

## **BNSF Hazardous Waste Manifest / Waybill Process**

All Hazardous Waste shippers utilizing BNSF as the first rail transporter for EPA/DOT regulated waste shipments must follow the process outlined below:

Waste Manifest / Waybill process:

- Shipper; upon completion of loading, securing and inspecting waste vessel, an EPA waste manifest is prepared using all codes and fields required by the Shipper/Generator of the waste, per 40 CFR part 262.
- Shipper notifies BNSF Waybill Solutions via email of request to release and transport shipment. Shipper forwards (attached to the email) an electronic copy (PDF) of the shipper signed waste manifest and a BOL for the rail car. (BOL must include Car ID, DOT basic hazmat description and complete emergency response contact info. If CHEMTREC, a contact name or the contract number with CHEMTREC must be provided.)
- BNSF Waybill Solutions reviews the submitted waste manifest.
- If complete, BNSF Waybill Solutions will issue a One Time Authority via email to sign the manifest on behalf of BNSF as the first transporter.
- Shipper forwards an electronic copy (PDF) via email ([waybillsolutions@bnsf.com](mailto:waybillsolutions@bnsf.com)), of the signed waste manifest (signed for both the shipper and BNSF as transporter).
- If signatures are legible, BNSF Waybill Solutions accepts PDF waste manifest and creates a waybill for the shipment, per 49 CFR §172.101(c) (9).
- BNSF will offer via EDI 417, a copy of the waybill for the waste shipment to any subsequent rail carrier.
- BNSF Waybill Solutions maintains a file for the manifest, one time authority and the shipment.
- Car / shipment is released for transportation.

Note (1):

Shipper / Generator is responsible for forwarding the waste manifest to destination consignee.

Note (2):

BNSF Waybill Solutions will manage the process of creating waybills for manifested waste shipments to ensure accuracy in DOT billing requirements and correct selection of STCC/HMRC.

**BNSF Railway**

**Subject:** Hazardous Waste Manifest Request for a One Time Authority to sign as Transporter 1 on behalf of BNSF Railway Company. Attached you will find manifest(s) for approval.

**Date:**

Generator / Shipper Company Representative proposing to sign on BNSF's behalf:

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**Please approve a one-time authority for the following cars/containers. BOL Information:**

Equipment Initial/Numbers:

Shipper:

Rail Origin:

Generator:

Rail Destination / Consignee:

Care Of Party: (If applies)

Routing:

Emergency Contact Notification: (Agency and 24 hour phone number)

Rate Authority:

Send Freight Bill to: (Payer of Freight)

Please attach manifest (PDF). Manifest must include continuation pages that show each railroad involved in the shipment as front page may only show two transporters (railroads).

Waybill Solutions ([waybillsolutions@bnsf.com](mailto:waybillsolutions@bnsf.com))

888-428-2673 opt 3, 2, 4