



Registration Application
Used Oil Transporter and Transfer Facility

EPA ID#: _____

Check all that apply:

Transporter Transfer Facility

Name of Company (Include company specific site name)

Location of Company (Physical address not P.O. Box or Route #)

Street: City: State: Zip Code: County:

Company's Mailing Address:

Street: City: State: Zip Code:

Telephone Number: Fax Number:

Company's Contact Person (Person to be contacted regarding waste activities)

Last: First: Title: Phone: Street: City: State: Zip Code: Email:

Number of Employees Handling Used Oil: Have all been properly trained? Yes No

Please enclose a training program manual to meet the requirements of R.61-107.279.E.

Please enclose proof of liability insurance to meet the requirements of R.61-107.279.E.

I hereby certify (or declare) that all information submitted in conjunction with this Registration is true to the best of my knowledge and that I am authorized to sign official documents for the applicant.

Signature: Date: Print Name: Title:

Submit the original to: SCDHEC L&WM - Compliance and Enforcement 2600 Bull Street Columbia, SC 29201

Instructions for Completing DHEC 2716 Registration Application Used Oil Transporter and Transfer Facility

PURPOSE: A Used Oil Transporter and Transfer Facility registration is required if a person/company handles or is responsible for more than 55 gallons of used oil at any one time (transportation, storage, etc.). A used oil transporter is anyone who transports used oil, collects used oil from more than one generator and transports the collected oil, and/or owns and operates a used oil transfer facility.

Incomplete registration requests will not be processed until all required information has been received by the Department.

ITEM BY ITEM INSTRUCTIONS – Print or type –

1. Enter the EPA Identification number for the transporter/facility. If you do not currently have an EPA ID number, see the EPA Identification Number section below.
2. Select if the registration is for a transporter and/or transfer facility. Select all that apply.
3. Enter the name of the company
4. In the Location of Company section, enter the physical address of the location where used oil is being handled or is based (in the case of transporters).
5. In the Company's Mailing Address, enter the mailing address where all correspondence should be sent.
6. Enter the telephone number and fax number for the company.
7. In the Company's Contact Person section, enter the information for the main contact for the company. This is the person and information where all correspondence will be directed.
8. Enter the number of the employees that will be handling used oil.
9. Answer whether or not all of these employees have been properly trained in the handling of used oil.
10. Include a training program that covers all of the requirements listed below.
11. Include proof of financial responsibility for sudden and accidental occurrences in the amount of at least one million dollars per occurrence from the insurance company with the application form.
12. Sign and date the form. Print your name and enter your title.

EPA IDENTIFICATION NUMBER:

1. In order to submit a Used Oil Transporter and Transfer Facility Registration Application, you must first have an EPA ID#.
2. To request an EPA ID#, completely fill out DHEC Form 2701 which can be found here <http://www.dhec.sc.gov/library/D-2701.pdf>. Submit the hardcopy form to:
SCDHEC – BLWM
Attn: 2701 Form Submittal
Division of Compliance and Enforcement
2600 Bull Street, Columbia, SC 29201
3. Once an EPA ID# has been assigned, the Department will send notification of the number by mail.
4. Continue with step 1 above.

EMPLOYEE TRAINING PROGRAM

All used oil transporters shall show evidence of familiarity with laws and regulations governing used oil transportation by submitting a training program for approval by the Department which includes provisions:

1. Compliance with state and federal regulations governing used oil;
2. Proper used oil management practices, including appropriate response action to any release or spill;
3. Introduction of a new employee to the applicable laws and rules before unsupervised driving of a used oil transportation vehicle;
4. Verification that company personnel handling or transporting used oil have successfully completed the training program. New employees directly involved with handling or transporting used oil shall complete the training program as soon as possible, but no later than ninety days after beginning employment.

REGISTRATION STATUS AND RENEWAL REQUIREMENTS

Once an application is received, the department will review the information for completeness. If the registration is deemed complete and appropriate for registration, the applicant will be notified in writing of the registration and a registration number will be assigned.

At present, registrations do not expire and thus, do not require renewal. The registration will remain in effect as long as the following items are met:

1. The transporter/transfer facility maintains a current certificate of insurance.
2. An annual report is submitted on or before March 15 each year.
3. Compliance with all requirements in Regulation 61-107.279 SWM: Used Oil.

If used oil transporter or transfer facility transports used oil without a current registration, they may face compliance or enforcement actions which could result in the assessment of substantial fines.

OFFICE MECHANICS AND FILING:

The registration will be received by the Division of Compliance and Enforcement. Once received, it will be entered into the electronic document system. The information contained in this report may be subjected to public review through the Freedom of Information (FOI) Office.