

MDEQ to Launch Online Reporting for Solid Waste Facilities in 2019

The MDEQ Waste Division is pleased to announce the 2019 launch of a new online reporting format for solid waste management facility annual reports. State solid waste laws and regulations require the owner of a solid waste management facility to submit an annual report to the MDEQ each year on or before February 28th detailing information on the solid waste disposal activities conducted during the preceding calendar year. Solid waste management facilities required to submit annual reports include commercial and noncommercial landfills and rubbish sites, transfer stations, processing facilities, composting facilities, and land application sites. Additionally, all holders of a Beneficial Use Determination (BUD) are also required to submit annual reports for their beneficial use activities in the state.

Historically, the data required for these reports has been submitted to the agency on hard copy forms; however, MDEQ's Waste Division has worked with Emerge Knowledge Design, Inc. (Emerge) to develop an online reporting system through Emerge's Re-TRAC Connect (Re-TRAC) platform. The Re-TRAC system will provide registered users with a simple interface directing them to the precise annual report forms required for each corresponding permitted facility. Users will be able to easily navigate through the online form that allows the user to enter data electronically, to save their progress as data is entered, and to upload and/or attach additional documentation required as part of the reports. The new electronic reporting format is expected to improve consistency in facility reporting data, provide an easier method for timely submittal of reports, and streamline the annual reporting process for both the agency and regulated community. MDEQ also plans to begin measuring recycling rates in the state in 2019 through a similar program through Re-TRAC. More information will be made available soon regarding these efforts.

While the original hard copy forms for solid waste management facilities will still be available on the MDEQ website for use in Calendar Year 2018 reporting, MDEQ strongly encourages that all parties required to submit solid waste and/or BUD annual reports begin taking advantage of the new system through one of the two methods described below:

Direct Registration (suggested for users responsible for a single facility/BUD)

Users can request a direct link to join the Mississippi DEQ Solid Waste Facility Reporting Program in Re-TRAC Connect by emailing the request to cbock@mdeq.ms.gov. This link will allow a user to register directly within the appropriate program and to provide information on the facility/BUD for which an annual report is required. MDEQ will review this information and assign the appropriate reporting forms.

Request Program Access from MDEQ (suggested for users responsible for multiple facilities/BUDs)

To assist MDEQ with setting up a user account with all the associated facilities/BUDs for a single user, the following information must be submitted via email to cbock@mdeq.ms.gov:

- Email address of the person responsible for submittal of the annual report(s)
- Name of each facility/BUD for which responsible
- Permit/authorization number for each facility/BUD for which responsible

Upon receipt of this information, MDEQ will create the account, assign the facilities and associated reporting forms, and provide the user with the login credentials to access the program.

Further notices will be forthcoming with additional instructions on registering with the program and completing the annual reports and on potential training opportunities for interested persons. MDEQ expects the program to officially launch in January of 2019, which will provide facility

owners with an adequate amount of time to submit their reports by February 28, 2019, for the 2018 calendar year.

For more information or questions, please contact Charlie Bock (cbock@mdeq.ms.gov) or Collin Selman (cselman@mdeq.ms.gov) in the Waste Division at 601-961-5171.