



Department of Environmental Protection

One Winter Street Boston, MA 02108 • 617-292-5500

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Instructions: General Permit Certification for New or Newly Acquired Recycling, Composting & Aerobic or Anaerobic Digestion Operations pursuant to 310 CMR 16.04

This certification form will be used to satisfy the certification requirements for a General Permit for New or Newly Acquired Recycling, Composting and Aerobic or Anaerobic Digestion Operations pursuant to 310 CMR 16.04. The owner or operator will file this certification with the MassDEP Boston Office and with the local Board of Health at least **thirty (30) days prior to** commencing operations.

All recycling, composting, and aerobic or anaerobic digestion operations are also required to submit an annual certification by February 15 to:

MassDEP (Main Telephone: 617-292-5500)
Bureau of Waste Prevention
Attn: Solid Waste Program -16.04 General Permit Certification
One Winter Street
Boston, MA 02108

The annual certification form will be available by January 1, 2014. For the complete text of the regulation, see: <http://www.mass.gov/dep/service/regulations/310cmr16.pdf>.

Instructions:

- This certification form is only for the following types of operations that handle less than the listed maximum tonnage limits. Operations which exceed these tonnage limits may be eligible for a Recycling, Composting or Conversion (RCC) permit pursuant to 310 CMR 16.05.

Operations Eligible for a General Permit under 310 CMR 16.04	
Type of Operation	Maximum Material Limits
Recycling Operations	<ul style="list-style-type: none">Receives no more than 250 tons per day of recyclable materials, not including paper [310 CMR 16.04(1)(a)].
Composting Operations	<ul style="list-style-type: none">Receives no more than 105 tons per week and no more than 30 tons per day of Group 2 organic materials [see below or 310 CMR 16.04(1)(b)] ANDContains no more than 5,000 cubic yards of organic material per acre ANDHas no more than 50,000 cubic yards total of organic material on site at one time.
Aerobic or Anaerobic Digestion Operations	<ul style="list-style-type: none">Receives no more than 100 tons per day of organic material from on-site or off-site, based on a 30-day rolling average[310 CMR 16.04(1)(c)]

- Composting Operations will meet certain limits on the amounts of material that is likely to become putrescible in order to be eligible for a General Permit. These materials are identified in 310 CMR 16.04(3) as having a carbon to nitrogen ratio of 30:1 or less, and are designated as “Group 2” materials. “Group 1” materials are organic materials with a carbon to nitrogen ration of 50:1 or more. The table below (reproduced from 310 CMR 16.04(3) Table 1) provides examples of materials in each group and may be used for reference purposes in completing this certification form.

Examples of Organic Materials			
Group 1 Organic Materials		Group 2 Organic Materials	
Example Materials	C:N Ratio	Example Materials	C:N Ratio
Clean wood	100-1300:1	Vegetables	11-19:1
Cardboard	560:1	Food material	14-16:1
Paper and paper products	125-850:1	Grass clippings	17:1
Leaves	40-80:1	Green plant material	15-19:1
Straw	60-80:1	Fish waste	2-5:1
Corn stalks	60-75:1	Manure	6-14:1
Shrub trimmings	50:1	Solid & liquid digestate from aerobic & anaerobic digestion processes	Variable

Source: U.S. Composting Council, *Best Management Practices (BMPs) for Incorporating Food Residuals Into Existing yard Waste Composting Operations*, p. 20. found at <http://compostingcouncil.org/admin/wp-content/uploads/2010/09/BMP-for-FW-to-YW.pdf>

- A **Responsible Official** (as defined in 310 CMR 16.02) will complete this certification for the operation.
- Complete the appropriate sections of the form for your type of operation:
 - Sections I-V for recycling operations.
 - Sections I-IV, VI and VII for composting operations.
 - Sections I-IV, VI and VII for aerobic or anaerobic digestion operations.
 - Section IX (Certification) for ALL operations.
- The **Responsible Official** completing this certification form should make and keep a signed copy of the completed certification form for record keeping purposes.
- Remember that it is your responsibility to keep your facility in compliance with environmental protection requirements at all times. You may be subject to enforcement action if you do not comply with the standards.