HMMS-HWD Generator Guide

Log into HMMS-HWD Thru EBS Portal

Web site for Production: https://businessportal.dla.mil

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	You are accessing a U.S. Government (USG) Inf	ormation System (IS) that is provided for USG-authorized use only.		
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Click on the HMMS-HWD TAB

HWD - Enterprise Business Syster 🗙 🔇 HV	ND × +		- 0
→ C ☆ 🏾 dlahwd.hmms.dla.m	il/PostLoginAnnouncements		☆ ★ ⊖
sphera ^{**} Home Adminis	tration → Disposition → Reporting & Analytics →	Last Login Time :19-MAI	R-2021 06:34:06 Welcome ROBERT UNDERWOOD >
nouncements	Characterization	Disposition	
ouncements	Stock Number Management	1348 Online	
Total Records: 2	Waste Streams	DTID Management	2 0° Export -
Message Title 🔺	State/Country Waste Codes	Delivery Order Management	
Wessage Tile	Waste Profiles	Special Services	
	Waste Profile Expiration Date Management	Pick Up Manifest	
JRL Change		Collection Summary	rj/portal and will need AMPS role 830 or 830B non-DLA customer
Velcome		Interim Manifest	terprise IT helpdesk via email: enterpriseithelpdesk@dla.mil phon
releand			
Volcome		Payment Authorizations	



Click on DISPOSTION to get the Drop Down.

Input HWPS

1) From the top menu, select Disposition, then under characterization, select "Waste Profiles"

Sphera Home Administra	tion > Disposition - Reporting & Analytics >	No.		Welcome RANDY SMITH >
Announcements inouncements Total Records: 6 Message Title	Characterization Stock Number Management Waste Streams State/Country Waste Codes Waste Profiles Waste Profile Expiration Date Management	Disposition 1348 Online DTID Management Delivery Order Management Special Services Pick Um Manifest	Message	? C Export •
A new build!		Collection Summary		
another build		Interim Manifest		
Problem Ticket Definition - High		Payment Authorizations		
Problem Ticket Definition - Low				
Problem Ticket Definition - Medium	and occorrection and	our not choogen to be required for going encoury where		
Stage testing	This is a test			

2) On the waste profile screen, click on the "+" in the upper right hand corner to create a new waste profile sheet.

phera [*] Home Admin	istration Disposition Reporting	& Analytics >			Velcome RANDY SMITH >
ition Characterization Waste Profiles					
Profiles		Search By - Search	Q Expanded		
				(
otal Records: 0					🛨 👔 📽 Export 🕶
Profile DoDAAC 🔺	Generator EPA/HWD ID	Profile Number	Name of Waste	Waste Type	End Date
					DD-MMM-YYYY

Note: Most HWPS information is considered "optional'. That is because HWPS are for a wide variety of wastes, including (but not limited to) RCRA, non-RCRA, non-regulated, OCONUS, universal wastes and PCBs. There must be enough information on the HWPS to properly identify the waste for disposal, based on the technical knowledge of the HW COR. Example: A flammable liquid HWPS must contain the flash point and other data elements (BTU value, water content, high/low TOCs, etc) associated with flammable liquids.

Disclaimer: This training is designed to teach students how to load hazardous waste information into HMMS-HWD for proper processing of the hazardous waste. This training is NOT designed to teach 29 CFR, 40 CFR, 49 CFR, ADR, IMDG nor DOD 4160.21.

3) Generator Information section: Enter the profile DODAAC and the EPA ID number. Generator Description information will load.

Characterization Waste Profiles				
profile				
				8
				Show All Hid
Profile Information				
Generator Information				
Profile DoDAAC*:	N69450	Generator EPA/HWD ID*:	TX7170022787	
	COMMANDING OFFICER			
Address 1:	x	Address 2:		
Address 3:		City:	CORPUS CHRISTI	
Country:	USA	State/Province:	TX.	
Postal Code:	784195000	County:		
Technical Contact:	Joe Generator	Technical Contact Phone:	123-456-7890	
Technical Contact Title:	EPS			
Profile Information				
Profile Nr*:	MEDP-0001			
Start Date:	02-Apr-2019	End Date:	02-Apr-2020	
Recertification Comments:		Name of Waste*:	Methyl Ethyl Death Peroxide	
				0
Process Source Code:		Process generating Waste:		~

4) Profile Information section: Enter information required to properly identify the waste for disposal. Items identified in RED are REQUIRED ENTRIES

Note: Fields should be populated left to right, then down to the next row. Many fields have dropdown lists that can populate more than one field as you enter the data. As you type in the field, the list of dropdowns narrows until the one you want can be selected.

Profile Nr*	MEDP-0001						
	02-Apr-2019				02-Apr-2020		
Recertification Comments:				Name of Waste*:	Methyl Ethyl Deat	h Peroxide	0
Process Source Code:	G04			Process generating Waste:	Etching (using car partial layers)	ustics or other methods to remove layers or	0
Waste Type:	1			Demil Code:			
Waste Stream:	Value	Description	~	State Waste Number:			
Project Annual Volume:	HM	Hazardous Material		Project Annual Volume Unit:			
Mode of Collection:	HW	Hazardous Waste					
	MS	Management Services		2010/01/02/02/02/02/02/02/02/02/02/02/02/02/02/			
Basis of Knowledge:	NR	Non-RCRA Regulated Waste		Basis of Knowledge Comment			~
	PH	PCB/RCRA Hazardous Waste					Y
	PW	PCB Waste					
Certified By Name:	RE	Recycle	~	Certity Date:	DD-MMM-YYYY		
Dioxin Listed Waste:	JIW	Universal Waste		Waste Restricted from Land Disposal:	Select One	•	
Exemption has been granted:	Select One			Waste Meets Application Treatment Standards:	Select One	•	
Treatment Standard Ref:				Marine Polutant:	Select One	-	

5) Department of Transportation section: Enter information required to properly transport the waste for disposal.

Basis of Knowledge:	8	Basis of Knowledge Comment	Old as dirt	¢
Certified By Name:	Joe Chemist	Certify Date:	02-Apr-2019	
Dioxin Listed Waste:	No 💌	Waste Restricted from Land Disposal:	Yes 💌	
Exemption has been granted:	No •	Waste Meets Application Treatment Standards:	No	
Treatment Standard Ref:		Marine Polutant:	Yes 🔹	
DOT Shipping Description				
UN/NA ID Nr:	UN3105			
Proper Shipping Name:	ORGANIC PEROXIDE TYPE D, LIQUID			0
Hazard Class:	5.2	Sub Haz 1:		
Sub Haz 2:		Package Group:	1	
ERG Guide Nr:	145	ERG Edition Year:	2016	
Special Handling Instruction:		N.O.S Description 1:		
N.O.S. Description 2:		Hazardous Material:	Yes 💌	
RQ Indicator:	Yes 👻	RQ(LBS):	10	
RQ Description:	Methyl Ethyl Death Peroxi			

6) RCRA characteristics section: Enter the characteristics of the HW, if required.

N.O.S. Description 2:				Hazardous Material:	Select One	•		
RQ Indicator:	Yes	-		RQ(LBS):	10			
RQ Description:	Methyl Ethyl I	Death Peroxi						
RCRA Characteristics								
Physical State:	L			Treatment Group:	N			
Ignitable:	Yes	*		FlashPoint(F):	15			
Corrosive:	Yes	*		Corrodes Steel:	Yes	*		
pH:	1.5							
Reactive:		•		Water Reactive:		*		
Sulfide Reactive:		•		Cyanide Reactive:	Select One			
Toxic:	Yes	*		Total Organic Content:	н			
BTU/LB:	5000							
Other Comments:			0	RCRA Requirement:			¢	
Additional RCRA Requirement:			0					

7) Material characteristics section: Enter material characteristics, if needed for identification of waste.

Material Characterization				-
Color:	Black	Density:	8	
Ash Content:		Total Solids:		
Total Solids Units:		Layering:	Single Phase	
Default Biennial Information				0

8) RCRA biennial report information section: Enter biennial report information if you require DLA Disposition Services provide RCRA biennial information.

Ash Content: Total Solids Units:		Total Solids: Layering:	Single Phase
Default Biennial Information			
Source Code:	G02	Source Code Comment:	
Management Method Ship Code:	H020	Management Method Ship Code Comment:	0
			0
Form Code:	W204	Form Code Comment:	
			~
Minimization Code:	A	Minimization Code Comment:	^
			~ · · · · · · · · · · · · · · · · · · ·
Is this waste mixed with nuclear source, special nuclear, or by-product material:	No		
	Select One		
	Yes		
	No		

9) Scroll up to the top of the page and select the save icon in the upper right hand corner. On the left, a confirmation message stating "Created Successfully" will appear. If an error message appears, those errors will need to be corrected. Once HWPS is created successfully additional data tabs for the HWPS will appear on the left.

Disposition [Characterization Waste Profiles		
Edit Waste Profile- MEDP-0001	\sim	
Profile Information		
EPA Waste Code	Created successfully	×
State/Country Codes		🕀 🗗 🔁 🏠 ? 前
Material Constituents		Show All Hide All
File Attachments		Show All Hide All
	Profile Information	-

10) EPA waste code tab: If there are EPA waste codes, select the EPA waste code tab on the left. Select the "+" button to add EPA waste codes.

Disposition Characterization Waste Profiles					
dit Waste Profile- MEDP-0001					
Profile Information					~
EPA Waste Code	Total Records: 0				Export -
State/Country Codes	EPA Code * *	Description	Range Low	Range High	Unit
Material Constituents					
File Attachments					

Type the first waste code associated with the waste in the pop up menu, then hit "Save". Repeat until all waste codes are identified.

Add New Record		×
EPA Code *:	D003	
EPA Desc :	Reactivity	
Range high :		
Range Low :	1	
Unit :	Select one	-
	(Save

....all waste codes associated with this HWPS have been added.

rofile Infor							
PA Waste	A Saved suc						
tate/Count	Total Records:	44				🛨 🖺 ?	Qo Expo
laterial Co		EPA Code * •	Description	Range Low	Range High	Unit	
ile Attach	-	-					
	۵	D001	Ignitability			Select one	
	Û	D002	Corrosivity			Select one	
	۵	D003	Reactivity			Select one	
	Û	F005	The following spent (I,T) non-halogenated solvents: Toluene, methyl e			Select one	

11) State/Country Codes tab: If there are Country Waste Codes, select the State/Country Codes tab on the left. Select the "+" button to add the Country Waste Codes.

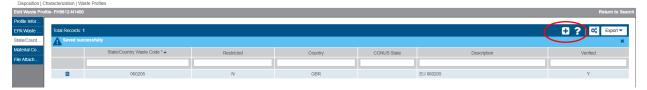


Available State/Country waste codes will show up on a list. Begin typing the description or the waste code in their corresponding fields (see pictures below) to narrow the list. Select the correct waste code (make sure a check mark is shown in the box on the left side of the pop up menu), then click on the "Action Menu" button above and click on "Add"

ld	State/Country Waste Code 🍝	Description	Country	CONUS State	Verified
		halo 🗙			
-	0003409H	HAZARDOUS OTHER NON-HALOGENAT	USA	TX	Y
~	211	Halogenated solvents (chloroform, methyl c	USA	CA	Y
	341	Organic liquids (nonsolvents) with halogens	USA	CA	Y
	351	Organic solids with halogens	USA	CA	Y

Add State Was	ste Codes						×
Action	Menu 2	otal Records: 1			Ð ?	©8 Export ▼	
Add		State/Country Waste Code 🔺	Description	Country	CONUS State	Verified	
	• 06	0205					
	• 06	0205	EU 060205	GBR		Υ	

State/Country Waste code will then be added to HWPS. Click on the "+" again and repeat the steps above to add additional State/Country Waste Codes.



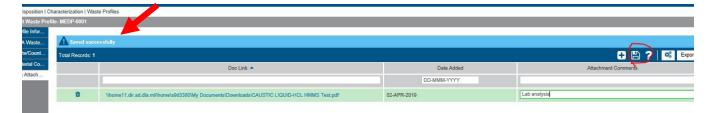
12) Material Constituents tab: Select the "+" button to add a material constituent. Enter the name of the constituent, the range of concentration in the waste, the Chemical Abstract Serial (CAS) number, if known, and whether the constituent is a RCRA underlying hazardous constituent. Select the save button and repeat until all hazardous constituents are identified.

dd New Record		>
Constituent Name *:	MEDP	^
		~
Concentration :	95%	
Range :		
CAS :	[
UHC :	No	-
		Save Close

13) File Attachments tab: Upload associated documents to the HWPS here (lab analysis, SDS, etc...). Load the attachment by selecting the "+" in the upper right hand corner. After opening and choosing the file, input comments about the file and select the "save" button.

asta Profile- MEDP-0001 Infor faste Total Records: 0		Select File : Choose File	ave Close	_	
il Co	Choose File to Upload				
ach	$\leftrightarrow \rightarrow \uparrow \uparrow$ h	is PC > Documents > Downloads		~ 0	Search Download
	Organize 👻 New folde	er			8
	^	Name	Date modified	Type	Size
	🖈 Quick access	HMMS-HWD Training registration guide	3/28/2019 12:47 PM	Microsoft PowerP	499 KB
	📃 Desktop 🛷	Register step 5	3/28/2019 12:47 PM	JPG File	62 KB
	🕹 Downloads 🖈	Register step 4	3/28/2019 12:18 PM	JPG File	100 KB
	🔮 Documents 🖈	Register step 3	3/28/2019 12:16 PM	JPG File	49 KB
	Pictures 🖈	Register step 2	3/28/2019 12:14 PM	JPG File	89 KB
	Downloads	Register step 1	3/28/2019 12:12 PM	JPG File	64 KB
	HMMS Training	QMF error device disposed	3/27/2019 2:41 PM	JPG File	49 KB
		8348W001 NDR part 2 etc and on and on	3/27/2019 10:48 AM	JPG File	50 KB
	QMF	8348W001 NDR	3/27/2019 10:46 AM	JPG File	65 KB
	🛫 s9d3380 (\\hom	Solids-misc	3/27/2019 10:44 AM	Adobe Acrobat D	8 KB
	This PC	CAUSTIC LIQUID-HCL HMMS Test	3/27/2019 9:50 AM	Adobe Acrobat D	6 KB
	Desktop	9016W001 1348	3/27/2019 9:46 AM	Adobe Acrobat D	168 KB
	Documents	9016W001 NDR	3/27/2019 9:45 AM	JPG File	26 KB
		ame: CAUSTIC LIQUID-HCL HMMS Test		~	All Files (*.*)

14) Saving the HWPS: When complete, select the Profile Information tab and select the "save" button in the upper right hand corner. Message "Saved Successfully" will appear.



Printing the HWPS

1) From the Profile Information Field, click on the printer icon in the upper right hand corner.

Profile Information		
EPA Waste Code		(🔒 🕀 🛱 🏠 ? 🛍
State/Country Codes		Show All Hide All
Material Constituents	Profile Information	-
File Attachments	Generator Information	

2) A new window will open with Jaspersoft. The HWPS will populate automatically. Select the Export icon in the upper left hand corner, and select the file type you want to export your HWPS as.

HAZARDOUS WASTE F hock Sensitive, Pyrophono, Rediaactive and Ebological Wa your DLA Disposition Services Site for further guida PART-1	aste are not normally acceptedby the DLA Dispositon Services Site. ance if your waste meets any of these categories.	- + 100% ▼ search report Q ▼ 4 ►
hock Sensitive, Pyrophoric, Radioactive and Etiological Wa t your DLA Disposition Services Site for further guids <u>PART-1</u>	aste are not normally acceptedby the DLA Dispositon Services Site. ance if your waste meets any of these categories.	= í
H CIVIL ENGINEERING SQUADRON ISTEIN AIR BASE, RAMSTEIN, 94	WASTE PROFILE NO.: FH5612-N1400 4. GENERATOR USEPA ID: GEGG08205706	-
IDRA NAUMANN -9318	6. TITLE: PROGRAM MANAGER	_
STE:	2B. DEMIL CODE: A B C D E F G P Q	_
	ON WASTE CODES: STE: 0 LISTED WASTE AS DEFINED IN 40 CFR 261.31? D FROM LAND DISPOSAL? (40 CFR 268)	ON WASTE CODES: STE: 0 5. MODE OF COLLECTION: LISTED WASTE AS DEFINED IN 40 CFR 261.31? YES X NO

3) A new window will open with the profile in the format you selected to export it in. From this new window you can print the file by clicking on the printer icon in the upper righthand corner. You can also download/save a copy by clicking on the download icon in the upper right-hand corner.

≡	HazardWasteProfile.pdf		1 / 1 - 97% + 🕃	\$	± ē ;
		NOTE	Explosive, Shock Sensitive, Pyrophoric, Radioactive and E	VASTE PROFILE SHEET Eilological Waste are not normally acceptedby the DLA Dispos further guidance if your waste meets any of these categories. PART-1	iton Services Site.
	1	1. GENERATORS NAME: 2. FACILITY ADDRESS: 3. ZIP Code: 5. TECHNICAL CONTACT: 7. PHONE:	86TH CIVIL ENGINEERING SQUADRON RAMSTEIN AIR BASE, RAMSTEIN, 09094 SANDRA NAUMANN 480-9318	WASTE PROFILE NO.: 4. GENERATOR USEPA ID: 6. TITLE:	FH5612-N1400 GEGG08205706 PROGRAM MANAGER
		B. Waste Information 1. NAME OF WASTE: 2A. USEPA WASTE CODE:	(E), BASES AND MIXTURES OF BASES	2B. DEMIL CODE:	

1348 Online Create New DTID

Note: Clicking some fields reveal dropdowns to select from. Complete the form from left to right and top to bottom; some selections constrain later fields on the form. Turn in type can be HW or SS, your selection will change the mandatory fields on the form.

1) Navigate to the Disposition menu, and select 1348 Online from the dropdown.



2) Click the plus icon in the top right to create a new record.

Online				Search	ву	Search	C	Expanded				Add	
Total Records: 47											-	G ? ⁰	Export -
Profile DoDAAC 🔺	DTID	Waste Profile Nr	Pickup DoDAAC	Status	Receipt Dt	Disposition Site	Turn In Type	FSC	NIIN/LIIN	Item Name	Contract Nr	HIN	RIP
					DD-MMM-YYYY								
2YTMQX	BR-001		2YTMQX	Submitted		DLA DS ANCHORA	SS	1305	DSAMMOSML	LEAD BULLET	848CRCD	6311RP	A
abw123	ABWTEST5434	ABW234	2YTCU8	Submitted		DLA DS FAIRBANKS	HW	8010	DSAERPAIN	AEROSOL PAINT	SP450007D0010	632300	test
FB2027	FB202782550020	10001220503	M02212	In Process		DLA DS ANNISTON	HW	8010	000453478	PAINT, LATEX	SP450007D0008	637800	
FB2027	SZ35473208A001	12621314001	W25G1U	Submitted		DLA DS SAN ANTO	HW	0000	00000002	Mercury	SP450019D0024	990100	
FB2027	FB20272550023	12551309802	SZP199	Submitted		DLA DS CORPUS	HW	2815	001344868	ENGINE, DIESEL	SP450007D0012	635600	
FB2027	FB2027002550	10001226801	SXG041	Submitted		DLA DS BARSTOW	HW	1005	000039543	PARTS KIT.TR	SP450011D0005	083200	
FB2027	FB2027002550	10001221402	SXG041	Submitted		DLA DS GROTON	HW	1005	000039543	PARTS KIT.TR	SP450007D0013	082400	

3) All sections can be expanded and collapsed using the plus and minus buttons at the side of the page.



4) All fields in red with an asterisk are mandatory fields.

Inline							
							8
							Show All Hide
DTID Information							-
Disposition Site*:		DTID*			Status:		
Turn in Type*:	G	Receipt in Place*:	Yes 💌		CD/CR cert Req:	Select One	
FSC*:		LIN/NIN*			Item Name:		
Profile DoDAAC*:		Waste Profile Nr:		Create Profile	Unit of Issue:		
Issued Qty*:		SDS Nr.			Acquisition Unit Price*: \$		
HCC:		DEMIL Code:			Supply Cond Cd*:		
Item Description 1:							~
							~
Item Description 2:							~

5) Select your Turn-In Site.

Disposition Site*:		ī	
Turn in Type*:	Code	Description	
	RC01	DLA DS SAN ANTONIO	
FSC*:			

6) Continue to enter information. FSC selection will affect the options in the LIIN/NIIN dropdown. Select a LIIN/NIIN.

Disposition Site*:	RC05	DTID*:	FH20279035RR01			
Turn in Type*:	HW	Receipt in Place*:	Yes	•		C
FSC*:	6810	LIN/NIN*:	DSHEPAVAC			
Profile DoDAAC*:	FH2027 T	Waste Profile Nr*:	MP-F01		Create Profile	
Issued Qty*:	1		Profile Number			
HCC:	VI	DEMIL Code:	MP-F01			

7) You can see that the LIIN/NIIN selection will cause grey fields to populate themselves. Continue to enter mandatory information. Red Fields are Mandatory

IID Information								
Disposition Site*:	RC05	DTID*:	FH20279035RR01			Status:		
Turn in Type*:	HW	Receipt in Place*:	Yes	•		CD/CR cert Req:	Select One	
FSC*:	6810	LIN/NIN*:	DSHEPAVAC			Item Name:	HEPA VACUUM SANDIN	G, GRINDING DEI
Profile DoDAAC*:	FH2027	Waste Profile Nr*:	MP-F01		View Profile	Unit of Issue:	EA	
Issued Qty*:	3	SDS Nr.				Acquisition Unit Price*: \$	0.00	
HCC:	V1	DEMIL Code:	A			Supply Cond Cd*:	н	
Item Description 1:								

....Shipping Description...

							SHOW MILE	
TID Information								1
hipping Information								
Nr of Containers*:	3		Container Volume:	55	Container Type*:	DM		
Container Desc:				28-Feb-2019	Physical State:			
UN/NA ID Nr:	LIN3077							
		HAZARDOUS SUBSTAN	ICES SOLID N.O.S. 9 III. (MERCI	JRY)				
Name:			ICES, SOLID, N.O.S., 9, III, (MERCI					
Usered Classes			Parking Course		DOTINILA			
Hazard Class:	1		Packing Group:		DOT HM Ind:	Select One	*	
DOT RQ Ind:	Select One	*	Storage Code:	S01	Type Op/Proc. Gen:		^	
							~	
stored in Cont Spec*:	Yes	*			Additional			
					Description:		0	
Flash Point:			pH:		Density:			
riash rout.			pri.		Densky.	0.000		
Receipt in Place			Receipt in Place					
Location:			Building:					
Contact Name:			Contact Nr:					
elivery Order Informa	tion							

...Delivery Order Information...

					Ľ
					Show All Hic
tion					
			Material D		
			Waterial ID.	V00010958	
3	HIN Unit Cost: \$	288.5	Total Cost:	\$865.50	
	Total Weight/Volume*:	1500	Weight/Volume Cd*:	P	
FH2027	Pick Up DoDAAC*:	FH2027	Signal Code*:	В	
30	1				
	tion SP45015D0002 EA 3 FH2027 S4	SP450015D0002 HIN* EA HIN Decorption: 3 HIN Unit Cett 5 Vegitt Volume* FH2027 Pick Up DoDAAC*	SP450015D0002 HIN*: TX01C4 EA HIN Description: 1 3 HIN Unit Cast: \$ 288.5 1500 FH2027 Pick Up DeDAAC*: FH2027	SP450015D0002 HIN* TX01C4 Material ID: EA HIN Description:	SP450015D0002 HIN*: TX01C4 Material ID: V00010958 EA HIN Description: I

8) When you finish entering all of your information, click the save icon in the upper right.

Disposition Disposition 1348 Online	
law ETID	
1348 Online	
	🗕 📮 🗛 ?
	Show All Hide All
DTID Information	0
Shipping Information	0
Delivery Order Information	0

9) If you have any error messages, correct the information as directed. After your save is successful, you should get a banner message of "Created Successfully". You should also have several data tabs (or child records) in the left margin.

Disposition Disposition 1348 Online									
OTID Management									Q
1348 Online	_	-							
Container Information	A Created successful								×
EPA Waste Codes	1						Complete Reques	* 🖨 🔁 🛙	3?
State/Country Waste Codes					6			Show All H	
File Attachments	DTID Information				NS			Show Mult In	-
	DTID Information								_
4	Disposition Site*:	DTID*:			Status*:				
	Turn in Type*:	Receipt in Place*:	Select One		CD/CR cert Req:	Select One			
	FSC*:	LINNIN*	Sense one		Item Name:	outer one			
	Profile DoDAAC*:	Waste Profile Nr:		Create Profile	Unit of Issue:				
	Issued Qty*:	SDS Nr:			Acquisition Unit Price*: \$				
•	HCC:	DEMIL Code:			Supply Cond Cd*:				
	Item Description 1:								
									2
	Item Description 2:								~
									~
	Item Description 3:								

10) To input container information, click on container information, and then the "+" sign.

1348 Online			
Container Information	Action Menu 0	Total Records: 0	🕒 🕂 🔁 🔁 🖾 Export 🔻
EPA Waste Codes		Container Nr 🔺	Physical Storage Building/Bay
State/Country Waste Codes	•		
File Attachments			

Input the required container information and click "Save."

Add New Record		×
Container Nr :	1	
ASD :	01-Aug-2019	
Container Weight/Vol :	122	
HIN Qty :	1	
Storage Location :	Bay 1	
		Save Close

Container information is now saved to DTID.

A Saved success						×
Action Menu 0	Total Records: 1					🛨 💾 🕐 🌼 Export 🔻
	Container Nr 🔺	ASD	Container Weight/Vol	HIN Qty	Storage Location	Physical Storage Building/Bay
-		DD-MMM-YYYY				
	1	01-Aug-2019	122	1	Bay 1	

11) Waste codes will automatically prepopulate if they have been included on the HWPS.



Note: If this item is being turned in with an SDS, you will need to manually add the required waste codes. Select the appropriate child field on the left hand side (EPA or State/Country Waste codes). Follow the same steps for adding waste codes to HWPS to have them added to your 1348 Turn-in.

12) To attach any File Attachments, click on File Attachments tab and click on the "+" sign. Follow same procedures as uploading files to HWPS. Attach any applicable files relevant to the DTID (i.e. DEMIL F instructions, Required Certifications, ETC.)



13) When DTID is complete, go to the 1348 online tab. Click Complete Request. Notice that the status says "In Process" at this point. If any error messages appear, you will need to fix any required fields or input any missing data.

Disposition Disposition 1348 Online							
DTID Management DTID: FH528890100001 Qty to Rece							
1348 Online							
Container Information						Comple	ete Request 🔒 🖶 🖺 ?
EPA Waste Codes							Show All Hide All
State/Country Waste Codes	DTID Information						_
File Attachments							
	Disposition Site*:	RC01	DTID*:	FH528890100001	Status*:	In Process	
	Turn in Type*:	HW	Receipt in Place*:	Yes 👻	CD/CR cert Req:	Select One	-
	FSC*:	0000	LINANIN*:	000037544	Item Name:		
	Profile DoDAAC*:	FH5288	Waste Profile Nr*:	Z1125050	View Profile Unit of Issue:		
	Issued Qty*:	1	SDS Nrt:	SDSDS	Acquisition Unit Price*:	0.00	
	HCC:		DEMIL Code:		Supply Cond Cd*:	E	

14) When completed a banner message will appear stating it has been "Submitted Successfully", and status will change to "Submitted."

1348 Online							
Container Infor	Submitted successfully						×
EPA Wasts Co						Comple	te Request 🔒 🖶 🖺 ?
State/Country							Show All Hide All
File Attachments	DTID Information						-
	Disposition Site*	RC01	ono:	FH528890100001	Status*:	Submitted	
	Turn in Type*:	HW	Receipt in Place*:	Yos 💌	CD/CR cert Reg	Select One	
	FSC*	0000	Linivine:	000037544	Item Name:		
	Profile DoDAAC*:	FH5288	Visite Profile Nr:		View Profile Unit of Issue:		
	Issued City*:	1	SDS IW*:	SDSDS	Acquisition Unit Price* \$	0.00	
	HCC.		DEMIL Code:		Supply Cond Cd*:	E	
	liem Description 1						
	them Description 2:						

Print DTID

1) From the 1348 online tab, click the print icon.

Arr Discrete Agencies Complete Request Complete Request Complete Request TO Unformation	
weits	Show All
DTID Information	
December Set: (a.c.) 0707: (http://doi.org/10.1011/01.0011/01001/01001/01001/00000000	
FSC* D000 LINNINY 000037544 Item Name:	
Profile DeGNARC* PH5288 Waste Profile IN*: 21125050 Wew Profile Unit of Issue:	
Issued Oly 1 SDS 111" SDSDS Acquisition Unit Price* 3 0.00	
HCC DEMIL Code Supply Cond Cd* g	
Tum in Type: HW Receipt in Face: Ves CDDCR certifier; Solid One FSC: 0000 LBMINRY: 000037544 Imm Name; Imm Name; Imm Name; Imm <name;< td=""> Profile 0004AC*; Physice 0004AC*; Trippings Xissee Profile Nn; Zirippings Vissee Profile Nn; Vissee Profile Nn; Vissee Profile Nn; Imm<name;< td=""> <</name;<></name;<></name;<></name;<></name;<></name;<></name;<></name;<></name;<></name;<></name;<></name;<></name;<></name;<></name;<></name;<></name;<></name;<></name;<></name;<></name;<></name;<></name;<></name;<></name;<></name;<></name;<></name;<></name;<></name;<></name;<></name;<></name;<></name;<></name;<></name;<></name;<></name;<></name;<></name;<></name;<></name;<></name;<></name;<></name;<></name;<></name;<></name;<></name;<></name;<></name;<>	

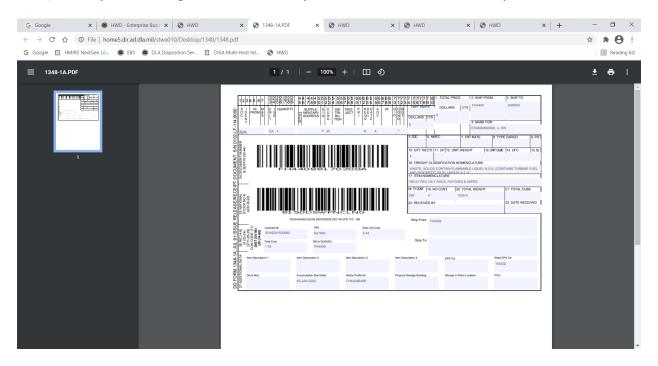
2) It will ask you to save your 1348 to your computer. Save it to your desired location.

💿 Save As					×
← → ~ ↑ 🖡	> Computer KLEL644505N > Desktop	> 1348	v Ö /	Search 1348	
Organize • New	/ folder				- ?
5 Desktop		A Name	Date modified	Туре	Si
Documents		*	No items match your search.		
		*	No items match your search.		
Pictures		*			
📜 Environmental	I	*			
2020-2021					
📜 Bid Schedule					
HMMS					
📜 New folder					
	644505N				
3D Objects					
5 Desktop					
Bocumente		~ <			
File name:	1348.pdf				~
Save as type:	Adobe Acrobat Document (*.pdf)				、 、
∧ Hide Folders			Г	Save	ancel
mac rolaers			L		

3) Open the file when it is done saving/downloading. Depending on what browser you use, you can simply click on the downloaded file at the bottom of your screen.

aste								Show/d 1
DT tach	ID Information							
c	Sunear DTID Status:	New - Pie Recept						
	Disposition Site*.	R045	prior.	FH44009170200A		1346 Online Status*.	Submitted	
	Turn in Type*	HW	Receipt in Place*	Nos.		CD/CR cent Reg	Soloct One	
	FRC*:			DRWPNCLN0		Bern Name:	NRATIRES OF VIDEOR, PATCHER & WPF	
	Pronte DoGAAC*.		Waste Profile Nº*		View Protite	Unit of Issue.		
	Issued Oly*.		806 Mr.			Acquisition Unit Price*: S		
	HCC:	N1	DEMIL Code	A		Supply Cond Cd*	н	
	Item Description 1:							
	Item Description 2:							
	Hern Description 3:							
	Item Description							
1348.	n hbg							58

4) The system will open a new tab with your 1348 in an Adobe file for you.



How to Duplicate a HWPS

1) From the top menu, select Disposition, then under characterization, select "Waste Profiles"."

Sphera Home Administra	tion > Disposition - Reporting & Analytics	1		Welcome RANDY SMITH +
Announcements inouncements Total Records: 6 Message Title	Characterization Stock Number Management Waste Streams State/Country Waste Codes Waste Profile Waste Profile Expiration Date Management	Disposition 1348 Online DTID Management Delivery Order Management Special Services Pick to Manfest	Message	? 🛛 📽 Export •
A new build!		Collection Summary		
another build		Interim Manifest		
Problem Ticket Definition - High		Payment Authorizations		
Problem Ticket Definition - Low				
Problem Ticket Definition - Medium	accion coso ano	bornor chooge to be required to go we everywhere		
Stage testing	This is a test			

2) Search for the profile you want to ducplicate under Profile Number. Select the HWPS. Note: You can also click "View Profile" from the DTID)

Sphera [®]	Home Administration	 Disposition Reporting & Analytics 					Last Login Time :	Welcome TRAIN01 TRAIN01 >
Disposition Characterizat	ion Waste Profiles							
				Search By 💌	Search Q Expa			
Total Records: 1								Export •
Pr	nie DoDAAC 🔺	Generator EPA/HWD ID		Profile	Name of	Waste	Waste Type	End Date
			paint02	×				DD-MMM-YYYY
N60201		FL9170024260	PAINT02		Waste Paint		HW	18-AUG-2020

3) When the HWPS opens up, copy the waste name, and then select the duplicate button in the upper right-hand corner.

Disposition Chara Edit Waste Profile-	cterization Waste Profiles				٥
Profile Informa	PAINT02				ų
EPA Waste Code					– + + B 42 ? ḿ
State/Country					Show All
Material Consti	Profile Information				
File Attachments	Generator Information				Reports
	Profile DoDAAC*:	N60201	Generator EPA/HWD ID*:	FL9170024260	Landfill
	Generator Description:	NS MAYPORT			
	Address 1:		Address 2:		
	Address 3:			JACKSONVILLE	
	Country:	US	State/Province:	FL	
	Postal Code:		County:		
	Technical Contact:	Sgt Snuffy	Technical Contact Phone:	555-555-5555	
	Technical Contact Title:	EPS			
	Profile Information				
	Profile Nr*:	PAINT02			
		16-Aug-2019	End Date:	16-Aug-2020	
	Recertification Comments:				
	Recentification Comments:		Name of Waste*:	Waste Paint	
•	Process Source Code:		Process generating Waste:	former (
			· · · · · · · · · · · · · · · · · · ·	EXCESS	
	Waste Type:	HW	Demil Code:		
	Waste Stream:		State Waste Number:		
	Project Annual Volume:		Project Annual Volume Unit:		
			Projeci Annual Volume Unit.		
	Mode of Collection:				
	Basis of Knowledge:		Basis of Knowledge Comment:		

4) Input the profile DODAAC, the EPA ID, the NEW Profile Number, paste the waste name, and hit save.

Profile Informat					
					⊖₿?
					Show Hide All
	Profile Information				- 1
	Generator Information				
	Profile DoDAAC*	N60201	Generator EPA/HWD ID*		
	Profile Nr*:	Paint03	Name of Waste	Waste Paint	

5) HWPS is now dublicated with the new HWPS number.

Characterization Waste Profiles				
ofile- PAINT03				
de				
1				Shov
Profile Information				
Generator Inform				Reports
				Landfil
	Profile DeDAAC*: N60201	Generator EPA/HWD ID*	FL9170024260	
Ge	enerator Description: NS MAYPORT			
	Address 1: X Address 3:	Address 2	JACKSONVILLE	
	Country: US	City. State/Province		
	Postal Code: 322120030 Technical Contact: Sgt Snutty	County: Technical Contact Phone		
		lechnical Contact Phone	555-555-5555	
1000 C	chnical Contact Title: EPS			
Profile Informatio	on			
	Profile Nrt: PAINT03			
	Start Date: 16-Aug-2019	End Date	16-Aug-2020	
Recent	ification Comments:	Name of Waste*		
			17030 F 000	
Pr	ocess Source Code:	Process generating Waste	Excess	
	Waste Type: HW	Demil Code:		
	Waste Stream:	State Waste Number:		
Pro	ject Annual Volume	Project Annual Volume Unit		
10188	Mode of Collection:	Tripos sensos rotorio one.		
	Basis of Knowledge:	Basis of Knowledge Comment		

How to Duplicate a 1348

1) From the Disposition Drop down, navigate to 1348 Online



2) Use the fields to type in any information that would help you find the DTID you want to duplicate. Below you can see we simply put in the DoDAAC and Julian Date. You can use any of the columns to filter through your DTIDs. Click on the DTID you want to Duplicate

Disposition D	isposition 1348 Online											
1348 Online			Search E	Search By Search			Q Expanded					
Total Reco	ords: 1									÷	? 🕺 Exp	port 🔻
Profile DoDAAC		Waste Profile Nr	Pickup DoDAAC	1348 Online Status	Current DTID Status	Receipt Dt	Disposition Site	Turn In Type	FSC	NIIN/LIIN	Item Name	Cor
	W5829X0268					DD-MMM-YYYY						
W5829X	W5829X02680001	W5892X-N2170	W5829X	In Process	Closed	24-SEP-2020	DLA DS KAISERSL	HW	9140	DSFUELWST	CONTAMINATE	SP452

3) Click on the 'Duplicate' Icon in the top right corner'

Disposition Disposition 1348 Online			
DTID Management DTID: W5829X02680001	1 Qty to Receive: 12000 Total Weight: 12000		Return to Search
1348 Online			
Container Information		Complete Request 🖨 🔂 🔁	ል ረግ 🔁 🧰 🛛
EPA Waste Codes		Sho	w All Hide All
State/Country Waste Codes	DTID Information		_
File Attachments			
	Closed Closed		
	Disposition Site*: RO64	DTID*: W5829X02680001 1348 Online Status*: In Process	
	Turn in Type*: HW	Receipt in Place*: Yes CD/CR cert Reg. Select One	

4) Input New DTID number, Issued Qty, ASD, and Requested HIN Qty, and click on the Save button.

Disposition Di	sposition 1348 Online				
Ouplicate 1348 (Online				Return to Searc
1348 Online					
					E ?
					Show Hide All
	DTID Information				
	New DTID*:	W5829X0268MG01	Issued Qty*:	1	
	ASD*:	16-Mar-2021	Requested HIN Qty*:	1	

5) New DTID is created successful. All information that was inputted under previous DTID has been duplicated with new DTID. Edit any information that is needed and click on Complete Request.

	isposition 1948 Online						
_	ent D IID: W5829X0268	MG01 Qty to Receive: 1 Total Weight	12000				Return to Sea
348 Online							
ontainer						Complete Request	88?0
PA Wast							Show All Hide All
tate/Cou						1	Show All Hide All
ile Attac	DTID Information						_
	Current DTID Status:					•	
	Disposition Site*:	R064	DTID*:	W5829X0268MG01	1348 Online Status*:	In Process	
	Turn in Type*:	HW	Receipt in Place*:	Yes 💌	CD/CR cert Req:	Select One	
	FSC*:	9140	LIIN/NIIN*:	DSFUELWST	Item Name:	CONTAMINATED JP FUEL, MOGAS, C	
	Profile DoDAAC*:	W5829X	Waste Profile Nr*:	W5892X-N2170	View Profile Unit of Issue:	EA	
	Issued Qty*:	1	SDS Nr*:		Acquisition Unit Price*: \$	0.00	
	HCC:	F2	DEMIL Code:	A	Supply Cond Cd*:	Н	
	Item Description 1:	UN1993, FLAMMABLE LIQUIDS, N.O.S	5. EWC 13 07 03*				

6) Here you can see the original DTID and the Duplicate DTID

sposition Disposi	tion 1348 Online												
348 Online			Search	Search By Search Q				Q Expanded					
Total Records: 2											+?	Export 🔻	
Profile DoDAAC	DTID	Waste Profile Nr	Pickup DoDAAC	1348 Online Status	Current DTID Status	Receipt Dt	Disposition Site	Turn In Type	FSC	NIIN/LIIN	Item Name	Contr	
	W5829X0268					DD-MMM-YYYY							
W5829X	W5829X02680001	W5892X-N2170	W5829X	In Process	Closed	24-SEP-2020	DLA DS KAISERSL	HW	9140	DSFUELWST	CONTAMINATE	SP45201	
W5829X	W5829X0268MG01	W5892X-N2170	W5829X	Submitted	New - Pre Receipt		DLA DS KAISERSL	HW	9140	DSFUELWST	CONTAMINATE	SP45201	

How to Access HMMS

All generators will need to request an AMPS role in order to gain access to HMMS.

AMPS Link: https://amps.dla.mil/

HMMS Role to request through AMPS: EBS Prod External – EBS Potal HMMS-HWD User JD-00840

Once role is requested, the non-DLA portal for HW Generators Using HWD 1348 Online is <u>https://businessportal.dla.mil</u>