

New York State Department of Environmental Conservation

Division of Solid and Hazardous Materials

Bureau of Program Management, Room 488

50 Wolf Road, Albany, New York 12233-7250

Phone: (518) 457-7146 • FAX: (518) 457-7148

Website: www.dec.state.ny.us



March 27, 2000

Dear Environmental Reports Coordinator:

In early 2000, the New York State Department of Environmental Conservation (NYSDEC) sent you a 1999 Hazardous Waste Report Instructions and Forms booklet and Regulatory Fee Information form. If your facility is a Large Quantity Generator, or a Treatment, Storage or Disposal Facility that receives hazardous waste from off-site, Environmental Conservation Regulations at 6 NYCRR 372.2(c)(2) and 373-1.6(a)(12)(ix) require you to file a report of hazardous waste activities for the previous calendar year by **March 1** of each year.

Based on NYSDEC manifest records for 1999, it appears your facility is required to file a 1999 Hazardous Waste Report. As of the date of this notification, NYSDEC has not received a 1999 Report from your facility. **IF YOU BELIEVE YOU ARE NOT REQUIRED TO SUBMIT A REPORT, YOU MUST STILL SUBMIT THE IDENTIFICATION AND CERTIFICATION FORM** included in the back of the instructions and forms booklet, along with the Regulatory Fee Information form.

Your 1999 Hazardous Waste Report is now late. To avoid enforcement action, your complete report must be received no later than **15 business days** from the date of this letter. The report and fee form should be sent to:

New York State Department of Environmental Conservation
Division of Solid & Hazardous Materials
Regulatory Development Section
Bureau of Program Management
50 Wolf Road - Room 488
Albany, New York 12233-7250

If you need an additional copy of the reporting instructions or forms, or have questions on completion of the forms, please call (800)452-1925 (NYS Only) or (518)457-0532. My staff will be available to assist you. They can also be reached by e-mail at "ejrobbin@gw.dec.state.ny.us" or "chwainwr@gw.dec.state.ny.us". For questions on the Regulatory Fee Information form, call (518) 457-9263.

Sincerely,

Deborah L. Aldrich, P.E.
Chief, Regulatory Development Section
Bureau of Program Management
Division of Solid & Hazardous Materials

