HAZARDOUS WASTE INSPECTIONS REPORT INSTRUCTIONS

(Haz_Waste_Inspections)

This report provides hazardous waste inspection data from EFACTS. It allows the user to review hazardous waste inspection data for facilities/generators in the State or a selected Region. It can also be used to review hazardous waste inspection data for an individual facility using the EPA ID number.

The following parameters can be used to modify the report. Some of these parameters are mandatory. Clicking on "Select All" will "clear all" or "select all" options. All parameters must have a selection to run the report.

1. Enter the Inspection Begin Date.
2. Enter the Inspection End Date.
3. Enter Region for review. Selecting a single region will minimize data retrieval and speed up your search, or you may select ALL Regions.
4. Enter County for review. If a Region is selected, ALL is the default condition.
5. Enter Municipality for review. If a Region is selected, ALL is the default condition.
6. Enter Generator Type for review. Select ALL is the default condition.
7. Enter SF Status for review. Select ALL is the default condition.
8. Enter SF Type for review. Select ALL is the default condition.
9. Enter PF Status for review. Select ALL is the default condition.
10. Enter PF Type for review. Select ALL is the default condition.
11. Enter Inspection Type to review. Select ALL is the default condition.
12. Enter Yes or No if review is for TSD facilities. Select ALL is the default condition.
13. Enter an EPA ID number into the Other ID parameter to view all inspections conducted at that facility/generator for the date range entered. If a date range is not entered by checking the null boxes, the report will show all hazardous waste inspections in EFACTS conducted at the facility/generator.
14. Enter an employee id number to view inspections conducted by that person. The 8-digit employee id number must be used, including 0's. If a date range is not entered by checking the null boxes, the report will show all hazardous waste inspections in EFACTS conducted by that person. Multiple employee id numbers can be added at one time. Once all employee id numbers are added, press tab. The system will automatically enter commas after each number.
15. Click on View Report.
16. Use arrow keys to move through report tabs. Using the up/down arrows in the columns within the report will allow sorting of the data.
17. The reports can be exported to Excel or CSV.

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