

SAMPLE

Conversion Factors:

Pounds X .45 = kg
 Gal x 3.6 = kg (roughly)
 Bbl (liquid) x 200 = kg (roughly)

HAZARDOUS WASTE MONTHLY WORKSHEET

Balance Forward
_____ kg

Month _____ Year _____ : sheet ____ of ____

Waste Generated: Name or type of waste	Quantity				Date Stored	Date Shipped	Date Manifest Returned	Accum. Total
	Barrels	Gallons	Pounds	Equiv. kg				
								kg
								kg
								kg
								kg
								kg
								kg
								kg
								kg
								kg
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								kg
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								kg
								kg
								kg
								kg
								kg
Totals							TOTAL (Bal. Fwd.)	kg

WORKSHEET INSTRUCTIONS

This worksheet can help you manage hazardous waste and can simplify your accounting and record keeping of waste generated. One or more worksheets can be used to track your plant's hazardous waste activity for each month.

Begin the month's worksheet by entering your company name, month, year and sheet number at the top of the page. Next enter the amount of hazardous waste (in kilograms) presently stored or accumulated. Enter this number in the "Balance Forward" block at the top of the page.

Each time you collect, store, or accumulate hazardous waste for later treatment or disposal, enter the name or type of waste, the quantity and the date. Convert the quantity to kg, if necessary, and enter the equivalent kg amount. Add the kg amount to the accumulated total.

When waste is shipped for treatment or disposal, enter the date shipped for each item. Subtract the total amount shipped from the accumulated total and enter as shown in the sample.

At the end of the month, you can tally the amounts of hazardous waste generated and accumulated at your plant.

When your treatment disposal facility returns the copy of you manifest, enter the date in the appropriate column.

(Use extra sheets if needed)

kg

AMOUNT GENERATED (STORED) THIS MONTH:
 = Accumulated total at end of month, minus balance forward at beginning of month, plus amount shipped. OR total of wastes entered into storage this month.

Conversion Factors:

Pounds x .45	= kg
Gal x 3.6	= kg (roughly)
Bbl (liquid) x 200	= kg (roughly)

**HAZARDOUS WASTE
MONTHLY WORKSHEET**

_____ Balance Forward

Month _____ Year _____ : sheet _____ of _____

kg

SAMPLE

Waste Generated: Name or type of waste	Quantity				Date Stored	Date Shipped	Date Manifest Returned	Accum. Total
	Barrels	Gallons	Pounds	Equiv. kg				
								kg
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								kg

Totals

TOTAL
(Bal. Fwd.) kg

(Use extra sheets if needed)

kg

AMOUNT GENERATED (STORED) THIS MONTH:
 = Accumulated total at end of month, minus balance forward at beginning of month, plus amount shipped. OR total of wastes entered into storage this month.