



Industrial Waste Management Audit Checklist Template

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Waste Characterization & Segregation

Verifies proper identification and separation of waste streams.



Waste Stream Identification Method

- ☐ SDS Review
- ☐ Process Knowledge
- ☐ Laboratory Analysis
- ☐ Previous Waste Characterization

Identified Waste Streams Present

- ☐ Acids
- ☐ Bases
- ☐ Solvents
- ☐ Metals
- ☐ Oils
- ☐ Sludges
- ☐ Paper/Cardboard
- ☐ Plastics
- ☐ Food Waste

Segregation Method Used

- ☐ Color-Coded Containers
- ☐ Designated Areas
- ☐ Physical Barriers
- ☐ Dedicated Personnel

Detailed Description of Segregation Procedures

Write something...

Number of Segregated Waste Containers

Enter a number...

Photos of Segregated Waste Areas

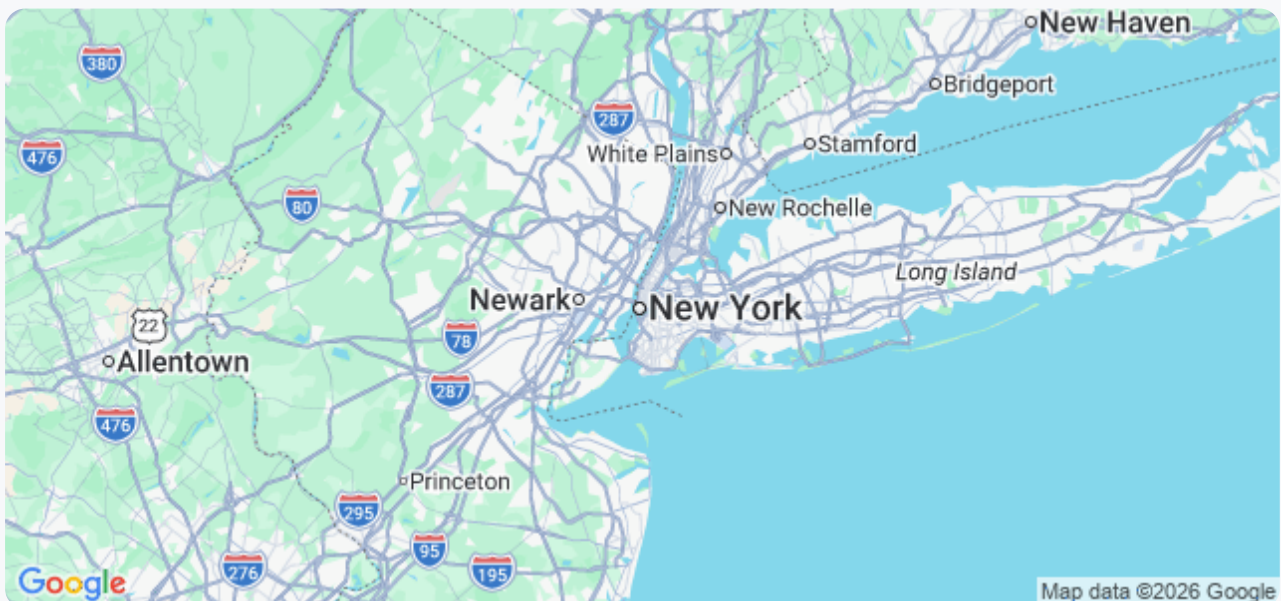
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Waste Storage & Containment

Evaluates storage practices and container integrity to prevent leaks and spills.

Location of Primary Waste Storage Area

 Set My Current Location



Number of Waste Containers in Use

Enter a number...

Container Type (e.g., drums, bins, compactors)

- ☐ Drums
- ☐ Bins
- ☐ Compactors
- ☐ Roll-off Containers
- ☐ Other

Container Condition (Select all that apply)

- ☐ No Leaks
- ☐ Visible Damage
- ☐ Corrosion
- ☐ Properly Labeled
- ☐ Securely Closed

Date of Last Container Inspection

Enter date...

Notes from Container Inspection (Leaks, Damage, etc.)

Write something...

Secondary Containment in Place?

- ☐ Yes
- ☐ No
- ☐ N/A

Hazardous Waste Management

Assesses compliance with hazardous waste regulations (identification, labeling, storage, disposal).

Hazardous Waste Determination Method

- ☐ Knowledge of Process
- ☐ Testing
- ☐ SDS Review
- ☐ Other

Total Quantity of Hazardous Waste Generated (lbs/month)

Enter a number...

Hazardous Waste Codes (EPA)

- ☐ D001 - Ignitable
- ☐ D002 - Corrosive
- ☐ D003 - Reactive
- ☐ D004 - Toxic
- ☐ F-listed wastes
- ☐ K-listed wastes
- ☐ P-listed wastes
- ☐ U-listed wastes

SDS for Key Chemicals

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Last Inspection Date of Hazardous Waste Storage Area

Enter date...

Description of Contingency Plan for Spills/Releases

Write something...

Container Condition

☐ Good

☐ Fair

☐ Poor

Name of Person Responsible for Hazardous Waste Management

Write something...

Non-Hazardous Waste Management

Checks procedures for managing general waste, recycling, and composting.

Estimated Volume of General Waste Generated (cubic meters/week)

Enter a number...

Estimated Weight of Recyclable Materials Collected (kg/week)

Enter a number...

Current Recycling Program Type

- ☐ Single-Stream
- ☐ Dual-Stream
- ☐ Source-Separated
- ☐ No Recycling Program

Recyclable Materials Collected (Select all that apply)

- ☐ Paper & Cardboard
- ☐ Plastics
- ☐ Metals
- ☐ Glass
- ☐ Organics (Compostable)

Last Review Date of Waste Disposal Contracts

Enter date...

Description of Waste Minimization Strategies Implemented

Write something...

Waste Disposal Method

- ☐ Landfill
- ☐ Waste-to-Energy
- ☐ Other (Specify)

Waste Manifests & Recordkeeping

Reviews documentation of waste shipments and disposal records.

Manifest Creation Date

Enter date...

Manifest Number

Enter a number...

Generator Information (Name, Address, EPA ID)

Write something...

Transporter Information (Name, License Number)

Write something...

Treatment/Disposal Facility Information (Name, Permit Number)

Write something...

Description of Waste (Including EPA Waste Codes)

Write something...

Quantity of Waste (Units)

Enter a number...

Manifest Status (e.g., Initial, Partial, Final)

- ☐ Initial
- ☐ Partial
- ☐ Final

Scanned Manifest Copy

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Emergency Response & Spill Prevention

Examines procedures for handling spills, leaks, and other emergencies.

Last Spill Response Drill Date

Enter a number...

Date of Last Spill Prevention Plan Review

Enter date...

Typical Response Time to a Spill Incident

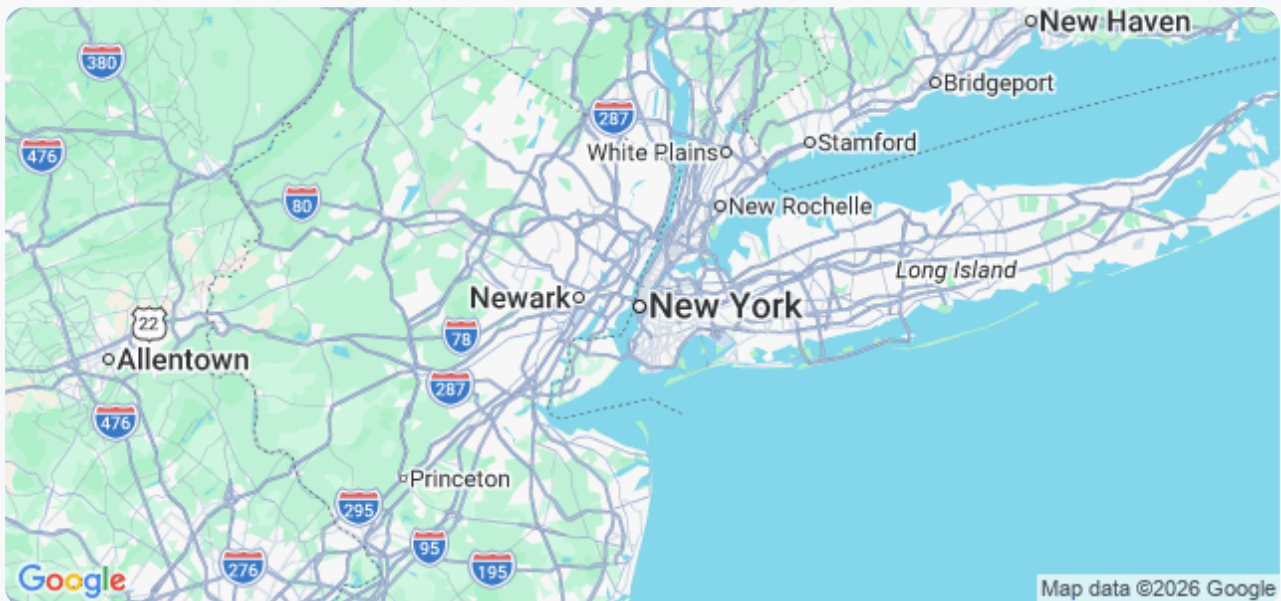
Enter time...

Summary of Spill Prevention Plan Procedures

Write something...

Location of Spill Response Kits

 [Set My Current Location](#)



Available Spill Response Equipment (Select All That Apply)

- ☐ Absorbent Pads
- ☐ Boom
- ☐ Neutralizing Agents
- ☐ Personal Protective Equipment (PPE)
- ☐ Shovels & Buckets

Primary Contact Person for Spill Response

- ☐ Name 1
- ☐ Name 2
- ☐ Name 3

Upload of Spill Prevention Plan Document

 Upload File

Employee Training & Awareness

Confirms that employees receive adequate training on waste management procedures.

Number of employees trained on waste management procedures

Enter a number...

Date of last waste management training session

Enter date...

Training delivery method (select one)

- ☐ In-person
- ☐ Online
- ☐ Combination

Brief summary of training content covered

Write something...

Topics covered in waste management training (select all that apply)

- ☐ Hazardous Waste Identification
- ☐ Waste Segregation
- ☐ Spill Response
- ☐ Proper Container Usage
- ☐ Recordkeeping Requirements
- ☐ Emergency Contact Information

Upload training records or certificates

 Upload File

Frequency of refresher training (select one)

- ☐ Annually
- ☐ Bi-annually
- ☐ As needed

Regulatory Compliance & Permitting

Ensures adherence to applicable local, state, and federal regulations and permits.

Permit Number(s)

Write something...

Last Permit Renewal Date

Enter date...

Next Permit Renewal Date

Enter date...

Permit Expiration Limit (Days)

Enter a number...

Primary Regulatory Agency

☐

EPA

☐

State Environmental Agency

☐

Local Authority

Summary of Applicable Regulations

Write something...

Copies of Key Permits

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Are all permits current?

☐ Yes

☐ No

☐ N/A

Waste Reduction & Recycling Initiatives

Evaluates efforts to minimize waste generation and maximize recycling rates.

Baseline Waste Generation (tons/year)

Enter a number...

Current Waste Diversion Rate (%)

Enter a number...

Description of Waste Reduction Strategies Implemented

Write something...

Recycling Programs Currently in Place (select all that apply)

- ☐ Paper
- ☐ Cardboard
- ☐ Plastic
- ☐ Metal
- ☐ Glass
- ☐ Organic Waste (Composting)
- ☐ Electronics (E-Waste)
- ☐ Other (Specify in Long Text)

Current Method of Organic Waste Management

- ☐ Composting On-Site
- ☐ Composting Off-Site
- ☐ Anaerobic Digestion
- ☐ Landfill
- ☐ Not Applicable

Date of Last Waste Audit

Enter date...

Amount of Materials Diverted Through Recycling (tons)

Enter a number...

Details on employee engagement programs for waste reduction

Write something...

Contractor Management

Reviews procedures for selecting, overseeing, and ensuring compliance of waste management contractors.

Contractor Company Name

Write something...

Contractor Contact Person

Write something...

Contract Expiration Date (YYYY)

Enter a number...

Waste Types Handled by Contractor

- ☐ Hazardous Waste
- ☐ Non-Hazardous Waste
- ☐ Recyclables
- ☐ Universal Waste

Contract Document

 Upload File

Last Contractor Performance Review Date

Enter date...

Contractor Performance Notes (Safety, Compliance, etc.)

Write something...

Contractor License Status

- ☐ Active
- ☐ Suspended
- ☐ Expired