

Large Quantity Generators (LQGs) and Treatment, Storage, and Disposal Facilities (TSDFs) are required to submit the 8700-13 (a)/(b) (Hazardous Waste Report also known as Biennial Report) to their regulating agency every two years. The Biennial Report component of the RCRAInfo Industry Application (RIA) is the Environmental Protection Agency's (EPA's) solution to allow these sites to submit their Biennial Report data electronically to their regulating agency including the RCRA Subtitle C Site Identification Form, Waste Generation and Management (GM) Form, Waste Received From Off-Site (WR) Form, and Off-Site Identification (OI) Form.

## BENEFITS

- ❖ **REPORTING CONSISTENCY** – may pre-populate report with data from the previous cycle, making reporting easy and consistent from cycle to cycle
- ❖ **MULTIPLE DATA ENTRY OPTIONS** - may enter data directly into the application or may upload data via flat files
- ❖ **ROBUST DATA CHECKS** – in addition to business rules conformity, data checks will be built-in to highlight data that may need additional review
- ❖ **REAL-TIME COMMUNICATION** – automatic email notifications keep both the industry user and the regulatory agency apprised of the submission status
- ❖ **EASY SITE ORGANIZATION** – may associate your account with multiple sites, making it easier to maintain records for a company with numerous locations
- ❖ **BUILT-IN FILING CABINET** – history of submissions makes it easy to view electronic records submitted over time
- ❖ **ELECTRONICALLY SIGN SUBMISSIONS** – one-time real-time identity proofing requiring your home mailing address, birth date, and the last 4 numbers of your social security number allows for the immediate ability to sign and submit data; paper identity proofing process also available (may take two or more weeks for approval)
- ❖ **VARIETY OF ROLES** – users may be given permissions consistent with their duties
  - **SITE MANAGEMENT ROLE** – approve and assign user roles for their site; edit, sign, and submit data
  - **CERTIFIER ROLE** – edit, sign, and submit data
  - **PREPARER ROLE** – edit data
  - **VIEWER ROLE** – view data

## HOW TO GET STARTED

To register for an account, go to <https://rcrainfo.epa.gov/rcrainfoprod>, click “Register” and select “Industry User”. If you have credentials for EPA's Central Data Exchange (CDX) or have already created an account for the RCRAInfo Industry Application, enter those credentials in the URL specified above.

The RCRAInfo Industry User Registration e-learning course ([rcrainfoindustry.learningzen.com](http://rcrainfoindustry.learningzen.com)) is available to assist you with the registration process. You will need to establish a free account within LearningZen to access this course and other courses associated with the RCRAInfo Industry Application.

A complete user's guide is available within the application by clicking “Documentation” from the main navigation bar and selecting “Help”.

Please contact [aaron.coffman@env.nm.gov](mailto:aaron.coffman@env.nm.gov) or for additional information.