



# Florida Department of Environmental Protection

Bob Martinez Center  
2600 Blair Stone Road  
Tallahassee, Florida 32399-2400

Rick Scott  
Governor

Carlos Lopez-Cantera  
Lt. Governor

Noah Valenstein  
Secretary

## 2017 Biennial Hazardous Waste Report Training and Guidance

Dear Hazardous Waste Report Coordinator:

The Florida Department of Environmental Protection (FDEP) is pleased to offer a set of training sessions on the completion of the 2017 Biennial Hazardous Waste Report (BR). There will be five locations for the training. The training sessions will be 3-hour morning basic LQG training sessions and 4-hour afternoon sessions on the 2017 Biennial Hazardous Waste Report.

US EPA offers Windows compatible Web based program for the report for use by all reporting sites. This software makes the reporting process easier and more accurate. Training on this software is integrated into all biennial sessions. EPA stopped supplying the paper forms and instructions. A PDF version of the Forms and Instructions are available along with the reporting software at this website:

[https://www.epa.gov/sites/production/files/2017-07/documents/biennial\\_report\\_formsandinstructions.pdf](https://www.epa.gov/sites/production/files/2017-07/documents/biennial_report_formsandinstructions.pdf)

Please indicate your preference for training session and date below.

- I am interested in attending the BR session in Jacksonville on January 10, 2018
- I am interested in attending the BR session in Orlando on January 11, 2018
- I am interested in attending the BR session in Tallahassee on January 16, 2018
- I am interested in attending the BR session in Tampa on January 17, 2018
- I am interested in attending the BR session in West Palm Beach on January 18, 2018
  
- This site was not a Large Quantity Generator or TSD at any time in 2017.

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Address: \_\_\_\_\_  
City/State/ZIP: \_\_\_\_\_  
Phone number: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ ext \_\_\_\_\_  
Email: \_\_\_\_\_  
EPA ID number: **FL** \_\_\_\_\_

**Please return the answers to this request as soon as you can to:**

**EMAIL: Erin.Wilcox@DEP.State.FL.US, PHONE: 850-245-8754**

**Or mail to Erin G. Wilcox - MS 4550 at the letterhead address**

Please see the back of this page for details

The Biennial Hazardous Waste Report sessions will be held from **1:00 PM to 5:00 PM** (except for the Tallahassee session) at each site with extended questions and answers as needed. These sessions will be oriented toward a complete, basic coverage of the paper and software BR reporting process for Large Quantity Generator sites and TSD Facilities. Morning sessions have been added that will cover rules and

regulations pertaining to Large Quantity Generators (LQGs) of RCRA Hazardous Waste. Please contact your district offices for information on registration and scheduling for the morning sessions.

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The **Jacksonville** session will be held in the 5<sup>th</sup> floor conference room (Room 550) of the Florida Coastal School of Law Building located at 8787 Baypine Road on Friday, January 10, 2018. You must register for this workshop on-line at: [https://lqg\\_training.eventbrite.com](https://lqg_training.eventbrite.com).

Directions: From I95 and SR 152 (Baymeadows Road)(exit 100): Go West on 152 to Baymeadows Way: North (right) on Baymeadows Way to East (Right) on Baymeadows Way West: go past the DEP Office Building at 8800 Baymeadows Way West and look for the Law School Building on your right past the two large parking garages. It is a large 5-story brick building. You may park in the parking lot, or in the large white parking garage for the Law School. (904)256-1700

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The **Orlando** session will be held in the conference room of the Central District FDEP office at 3319 Maguire Blvd, Suite 232 in Orlando on Wednesday, January 11, 2018.

Directions: Go East on Colonial Drive/State Road 50 from I-4 (exit) in Orlando for 3 miles. Turn left (north) on Maguire Boulevard. Turn left onto Executive Center Drive past the first light and make an immediate right-hand turn into the first parking lot. It is a two-story building with lots of windows (LEXINGTON BUILDING). (407) 897-4305

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The **Tallahassee** session will be held in Training Room 609 in the Bob Martinez Center office building at 2600 Blairstone Rd in Tallahassee on Friday, January 16, 2018.

Directions: From I-10 at Exit 203: Go South on Capitol Circle (S-319) to the intersection of Apalachee Pkwy. Take a right one Apalachee Pkwy and head west until the intersection of Blairstone. Take a left onto Blairstone and head south. The building is after the intersection of St. Augustine and is the fourth drive on the right (6 story cream). Visitor parking is on the left as soon as you turn in. (850) 245-8700

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The **Tampa** session will be held in the Main Conference Room of the FDEP SW District office building at 13051 North Telecom Parkway, Temple Terrace Florida 33637 on Tuesday, January 17, 2018.

Directions: From I75 merge onto E Fletcher Avenue/ CR-582A West via EXIT 266 toward Tampa. Then turn left (south) on to Telecom Drive and then left onto Telecom Parkway North. (813) 470-5700

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The **West Palm Beach** session will be held in the Water Management District Offices at 3301 Gun Club Road on Monday, January 18, 2018. You must register for this workshop on-line at: <http://www.surveygizmo.com/s3/4048512/2018-LQG-Workshop-Biennial-Report-Training-Registration>

Directions: From 95 head west on Southern Blvd, then head south on S Congress Ave. Turn right (west) onto Gun Club Rd and the South Florida Water Management District will be on the right. Please sign in at the security office in building B1. (561) 681-6600

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The 2017 Biennial Hazardous Waste Report training materials may be downloaded from our internet site.

<https://floridadep.gov/waste/permitting-compliance-assistance/content/brs-data-entry-program>

Sites submitting the report using the US EPA software process will be allowed an automatic 1-month extension for submission of the report.