



# ***e-Manifest***

Quarterly Webinar Series

June 28, 2023



# Agenda

- Special announcement of e-Manifest five-year anniversary
- e-Manifest Submissions Update
- Remote signer policy
- FACA Response
- User Fees announced
- Quicker Sign Demo
- Q&A

## e-Manifest Fifth-year Anniversary

- June 30, 2023, marks the e-Manifest 5<sup>th</sup> Anniversary.

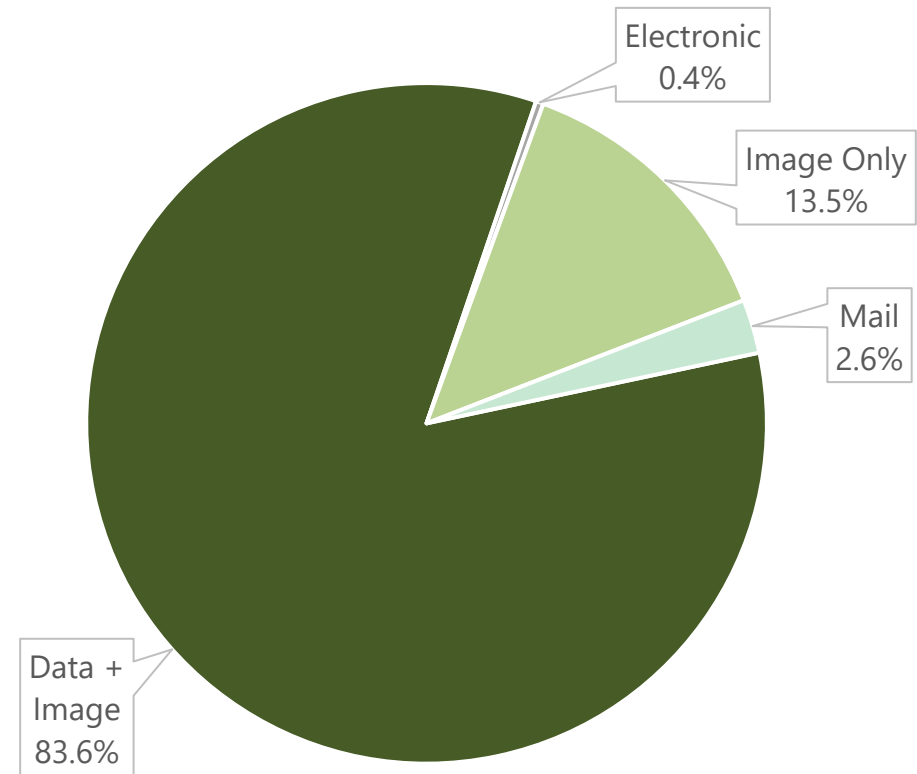


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# All Time Submission Summary

- Submitted manifests: 8.90M
- Submission breakdown:
  - Data + Image: 7,438,837
  - Image Only: 1,204,861
  - Mail\*: 227,576
  - Electronic: 32,100

*\*Mailed paper not accepted after June 2021*

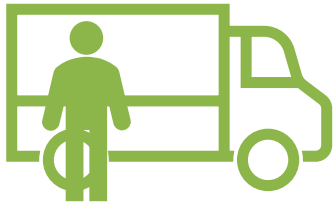


# Remote Signer Policy

- On May 5, 2023, EPA issued a new policy to allow personnel to execute electronic signatures through their employees or contractors who are remotely located from the hazardous waste shipment.
- [Read the policy \(pdf\)](#).
- Provides a way for unregistered individuals to sign electronic manifest through registered coworkers with sufficient permissions.
- Only for electronic (Fully Electronic/Hybrid) manifests.

# Remote Signer Policy - Example 1

1



The individual (Field Personnel) directly responsible for the hazardous waste is ready to take custody of the shipment.

2



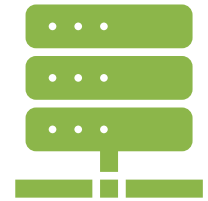
The Field personnel communicates that the manifest(s) is ready to be signed and authorizes the Remote Signer to initiate the electronic signature.

3



The Remote Signer logs into RCRAInfo (with their own username and password) and signs the corresponding electronic manifest(s).

4



The electronic manifest(s) is successfully signed, the valid and enforceable signature is stored in the e-Manifest system. The status is communicated back to the Remote Signer through the RCRAInfo user interface.

# Remote Signer Policy - Example 2

1



The Site's hazardous waste management software is configured to interface with RCRAInfo using the Remote Signer's API credentials.

2



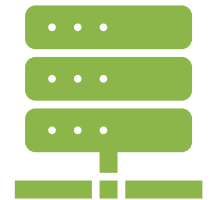
The individual (Field Personnel) directly responsible for the hazardous waste is ready to take custody of the shipment.

3



The field personnel logs into their site's hazardous waste management software and initiates the electronic signature. The electronic signature is sent as a request to the e-Manifest system through the API.

4



The electronic manifest(s) is successfully signed, the valid and enforceable signature is stored in the e-Manifest system. The status of the electronic signature process is communicated back hazardous waste management software.

# Remote Signer Policy

- The electronic manifest will maintain a record of the Printed Name (the individual directly responsible for the shipment) and the Remote Signer (or signature provider)

15. Generator's / Offeror's Certification

<b>EPA ID Number</b>	<b>Name</b>	<b>Generator's/Offeror's Printed/Typed Name</b>	<b>Date Signed</b>
VATESTGEN001	VA TEST GEN 2021	employee name	06/27/2023
		<b>Generator's/Offeror's Signature Provider</b>	<b>Date Signed</b>
		David Graham	06/27/2023 03:22 PM

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15. **GENERATOR'S/OFFEROR'S CERTIFICATION:** I hereby declare that the contents of this consignment are fully and accurately described above by the proper shipping name, and are classified, packaged, marked and labeled/placarded, and are in all respects in proper condition for transport according to applicable international and national governmental regulations. If export shipment and I am the Primary Exporter, I certify that the contents of this consignment conform to the terms of the attached EPA Acknowledgment of Consent.

I certify that the waste minimization statement identified in 40 CFR 262.27(a) (if I am a large quantity generator) or (b) (if I am a small quantity generator) is true.

Generator's/Offeror's Printed/Typed Name	Signature	Month	Day	Year
employee name	provided by David Graham	06	27	2023



# EPA Response to e-Manifest Advisory Board Recommendations *e-Manifest* from February 28-March 1, Public Meeting

- The purpose of the meeting, entitled "*Meeting the Needs of the User Community: e-Manifest Program Priorities and User Fees for FY2024/FY2025*," was for the Board to advise the Agency on its proposed program priorities and user fees for the FY2024/FY2025 cycle.
- The final meeting minutes along with all the meeting background materials are currently available in the public docket at [www.regulations.gov](http://www.regulations.gov) under [docket no. EPA-HQ-OLEM-2022-0973](https://www.regulations.gov/document/EPA-HQ-OLEM-2022-0973).

# Announcement of New User Fees

- EPA sets user fees based on the manifest usage and processing costs for each manifest type in accordance with its user fee calculation methodology in 40 CFR parts 264/265 subpart FF.
- Based on the Advisory Board’s feedback, EPA has pivoted to the [Highly Differentiated Fee Formula](#) for the FY 2024/2025 user fee cycle.
- These fees will apply to manifests submitted for shipments initiated on or after October 1, 2023.
- Manifests submitted for shipments initiated prior to October 1, 2023, will be charged the FY 2022/2023 rate

<b>Manifest Submission Type</b>	<b>Fee per Manifest</b>	<b>Change from FY2022/2023</b>
<b>Scanned Image Upload</b>	\$22.00	+10%
<b>Data + Image Upload</b>	\$10.00	-23%
<b>Electronic Manifest (Fully Electronic and Hybrid)</b>	\$6.00	-25%

# e-Manifest Remote Signer Demo

- You can still use e-Manifest as you always have. However,...
  - As you heard, you now have more flexibility
- Demo
  - Signing via the Web application
  - Signing via Services

# Contact Info and Useful Links

- Help desk: (833) 501-6826
- Mailing lists: <https://public.govdelivery.com/accounts/USEPAORCR/subscriber/new>
- e-Manifest Program website: <https://www.epa.gov/e-Manifest>
  - FAQs: <https://www.epa.gov/e-manifest/frequent-questions-about-e-manifest>
  - Webinars: <https://www.epa.gov/e-manifest/monthly-webinars-about-hazardous-waste-electronic-manifest-e-manifest>
- GitHub Repository: <https://github.com/USEPA/e-manifest>

# Q & A

- Please enter any questions into the chat.

