



Massachusetts Department of Environmental Protection  
Bureau of Waste Prevention - Business Compliance Division

# **BWP HW 27** Permit Modification for Hazardous Waste Transporter and Class B(4) Regulated Recyclable Materials Transporter Permits **Instructions and Supporting Materials**

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## **Introduction**

MassDEP *Permit Applications*, as well as *Instructions & Support Materials*, are available for download from the MassDEP Web site at [mass.gov/dep](http://mass.gov/dep) in two file formats: Microsoft Word™ and Adobe Acrobat PDF™. Either format allows documents to be printed.

*Instructions & Support Materials* files in Microsoft Word™ format contain a series of documents that provide guidance on how to prepare a permit application. Although we recommend that you print out the entire package, you may choose to print specific documents by selecting the appropriate page numbers for printing.

*Permit Applications* in Microsoft Word™ format must be downloaded separately. Users with Microsoft Word™ 97 or later may complete these forms electronically.

Permitting packages in Adobe Acrobat PDF™ format combine *Permit Applications* and *Instructions & Support Materials* in a single document. Adobe Acrobat PDF™ files may only be viewed and printed without alteration. *Permit Applications* in this format may not be completed electronically.



Massachusetts Department of Environmental Protection  
Bureau of Waste Prevention - Business Compliance Division  
**BWP HW 27 Guidance**

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### Bureau of Waste Prevention Guidance

The purpose of this modification is to allow a hazardous waste transporter or a precious metals Class B(4) Regulated Recyclable Materials (RRM) transporter to modify its license/permit without having to apply for a new license.

In August 2000, the Department streamlined its hazardous waste transporter program. It collapsed three categories of minor and major modifications to one category to be referred to as "BWPHW27". The Department's permits administration program (under 310 CMR 4.00, titled "Timely Action Schedule and Fee Provisions") now specifies the following processing timelines:

- T1= 30 days; initial technical review
- Applicant Response Time to Initial Technical Review = 30 days
- T2 = 30 days; final review

Hazardous Waste Transporter License modifications and Precious Metals Class B(4) RRM Transporter License modifications are now classified as "presumptive approval" modifications instead of being considered full permit modifications. A presumptive approval modification becomes effective 30 days after the Department has received the application (i.e., after the date that either the Department signs the certified mail receipt, or the applicant hand delivers the application (and receives a signed receipt)) unless the Department notifies the applicant within the 30 day T1 period. Notification may be in the form of a deficiency letter, if during the 30-day technical review period described above, the Department identifies deficiencies or determines that a modification change requires further Department review. The applicant then has 30 days to respond to any identified deficiencies. The Department then has 30 days from receipt of the applicant's response to either issue or deny the modification in writing.

The processing fee for a license modification is \$280. Payment is made through the use of the Transmittal Form enclosed in the application package.

BWPHW27 modifications typically include changes to address, EPA Identification Number, telephone number, waste categories/codes (for hazardous waste transporters licensed for all hazardous waste categories, waste category/code changes would not apply), and modifications which do not constitute 30.828 license transfers. Modifications which do not constitute 30.828 license transfers may include a name change, stock transfer (>5% equity/liability), or a new owner/operator. If you have any questions regarding your modification, or you think that you have a modification that involves a name change, stock transfer (>5% equity/liability), or change in owners or operator, we advise you to contact the Department's BWP Business Compliance Division at 617-292-5576 prior to submitting your modification request to the Department. The Department will then offer you guidance as to whether to proceed with a modification request, or rather submit an application for a new license as a new licensee. Please note that you must submit your license modification application by hand delivery with receipt or by certified mail.

The Department's Division of Business Compliance staff conducts informal help sessions at the Department's One Winter Street, Boston office to assist transporter licensees and license applicants in filling out their applications and to help reduce review and response timelines. In the help session, Boston staff will discuss the following:

- each portion of the transporter application
- the streamlined transporter licensing program, including:
  - revisions to the hazardous waste and fees regulations,
  - transporter application packages, and
  - license modification requirements;
- common mistakes typically made in applications, and,
- issues such as compliance checks, nondisclosure, and responses to requests for information.

If you are interested in attending a help session or are in need of assistance in completing your modification application, you may contact me in the Business Compliance Division at (617) 292-5576.



Massachusetts Department of Environmental Protection  
Bureau of Waste Prevention - Business Compliance Division  
**BWP HW 27 Permit Fact Sheet**

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**Permit Name** Permit Modification for Hazardous Waste Transporter License and Class B(4) Regulated Recyclable Material (RRM) Transporter License

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**Permit Code** BWP HW27

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**Purpose of MassDEP Permit, license or approval** To allow hazardous waste transporters and transporters of precious metals Class B(4) Regulated Recyclable Materials (RRM) to modify their licenses without having to apply for a new license. These modification include changes to address, EPA ID number, telephone number, or waste categories/codes, and modifications that do not constitute 30.828 license transfers. Modifications that do not constitute 30.828 license transfers may include a name change, stock transfer (>5% equity/liability), or any new owner/operator. If the modification might constitute a license transfer under 310 CMR 30.828, then you should contact the Department prior to submitting a modification. At that time, the Department will advise you if this modification is appropriate.

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**MassDEP unit conducting permit review** Bureau of Waste Prevention, Business Compliance Division  
Hazardous Waste Transporter Program  
One Winter Street  
Boston, MA 02108  
617-292-5576

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**Who must apply** Any Massachusetts licensed hazardous waste transporter or transporter of Precious Metals Class B(4) RRM who wishes to modify its license as described above.

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**Required documentation** Each application for modification to a Hazardous Waste Transporter License or Precious Metals Class B(4) RRM Transporter License must include a complete description of all proposed amendments to the current Hazardous Waste Transporter License or Precious Metals Class B(4) RRM Transporter License.

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**Fees**

- An application fee of \$280 is due when the modification application is submitted.
- There is no annual compliance fee associated with this license modification.

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**Review Timeline** The timelines are available on the MassDEP Website:  
<http://www.mass.gov/eea/agencies/massdep/service/approvals/timely-action-fees-and-payments.html>

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**How long is the modification valid?** The modification is in effect for the duration of the original license.

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Massachusetts Department of Environmental Protection  
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**BWP HW 27 Permit Fact Sheet**

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**What regulations  
apply?**

Applicable regulations include, but are not limited to:

- Hazardous Waste Regulations, 310 CMR 30.00  
(in particular sections 30.010, 30.274, 30.275, 30.400, and 30.800)
- Timely Action and Fee Schedule Provisions, 310 CMR 4.00.

These may be purchased at:

State Bookstore  
Massachusetts State House  
Room 116  
Boston, MA 02133  
617-727-2834

State Bookstore  
436 Dwight Street, Room 102  
Springfield, MA 01103  
413-784-1376



Massachusetts Department of Environmental Protection  
Bureau of Waste Prevention - Business Compliance Division  
**BWP HW 27 Application Completeness  
Check List**

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To submit an application to MassDEP, follow the steps described below:

- | <b>Step</b>                 | <b>Action</b>  |
|-----------------------------|--|
| 1. <input type="checkbox"/> | Complete a MassDEP Transmittal Form:<br><a href="http://www.mass.gov/eea/agencies/massdep/service/approvals/transmittal-form-for-payment.html">http://www.mass.gov/eea/agencies/massdep/service/approvals/transmittal-form-for-payment.html</a>  |
| 2. <input type="checkbox"/> | Complete the BWP HW27 Application Form, including all specified information.   |
| 3. <input type="checkbox"/> | Submit a complete copy of the application package including<br>The Transmittal Form and a BWP HW27 Application Form with the specified<br>attachment to:<br><p style="text-align: center;">Bureau of Waste Prevention, Business Compliance Division<br/>Hazardous Waste Transporter Program<br/>One Winter Street<br/>Boston, MA 02108</p> |
| 4. <input type="checkbox"/> | Submit the application fee of \$280 in the form of a check or money order payable to<br>the Commonwealth of Massachusetts along with a photocopy of the MassDEP<br>Transmittal Form to:<br><p style="text-align: center;">Department of Environmental Protection<br/>Revenue Office<br/>P.O. Box 4062<br/>Boston, MA 02211</p>             |
| 5. <input type="checkbox"/> | Retain a copy of the complete application package for your files.  |

**For assistance  
with this  
application**

Contact the Bureau of Waste Prevention, Business Compliance Division at:  
617-292-5576