Bradstreet facility and receive a \$4 bounty per switch.
4. **E-waste Program.** The Electronics Manufacturers' Take Back Program takes televisions, computer monitors, desktop printers, game consoles, e-readers, and tablets from households, K-12 schools, and businesses (for profit & non-profit) with 100 or fewer employees. See <http://www.maine.gov/dep/waste/ewaste/index.html> for more information on this program.
5. **Mercury-added lamp (fluorescent light bulb) program.** Go to <http://maine.gov/dep/waste/productstewardship/manufacturersprogram.html> for information on the free recycling program for all types of fluorescent light bulbs from households only.
6. **Architectural paint recycling program.** This program offers free recycling of interior and exterior architectural coatings (both latex and oil-based) sold in containers of 5 gallons or less that is unused but intended for painting components of houses or other buildings. There are convenient drop-off locations across the state, and the program offers a large volume pick-up service to help contractors clean out stockpiles of old paint. Go to <http://maine.gov/dep/waste/productstewardship/paint.html> for more information.

# Universal Waste Flow Chart





## Universal Waste Log Form

### Part 1

Maine or EPA ID:   M  E   \_\_\_\_\_

Central Accumulation Facility Name or Transfer Station/Recycling Center Name:

\_\_\_\_\_

Physical Location:

\_\_\_\_\_

Street

\_\_\_\_\_

Street (cont.)

\_\_\_\_\_

City/Town

State

Zip Code

Mailing Address:

Same as above.

\_\_\_\_\_

Street

\_\_\_\_\_

Street (cont.)

\_\_\_\_\_

City/Town

State

Zip Code

Contact Person:

\_\_\_\_\_

Name

Job Title

**Appendix C - continued**

Universal Waste Log Form (Part 2A - for Generator and Generator-owned Central Accumulation Facility)

Facility Name: \_\_\_\_\_

EPA/State ID number: \_\_\_\_\_

Business Name	Business Address/Phone	Date Received	Waste Type Code <sup>1</sup>	# of UW Items <sup>2</sup>	Lamp Size (2',4',8") or type (U tube)	Battery Type <sup>3</sup>	CRT/FPD Type <sup>4</sup>
1.							
2.							
3.							
4.							
5.							
6.							
7.							
8.							
9.							
10.							

<sup>1</sup>**Waste Type Codes:**

- Battery = BT
- Cathode Ray Tubes = CR
- Lamps = H
- Mercury-containing Thermostat = TH
- PCB Ballast = PC
- Mercury Devices (including mercury thermometers) = MD
- Motor Vehicle Mercury Switches = MS
- Flat Panel Display = FPD
- Electronic Devices (including circuit boards) = ED

<sup>2</sup>**# of Universal Waste Items:**

Total individual number of items, i.e.: individual lamps, CRTs, thermostats, batteries, PCB ballasts.

<sup>3</sup>**Battery Type:**

Lithium = Li, Mercuric Oxide = HgO, Nickel Cadmium = NiCd, Nickel Metal Hydride = NiMH, Silver Oxide = AgO

<sup>4</sup>**CRT Type:**

Computer or Television

**Central Accumulation Facilities Must Attach Part 1**

Date of Shipment: \_\_\_\_\_ Signature and Name of Receiving Facility: \_\_\_\_\_

**Appendix C - continued**

**Universal Waste Log Form (Part 2B - for Transfer Station/Recycling Center)**

11/10/11

Facility Name: \_\_\_\_\_ EPA/State ID number: \_\_\_\_\_

Household (HH) or Business Name	Business Address/Phone (Not needed for households)	Date Received	Waste Type Code <sup>1</sup>	# of UW Items <sup>2</sup>
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				

**<sup>1</sup>Waste Type Codes:**

- Battery = BT
- Lamps = H
- Cathode Ray Tubes = CR
- Flat Panel Display = FP
- Other Electronic Devices = ED
- PCB Ballast = PC
- Motor Vehicle Mercury Switches = MS
- Mercury-containing Thermostat = TH
- Other Mercury Devices (including mercury thermometers) = MD

**<sup>2</sup># of Universal Waste Items:**

Total individual number of items,  
i.e.: individual lamps, CRTs, thermostats, batteries, PCB ballasts etc.

**Transfer Station/Recycling Centers Must Attach Part 1. (Unless UBOL is Attached)**

Date of Shipment: \_\_\_\_\_ Signature and Name of Receiving Facility: \_\_\_\_\_

**Appendix D**

**WEEKLY INSPECTION CHECKLIST FOR UNIVERSAL WASTE STORAGE AREAS**

**DATE:** \_\_\_\_\_ **TIME:** \_\_\_\_\_

**INSPECTOR:** \_\_\_\_\_

OBSERVATION	YES	NO
ARE ANY CONTAINERS OF WASTE OPEN?		
DO ALL CONTAINERS HAVE A UNIVERSAL WASTE LABEL?		
DO YOU HAVE ACCESS TO EACH CONTAINER AND CAN YOU READ THE LABEL?		
IS EACH CONTAINER MARKED WITH THE DATE ACCUMULATION BEGAN?		
ARE ANY OF THE ACCUMULATION START DATES OVER 365 DAYS OLD?		
IS THE FULL DATE MARKED ON ALL FULL CONTAINERS?		
IS THE FULL DATE MORE THAN 90 DAYS OLD?		
CONTAINERS SHIPPED OFF WITHIN 365 DAYS OF START DATE OR 90 DAYS FROM FULL DATE, WHICHEVER IS LONGER??		
ARE THE CONTAINERS IN GOOD CONDITION AND INTACT?		
WAS THE STORAGE AREA LOCKED WHEN YOU ARRIVED?		
WHAT IS THE TOTAL NUMBER OF UNIVERSAL WASTE ITEMS IN THE STORAGE AREA?		

PROBLEMS:

REFERRAL TO:	
FOLLOW UP:	
ALL PROBLEMS CORRECTED	(DATE)    -    -

## Quarterly Universal Waste Report Instructions

The quarterly universal waste report form is **for use by in-state consolidators** that are taking universal waste via a log system of tracking from instate small universal waste generators and/or from instate central accumulation facilities. This form will take the place of Uniform Bills of Lading (UBOL) for movement of waste to the instate consolidator's facility from these two types of facilities. All outgoing shipments from the consolidator's facility must be on either a UBOL or Hazardous Waste Manifest. **As an alternative to Forms A & B, a consolidator may use the *Quarterly Report Alternative Form A & B* contained in Appendix F.**

The quarterly universal waste report should be filled out according to the following guidance:

1. The Consolidation Facility should complete Form A.
2. Identify all generators and Central Accumulation Facilities that shipped universal waste using a log to your facility during the reporting quarter.
3. Complete Form B for each generator or Form C for each central accumulation facility identified in step 2.
4. The Consolidation Facility can either submit a copy of the generator's/central accumulation facility's Log Form – Parts 1 & 2 or submit Form D summarizing the waste received from each generator/central accumulation facility identified on Form B and C above. The consolidator may list all universal waste from “**Household Generators**” on a single Form D.
5. If a Central Accumulation Facility or Transfer Station/Recycling Center chooses to use a Universal Waste Log Form (Appendix C) to accept universal waste but their Consolidation Facility is not willing to submit quarterly universal waste reports, the Central Accumulation or Transfer facility must ship waste to the Consolidation Facility using a UBOL or manifest and must attach a copy of the Log Form to the State's copy of the UBOL or manifest. As an alternative to the log form, the Quarterly Report Form contained in Appendix E can be attached to the UBOL or manifest.
6. Submit all completed forms to:

**Maine Department of Environmental Protection  
Bureau of Remediation and Waste Management  
Division of Materials Management  
17 State House Station  
Augusta, Maine 04333-0017  
Attn: Hazardous Waste Manifest Section**

Appendix E - continued

## Quarterly Universal Waste Report Form A

Report covers period: From: \_\_\_/\_\_\_/\_\_\_\_ To: \_\_\_/\_\_\_/\_\_\_\_

EPA ID \_\_\_\_\_

**Consolidation Facility Name:**

\_\_\_\_\_

**Consolidation Facility Location:**

\_\_\_\_\_

Street

\_\_\_\_\_

Street (cont.)

\_\_\_\_\_

City/Town

State

Zip Code

**Consolidation Facility Mailing Address:**      \_\_\_ Same as above.

\_\_\_\_\_

Street

\_\_\_\_\_

Street (cont.)

\_\_\_\_\_

City/Town

State

Zip Code

**Contact Person:**

\_\_\_\_\_

Name

Job Title

## Quarterly Universal Waste Report Form B

Report covers period: From: \_\_\_/\_\_\_/\_\_\_\_ To: \_\_\_/\_\_\_/\_\_\_\_

EPA ID \_\_\_\_\_

**Generator Name:**

\_\_\_\_\_

**Generator Location:**

\_\_\_\_\_

Street

\_\_\_\_\_

Street (cont.)

\_\_\_\_\_

City/Town

State

Zip Code

**Generator Mailing Address:**     \_\_\_ Same as above.

\_\_\_\_\_

Street

\_\_\_\_\_

Street (cont.)

\_\_\_\_\_

City/Town

State

Zip Code

**Contact Person:**

\_\_\_\_\_

Name

Job Title

Appendix E - continued

## Quarterly Universal Waste Report Form C

Report covers period: From: \_\_\_/\_\_\_/\_\_\_ To: \_\_\_/\_\_\_/\_\_\_

Maine or EPA ID \_\_\_\_\_

**Central Accumulation Facility Name:**

\_\_\_\_\_

**Central Accumulation Facility Location:**

\_\_\_\_\_

Street

\_\_\_\_\_

Street (cont.)

\_\_\_\_\_

City/Town

State

Zip Code

**Central Accumulation Facility Mailing Address:**      \_\_\_ Same as above.

\_\_\_\_\_

Street

\_\_\_\_\_

Street (cont.)

\_\_\_\_\_

City/Town

State

Zip Code

**Contact Person:**

\_\_\_\_\_

Name

Job Title

**Appendix E - continued**

Quarterly Universal Waste Report  
Form D

Report covers period: From: \_\_\_\_/\_\_\_\_/\_\_\_\_ To: \_\_\_\_/\_\_\_\_/\_\_\_\_

Generator/Central Accumulation Facility Name: \_\_\_\_\_

Waste Type Code <sup>1</sup>	Lamp Size (2',4',8') or type (U tube)	Battery Type <sup>3</sup>	CRT/FPD Type <sup>4</sup>	# of UW Items <sup>2</sup>	Date Received	Comments
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						

**<sup>1</sup>Waste Type Codes:**

- Battery = BT
- Cathode Ray Tubes = CR
- Electronic Devices, including circuit boards = ED
- Lamps = H
- Mercury-containing Thermostat = TH
- PCB Ballast = PC
- Mercury Device (including mercury thermometers) = MD
- Motor Vehicle Mercury Switches = MS
- Flat Panel Display = FPD
- Electronic Devices (including circuit boards) = ED

**<sup>2</sup> # of Universal Waste Items:**

Total individual number of items, i.e.: individual lamps, CRTs, thermostats, batteries, PCB ballasts.

**<sup>3</sup>Battery Type:**

Lithium = Li, Mercuric Oxide = HgO, Nickel Cadmium = NiCd, Nickel Metal Hydride = NiMH, Silver Oxide = AgO

**<sup>4</sup>CRT Type:**

Computer or Television

**Appendix F**

**Quarterly Report Alternative Form A & B**

This report format is now available on the web at:

<http://www.maine.gov/dep/waste/hazardouswaste/index.html#uwapp>

<b>QUARTERLY UNIVERSAL WASTE REPORT</b>			
Year:		Quarter:	
Central Accumulation Facility: Maine Central Accumulation Facility ID #:			
Address:			
Mailing Address:			
Phone:			
Fax:			
Contact Person:			
Generator Name:			
Location:			
Mailing Address:			
Date Rec'd	Waste Type Code	Quantity	Description
Generator Name:			
Location:			
Mailing Address:			
Date Rec'd	Waste Type Code	Quantity	Description
Generator Name:			
Location:			
Mailing Address:			
Date Rec'd	Waste Type Code	Quantity	Description

**Appendix F - continued**

Central Accumulation Facility:  
 Maine Central Accumulation Facility ID #:  
 Year:

<b>Generator Name:</b>			
Location:			
Mailing Address:			
Date Rec'd	Waste Type Code	Quantity	Description

<b>Generator Name:</b>			
Location:			
Mailing Address:			
Date Rec'd	Waste Type Code	Quantity	Description

<b>Generator Name:</b>			
Location:			
Mailing Address:			
Date Rec'd	Waste Type Code	Quantity	Description

**Appendix F - continued**

**Completed Example of the Alternative Quarterly Report**

This report format is now available on the web at:

<http://www.maine.gov/dep/waste/hazardouswaste/index.html#uwapp>

QUARTERLY UNIVERSAL WASTE REPORT			
<b>Year:</b> 2017		<b>Quarter:</b> July thru September	
<b>Central Accumulation Facility:</b>		Universal Wastes We Be Company	
<b>Maine Central Accumulation Facility ID #:</b>		123-45-678 ME	
<b>Address:</b>		32 Mercury Boulevard	
<b>Mailing Address:</b>		PO Box 1	
<b>Phone:</b>		156-9895	
<b>Fax:</b>		156-9896	
<b>Contact Person:</b>		Wiggley Quiggley	
<b>Generator Name:</b>		Charlie's Convenience Store	
<b>Location:</b>		53 Pretzel Street	
		Pepsi Plantation	
<b>Mailing Address:</b>		same	
<b>Date Rec'd</b>	<b>Waste Type Code</b>	<b>Quantity</b>	<b>Description</b>
9/12/2002	H	6	8' fluorescent lamps
9/12/2002	CRT	1	Computer Monitor
<b>Generator Name:</b>			
<b>Location:</b>			
<b>Mailing Address:</b>			
<b>Date Rec'd</b>	<b>Waste Type Code</b>	<b>Quantity</b>	<b>Description</b>

**Appendix F - continued**

<b>Generator Name:</b>			
<b>Location:</b>			
<b>Mailing Address:</b>			
<b>Date Rec'd</b>	<b>Waste Type Code</b>	<b>Quantity</b>	<b>Description</b>
<b>Generator Name:</b>			
<b>Location:</b>			
<b>Mailing Address:</b>			
<b>Date Rec'd</b>	<b>Waste Type Code</b>	<b>Quantity</b>	<b>Description</b>
<b>Generator Name:</b>			
<b>Location:</b>			
<b>Mailing Address:</b>			
<b>Date Rec'd</b>	<b>Waste Type Code</b>	<b>Quantity</b>	<b>Description</b>

## Small Universal Waste Generator Cleanup Plan

### CAUTION!

Spills and releases of universal waste can be hazardous to your health.

If you do not feel confident with your ability to safely clean up a discharge of universal waste, it is recommended that you hire a professional environmental contractor to conduct the cleanup.

### Reporting Requirements:

Report spills/discharges of universal wastes to the Department's spill hotline at **1-800-452-4664**. The exception, you **do not** need to report spills/discharges of the following:

**Cathode ray tubes:** Incidental spills/releases of ten (10) or fewer CRTs.

**Lamps:** Incidental spills/releases of ten (10) or fewer lamps.

**All spills/discharges from batteries, mercury-containing thermostats, mercury devices, motor vehicle mercury switches and PCB ballasts must be reported immediately.**

The following procedures can be used to clean up universal wastes:

- Always wear safety glasses and disposable rubber gloves when cleaning universal waste spills. All items (i.e. brooms, shovels, scoops, tape, gloves, sponges, rags...) used to clean up universal waste spills should be considered contaminated and must be decontaminated or treated as waste.
- Thoroughly wash your hands and face after cleaning up any universal waste spills.

For spills or releases that **do not** require reporting:

- place the broken universal waste item(s) in an appropriate container i.e. sealable plastic bag or sealable plastic or metal container;
- scoop or wipe up as much of the discharged material as possible and place the rags and any other clean-up equipment in the container;
- wipe the spill area thoroughly with a wet sponge. For **mercury lamps**, it is recommended that you go over the area with masking tape to pick up small particles of mercury. Place sponge, tape, and/or rags in an appropriate container;
- seal the container(s) and store as universal waste.
- if the spill occurred on a carpet or other permeable surface it may be necessary to remove the flooring to prevent continued exposure to universal waste. This debris should be considered contaminated and treated as hazardous waste.

For spills or releases that **require** reporting:

- Follow the same instructions as above, except the waste must be managed as a hazardous waste instead of as a universal waste.

## Small Universal Waste Generator Cleanup Plan (cont.)

### Special Precautions for Mercury Spills:

- **For All Mercury-Containing Spills:** When a mercury spill occurs, the immediate area should be blocked off to prevent any accidental tracking of the mercury. The heat should be reduced and cooling and ventilation increased in the spill area. There are clean-up kits on the market that can be purchased if you are handling any mercury items. You may also put your own kit together.
- **Avoid skin contact with mercury or surfaces that have been contaminated with mercury and make sure to remove all jewelry that may come in contact with the mercury.**
- **Do not use a vacuum to clean up mercury or lead spills.**

The use of a vacuum on a mercury or lead-containing universal waste spill will cause mercury and lead dust to be dispersed into the air or will cause the liquid mercury to stick to the metal parts in the vacuum motor. This will allow the mercury and lead to be discharged every time the vacuum is used. This poses a serious health problem and should be avoided. In addition, the vacuum will have to be decontaminated or discarded due to mercury contamination.

**Special vacuums are available from environmental contractors that may be used on a mercury spill.**

- **For Spills of Liquid Mercury**  
Due to the need for specialized equipment and testing of the contaminated area, it is recommended that a professional environmental contractor is hired for all liquid mercury spills.

**This spill clean-up plan is offered as an aid for the smaller universal waste generators. Other generators may also utilize this plan if it is helpful to them.**

### Architectural Paint Clean-Up Plan for PaintCare Collection Sites

**Spills** - The information in this section will assist with spills from damaged or leaking Program containers. It is important that all Drop-Off Site staff understand corrective actions to minimize exposure to people or the environment.

- Collection Bins should be kept in a clean, accessible area. Clean up any spill or release of Program Product immediately and place spill residue in a sealed container (you may use the PaintCare provided spill kit container for this).
- Label the sealed container “Waste Paint - paint spill waste”, and place sealed container in a Collection Bin.
- Contact the Hauler or PaintCare to replenish spill kit materials as needed.

**Reporting** - Report any spill or release of ten (10) gallons or more of oil-based Program Product outside of primary containment.

- Immediately call the Maine Emergency Response System at (800) 452-4664.
- Report the spill/release within 15 days using the Hazardous Waste & Hazardous Material Spill or Discharge Report Form available at:  
<http://www.maine.gov/dep/waste/hazardouswaste/documents/hazhandmaterialspillbook.pdf>.
- Contact PaintCare within 24 hours of making such a report.

**Spill Kits** - PaintCare provides each Drop-Off Site with a spill kit containing: latex gloves, safety glasses, absorbent, and plastic bags.

- Any material used should be replaced immediately. Contact your assigned hauler for replacement items.

**Spill Response Procedures** - If a spill is less than 10 gallons and small enough to be managed by Drop-Off Site staff, follow these steps:

- Isolate the area and restrict access to the spill
- Ensure personal safety, put on protective gear (glasses and gloves) provided in the spill kit
- Stop the movement of paint by placing the leaking container upright or in a position where the least amount will spill, and place leaking container in plastic bags provided in spill kit, or into the spill kit container
- Contain the spill by placing absorbent pads or granular absorbent around and on the spill – if outdoors, place barriers around storm drains to prevent a release to the environment
- Collect the contaminated absorbent material and place it in a plastic bag(s) or spill kit container, along with the leaking container and contaminated PPE, seal the bag(s) and place in the Collection Bin
- Remove any clothing that may be contaminated, wash thoroughly to remove spilled material from your hands or body
- Replace any used spill control supplies
- Document the date, location and amount and type of material spilled, and retain this record for a minimum of 3 years.

If the spill is 10 gallons or greater, or cannot be managed by Drop-Off Site staff, contact a licensed hazardous waste contractor for clean-up assistance.

Appendix I



**STATE OF MAINE**  
**DEPARTMENT OF ENVIRONMENTAL PROTECTION**  
 Hazardous Waste Manifest Section, 17 State House Station, Augusta, ME 04333-0017  
 MAINE RECYCLABLE MATERIAL



PLEASE PRINT OR TYPE (FORM DESIGNED FOR USE ON ELITE (12PITCH) TYPEWRITER)

FOR SPILL WITHIN MAINE CONTACT DEP. OIL AND HAZARDOUS MATERIALS CONTROL AT 1-800-482-0777

<b>UNIFORM BILL OF LADING</b>	1. GENERATOR'S US EPA ID NUMBER	2. Page 1 of ____	A. State Document Number <b>MER</b>		
3. Generator's Name and Site Address			B. Generator's Mailing Address (if different)		
4. Generator's Phone ( )			C. Carrier's Phone		
5. Carrier 1 Company Name			D. Carrier's Phone		
6. Carrier 2 Company Name			E. Facility Mailing Address		
7. Designated Facility Name & Site Address			F. Facility's Phone ( )		
8. US DOT Description <small>(including proper shipping name, hazard class &amp; UN/NA if a DOT hazardous material, or specify that a non-DOT regulated material)</small>		9. Containers <small>No. Type</small>	10. Number of Items	11. Unit	12. Waste Code
a.					MR
b.					MR
c.					MR
d.					MR
G. Additional Descriptions for Materials Listed Above					
a.		c.			
b.		d.			
13. Emergency Response/ Special Handling Instructions and Additional Information					
14. GENERATOR'S CERTIFICATION: I certify that all parts of the recyclable materials referenced in the above shipping document including the mercury and lead will be recycled, i.e. used, or reclaimed as defined in Chapter 856, Section 11A(5). I hereby declare that the contents of this consignment are fully and accurately described above, and are classified, packaged, marked and labeled/placarded, and are in all respects in proper condition for transport according to state regulations and international and national regulations if applicable.					
Printed/Typed Name		Signature		MM / DD / YY	
15. Carrier 1 Acknowledgment of Receipt of Materials Printed/Typed Name		Signature		MM / DD / YY	
16. Carrier 2 Acknowledgment of Receipt of Materials Printed/Typed Name		Signature		MM / DD / YY	
17. Discrepancy Indication Space					
18. Facility Owner/Operator: Certification of receipt of recyclable materials covered by this Bill of Lading except as noted in item 17.					
Printed/Typed Name		Signature		MM / DD / YY	

MER

DESTINATION STATE - MAILED BY RECYCLING FACILITY

# Appendix I - continued

STATE OF MAINE DEPARTMENT OF ENVIRONMENTAL PROTECTION HAZARDOUS WASTE MANIFEST SECTION  
INSTRUCTIONS  
FOR COMPLETING THE MAINE UNIFORM BILL OF LADING  
IMPORTANT: READ ALL INSTRUCTIONS BEFORE COMPLETING THIS FORM ALL 8 COPIES MUST BE LEGIBLE

**GENERAL INFORMATION**

The Uniform Bill of Lading (UBOL) is designed to track Universal Waste and Maine Recyclable Material from the point of generation to final destination for recycling ("cradle to grave"). In order to accomplish this goal, it is essential that all items in the UBOL be completed correctly. Incomplete, incorrect or illegible UBOLs, are violations of the law and could subject you to civil or criminal liabilities as specified in Maine's Hazardous Waste Management Rules and the Maine Hazardous Waste, Septage and Solid Waste Management Act.

The Maine UBOL contains 8 copies. ALL COPIES MUST BE LEGIBLE! (Illegible copies submitted to the State will be returned to the generator for proper completion.) This form is designed for use on a 12 pitch (elite) typewriter. A firm ballpoint pen may also be used only if you press down HARD. The eight copies must be filed with the appropriate parties as they are completed.

**COPY DISTRIBUTION**

- COPY 1: DESTINATION STATE - MAILED BY RECYCLING FACILITY: This original stays with the shipment from generation to completion by the Recycling Facility. When the UBOL is completed the recycling facility must mail this copy to the State where its facility is located.
- COPY 2: GENERATOR STATE - MAILED BY RECYCLING FACILITY: When the recycling facility has completed its section of the UBOL, it mails this copy to the State where the waste was generated.
- COPY 3: GENERATOR - MAILED BY RECYCLING FACILITY: When the recycling facility has completed its section of the UBOL, it mails this copy back to the Generator of the material, who must retain it on site for his/her records.
- COPY 4: RECYCLING FACILITY COPY (RETAINED FOR RECORDS): When the recycling facility has completed its portion of the UBOL, it keeps this copy for its records.
- COPY 5: CARRIER COPY (RETAINED BY CARRIER): When the Carrier has completed its section of the UBOL, and transfers the material to the Recycling Facility, the Carrier keeps this copy for its records. NOTE: If a CONTINUING TRANSPORTER is used, the generator is responsible for supplying the transporter with a legible photocopy of the UBOL, which must contain signatures where required.
- COPY 6: DESTINATION STATE - MAILED BY GENERATOR: When the Generator has completed its section of the UBOL and transfers the material to the Carrier, the Generator mails this copy to the State where the Recycling Facility is located.
- COPY 7: GENERATOR STATE - MAILED BY GENERATOR: When the Generator has completed its section of the UBOL and transfers the material to the Carrier, the Generator mails this copy to the State where the material was generated.
- COPY 8: GENERATOR COPY (RETAINED BY GENERATOR): When the Generator has completed its section of the UBOL and transfers the material to the Carrier, the Generator keeps this copy for its records.

**GENERATOR SECTION**

- Item 1: GENERATOR'S US EPA ID NUMBER - Enter the US EPA 12 digit identification number or the State-assigned identification number. Small universal waste generators should enter the number MEX020000000. UNLESS they already have an EPA ID Number in which case that number should be used.
- Item 2: Page 1 of \_\_\_ - Enter the total number of pages used to complete the UBOL, i.e. the first form plus the number of continuation sheets, if any.
- Item A: STATE DOCUMENT NUMBER - Number preprinted by Maine except on the continuation sheets. Enter this number on each of the continuation sheets attached to or a part of a UBOL.
- Item 3: GENERATOR'S NAME AND SITE ADDRESS - Enter the name (as notified to EPA) and site address of the Generator.
- Item 4: GENERATOR'S PHONE NUMBER - Enter a telephone number with the area code where an authorized agent of the Generator can be reached.
- Item B: GENERATOR MAILING ADDRESS - Enter the mailing address of the Generator. If the site and mailing address are the same, enter 'Same' in this block.
- Item 5: CARRIER 1 COMPANY NAME - Enter the company name of the first transporter who will transport the material. If the transporter has an US EPA ID number, enter it beside the company name.
- Item C: CARRIER'S PHONE - Enter a telephone number with area code where an authorized agent of the carrier can be contacted.
- Item 6: If applicable, enter the company name of the second transporter who will transport the material. If the transporter has an US EPA ID number, enter it beside the company name. If more than 2 carriers will be used, use a continuation sheet & list the carriers in the order they will be transporting the material.
- Item D: CARRIER'S PHONE - If applicable, enter a telephone number with area code where an authorized agent of Carrier 2 can be contacted.
- Item 7: DESIGNATED FACILITY NAME & SITE ADDRESS - Enter the company name (as notified to EPA) of the facility designated to receive the material listed on the UBOL. The address must be the site address, which may differ from the mailing address.
- Item E: FACILITY MAILING ADDRESS - Enter mailing address if different from the site address.
- Item F: Enter a telephone number with area code for the facility designated to receive the material listed on the UBOL.
- Item 8: US DOT DESCRIPTION - If the material is a DOT hazardous material, ALL of the following information must be entered: the correct US DOT name for the material as identified in 49 CFR Parts 171-177 (usually found in column 2 of section 172.101), the assigned DOT Hazard Class (usually in Column 3) & the 4 digit UN/NAID Number (Column 4). If the material is not a DOT hazardous material, state this clearly and describe the material.
- Item 9: CONTAINERS (NO. & TYPE) - Enter the number of containers for each material and the appropriate abbreviations from Table 1 below for the type of container used.

TABLE 1 - CONTAINER TYPE		
BA = Burlap cloth, paper or plastic bags	CW = Wooden boxes, cartons, cases	DM = Metal drums, boxes, kegs
CF = Fiber or plastic boxes, gaylords, cartons, cases	DF = Fiberboard or plastic drums, barrels, kegs	DW = Wooden drums, barrels, kegs
CM = Metal boxes, cartons, cases (incl. Roll-offs)		

- Item 10: NUMBER OF ITEMS - Enter the total number of items described on each line relative to the units used in Item 11. (i.e. exact number of lamps)
- Item 11: UNIT - Enter the appropriate abbreviation from Table 2 for the unit of measure used in determining the Number of items described on each line.

TABLE 2 - UNITS		
BT = Batteries	MD = Mercury containing devices (includes thermometers)	TH = Mercury Thermostats
CR = Cathode Ray Tubes	MS = Mercury containing motor vehicle switches	P = Pounds (Do not use for universal waste)
H = Mercury containing lamps	PC = PCB ballasts	

- Item 12: "Enter the 2 digit Maine recyclable hazardous waste number prefix MR followed by the waste code (Example: a characteristic mercury material would use the code MR D009). If the destination and generator states have different assigned codes, enter the other State code in addition to the Maine code (Example: for PCB ballasts sent to Massachusetts, enter the Massachusetts waste code MA02 as well as the Maine Universal Waste Code of MR M002)"
- Item G: ADDITIONAL DESCRIPTIONS FOR MATERIALS LISTED ABOVE - Enter description for any material which has a US DOT description ending in n.o.s. Any additional waste description may be entered here. (Example: mercury thermometers, lamps, etc.)
- Item 13: SPECIAL HANDLING INSTRUCTIONS AND EMERGENCY INFORMATION - Use this space to indicate special transportation, treatment, storage or disposal or Bill of lading information. If an alternate facility is designated, note it here. This space may also be used for emergency numbers, and other information the Generator wishes to include about the shipment.
- Item 14: GENERATOR'S CERTIFICATION - The generator must read, sign (by hand) and date the certification (with date of transfer to Carrier).

**TRANSPORTER SECTION**

- Item 15: CARRIER 1 ACKNOWLEDGMENT - Print or type the name of the person accepting the material on behalf of the 1st transporter. That person must acknowledge acceptance of the material described on the UBOL by signing & entering the date of receipt.
- Item 16: CARRIER 2 ACKNOWLEDGMENT - If applicable, follow instruction for Item 15 for Carrier 2.

**DESIGNATED FACILITY SECTION**

- Item 17: DISCREPANCY INDICATION SPACE - The authorized representative of the designated facility must note in this space any significant discrepancy between the material described on the UBOL & the material actually received at the facility. Any rejected material should be listed here, along with an indication of the disposition of the rejected materials.
- Item 18: FACILITY OWNER/OPERATOR CERTIFICATION - Print or type the name of the person accepting the material on behalf of the owner or operator of the designated facility. That person must acknowledge acceptance of the material described on the UBOL by signing (by hand) and entering the date of receipt. The signature of the authorized facility agent indicates acceptance (except for items specified in item 17) and agreement with the statements on this UBOL.

REMINDER: ALL 8 COPIES OF THIS FORM MUST BE LEGIBLE

**MAINE UNIVERSAL WASTE TRANSPORT AND IDENTIFICATION INFORMATION**

Updated May 11, 2018

<b>Waste Type</b>	<b>DOT Proper Shipping Name</b>	<b>UNIT CODE</b>	<b>WASTE CODE(S)</b>
<b>Ni-Cad batteries, dry</b>	Non-DOT regulated materials, (Ni-Cad, dry), for recycle as universal waste	BT	MRD006
<b>Ni-Cad batteries, wet</b>	UN2795, Batteries, wet filled with alkali, 8, PGIII	BT	MRD002 MRD006
<b>Nickel Metal Hydride</b>	Non-DOT regulated materials, (NiMH, dry), for recycle as universal waste	BT	MRD002
<b>Mercuric oxide batteries</b>	UN2025, Mercury compounds, Solid, n.o.s. (mercuric oxide), 6.1, PGIII	BT	MRD009
<b>Magnesium batteries</b>	UN3077, Environmentally hazardous substance, solid, n.o.s. (magnesium compounds), 9, PGIII	BT	MRD007
<b>Lithium metal batteries (including lithium alloy batteries) (3)</b>	UN3090, Lithium metal batteries including lithium alloy batteries, 9, II	BT	MRD003
<b>Lithium metal batteries (including lithium alloy batteries) (3)</b>	UN3091, Lithium metal batteries contained in equipment including lithium alloy batteries, 9, II	BT	MRD003
<b>Lithium metal batteries (including lithium alloy batteries) (3)</b>	UN3091, Lithium metal batteries packed with equipment including lithium alloy batteries, 9, II	BT	MRD003
<b>Lithium-ion button batteries (typical for watches and calculators) (3)</b>	UN3480, Lithium-ion batteries including lithium ion polymer batteries, 9, II	BT	MRD003
<b>Lithium-ion button batteries (typical for watches and calculators) (3)</b>	UN3481, Lithium-ion batteries contained in equipment including lithium ion polymer batteries, 9, II	BT	MRD003

Waste Type	DOT Proper Shipping Name	UNIT CODE	WASTE CODE(S)
<b>Lithium-ion button batteries (typical for watches and calculators) (3)</b>	UN3481, Lithium-ion batteries packed with equipment including lithium ion polymer batteries, 9, II	BT	MRD003
<b>Silver oxide batteries (common in watches)</b>	Non-DOT regulated materials, (dry battery), for recycle as universal waste	BT	MRD011
<b>Small Sealed Lead Acid Batteries (1)</b>	Non-DOT regulated materials, (SSLA battery), for recycle as universal waste	BT	MRD002 MRD008
<b>Alkaline batteries (common AAA, AA, D and C cell batteries)</b>	Batteries, dry, not subject to the requirements of the subchapter	P (pounds)	NONE
<b>Mercury contained in manufactured articles (4)</b>	RQ, UN3506, Mercury contained in manufactured articles, 8, 6.1, PG II	<b>TH</b> = thermostats; <b>MD</b> = mercury devices (including switches and thermometers); <b>MS</b> = motor vehicle switches	MRD009
<b>PCB Ballasts (if reason to believe over the RQ)</b>	RQ, UN2315, Polychlorinated biphenyls, liquid, 9, PGII	PC	MRM002
<b>PCB Ballasts (not over the RQ)</b>	UN3082, Environmentally hazardous substances, liquid, n.o.s., 9, PGIII	PC	MRM002
<b>Non-PCB Ballasts for Recycle</b>	Non-Regulated Ballasts for Recycling	P (pounds)	None
<b>Flat Panel Displays (Household Waste Stream)</b>	Non-DOT regulated materials, (Flat Panel Display), for recycle as universal waste	CR	MRD008
<b>CRT's</b>	Non-DOT regulated materials, (cathode ray tube), for recycle as universal waste	CR	MRD008

Waste Type	DOT Proper Shipping Name	UNIT CODE	WASTE CODE(S)
Lamps (2)	Non-DOT regulated materials, (insert type of lamp), for recycle as universal waste	H	MRD009
Electronic Devices (including circuit boards)	Non-DOT regulated materials, (circuit boards), for recycle as universal waste	ED	MRD008
Paint Care Waste Paint	UN1263, Paint Related Material, 3, PG II, DOT-SP 11624 (Universal Waste)	P (pounds)	MRD001
Note (1) Small sealed lead acid batteries manufactured after 9/30/1995 must be plainly and durable marked “NONSPILLABLE” or “NONSPILLABLE BATTERY” to be transported as Non-DOT regulated. Otherwise these types of batteries need to be transported as “ <b>UN2794, Batteries, Wet, Filled with Acid, 8, PGIII</b> ”			
Note (2) Types of lamps include but are not limited to: fluorescent tubes, neon and high intensity discharge (HID) which includes: mercury vapor, high-pressure sodium vapor and metal halide bulbs			
Note (3) These changes have been made in the Hazardous Materials Table (49 CFR § 172.101) for US DOT – PHMSA and will impact generators of universal waste batteries in that these two types of lithium batteries will have to be segregated and each battery will have to be in its own enclosure or terminals covered.			
Note (4) The prefix notation of “RQ” to this DOT shipping description should only be added if the total weight of mercury being shipped exceeds one (1) pound. The subsidiary hazard class of 6.1 only needs to be added if the manufactured articles contain more than eleven (11) pounds.			
<b>Please note that the batteries described as “Batteries, dry, not subject to the requirements of this subchapter” and “Non-DOT Regulated Materials (battery description) for recycle as universal waste” must be securely packaged and offered for transportation in a manner that prevents the dangerous evolution of heat (for example, by the effective insulation of exposed terminals) and protects against short circuits (see 49 CFR 172.102, Special Provision 130).</b>			

Completed UBOL – Example 1



**STATE OF MAINE**  
**DEPARTMENT OF ENVIRONMENTAL PROTECTION**  
 Hazardous Waste Manifest Section, 17 State House Station, Augusta, ME 04333-0017  
**MAINE RECYCLABLE MATERIAL**



PLEASE PRINT OR TYPE (FORM DESIGNED FOR USE ON ELITE (12PITCH) TYPEWRITER)

<b>UNIFORM BILL OF LADING</b>	1. GENERATOR'S US EPA ID NUMBER ME X 0 2 0 0 0 0 0 0 0 0	2. Page 1 of 1	A. State Document Number <b>MER</b>		
3. Generator's Name and Site Address YYZ LLC 33 PARK LN, NEWTOWN, ME 99998		B. Generator's Mailing Address (if different) same			
4. Generator's Phone (207) 555-1313		C. Carrier's Phone 800-567-8910			
5. Carrier 1 Company Name General Common Carrier		D. Carrier's Phone			
6. Carrier 2 Company Name		E. Facility Mailing Address same			
7. Designated Facility Name & Site Address Maine Central Accumulation Co. 13 Outback Rd Tall Tree, ME 04999		F. Facility's Phone (207) 575-1234			
8. US DOT Description (including proper shipping name, hazard class & UNNA if a DOT hazardous material, or specify that a non-DOT regulated material)		9. Containers No. Type	10. Number of Items	11. Unit	12. Waste Code
a. Non-DOT regulated materials, (used, dry) for recycle as universal waste		0 1 0 C F	0 0 1 6 0	BT	MR D006
b. U0295, Batteries, wet filled with alkali, B, PG 111		0 0 1 C F	0 0 0 0 3	BT	MR D002 ME D006
c. U0205, Mercury compounds, solid, n.o.s. (mercuric oxide) 6.1 PG 111		0 0 1 C F	0 0 0 0 6	BT	MR D009
d. Non-DOT regulated materials, (dry battery), for recycle as universal waste		0 0 1 C F	0 0 1 5 0	BT	MR D011
G. Additional Descriptions for Materials Listed Above a. Dry NiCd Batteries b. wet NiCd Batteries c. mercury oxide (button cell) batteries d. silver oxide batteries					
13. Emergency Response/ Special Handling Instructions and Additional Information					
14. GENERATOR'S CERTIFICATION: I certify that all parts of the recyclable materials referenced in the above shipping document including the mercury and lead will be recycled, i.e. used, or reclaimed as defined in Chapter 856, Section 11A(5). I hereby declare that the contents of this consignment are fully and accurately described above, and are classified, packaged, marked and labeled/placarded, and are in all respects in proper condition for transport according to state regulations and international and national regulations if applicable.					
Printed/Typed Name		Signature		MM / DD / YY	
15. Carrier 1 Acknowledgment of Receipt of Materials Printed/Typed Name		Signature		MM / DD / YY	
16. Carrier 2 Acknowledgment of Receipt of Materials Printed/Typed Name		Signature		MM / DD / YY	
17. Discrepancy Indication Space					
18. Facility Owner/Operator. Certification of receipt of recyclable materials covered by this Bill of Lading except as noted in item 17.					
Printed/Typed Name		Signature		MM / DD / YY	

DESTINATION STATE - MAILED BY RECYCLING FACILITY

Completed UBOL – Example 2



**STATE OF MAINE**  
**DEPARTMENT OF ENVIRONMENTAL PROTECTION**  
 Hazardous Waste Manifest Section, 17 State House Station, Augusta, ME 04333-0017  
**MAINE RECYCLABLE MATERIAL**



PLEASE PRINT OR TYPE (FORM DESIGNED FOR USE ON ELITE (12PITCH) TYPEWRITER)

<b>UNIFORM BILL OF LADING</b>	1. GENERATOR'S US EPA ID NUMBER <b>ME X 0 2 0 0 0 0 0 0 0 0</b>	2. Page 1 of <u>1</u>	A. State Document Number <b>MER</b>		
3. Generator's Name and Site Address <b>Out West Transfer Station 89 Dump Rd, West West, ME 0498</b>		B. Generator's Mailing Address (if different) <b>SOME</b>			
4. Generator's Phone (207) <b>888-2222</b>		C. Carrier's Phone <b>207-222-2233</b>			
5. Carrier 1 Company Name <b>Electrical Supply Limited, Inc.</b>		D. Carrier's Phone			
6. Carrier 2 Company Name		E. Facility Mailing Address <b>SOME</b>			
7. Designated Facility Name & Site Address <b>Electrical Supply Limited, Inc. 635 Forest Ln. Condit, ME 03677</b>		E. Facility's Phone (207) <b>222-2233</b>			
8. US DOT Description (including proper shipping name, hazard class & UNNA if a DOT hazardous material, or specify that a non DOT regulated material)		9. Containers No. Type	10. Number of Items	11. Unit	12. Waste Code
a. <b>UW3090, Lithium metal batteries including lithium alloy batteries, 9, PG 11</b>		<b>0 0 1 C F</b>	<b>0 0 0 1 4</b>	<b>BT</b>	<b>MR D003</b>
b. <b>UW3481, Lithium ion batteries contained in equipment including lithium ion polymer batteries, 9, PG 11</b>		<b>0 0 1 C F</b>	<b>0 0 0 1 3</b>	<b>BT</b>	<b>MR D003</b>
c. <b>UW3077, Environmentally hazardous substance, solid, n.o.s. (magnesium compounds), 9, PG 111</b>		<b>0 0 3 C F</b>	<b>0 0 1 4 0</b>	<b>BT</b>	<b>MR D007</b>
d. <b>Non-DOT regulated materials, (WIMH, dry), for recycle as universal waste</b>		<b>0 0 2 C F</b>	<b>0 0 0 1 2</b>	<b>BT</b>	<b>MR D002</b>
G. Additional Descriptions for Materials Listed Above					
a. _____					
b. <b>cell phones</b>					
c. _____					
d. <b>nickel metal hydride batteries</b>					
13. Emergency Response/ Special Handling Instructions and Additional Information					
14. GENERATOR'S CERTIFICATION: I certify that all parts of the recyclable materials referenced in the above shipping document including the mercury and lead will be recycled, i.e. used, or reclaimed as defined in Chapter 650, Section 11A(5). I hereby declare that the contents of this consignment are fully and accurately described above, and are classified, packaged, marked and labeled/placarded, and are in all respects in proper condition for transport according to state regulations and international and national regulations if applicable.					
Printed/Typed Name		Signature		MM / DD / YY	
15. Carrier 1 Acknowledgment of Receipt of Materials Printed/Typed Name		Signature		MM / DD / YY	
16. Carrier 2 Acknowledgment of Receipt of Materials Printed/Typed Name		Signature		MM / DD / YY	
17. Discrepancy Indication Space					
18. Facility Owner/Operator: Certification of receipt of recyclable materials covered by this Bill of Lading except as noted in item 17.					
Printed/Typed Name		Signature		MM / DD / YY	

FOR SPILL WITHIN MAINE CONTACT DEP, OIL AND HAZARDOUS MATERIALS CONTROL AT 1-800-482-0777

MER

GENERATOR STATE - MAILED BY RECYCLING FACILITY

Completed UBL – Example 3



**STATE OF MAINE**  
**DEPARTMENT OF ENVIRONMENTAL PROTECTION**  
 Hazardous Waste Manifest Section, 17 State House Station, Augusta, ME 04333-0017  
**MAINE RECYCLABLE MATERIAL**



PLEASE PRINT OR TYPE (FORM DESIGNED FOR USE ON ELITE (12PITCH) TYPEWRITER)

<b>UNIFORM BILL OF LADING</b>	1. GENERATOR'S US EPA ID NUMBER ME X 0 2 0 0 0 0 0 0 0 0	2. Page 1 of 1	A. State Document Number <b>MER</b>		
3. Generator's Name and Site Address Small Maine Bank 1313 Maine Blvd., Centuright, ME 03623		B. Generator's Mailing Address (if different) Small Maine Bank P. O. Box 18 Devon, ME 04921-0018			
4. Generator's Phone (207) 123-4567		C. Carrier's Phone 207-654-3210			
5. Carrier 1 Company Name Waste Transport Company		D. Carrier's Phone			
6. Carrier 2 Company Name		E. Facility Mailing Address Same			
7. Designated Facility Name & Site Address Massachusetts Recycling 22 Uptown Rd. Selus, MA 01856		F. Facility's Phone (978) 567-2341			
8. US DOT Description (including proper shipping name, hazard class & UNNA if a DOT hazardous material, or specify that a non-DOT regulated material)		9. Containers No. Type	10. Number of Items	11. Unit	12. Waste Code
a. RA, UN3506, Mercury contained in manufactured articles, B, 6.1, PG 11		0 0 1 D F	6 0 2 B 0	MS	MR 0009
b. UN2315, Polychlorinated biphenyls, liquid, 9, PG 11		0 0 1 D F	0 0 0 4 3	PL	MRM002
c. Non-DOT regulated materials (circuit boards), for recycle as universal waste		0 0 2 C F	0 0 4 0 2	ED	MR 0008
d. Non-DOT regulated materials (fluorescent lamps) for recycle as universal waste		0 1 2 C F	0 0 4 6 0	H	MR 0009
G. Additional Descriptions for Materials Listed Above a. motor vehicle switches b. PCB ballasts c. electronic devices d. fluorescent 4 foot lamps.					
13. Emergency Response/ Special Handling Instructions and Additional Information					
14. GENERATOR'S CERTIFICATION: I certify that all parts of the recyclable materials referenced in the above shipping document including the mercury and lead will be recycled, i.e. used, or reclaimed as defined in Chapter 856, Section 11A(5). I hereby declare that the contents of this consignment are fully and accurately described above, and are classified, packaged, marked and labeled/placarded, and are in all respects in proper condition for transport according to state regulations and international and national regulations if applicable.					
Printed/Typed Name		Signature		MM / DD / YY	
15. Carrier 1 Acknowledgment of Receipt of Materials Printed/Typed Name		Signature		MM / DD / YY	
16. Carrier 2 Acknowledgment of Receipt of Materials Printed/Typed Name		Signature		MM / DD / YY	
17. Discrepancy Indication Space					
18. Facility Owner/Operator: Certification of receipt of recyclable materials covered by this Bill of Lading except as noted in item 17.					
Printed/Typed Name		Signature		MM / DD / YY	

GENERATOR - MAILED BY RECYCLING FACILITY

Completed UBOL - Example 4



**STATE OF MAINE**  
**DEPARTMENT OF ENVIRONMENTAL PROTECTION**  
 Hazardous Waste Manifest Section, 17 State House Station, Augusta, ME 04333-0017  
**MAINE RECYCLABLE MATERIAL**



PLEASE PRINT OR TYPE (FORM DESIGNED FOR USE ON ELITE (12PITCH) TYPEWRITER)

<b>UNIFORM BILL OF LADING</b>	1. GENERATOR'S US EPA ID NUMBER ME R 0 0 0 5 8 9 6 2 1	2. Page 1 of 1	A. State Document Number MER		
3. Generator's Name and Site Address Mixed Print Shop 25 Broadway, Bannock, ME 04104		B. Generator's Mailing Address (if different) same			
4. Generator's Phone (207) 768-2514		C. Carrier's Phone 478-321-9876			
5. Carrier 1 Company Name Dirty Waters Environmental Co.		D. Carrier's Phone			
6. Carrier 2 Company Name		E. Facility Mailing Address same			
7. Designated Facility Name & Site Address Dirty Ground Disposal Co. 36 High Mountain Rd Denver, CO 80207 (620) 721-654		F. Facility's Phone (303) 621-5891			
8. US DOT Description (including proper shipping name, hazard class & UNNA if a DOT hazardous material, or specify that a non-DOT regulated material)		9. Containers No. Type	10. Number of Items	11. Unit	12. Waste Code
a. UN1263, Paint Related Material, 3, PG 11 DOT-SP 11624 (Universal Waste)		011 CF	01600	P	MR D001
b.					MR
c.					MR
d.					MR
G. Additional Descriptions for Materials Listed Above					
a. Paint care waste paint					
b.					
c.					
d.					
13. Emergency Response/ Special Handling Instructions and Additional Information					
14. GENERATOR'S CERTIFICATION: I certify that all parts of the recyclable materials referenced in the above shipping document including the mercury and lead will be recycled, i.e. used, or reclaimed as defined in Chapter 836, Section 11(A)(5). I hereby declare that the contents of this consignment are fully and accurately described above, and are classified, packaged, marked and labeled/placarded, and are in all respects in proper condition for transport according to state regulations and transnational and national regulations if applicable.					
Printed/Typed Name		Signature		MM / DD / YY	
15. Carrier 1 Acknowledgment of Receipt of Materials Printed/Typed Name		Signature		MM / DD / YY	
16. Carrier 2 Acknowledgment of Receipt of Materials Printed/Typed Name		Signature		MM / DD / YY	
17. Discrepancy Indication Space					
18. Facility Owner/Operator: Certification of receipt of recyclable materials covered by this Bill of Lading except as noted in item 17.					
Printed/Typed Name		Signature		MM / DD / YY	

FOR SPILL WITHIN MAINE CONTACT DEP OIL AND HAZARDOUS MATERIALS CONTROL AT 1-800-482-0777

MER

RECYCLING FACILITY COPY (RETAINED FOR RECORDS)

## Universal Waste Rule Excerpts

### Chapter 858: STANDARDS FOR UNIVERSAL WASTE

**SUMMARY:** This rule establishes standards and requirements for all universal waste.

1. **Legal Authority.** This rule is authorized by and adopted under 38 M.R.S.A. §1301 *et seq.*
2. **Preamble.** It is the purpose of the Department of Environmental Protection, consistent with legislative policy, to provide effective controls for the management of hazardous waste. Universal waste is a subset of hazardous waste. This rule provides for one of these controls by establishing certain standards which must be met by generators, and facilities managing universal waste.
3. **Incorporations by Reference.** Portions of this rule refer to specific federal regulations of the United States Environmental Protection Agency (EPA). Federal regulations referenced are those regulations revised as of July 1, of the referenced year, as they appeared in volume 40 of the *Code of Federal Regulations* (CFR). Where specifically stated, the terms of a referenced federal regulation are hereby adopted as terms of this rule, except that in regulations incorporated thereby, "EPA" shall mean "the Maine Department of Environmental Protection (DEP)"; "Administrator", "Regional Administrator" and "Director" shall mean "the Commissioner", and the phrase "treat, store, and/or dispose" shall mean "handle". In addition, where the terms of federal regulations hereby incorporated by reference differ from or are inconsistent with other terms of this Chapter or Chapters 850-860, the more stringent of the requirements shall apply. Other changes to regulations incorporated hereby are as expressly made in this rule.

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**NOTE:** Other requirements for generators, transporters, and facilities appear in other rules of the Department dealing with specific aspects of hazardous waste management, including universal waste. See, for example, Chapter 857, *Hazardous Waste Manifest Requirements*; Chapter 856, *Licensing of Hazardous Waste Facilities*; Chapter 854, *Standards for Hazardous Waste Facilities*; and Chapter 853, *Licensing of Transporters of Hazardous Waste*.

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4. **Definitions.** For the purposes of this rule, terms not defined in this section shall have the meaning given them in Chapter 850, or in 38 M.R.S.A. §§ 361-A, 1303-C.
  - A. **Architectural Paint.** Architectural paint means interior and exterior architectural coatings sold in containers of 5 gallons or less that is unused but intended for painting components of houses or other buildings. For the purposes of this Chapter, architectural paint only includes materials defined as a hazardous waste by characteristic or that contains a listed hazardous waste in accordance with Chapter 850, Section 3, that are generated by a person or entity that generates less than 100 kilograms in a calendar month (approximately 27 gallons or less) and accumulates no more than 55 gallons of hazardous waste at any one time in aggregate, including hazardous wastes other than architectural paints, or acutely hazardous waste in amounts less than or equal to those amounts specified in Chapter 850, Section 3(A)(5)(c). Architectural paint does not include industrial, original equipment or specialty coatings, ignitable or F-listed paint thinners, mineral spirits or solvents used for cleaning paint-related equipment, or other ignitable or F-listed paint thinners or solvents contaminated with architectural paint. Architectural paint also does not include: aerosol paints (spray cans), arts and crafts paints, adhesives and caulking compounds, epoxies, glues, automotive and marine paints, 2-component coatings, deck cleaners, industrial maintenance (IM) coatings, original equipment manufacturer (OEM) paints and finishes (shop applications), paint additives, colorants, tints, resins, roof patch and repair, tar, asphalt and bitumen based products, traffic and road marking paints, and wood preservatives. Architectural Paint may only be managed as universal waste if an approved Stewardship plan is also in place.

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**NOTE:** Latex, water-based, and acrylic interior and exterior paints are not generally hazardous waste.

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**NOTE:** Household hazardous wastes that are also a type of universal waste may be managed through the universal waste program.

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- B. **Ballast.** Ballast means a device that electronically controls light fixtures and includes a capacitor containing 0.1 kg or less of dielectric.
- C. **Cathode Ray Tubes.** Cathode Ray Tubes (CRTs) means a product video display component of televisions, computer displays, military and commercial radar, and other display devices.
- D. **Central Accumulation Facility.** Central Accumulation Facility means a facility where:
- (1) A generator combines its own universal wastes from the generator's various facilities;
  - (2) A licensed solid waste transfer station or recycling center where universal waste generators may take their universal wastes;
  - (3) A facility where less than 200 universal waste items are collected from generators that are serviced by the facility; or
  - (4) For architectural paints, a paint retailer including paint, hardware and home improvement stores that accepts architectural paint from consumers as defined by 38 M.R.S.A. §2144.

---

**NOTE:** Section D(3) above allows sign service companies, electricians, and other service companies that service a generator's lights, and other universal waste, to take these waste back to their facilities by using a log, store them for a period of time and then transport them to an in-state Consolidation facility. The in-state consolidator would then take the log information and submit a Quarterly Report to the Department.

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- E. **Collection Container.** Collection container means a container that is designed to store more than one universal waste item, and for architectural paint, a reusable plastic or metal tote or drum. For a one or two-day collection event of paint waste, a plastic lined cardboard gaylord box or lined roll-off box may be used.
- F. **Consolidation Facility.** Consolidation Facility means a facility where universal waste is consolidated and temporarily stored while awaiting shipment to a recycling, treatment or disposal facility. This facility is typically where a central accumulation facility will send its waste initially.
- G. **Hazardous Waste Management Rules.** *Hazardous Waste Management Rules* means Chapters 850 through 858 inclusive.
- H. **Lamp.** Lamp means a bulb or tube portion of an electric lighting device. A lamp is specifically designed to produce radiant energy, most often in the ultraviolet, visible, and infra-red regions of the electromagnetic spectrum. Examples of lamps are fluorescent lamps, high-intensity discharge lamps, neon lamps, mercury vapor lamps, high-pressure

sodium lamps and metal halide lamps. Lamp includes both lamps that fail the Toxicity Characteristic Leaching Procedure (TCLP) and those that contain mercury but pass the TCLP.

- I. **Mercury Device.** Mercury Device means a manufactured item that has mercury added. Examples of mercury devices are mercury thermometers, mercury manometers, sphygmomanometers, and mercury switches. The term does not include a motor vehicle mercury switch.
- J. **Mercury Switch.** Mercury Switch means a mercury-added manufactured item that uses metallic mercury to measure, control or regulate the flow of gas, fluids or electricity.
- K. **Mercury Thermostat.** Mercury Thermostat means a temperature control device that contains metallic mercury in an ampule attached to a bimetal sensing element.
- L. **Motor Vehicle Mercury Switch.** Motor Vehicle Mercury Switch means a mercury switch used in a motor vehicle. It includes mercury light switches used to turn a light bulb or lamp on and off and a mercury switch used in anti-lock braking systems.
- M. **Recycling Center.** "Recycling Center" means a publicly owned or publicly contracted facility that primarily handles municipal recyclables and that receives pre-separated, uncontaminated, unwanted paper, cardboard, glass, plastic, metal, and universal wastes. A recycling center is not a recycling facility.
- N. **Recycling Facility.** "Recycling Facility" means a facility where universal wastes are dismantled, hazardous constituents recovered, reclaimed or separated for reuse.
- O. **Small Universal Waste Generator.** Small Universal Waste Generator means a person or entity that generates in any calendar month or accumulates on site at any one time no more than:
  - (1) 200 universal waste items, including batteries as described in Section 12, or
  - (2) 4,000 motor vehicle mercury switches, or
  - (3) 40 tons of cathode ray tubes.

The total weight of all universal waste including batteries must be no more than 5,000 kg.

A one-time generation of lamps under a Green Lights or other similar energy conversion program that is completed within six months or a mercury thermometer collection event, is exempt from the 200 item count provided no more than 5,000 kg of universal waste are generated and the waste is managed in accordance with the standards for a Green Lights Program or mercury thermometer collection event in Section 10 of this chapter.

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**NOTE:** 5,000 kg approximately equals 20,000 lamps.

40 tons of Cathode Ray Tubes (CRT's) approximately equals 4,000 CRT's.

An anti-lock brake system is considered one universal waste unit even though it may contain up to three mercury switches per unit.

---

P. **Universal Wastes.** Universal wastes are those wastes determined by the Department to meet the criteria in Chapter 850, Section 3(D). These universal wastes are:

- (1) Architectural paint;
- (2) Cathode ray tubes;
- (3) Lamps;
- (4) Mercury Devices;
- (5) Mercury thermostats;
- (6) Motor Vehicle Mercury Switches;
- (7) Totally enclosed, non-leaking polychlorinated biphenyl (PCB) ballast.

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**NOTE:** Only mercury-containing lamps or lamps otherwise hazardous are included as universal wastes.

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**NOTE:** Batteries are managed as universal waste in accordance with Section 12.

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5. **Prohibitions.** Generators, owners or operators of any central accumulation or consolidation facility, and transporters of universal wastes are prohibited from conducting the following activities:

A. Disposing of, diluting or treating universal wastes.

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**NOTE:** The intentional breaking of universal wastes including Cathode Ray Tubes is a form of treatment, and is therefore prohibited at locations other than the recycling facility.

---

B. Sending a universal waste to any facility other than:

- (1) a central accumulation facility;
- (2) a consolidation facility for universal waste;
- (3) an approved recycling facility for universal wastes; or
- (4) an approved disposal or treatment facility authorized to handle PCB ballasts, the residues from mercury spill kits, or architectural paint that cannot be recycled.

---

**NOTE:** Generators that self-transport waste must comply with universal waste transporter requirements, as provided in Section 7D of this chapter.

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6. **Household Hazardous Waste.** Household hazardous waste (or household universal waste), which meets the description of universal waste in Section 4P but which is exempt under Chapter 850, Section 3A(3)(a)(vii), when combined or mixed with non-household universal or hazardous wastes is no longer exempt and must be managed either in accordance with the universal waste requirements of this chapter or the *Hazardous Waste Management Rules*, Chapter 850 through 857.

7. **Generator Standards.** All generators of universal wastes must comply with either the full *Hazardous Waste Management Rules*, Chapter 850 through 857 or the following alternative generator standards.

- A. Determine whether the waste generated is hazardous in accordance with Section 5 of Chapter 851 and, pursuant to 38 M.R.S.A. §1663 determine that all mercury-containing lamps are a universal waste; and

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**NOTE:** All mercury-containing lamps are universal wastes as required by statute, regardless of TCLP test results.

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- B. Determine whether the waste is a universal waste under Section 4P;

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**NOTE:** If a hazardous waste is not eligible for regulation under the universal waste rules, then the full hazardous waste management rules apply, Chapter 850 through 857.

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- C. Properly track the universal waste via a manifest, Recyclable Hazardous Material Uniform Bill of Lading, or the log system in accordance with Chapter 857;
- D. Utilize a licensed transporter in accordance with Section 7 of Chapter 851 or a common carrier in accordance with Section 10(B) of Chapter 853;
- E. Transport or offer for transport, universal waste only to a facility authorized to handle the waste under a state program, and which is authorized to handle the waste under the federal hazardous waste regulatory program, if applicable, and which is one of the types of facilities named in Section 5B above;
- F. Store all universal waste in containers. Containers must not show evidence of leakage, spillage or damage that could cause leakage under reasonably foreseeable conditions. The containers must be closed, structurally sound, compatible with the content of the waste, and must not be leaking, spilling, dented or damaged such that it could cause leakage under reasonably foreseeable conditions;
- G. Immediately contain and transfer all releases of waste and residues resulting from spills or leaks from broken or ruptured universal waste to a container that meets the requirements of the *Maine Hazardous Waste Management Rules*, Chapter 850 through 857, except that waste and residues from incidental breakage may still be managed as a universal waste;
- H. Determine by testing, or handle as hazardous, clean up residues resulting from spills or leaks from events other than incidental breakage of lamps or CRTs in accordance with *Maine Hazardous Waste Management Rules*, Chapter 850 through 857, including generator accumulation time limit, storage and disposal standards, and count this waste toward the determination of hazardous waste generator status;
- I. Train all employees and contractors who handle or have responsibility for managing universal wastes on proper handling and emergency procedures. Maintain the documentation of employee and contractor training. The documentation shall include the name of the person receiving the training, the date of the training and the information covered during the training;
- J. Conduct weekly inspections of universal waste storage areas and maintain a written inspection log to document the inspections. The log must include the name of the inspector, date of inspection, number and condition of waste containers and descriptions of actions taken to

address any problem discovered during the inspection. The number of universal wastes (i.e.: number of lamps, thermostats, individual architectural paint original containers) must be maintained onsite;

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**NOTE:** The generator may find the inspection log to be the easiest way to keep track of the number of universal wastes onsite.

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- K. Store universal waste in a secured area which can be locked when not in use;
- L. Label each universal waste container or collection container with an accumulation start date and the date the container becomes full;
- M. Store universal wastes for no more than one year from the date the waste is first placed in the container or collection container. A generator may store waste for more than one year only if the generator stores the waste for no more than 90 days from the date the container or collection container becomes full when the activity is solely for the purposes of accumulation of such quantities of universal waste as necessary to facilitate proper recovery, treatment or disposal. The handler bears the burden of proving that such activity was solely for the purposes of accumulation of such quantities as necessary to facilitate proper recovery, treatment or disposal. For the purposes of the accumulation of the following waste in collection containers no larger than the following capacities, the accumulation time of 90 days from the collection container full date is deemed “necessary to facilitate proper recovery, treatment or disposal:”
  - (1) Architectural paint – container of 5 gallons or less;
  - (2) Cathode Ray Tubes - no larger than a single gaylord container;

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**NOTE:** A gaylord container is typically a 4'x4'x4' container that will typically contain 24 CRTs.

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- (3) Lamps - no larger than 190 bulb size container;
- (4) Mercury Thermostats - container of no larger than 30 gallons;
- (5) Mercury Devices - containers of no larger than 55 gallons;
- (6) Motor Vehicle Mercury Switches - containers of no larger than 5 gallons.
 

Motor Vehicle Mercury Switches must be shipped off-site at least every three years regardless of whether the size limit identified in (6) in this paragraph is reached.

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**NOTE:** This universal waste in storage will not be considered part of your hazardous waste accumulation for the purpose of your generation status.

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- N. Store universal waste containers or collection containers, with adequate aisle space to be able to inspect the condition of the containers and collection containers and determine the accumulation start dates and container and collection container full dates;

- O. Comply with the export and import requirements of Chapter 857, Section 7(D);
- P. Generators that accumulate more than 4,000 motor vehicle mercury switches or 200 other items of universal wastes at any one time or in any given month must notify the Maine Department of Environmental Protection of the handling of universal wastes and must receive an EPA Identification Number, unless the generator has previously notified and the site has been assigned an EPA Identification Number. Alternatively, generators that handle less than 40 tons of cathode ray tubes or 5,000 kg of other universal wastes are required to notify but may notify the Department on a state waste notification form provided by the Department in lieu of notifying EPA using the EPA form. This notification shall include the specific type of universal wastes handled by the generator. The requirement of an EPA Identification Number for those that generate or accumulate only universal waste is intended as a registration provision and does not make other sections of the hazardous waste rules applicable unless other hazardous wastes are generated or accumulated.

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**NOTE:** A generator may obtain an EPA identification number by applying to the Department of Environmental Protection, Bureau of Remediation and Waste Management, State House Station #17, Augusta, Maine 04333-0017 using EPA form 8700-12.

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**NOTE:** A generator or central accumulation facility that meets the threshold in paragraph P but is not required to obtain an EPA identification number is required to notify the Department of its activities by submitting either a Notification of State Universal Waste Activities form or an EPA 8700-12 form to the Department of Environmental Protection at the above address.

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**Q. Reduced requirements for small universal waste generators**

- (1) A small universal waste generator may log information at the Central Accumulation facility or instate Consolidation facility in accordance with Section 13(A) of Chapter 857;
- (2) In lieu of 7(J) above, a small universal waste generator must keep track of the number of universal waste items onsite (i.e.: number of lamps, thermostats);

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**NOTE:** The Department recommends that the universal waste area is inspected when placing wastes in the area to ensure that the area is in compliance with the rules and to minimize exposures to toxic releases.

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- (3) A small universal waste generator is not required to notify the Department of this activity, as provided in 7(P);
- (4) A small universal waste generator must maintain a copy of the log or a certificate of receipt from the receiving facility if transporting and using a log; and
- (5) Records related to personnel training may be retained by the instate consolidation facility in lieu of a small universal waste generator as provided in 7(I).

**R. Ship universal waste**

- (1) Whole, intact, and unbroken except as authorized by the Department as incidental breakage;
  - (2) In proper packaging that includes closed containers that are compatible for the type and amount of waste and that meet the US DOT standards;
  - (3) Accompanied by a Recyclable Hazardous Material Uniform Bill of Lading, manifest, or log (as applicable); and
  - (4) Via a common carrier or licensed hazardous waste transporter;
- S. Comply with the Recyclable Hazardous Material Uniform Bill of Lading, manifest or log requirements of Chapter 857;

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**NOTE:** An in-state small universal waste generator and an instate central accumulation facility are allowed to use the log in lieu of the manifest or bill of lading provided they are transporting to an instate consolidation facility.

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- T. Retain the following records at the generator facility, the central accumulation facility, and the consolidation facility (where applicable);
- (1) Inspection logs for at least one year from generator's shipment or facility's receipt of the universal waste;
  - (2) Documentation of employee or contractor training for at least three years from the date of generator shipment or facility receipt of the universal waste or for the length of employee service whichever is greater. An instate consolidation facility may maintain the record of training for small universal waste generators and central accumulation locations on behalf of these entities; and
  - (3) Recyclable Hazardous Materials Uniform Bill of Lading, or manifest, or log for at least three years from the date of shipment or receipt of the universal waste.
- U. Submit the following information to the Department:
- (1) The original Recyclable Hazardous Materials Uniform Bill of Lading or proper manifest copies within 7 days of shipment.
  - (2) The quarterly universal waste report from the consolidation facility in accordance with the provisions of Chapter 857, Section 13(C)(2).
- V. In addition to 5, 6, and 7(A) through (U) above, cathode ray tubes (CRT) must also be managed in accordance with the following requirements:
- (1) Pack CRT in containers, boxes, gaylord, or another acceptable container method approved by the Department that will contain any breakage. CRTs must have packing materials adequate to prevent breakage during storage, handling, and transportation;

- (2) Seal securely, such as with tape, around the box openings of all full boxes and immediately if incidental breakage should occur;
  - (3) Do not stack containers or boxes of CRT's more than five feet in height;
  - (4) Store CRT's in an inside, dry area not exposed to weather;
  - (5) Mark the container or box with the words "Waste Cathode Ray Tube";
  - (6) Designate each waste CRT storage area by a clearly marked sign which states. "Waste Cathode Ray Tube Storage" or Universal Hazardous Waste Storage;"
- W. In addition to 5, 6 and 7(A) through (U) above, lamps must also be managed in accordance with the following requirements:
- (1) Pack lamps in containers or boxes with packing materials adequate to prevent breakage during storage, handling, and transportation;
  - (2) Seal securely, such as with tape, around the box openings of all full boxes and immediately if incidental breakage should occur;
  - (3) Do not stack containers or boxes of lamps more than five feet in height;
  - (4) Store lamps in an inside, dry area not exposed to weather;
  - (5) Mark the container with the words "Waste Lamps";
  - (6) Designate each waste lamp storage area by a clearly marked sign which states "Waste Lamp Storage" or "Universal Hazardous Waste Storage";
- X. In addition to 5, 6 and 7(A) through (U) above, mercury devices must also be managed in accordance with the following requirements:
- (1) Pack mercury devices in rigid, sealable containers with packing materials adequate to prevent breakage during storage, handling, and transportation;
  - (2) Store mercury devices in an inside, dry area not exposed to weather;
  - (3) Mark the containers with the words "Waste Mercury Devices";
  - (4) Designate each mercury device storage area by a clearly marked sign which states "Waste Mercury Device Storage" or "Universal Hazardous Waste Storage";
- Y. In addition to 5, 6 and 7(A) through (U) above, mercury thermostats must also be managed in accordance with the following requirements:
- (1) Pack mercury thermostats in rigid, sealable containers with packing materials adequate to prevent breakage during storage, handling, and transportation;
  - (2) Store mercury thermostats in an inside, dry area not exposed to weather;

- (3) Mark each container with the words "Waste Mercury Thermostats";
  - (4) Designate each waste thermostat area by a clearly marked sign which states "Waste Mercury Thermostat Storage" or "Universal Hazardous Waste Storage";
- Z. In addition to 5, 6 and 7(A) through (U) above, motor vehicle mercury switches must also be managed in accordance with the following requirements:
- (1) Pack switches in rigid, sealable containers with packing material adequate to prevent breakage during storage, handling, and transportation;
  - (2) Store switches in an inside, dry area not exposed to the weather;
  - (3) Mark the container with the words "Waste Motor Vehicle Switches";
  - (4) Designate each waste motor vehicle mercury switch storage area by a clearly marked sign which states "Waste Motor Vehicle Switch Storage" or "Universal Hazardous Waste Storage";
  - (5) A motor vehicle switch generator may accumulate 4,000 motor vehicle mercury switches before becoming a large universal waste generator. The 200 item limit would continue to apply to all other universal waste items;
  - (6) In addition to 7M above, a motor vehicle switch generator must ship off its motor vehicle mercury switches at least every three years whether or not the container is full;
- AA. In addition to 5, 6 and 7(A) through (U) above, totally enclosed, non-leaking PCB ballast must also be managed in accordance with the following requirements:
- (1) Pack ballasts in rigid, sealable containers with packing materials adequate to prevent breakage during storage, handling, and transportation;
  - (2) Store ballasts in an inside, dry area not exposed to the weather;
  - (3) Mark containers with the words "Waste PCB Ballasts";
  - (4) Designate each waste ballast storage area by a clearly marked sign which states "Waste PCB Ballast Storage" or "Universal Hazardous Waste Storage";
- BB. In addition to 5, 6 and 7(A) through (U) above, architectural paint must also be managed in accordance with the following requirements:
- (1) Store the paint in its original closed non-leaking container of 5 gallons or less in size;
  - (2) Store container or collection container in an inside, dry area not exposed to the weather;

- (3) Store the securely closed original paint containers within secondary containment to contain liquids in the event of a leak, and store away from storm drains and floor drains, and away from ignition sources;
- (4) Mark collection containers with the words "Waste Paint" or designate each waste storage area or container by a clearly marked sign which states "Waste Paint Storage" or "Universal Hazardous Waste Storage."

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**NOTE:** In addition to the requirements contained in this rule, Architectural Paint will also be subject to any requirements in an approved stewardship program plan.

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8. **Central Accumulation Facility.** The owner or operator of a central accumulation facility must comply with the following requirements:
- A. Sections 5, 6, and 7, excluding 7(J), (L), (M) and (P);
  - B. Conduct weekly inspections of universal waste storage areas and maintain a written inspection log to document the inspections. The log must include the name of the inspector, date of inspection, number, and condition of original waste containers and collection containers, and descriptions of actions taken to address any problem discovered during the inspection;
  - C. Obtain an EPA ID number as outlined in Subsection 7(P) or if handling less than 5,000 kg notify the Department on a waste notification form provided by the Department;
  - D. Ship to a consolidation facility for universal waste or a properly approved recycling facility for universal waste, or in the case of ballasts, residues from mercury spill kits, and architectural paint which cannot be recycled ship to a properly approved disposal or treatment facility within one year of receipt of the waste;
  - E. Mark each container with the date the universal waste is received at the facility, or mark each collection container with the date the first universal waste item is placed into the collection container and the date the collection container is full;
  - F. Maintain an inventory system on-site that identifies the date and manifest or Uniform Bill of Lading number or log information i.e. name of generator, log, date, type and number of universal waste items (if applicable) for each universal waste container or group of containers that is received at the facility and the date and manifest or Uniform Bill of Lading number (if applicable) for each waste container or group of containers that is shipped from the facility;
  - G. For architectural paint, pack original securely closed containers completely in the collection container, keep the collection container closed except when adding containers of architectural paint, and label the collection container with the words "Waste Paint;" and

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**NOTE:** This universal waste in storage as part of a take-back program will not be considered part of the facility's hazardous waste accumulation for the purpose of the facility's hazardous waste generation status.

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When the facility no longer accepts universal wastes, remove all universal waste and any residues from the universal wastes to a facility licensed to handle the wastes. Provide written notice to the Department within ten (10) days of ceasing acceptance of each type of universal waste.

9. **Consolidation Facility.** The owner or operator of a consolidation facility must comply with the following requirements:
- A. Sections 5, 6, and 7, excluding 7(J), (L), (M) and (P);
  - B. Conduct weekly inspections of universal waste storage areas and maintain a written inspection log to document the inspections. The log must include the name of the inspector, date of inspection, number, and condition of original waste containers and collection containers, and descriptions of actions taken to address any problem discovered during the inspection;
  - C. Ship to a properly approved recycling facility for universal waste, or in the case of ballasts, the residues from mercury spill kits, and architectural paint which cannot be recycled to a properly approved treatment or disposal facility within one year of receipt of waste;
  - D. Obtain an EPA ID number as outlined in Section 7(P);
  - E. Mark each container with the date the universal waste is received at the facility, or mark each collection container with the date the first universal waste item is placed into the collection container and the date the collection container is full;
  - F. Maintain an inventory system on-site that identifies the date and manifest or Uniform Bill of Lading number or log information i.e. name of generator, log date, and type and number of universal waste items (if applicable) for each universal waste container or group of containers that is received at the facility and the date and manifest or Uniform Bill of Lading number for each waste container or group of containers that is shipped from the facility;
  - G. For architectural paint where paint will be transferred out of the original container for consolidation in another container, consolidators must:
    - (1) Make hazardous waste determinations for paint including any unidentified architectural paint in accordance with Chapter 851, Section 5;
    - (2) Separate any characteristic or listed hazardous waste paint containers from other paint containers and only consolidate hazardous waste paints with other hazardous waste paints in the same containers;
    - (3) Identify and separate any waste or containers which do not meet the criteria of architectural paint pursuant to Chapter 858, Section 4(A). Manage any of these wastes and containers identified as hazardous waste in accordance with the applicable standards for hazardous waste of Chapters 850 through 857, including labeling with the words “hazardous waste” and disposal through a licensed hazardous waste transporter;
    - (4) Conduct all transfer and consolidation activities over secondary containment;

- (5) Empty individual architectural paint containers by draining the emptied container for at least thirty (30) seconds after the steady flow of paint has ceased and individual droplets are clearly evident. Then perform that procedure two more times, or crush the can using a commercially available crusher that collects vapors, liquids, and is explosion proof;
  - (6) Place empty containers in a collection container that is closed except when adding or removing containers and that will prevent the release of any residue or vapors that remains after complying with subsection (5) above;
  - (7) Remove and clean up all discharges of hazardous waste to the Department's satisfaction;
  - (8) Ship all architectural paint on a hazardous waste manifest or uniform bill of lading;
  - (9) Submit for Department review and approval a closure plan with financial assurance sufficient for a third party to conduct the closure activities. The closure plan and financial assurance shall be in accordance with 06-096 CMR 854(6)(C)(15) and (16) and shall be updated annually in accordance with the rules;
  - (10) Submit quarterly reports on a form approved by the Department that identifies the number of individual containers and volume of architectural paint received, the number of individual containers and volume determined not to meet the definition of architectural paint, the name and location of all facilities where architectural paint and non-hazardous paint waste has been shipped, and the number of individual containers and volumes remaining on site at the end of the reported quarter;
  - (11) Submit proof of liability insurance; and
  - (12) Submit an environmental monitoring plan.
- H. For architectural paint, pack original securely closed containers directly into collection containers, keep the collection container closed except when adding containers of paint, label the container with the words "Waste Paint."
- I. Conduct closure of the facility in accordance with Chapter 851, Section 11.
- 10. Green Light and Thermometer Collection Programs.** A small universal waste generator that generates greater than 200 lamps or thermometers per month or at any one time under (i) a Green Lights Program or other similar energy conversion program that is completed within a six month period; or (ii) a single short-term event of a maximum of five consecutive days per year for the collection of mercury thermometers, or such other period of time approved by the Department, must comply with the following requirements:
- A. Ship the lamps or thermometers directly to a properly approved recycling facility for universal waste on a manifest or Recyclable Hazardous Materials Uniform Bill of Lading; and

- B. Comply with all other requirements for a small universal waste generator. A small universal waste generator conducting a Green Lights or thermometer collection event of 200 items or more under this Section is not required to obtain an EPA ID Number or notify the Department on a state waste notification form pursuant to Section 7.P of this chapter.
11. **Alternate Standards.** Notwithstanding 7, 8 and 9 above, the Department may on a case by case basis approve alternative standards for tracking and reporting universal waste, in the case of a manufacturer's sponsored product take-back program, also known as a "product stewardship" program or other similar manufacturer sanctioned collection program. A criteria of any approval under this subsection must include an annual report from the manufacturer on the amount of the particular product collected through this program in the state and the program must meet the federal universal waste requirements of 40 CFR 273. The operator of such a program must file a request with the Department and identify the regulatory tracking and reporting elements for which the operator is seeking alternative approval.
12. **Special Requirements For Certain Batteries**

Batteries that are described in 40 CFR 273.2 revised as of July 1, 2001, must be managed in accordance with 40 CFR 273 revised as of July 1, 2001, except that references to 40 CFR Parts 260 through 272 shall mean 850 through 857 of the *Maine Hazardous Waste Management Rules* and except that 40 CFR 273.8(a)(2) is not adopted, and instead, batteries handled by federally conditionally exempt small quantity generators are regulated as small quantity handlers pursuant to 40 CFR 273 Subpart B. In addition, instead of 40 CFR 273.2(c), a battery becomes a waste on the date that it becomes useless, unwanted, or intended for disposal, and spent lead acid batteries described in 40 CFR 273.2(a)(2) and 273.2(b)(1) are regulated under 850 through 858 instead of 40 CFR part 266, subpart G.

#### Chapter 851, Section 9:

- F. A generator who handles his hazardous waste on the site of its generation shall submit an Annual Report covering those wastes including any universal wastes:
- (1) In accordance with the provisions of Chapter 854, Section 6C(11);
  - (2) To the Department;
  - (3) No later than March 1st for the preceding calendar year.

Except that a generator shall not be required to file an annual report if the only hazardous wastes generated are universal wastes.

#### Chapter 853:

##### 10. Persons not required to obtain a license.

- A. A person may transport PCBs which are contained in a totally enclosed manner in PCB equipment without using a licensed hazardous waste transporter provided that the PCBs are not discarded or intended to be discarded. In addition, a person who discharges or suffers a discharge of PCBs or who generates PCB contaminated material as a result of routine servicing of off-site PCB containing equipment may transport that PCB waste to an in-state facility with an approved PCB management plan or to a Maine hazardous waste facility licensed to handle PCBs without using a licensed hazardous

waste transporter provided that the facility is under the control of the entity who has care or custody of or who owns the PCB waste.

- B.** A person may transport universal wastes via a common carrier without using a licensed hazardous waste transporter provided the transporter complies with the requirements of Section 11.

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NOTE: Transporters of universal waste must also comply with the handler requirements of Chapter 858.

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## 11. Universal Waste Transporter Requirements

- A.** A transporter shall not mix universal wastes of different DOT shipping descriptions by placing them into a single container.
- B.** A transporter shall not remove universal waste from the container in which it was placed once it is moved from the site of generation until it is accepted at the central accumulation facility or destination facility, unless specifically authorized to do so by the Commissioner.
- C.** A transporter shall not transport universal waste in any manner which could endanger public health, safety or welfare or the environment,
- D.** A transporter shall not transport foodstuffs for human or animal consumption in a conveyance in which universal waste has been or is being transported if the foodstuffs might come in contact with the universal waste.

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NOTE: The Department discourages the transport of foodstuffs in the same conveyance with universal wastes.

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- E.** A transporter shall not transport universal waste to a waste facility other than a facility for universal waste which is authorized to handle the waste under a State program, and if applicable the federal hazardous waste regulatory program, and which is one of the types of facilities referenced in [chapter 858].
- F.** A conveyance in which universal waste is transported may be inspected at any time for compliance with the applicable standards set forth in these rules and for adequacy for safe transportation of universal waste. Inspection may be made by a public safety officer or any authorized representative of the Department. A conveyance found to be not in compliance with this rule or otherwise unsafe shall not thereafter be operated except under the direction of a public safety officer or an authorized representative of the Department, or until corrective actions are taken to correct the problem to the Department's satisfaction.
- G.** A transporter shall hold all other local, state and federal permits, licenses and certifications as are necessary for the universal waste activity as they relate to business conducted in Maine, and shall comply with all state and federal law and rules applicable to its license activity.
- H.** A transporter shall have in force at all times liability insurance coverage with limitation of liability appropriate for the transporting of universal waste and the risk involved, but in no case less than \$1,000,000 annual aggregate on coverage. Municipalities, state and federal governments, and small universal waste generators are exempt from the liability insurance requirement.

- I. A transporter shall comply with all applicable state and federal requirements regarding the use of a manifest, bill of lading, or when applicable log for transportation of universal waste.
- J. A transporter shall comply with all state and federal inspection and training requirements as may from time to time be applied by law or rule to its license activity.
- K. A transporter shall have a plan for the types of wastes transported and be capable of carrying out the plan, for the clean up of discharges of universal waste. The plan shall include the requirements of Chapter [858, subsection 7.G as well as the emergency telephone number for reporting spills to the Maine Department of Public Safety (State Police). The conveyance operator shall be familiar with the clean up plan and the types of wastes being carried on the vehicle, shall be capable of carrying out the plan, and shall have a copy of the clean up plan in his/her possession. The transporter shall provide to the Department and to public safety agencies all information necessary for response to emergency situations involving universal waste activity. In the event of a discharge of universal waste during transportation which releases universal wastes from the primary container, the transporter shall implement its clean up plan taking immediate appropriate action to protect public health and safety and the environment and shall immediately report the discharge to the Maine Department of Public Safety by calling, 1-800-452-4664, or (207) 624-7000 and where required, shall report as provided in Chapter 857, Section 8F(3)-(6) of the Department's rules.

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NOTE: The Department will make available for small universal waste generators a generic clean up plan.

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- L. A transporter shall not accept for transport or transport universal wastes which are unlabeled or which are in damaged, bulging, leaking, unsuitable or otherwise unsafe containers, nor accept for transport or transport any wastes which are incompatible with each other such that a danger to public health or safety or the environment could result from their being transported together.
- M. It is the duty of the transporter to ensure that the transportation be carried out in safety and without creating or threatening danger to public health or safety.
- N. The transporter shall assist the Department in obtaining compliance with this rule.
- O. A transporter shall comply with the export and import requirements of Chapter 857.

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NOTE: Transporters may only send universal wastes to a recycling facility, a consolidation facility, or a central accumulation facility for universal wastes, except for ballasts and the residues from mercury spill kits which may go to a properly approved treatment, storage or disposal facility.

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- P. A transporter shall be considered a generator of universal waste and shall comply with the requirements of Chapter 851 if the transporter transports universal waste into or through the State of Maine from a foreign country.
- Q. A transporter shall comply with all applicable U.S. Department of Transportation regulations in 49 CFR part 171 through 180 for the transport of any universal wastes that meets the definition of hazardous materials in 49 CFR 171.8. Some universal waste materials are regulated by the Department of Transportation as hazardous materials because they meet the criteria for one or more hazard classes specified in 49 CFR 173.2. When using the Recyclable Hazardous Materials Uniform Bill of Lading, the universal wastes may not be described by the DOT proper shipping name: hazardous waste, (l) or

(s), n.o.s.", nor may the hazardous material's proper shipping name be modified by adding the word "waste".

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NOTE: The label placed on a universal waste container by a generator can use the word "waste". It is the shipping document that cannot use the word "waste". Use of the term "waste" on a generator's label means that the material is regulated as a universal waste by the State of Maine, but does not mean that it is necessarily regulated by DOT as a hazardous material. Whether or not any particular material is regulated by DOT as a hazardous material is determined in accordance with the DOT regulations and should be set forth on the shipping document.

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NOTE: The Department has approved an alternative form entitled "Maine Recyclable Material Uniform Bill of Lading." For shipments of universal wastes, this alternative form should be used in place of the Recyclable Hazardous Material Uniform Bill of Lading. This alternative form is designed to be utilized for those Maine universal wastes which are not DOT regulated hazardous materials, as well as for any universal wastes that are hazardous materials. Since the new form is an approved alternative to the Recyclable Hazardous Material Uniform Bill of Lading, use of the alternative form will satisfy all requirements set out in the State of Maine Hazardous Waste Management Rules regarding use of the Recyclable Hazardous Material Uniform Bill of Lading.

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## Chapter 857

### Section 4.

**Manifest Form.** The hazardous waste manifest and recyclable hazardous material uniform bill of lading form approved by the Board and instructions related to the form are hereby incorporated as provisions of this rule. All information required on the form and all related instructions are requirements of this rule, to which penalties for non-compliance attach. The Department may authorize an alternative form to the uniform bill of lading for the transport of universal wastes if it contains the information required to meet the needs of the Department.

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NOTE: The Department has approved an alternative form entitled "Maine Recyclable Material Uniform Bill of Lading" in place of the Recyclable Hazardous Material Uniform Bill of Lading. For shipments of universal wastes, this alternative form should be used in place of the Recyclable Hazardous Material Uniform Bill of Lading. This alternative form is designed to be utilized for those Maine universal wastes which are not DOT regulated hazardous materials, as well as for any universal wastes that are hazardous materials. Since the new form is an approved alternative to the Recyclable Hazardous Material Uniform Bill of Lading, use of the alternative form will satisfy all requirements set out in the State of Maine Hazardous Waste Management Rules regarding use of the Recyclable Hazardous Material Uniform Bill of Lading.

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### Section 6:

**B.** A person may transport universal wastes without using a manifest, provided that the Uniform Bill of Lading referenced in Section 4 or an alternative form approved by the Department, or for small

universal waste generators and central accumulation facilities the log requirements of Section 13, are utilized. For the purposes of administering this Section, where the rule in Sections 5, 7, 8, and 9 states "manifest" it shall be replaced with "Manifest or Uniform Bill of Lading".

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NOTE: The Department has approved an alternative form entitled "Maine Recyclable Material Uniform Bill of Lading" in place of the Recyclable Hazardous Material Uniform Bill of Lading. For shipments of universal wastes, this alternative form should be used in place of the Recyclable Hazardous Material Uniform Bill of Lading. This alternative form is designed to be utilized for those Maine universal wastes which are not DOT regulated hazardous materials, as well as for any universal wastes that are hazardous materials. Since the new form is an approved alternative to the Recyclable Hazardous Material Uniform Bill of Lading, use of the alternative form will satisfy all requirements set out in the State of Maine Hazardous Waste Management Rules regarding use of the Recyclable Hazardous Material Uniform Bill of Lading.

### Section 12:

**Department's Hazardous Waste Manifest and Uniform Bill of Lading for Hazardous Recyclable Material Copies: Where to Send.** Generators, transporters and owners and operators of waste facilities for hazardous waste shall send copies of the manifest or Uniform Bill of Lading or other form approved for use by the Department as required by this rule to the Department at:

Hazardous Waste Manifest  
Bureau of Remediation and Waste Management  
Department of Environmental Protection  
State House Station #17  
Augusta, Maine 04333

### 13. Log Requirements

In lieu of a manifest or Uniform Bill of Lading, an in-state small universal waste generator or instate central accumulation facility operator may utilize a log system of tracking provided the following requirements are met:

**A.** For a small universal waste generator:

- (1) the waste is sent to either an in-state central accumulation facility or in-state consolidation facility;
- (2) all the required universal waste information pursuant to Section 13 B(4) below is recorded on the log sheet upon the generator's arrival at the facility; and
- (3) the instate consolidation facility submits the quarterly waste tracking information to the Department on a timely basis.

**B.** For a central accumulation facility:

- (1) the waste is sent to an instate consolidation facility;
- (2) in the case of transfer stations and recycling centers the operator ensures that all the universal waste information is recorded on the log sheet;

- (3) the log sheet accompanies the universal waste to the instate consolidation facility;
- (4) the log sheet contains at a minimum the following information:
  - (a) name, address and phone number of generator or in the case of a household, the notation that it is from a household in lieu of a specific name, address and phone number;
  - (b) date universal waste was delivered to facility; and
  - (c) type and quantity of universal waste delivered; and
- (5) the consolidator submits the quarterly waste tracking information to the Department on a timely basis.

**C.** For the instate consolidation facility:

- (1) the facility ensures that the log sheets are accurately completed;
- (2) on a quarterly basis, a waste tracking document will be submitted to the Department in a format specified by the Department