



## e-Manifest User Registration Guide

We are changing the delivery method for your completed manifests

Join Heritage Environmental Services on our journey toward fully electronic manifests (e-Manifests). We encourage all hazardous waste generators to register for EPA's e-Manifest system. EPA has posted instructions for enrolling as an e-Manifest user on their [webpage](#). These instructions will educate users on how to register for different permissions related to whether they want to view, create, and/or sign manifests electronically.

Any participant in the RCRA system, including generators, transporters, brokers, regulatory agencies, treatment storage or disposal facilities, and the general public wishing to view, create, and/or modify e-Manifests must register regardless of whether the manifest began as a paper manifest or fully electronic. According to EPA's website, for paper or fully electronic manifests, "The final copy from the receiving facility is an electronic manifest signed electronically, and is not an image file that displays the hand signatures of all the waste handlers."

EPA has made the [RCRA Info Industry User Registration e-learning course](#) available to assist you with the registration process. You must establish a free account within LearningZen to access this course.

Heritage will email you a copy of your completed manifest and those manifests will be available on our [Environmental Information System \(EIS\) online customer portal](#). If you already have an account, navigate to the "Orders" menu and select the "Manifests" option. If you do not have an account, you can [request access](#). However, the official version of your completed manifests are those that are stored in the e-Manifest system on RCRA Online.

We appreciate your support as we move towards fully embracing this sustainable practice. Please reach out your Customer Experience team member or Account Manager with questions.

[www.heritage-enviro.com](http://www.heritage-enviro.com)

### Helpful Links

- [EPA e-Manifest FAQs](#)
- [e-Manifest Fact Sheet – Generators](#)

### EPA e-Manifest Helpdesk

- 8:00 am ET – 6:00 pm ET
- Toll Free: 833-501-6826
- Direct Line: 970-494-5508
- Email: [helpdesk@epacdx.net](mailto:helpdesk@epacdx.net)

