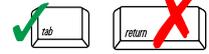




Massachusetts Department of Environmental Protection Bureau of Waste Prevention - Solid Waste Program

General Permit Certification Form for New or Newly Acquired Recycling, Composting,
Aerobic or Anaerobic Digestion Operations Pursuant to 310 CMR 16.04

Important: When completing this form on a computer, use only the Tab key to move your cursor – not the Return key.



I. Property Owner, Operator, Responsible Official & Site Information

Note: Each box must to be completed for this certification to be valid. Do not leave any box blank. Enter "N/A" if an item is not applicable.

Property Owner

Type of Ownership:

- Private - Select One: Corporation Limited Liability Corp. Partnership Sole Proprietorship Trust
 Public - Select One: Municipal State Federal Tribal Other – Specify:

Name of Individual or Entity

Telephone Number

Email Address

Mailing Address

City/Town

State

ZIP Code

Operator

Name

Telephone Number

Email Address

Mailing Address

City/Town

State

ZIP Code

Responsible Official

Name

Telephone Number

Email Address

Mailing Address

City/Town

State

ZIP Code

Site Information

Operating Doing Business As (Company Name)

Street Address (If Different from Above)

City/Town

State

ZIP Code

Geographic Positioning System (GPS) Coordinates of Activity Location (Example: N42.355800, W71.060114)



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II. Type of General Permit Operation Requiring Certification

Please check the appropriate box below for the type of operation covered by this certification. A separate certification form is necessary for each activity and/or each location requiring a general permit pursuant to 310 CMR 16.04. **If the operation exceeds the applicable listed tonnage, it is not eligible for a General Permit pursuant to 310 CMR 16.04. Recycling, Composting, Aerobic digestion or Anaerobic Digestion operations that exceed the applicable listed tonnage (see below) may be eligible for a Recycling, Composting, or Conversion (RCC) Permit pursuant to 310 CMR 16.05.**

- | | |
|--|--|
| <input type="checkbox"/> Recycling Operation that receives no more than 250 tons per day of recyclable materials , not including paper. | Complete Sections III, IV, V & IX of this form. |
| <input type="checkbox"/> Composting Operation that receives no more than 105 tons per week and no more than 30 tons per day of Group 2 organic materials. | Complete Sections III, IV, VI, VII & IX of this form. |
| <input type="checkbox"/> Aerobic or Anaerobic Digestion Operation that receives no more than 100 tons per day of organic material from on-site or off-site, based on a 30-day rolling average. | Complete Sections III, IV, VI, VIII & IX of this form. |

III. Operation Start Date

- | | |
|---|---|
| 1. What is the start date of the operation? (The start date must be no sooner than 30 days after you submit this certification to MassDEP and notify the Board of Health in the appropriate municipality.) | Date (MM/DD/YYYY) |
| 2. When and how did you provide a copy of this certification to the appropriate local Board of Health to notify the municipality of the start date? | Date of Notification
Method Used:
<input type="checkbox"/> Email
<input type="checkbox"/> Fax
<input type="checkbox"/> Regular Mail |

IV. Preliminary Site Information

- | | |
|--|--|
| 1. Is the operation located at a solid waste management facility? (If Yes, continue to question 2 of this section. If No, proceed to the next applicable section.) | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| 2. Does the site assignment allow recycling, composting, aerobic, or anaerobic operations to be conducted on the site assigned parcel? (If Yes, continue to question 3 of this section. If No, then the site assignment must be modified to allow this activity before the certification can be submitted.) | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| 3. Does the recycling, composting, aerobic, or anaerobic digestion operation adversely impact the solid waste management facility, e.g., vehicular traffic, solid waste transport, handling or disposal, etc.? (If No, continue to question 4 of this section. If Yes, then the solid waste facility will comply with the requirements of 310 CMR 19.029 "Applicable Permit and Certification Procedures for Construction, Operation, Modification or Expansion of a Solid Waste Management Facility" before completing this certification.) | <input type="checkbox"/> Yes <input type="checkbox"/> No |

MassDEP Permit Approval Transmittal Number

Date of Approval (MM/DD/YYYY)

- | | |
|--|--|
| 4. Is the activity on the footprint of a landfill? (If No, proceed to the next applicable section. If Yes, then the landfill will comply with the requirements of 310 CMR 19.039 "Applicant's Request to Modify a Permit" before completing this certification.) | <input type="checkbox"/> Yes <input type="checkbox"/> No |
|--|--|

MassDEP Permit Approval Transmittal Number

Date of Approval (MM/DD/YYYY)



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IMPORTANT: The Operation will comply with the requirements listed in sections V through VIII below, as applicable, to be eligible for a general permit pursuant to 310 CMR 16.04. If you check "NO" for any of the requirements listed in Section V through Section VIII, then the operation is not eligible for a General Permit pursuant to 310 CMR 16.04. If the Operation is not eligible, the Owner and Operator may file an application for a "Permit for Recycling, Composting or Conversion (RCC Permit) Operation" pursuant to 310 CMR 16.05.

V. General Permit Requirements: Recycling Operation (310 CMR 16.04(2))

Provide the requested information by checking the appropriate boxes to indicate the operation is in compliance with each of the following requirements for a recycling operation:

1. The operation will prevent unpermitted discharges of pollutants to the air, water, land or other natural resources of the Commonwealth. Yes No
2. The operation will not create a public nuisance. Yes No
3. The operation will not become a threat to public health, safety, or the environment. Yes No
4. The operation is enclosed. Yes No

Identify the Type or Manner of Enclosure for the Operation
5. The operation is covered. Yes No

Identify the Type or Manner of Cover for the Operation
6. The incoming recyclable materials are not contaminated by toxic substances at levels that may pose a significant threat to public health, safety, or environment; and procedures are in place to prevent the acceptance of recyclable materials contaminated by toxic substances. Yes No
7. Identify the types of recyclable materials (i.e., bottles & cans, paper, etc.) that will be handled at this operation:

Types of Incoming Recyclable Material	

8. During processing, the recyclable materials are not contaminated by toxic substances at levels that may pose a significant threat to public health, safety, or environment; and procedures are in place to prevent the recyclable materials from being contaminated by toxic substances during processing. Yes No
9. The products are not contaminated by toxic substances at levels that may pose a significant threat to public health, safety, or environment; and procedures are in place to prevent the recyclable products from being contaminated by toxic substances. Yes No

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General Permit Certification Form for New or Newly Acquired Recycling, Composting, Aerobic or Anaerobic Digestion Operations Pursuant to 310 CMR 16.04

V. General Permit Requirements: Recycling Operation (Continued)

10. Identify the types of each of the operation's products and their uses:

Product Type	Use of Product

11. The operation will comply with one of the following residual rates for the specific type of recycling (check the applicable box):

- For single stream recycling, the residuals are no more than 15% by weight of the total amount of materials received in any quarter.
 For all other types of recycling operations, the residuals are no more than 10% by weight of the total amount of materials received in any quarter.

12. The percentage of residuals will be calculated using (check the applicable box):

- A Weigh Scale
 Standard Conversion Factors

13. If standard conversion factors are to be used, identify/describe the conversion method/formula:

14. The operation limits the storage of materials, in their as-received, in-process or processed condition, to one year from the date of their receipt at the operation. This time limit may be exceeded in the case of storage of a processed material pending accumulation of one full container load. Yes No

15. All waste materials generated during the recycling process are disposed in compliance with all applicable federal, state, and local laws and regulations. Yes No

16. The operation has obtained all other applicable MassDEP permits or approvals (e.g., Beneficial Use Determination, Stormwater Permit, Air Quality Permit, etc.). Yes No



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Aerobic or Anaerobic Digestion Operations Pursuant to 310 CMR 16.04

V. General Permit Requirements: Recycling Operation (Continued)

17. List all other MassDEP approvals below:

Other MassDEP Approvals or Permits with Transmittal Numbers	

18. The owner or operator will maintain accurate records for at least three years to demonstrate compliance with 310 CMR 16.04. Yes No
19. The owner or operator will submit a report and certification pursuant to 16.06(1)(a)3. to MassDEP by February 15 of each year that includes, but is not limited to, the amounts and types of recyclable materials received and the amount of residuals managed during the previous calendar year. Yes No



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General Permit Certification Form for New or Newly Acquired Recycling, Composting,
Aerobic or Anaerobic Digestion Operations Pursuant to 310 CMR 16.04

VI. General Compliance Requirements: Composting & Aerobically or Anaerobically Digesting Organic Materials (310 CMR 16.04(3)(a))

Provide the requested information by checking the appropriate box to indicate the operation is in compliance with the following requirements for composting and aerobic or anaerobic digestion operations:

1. The operation is at least 250 feet from any existing water supply well in use at the time the operation begins operation. Yes No
2. The operation will not have unpermitted discharges of pollutants to the air, water, land or other natural resources of the Commonwealth. Yes No
3. The operation will not create a public nuisance. Yes No
4. The operation will not become a threat to public health, safety, or the environment. Yes No

The operation incorporates the following best management practices:

5. Produces stabilized organic materials. Yes No
6. Maintains proper thermal regulation and monitoring to prevent spontaneous combustion, destroy pathogens and prevent vectors. Yes No
7. Manages stormwater and leachate to prevent ponding and water pollution. Yes No
8. Has access to an adequate water supply with adequate pressure for fire control. Yes No
9. Employs the appropriate number of properly trained personnel for the size and type of the operation to properly maintain the operation. Yes No
10. Uses equipment that is appropriate for the size and type of the operation. Yes No

The operation has developed and will implement the following plans appropriate for the size and type of operation being operated:

11. A Toxics Control Plan that includes: Yes No
 - Procedures to minimize the entry of toxic materials and to prevent the organic materials and/or products from becoming contaminated by toxic substances (i.e., specifications for incoming organic materials, load inspection protocols, etc.) at levels that may pose a significant threat to public health, safety, or environment; and
 - Specific actions to be taken by personnel to prevent contamination.
12. An Odor Control Plan that includes: Yes No
 - Procedures to prevent the production and generation of odorous compounds; and
 - Specific actions to be taken by personnel that will be taken to address odors and odor complaints if unacceptable odors occur beyond the property line of the operation.
13. A Vector Control Plan that includes: Yes No
 - Procedures to prevent the organic materials and/or products from vector attraction before, during, and after composting, aerobic digestion, or anaerobic digestion; and
 - Specific actions that will be taken to address vectors and vector complaints if unacceptable vectors are present.
14. A Contingency Plan that includes all of the following: Yes No
 - Procedures for corrective actions for the management of the organic materials and/or products in the event of equipment breakdown, delivery of unacceptable loads of materials, spills, fires, extreme weather conditions or other events, including but not limited to the failure of the odor control plan or vector control plan.

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VI. General Compliance Requirements: Composting & Aerobically or Anaerobically Digesting Organic Materials (Continued)

15. Identify the types and sources (i.e., supermarket, restaurant, food processor, residential food collection, farm, etc.) of organic materials that will be handled at this operation:

Type of Incoming Organic Material	Sources of Incoming Organic Material	
Vegetative Material		
Food Material		
Agricultural Material		
Biodegradable Products		
Biodegradable Paper		

Table Continues on Next Page ►



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VI. General Compliance Requirements: Composting & Aerobically or Anaerobically Digesting Organic Materials (Continued)

Type of Incoming Organic Material	Sources of Incoming Organic Material	
Clean Wood		
Yard Waste		

10. Identify the types of each of the operation's products and their uses:

Product Type	Use of Product

10. The residuals produced during any quarter will not exceed 5%, by weight, of the total amount of material received by the operation. Yes No

11. The percentage of residuals will be calculated using (check the applicable box):

A Weigh Scale

Standard Conversion Factors

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VI. General Compliance Requirements: Composting & Aerobically or Anaerobically Digesting Organic Materials (Continued)

12. If standard conversion factors are to be used, identify/describe the conversion method/formula:

13. The operation limits the storage of materials, in their as-received, in-process or processed condition, to one year from the date of their receipt at the operation. This time limit may be exceeded in the case of storage of a processed material pending accumulation of one full container load. Yes No
14. The operation manages all solid and liquid materials produced as a result of the operation in accordance with all other applicable regulations and approvals, including but not limited to, a beneficial use determination, if necessary. Yes No
15. All waste materials generated during the composting, aerobic digestion, or anaerobic digestion processes are disposed of in compliance with all applicable federal, state, and local laws and regulations. Yes No
16. The operation has obtained all other applicable MassDEP permits or approvals (i.e., Beneficial Use Determination, Stormwater Permit, Air Quality Permit, etc.). Yes No
17. List all other MassDEP approvals below:

Other MassDEP Approvals or Permits with Transmittal Numbers	

18. The owner or operator will maintain accurate records for at least three years to demonstrate compliance with 310 CMR 16.04. Yes No
19. The owner or operator will submit a report and certification pursuant to 16.06(1)(a)3. to MassDEP by February 15 of each year that includes, but is not limited to, the amounts and types of recyclable materials received and the amount of residuals managed during the previous calendar year. Yes No



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VII. Additional Compliance Requirements: Composting Operation (310 CMR 16.04(3)(b))

Provide the requested information by checking the appropriate box to indicate the composting operation is in compliance with the following requirements in addition to the requirements in Section VI:

1. The operation limits the total amount of organic material, whether as received, in process or final product, to no more than 5,000 cubic yards per acre. Yes No
2. The operation limits the total amount of organic material, whether as received, in process or final product, to no more than 50,000 cubic yards of organic material on site at any one time. Yes No
3. The operation does not allow more than 25% by volume of the total compost mixture to be a Group 2 Organic Material (see Instructions for more information). Yes No
4. The operation provides and uses adequate and appropriate bulking material consisting of Group 1 organic materials (see Instructions for more information) and ensures that such material is readily available on-site to mix with incoming Group 2 organic materials or other organic materials with a carbon to nitrogen ratio of 30:1 or less. Yes No
5. The operation mixes all Group 2 organic material or other organic materials with a carbon to nitrogen ratio of 30:1 or less into the compost windrows or piles to such an extent that the Group 2 material is unrecognizable as a separate material as soon as possible but no later than the close of business each day. Yes No
6. The operation aerates the compost on a timely and regular basis to ensure proper aerobic, temperature, moisture and porosity conditions. Yes No

VIII. Additional Compliance Requirements: Aerobic or Anaerobic Digestion Operation (310 CMR 16.04(3)(c))

Provide the requested information by checking the appropriate box to indicate the aerobic or anaerobic digestion operation is in compliance with the following requirements in addition to the requirements in Section VI:

1. Group 2 organic material generated off-site, are transported via sealed tank or vessel and delivered to the operation using a direct connection (e.g. hose) technology. This requirement does not apply to an operation that accepts less than 15 tons per day of Group 2 organic materials. Yes No
2. Organic materials are only handled in sealed tanks or vessels, with odor controls. Yes No
3. All organic materials are added to the active digestion system or stored in sealed tanks or vessels, with odor controls, by the close of business on the same day that it is received at the operation. Yes No



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IX. Certification

"I attest under the pains and penalties of perjury:

1. That I am duly authorized to bind the entity (corporation, limited liability corporation, public entity, trust, partnership or sole proprietorship, etc.) which is subject to these regulations:
2. that I have personally examined and am familiar with the information contained in this submittal, including any and all documents accompanying this certification statement;
3. that, based on my inquiry of those individuals responsible for obtaining the information, the information contained in this submittal is to the best of my knowledge, true, accurate, and complete;
4. that procedures and plans to maintain compliance are in place at the operation and will be maintained even if processes or operating procedures are changed;
5. that I am fully authorized to make this attestation on behalf of this operation; and
6. that I am aware that there are significant penalties, including, but not limited to, possible administrative and civil penalties, fines and imprisonment, for submitting false, inaccurate, or incomplete information."

Signature of Responsible Official

Print Full Name

Title

Date of Certification (MM/DD/YYYY)