



STATE OF MISSISSIPPI
PHIL BRYANT
GOVERNOR
MISSISSIPPI DEPARTMENT OF ENVIRONMENTAL QUALITY
GARY C. RIKARD, EXECUTIVE DIRECTOR

MEMORANDUM

TO: Owners/Operators of Solid Waste Processing Facilities
FROM: MDEQ Solid Waste Policy, Planning & Grants Branch
SUBJECT: Annual Report for the Calendar Year 2015
DATE: January 25, 2016

Please be advised that the Mississippi Code Annotated §17-17-219 states that “each year the operator of a commercial nonhazardous solid waste management facility managing municipal solid waste shall file with the ... department a statement, verified by oath, showing the total amounts of nonhazardous solid waste managed at the facility during the preceding calendar year.” This annual report may also be required by the conditions of the approved solid waste management permit for the facility.

Therefore, the Mississippi Department of Environmental Quality (MDEQ) is requesting that all solid waste processing facilities submit an annual report on solid waste management activities conducted during the previous calendar year. MDEQ is requesting that the Calendar Year 2015 report for solid waste transfer stations be submitted by **no later than February 28, 2016**. MDEQ is requesting that all facilities use the attached Annual Reporting Form. Please complete the reporting form to the best of your ability and provide explanations where needed.

Please submit two (2) copies of the completed Annual Reporting Form (attached) and the supporting information as requested on the processing activities conducted at each solid waste processing facility you owned/or operated during Calendar Year 2015. You may complete the attached form or the electronic form at www.deq.state.ms.us/solidwaste. To access the electronic form, click on “Solid Waste Reporting” on the left side of the page and then click on the solid waste processing facility reporting form. You may submit the completed annual reporting form by mail, delivery, fax, or email (scan) using the information below:

By Mail:	By Delivery:	By Fax:
MDEQ ATTN: Trent Jones P.O. Box 2261 Jackson, MS 39225	MDEQ ATTN: Trent Jones 515 East Amite Street Jackson, MS 39201	ATTN: Trent Jones (601) 961-5785
		By Email (scan): trent_jones@deq.state.ms.us

As indicated on the form, the annual report should contain the following information as well as any supporting information and examples on how the quantity was determined:

1. List the total amount of waste processed at the facility by source (in-state vs. out-of-state). For those facilities that do not have access to weight scales, the quantity of waste received should be converted from cubic yards to tons at the time of delivery using appropriate conversion factors shown below for the type of waste processed or another method of conversion approved by MDEQ. All facilities using conversion factors should show sample calculations and indicate the conversion factors used to determine tonnage on the form or on an attached sheet.
2. List the sources of waste processed by county and state of origin and indicate the total amount of waste received from each county/state in tons.

3. List the total amount of material processed for disposal or processed for recycling/reuse/other management.
4. For processing facilities which managed materials for disposal, please list the solid waste disposal or other solid waste management site(s) where the waste materials were sent for final disposal after processing and the total tons sent to each site. Processing facilities that produce a product for sale or distribution, such as mulch, may skip this section or provide only location and total tonnage information for where materials were distributed.
5. Attach other information that may be required the conditions of the solid waste management permit for the facility. Such information may include QA/QC reports, required analytical testing, or other required submittals
6. If the owner or contract operator of the processing facility is a private concern, an updated disclosure statement is required. The updated disclosure information must be provided on the MDEQ Disclosure Form (available on the solid waste reporting webpage). Only those pages that are modified or added must be submitted. If no changes have been made to the disclosure statement already on file with MDEQ, then checking the appropriate box on the annual reporting form will be accepted in lieu of submitting an updated form. Public agencies such as cities and counties are not required to submit disclosure statements unless a contract operator is employed, in which case an updated disclosure statement on the contract operator is required.

Should you have any questions concerning this memo, please contact Trent Jones at (601) 961-5726 or trent_jones@deq.state.ms.us.

MDEQ SOLID WASTE VOLUME TO WEIGHT CONVERSION FACTORS

<u>TYPE OF WASTE*</u>	<u>TONS / CUBIC YARD</u>
LIGHT LANDSCAPING WASTE (leaves, grass clippings and prunings)	0.2
LAND CLEARING VEGETATIVE DEBRIS (large limbs, stumps, tree trunks)	0.5
LIGHT CONSTRUCTION & DEMOLITION DEBRIS (mixed glass, metal, drywall, sawdust, etc.)	0.25
HEAVY CONSTRUCTION & DEMOLITION DEBRIS (concrete, asphalt, brick, demolition rubble, etc.)	1.0
UNCOMPACTED GARBAGE (commercial, residential or industrial)	0.143
COMPACTED GARBAGE (commercial residential or industrial)	0.25

* Sites that receives loads of single stream materials not adequately described by the conversion factors listed above, may work with MDEQ to develop an appropriate conversion factor for that waste stream. Any alternate conversion factor must be approved by MDEQ prior to use.

CONVERSION EXAMPLE: A truck is estimated to contain 15 cubic yards of light landscaping waste. The estimated weight of this light landscaping waste should be 15 cubic yards x 0.2 tons/cubic yard = 3.00 tons. Note that the tonnage should be shown to the nearest two decimals.