



PAT MCCRORY  
*Governor*

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*Director*

December 4, 2015

Facility Contact  
Facility Name  
Address Line 1  
Address Line 2 (if necessary)  
City, NC Zip

**RE:** Facility Name  
EPA ID:

Dear Facility Contact:

The North Carolina Hazardous Waste Section requires small quantity generators (SQGs) to complete a Self-Certification and Waste Minimization Checklist. The purpose of this checklist is to aid SQGs in understanding the environmental regulations that govern their businesses and to help them maintain compliance. This checklist will fulfill the requirement to submit a written description of any program to minimize or reduce the volume and toxicity of hazardous waste. The Waste Minimization portion of this checklist is required by N.C.G.S. 130A-294(k). Please retain a copy for your files.

The checklist will allow you to conduct a self-assessment of the waste management operations at your facility. The checklist will help you identify areas of potential non-compliance and to understand what is necessary to ensure compliance. If any areas of non-compliance are discovered, please contact the [Environmental Senior Specialist](#) for your county to schedule a compliance assistance visit.

Complete and submit the SQG Self-Certification Compliance Checklist online no later than January 15, 2016. The checklist can be found at [SQG Compliance Checklist](#). The checklist must be signed by an authorized company officer whose responsibility includes the facility's compliance with the Resource Conservation and Recovery Act and the North Carolina's Hazardous Waste Management Rules.

Small Quantity Generators of hazardous waste must comply with North Carolina's Solid Waste Management Act, N.C.G.S. Chapter 130A, Article 9 and North Carolina's Hazardous Waste Management Rules, 15A NCAC 13A. These can be viewed at [NC Adopted Rules](#). The Code of Federal Regulations, Parts 260 - 262, 265, 273, and 279 may be found at [Code of Federal Register](#).

If you have questions about the compliance checklist or its applicability to your facility, please contact Ann Preston at 919-707-8226, or Ray Strawbridge at 919-707-8231. We appreciate your efforts to protect North Carolina's environment.

Sincerely,

Julie S. Woosley, Chief  
Hazardous Waste Section

\*See reverse side for web links



**Notice:** It is necessary to use Internet Explorer to complete the SQG Checklist online. Other browsers will not allow the needed functionality. Mac users may need to use the PC platform.

SQG Compliance Checklist website for completing the online form (the checklist must be completed & submitted online):

[https://www.formrouter.net/forms@NCWM/SQG\\_Compliance\\_Checklist.pdf](https://www.formrouter.net/forms@NCWM/SQG_Compliance_Checklist.pdf)

DEQ Portal address:

<http://portal.ncdenr.org/web/guest/home>

Hazardous Waste Inspector Area Map (Environmental Senior Specialist):

<http://portal.ncdenr.org/web/wm/hw/questions>

NC Adopted Rules:

<http://reports.oah.state.nc.us/ncac.asp?folderName=\Title%2015A%20-%20Environmental%20Quality\Chapter%2013%20-%20Solid%20Waste%20Management>

Code of Federal Register:

[http://www.ecfr.gov/cgi-bin/text-idx?SID=0a10747aaa8111c9783254d216fce55c&tpl=/ecfrbrowse/Title40/40tab\\_02.tpl](http://www.ecfr.gov/cgi-bin/text-idx?SID=0a10747aaa8111c9783254d216fce55c&tpl=/ecfrbrowse/Title40/40tab_02.tpl)

