



Oregon Waste Disposed Out-of-State Report User Guide

Version 1.0

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Translation or other formats

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1. System overview

The Oregon Department of Environmental Quality has instituted the use of a modernized, cloud-based tool for a selection of compliance programs within the agency and several business processes that involve the public and regulated entities.

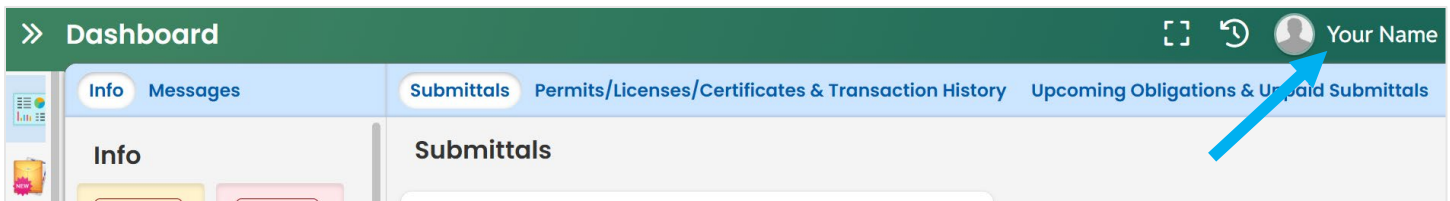
[Your DEQ Online](#) is an Environmental Data Management System designed to combine current DEQ processes across air, land and water divisions in one convenient and easily accessible portal. The system enables users to submit applications, upload reports, enter data, check the status of applications, pay fees or fines, and manage account activity. In addition, the system allows for greater public access to environmental data without the need to request this information from DEQ staff.

This user guide is intended to provide detailed information for the reporter to help them complete the quarterly Oregon Waste Disposed Out-of-State Report that is required by Oregon law for their facility.

1.2 Getting started in Your DEQ Online

To apply for a solid waste disposal site permit, submit documents, reports or notifications, you must have a Responsible Official user account and select the Solid Waste submittal group in your account settings. If you already have this account type and have selected this submittal group, you may skip to the next section. If you do not already have a Responsible Official account, the [Public Account Registration and Management Guide](#) has instructions to create one. For additional information and tools, visit [Your DEQ Online Account Registration](#) website.

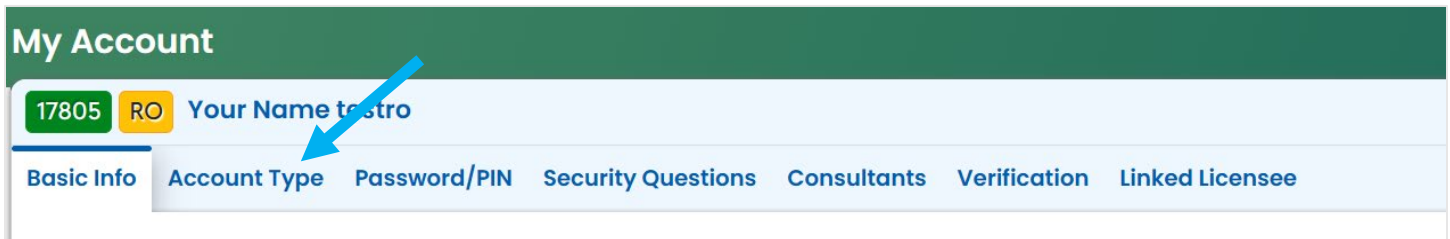
To add Solid Waste to an existing account, click your name in the top right corner.



In the panel that opens, click the Go to my account icon .



Click the Account Type tab.



Scroll down to the Submittal Groups section, check the Solid Waste box and click the Save icon .

Basic Info	Account Type	Password/PIN	Security Questions	Consultants	Verification	Linked Licensee
☐ 8 Asbestos	☐ 3 CAFO	☐ 4 Cleaner Air Oregon				
☐ 3 Cleanup and Site Remediation	☐ 8 Climate Protection Program *	☐ 1 Gasoline Transporter				
☐ 5 General NPDES Domestic	☐ 17 General NPDES Industrial	☐ 4 General NPDES Mining				
☐ 5 General WPCF Domestic	☐ 10 General WPCF Industrial	☐ 5 Greenhouse Gas Reporting *				
☐ 13 Hazardous Waste	☐ 8 Heating Oil Tank	☐ 16 Individual NPDES Domestic				
☐ 7 Individual NPDES Industrial	☐ 14 Individual WPCF Domestic	☐ 7 Individual WPCF Industrial				
☐ 6 Leaking Underground Storage Tank	☐ 10 MS4 - Municipal Separate Storm Sewer System	☐ 7 NPDES- Stormwater (Construction)				
☐ 23 NPDES- Stormwater (Industrial)	☐ 3 NPDES: Public Agencies Only 1200-CA *	☐ 2 Sewage Disposal Service License				
☒ 31 Solid Waste	☐ 3 Third-Party Verification *	☐ 8 UIC - Underground Injection Control				
☐ 21 Underground Storage Tank	☐ 2 Wastewater Operator Certificate	☐ 6 WPCF - Onsite				



2. Introduction

This document provides information necessary to complete the DEQ-approved form for quarterly and one-time reporting of waste from Oregon that is disposed at out-of-state facilities in [Your DEQ Online](#).

A person who transports solid waste generated in Oregon for final disposal or destruction at a disposal site located outside of Oregon that receives domestic solid waste, construction and demolition waste, land clearing debris or waste tires for final disposal or destruction must report the amount of waste transported and to which facility. Also, they must pay the per-ton solid waste disposal fees as specified in [OAR 340-097-0120](#) and [OAR 340-097-0120\(7\)](#).

Important points as you prepare to start your submittal:

The system uses a lot of icons. If you're curious about what an icon means in the report, you can hover over it with your mouse cursor.

Unsaved entries will be lost. To avoid losing your work, press the Save icon  at the bottom right of every page. Use it often and always prior to leaving the submittal.

Take note of the Submittal ID number. The submittal is assigned a unique Submittal ID number. It is located at the top left corner next to the name of the report. It is the simplest way to find your submittal again if you need to pause or revisit your work.

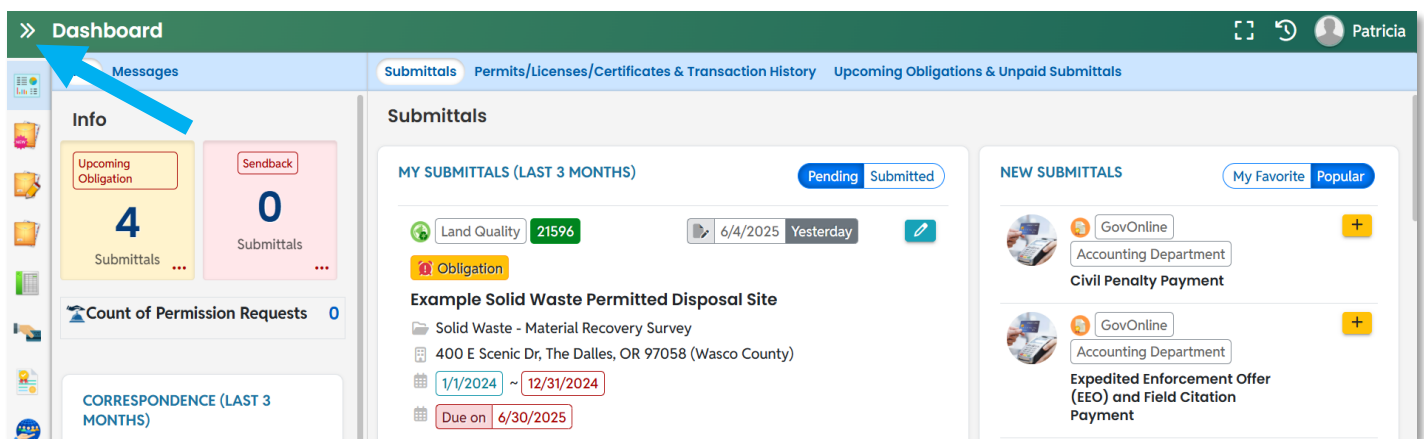
How to find your submittals in progress. After pressing the Save icon and prior to submitting, you may leave the submittal and come back to it. To continue working on the submittal, open the Pending Submittals module which is directly below Start New Submittal module and search for the submittal using the submittal ID number. You may also use other search filters.

3. Login and locating the Oregon waste disposed out-of-state report

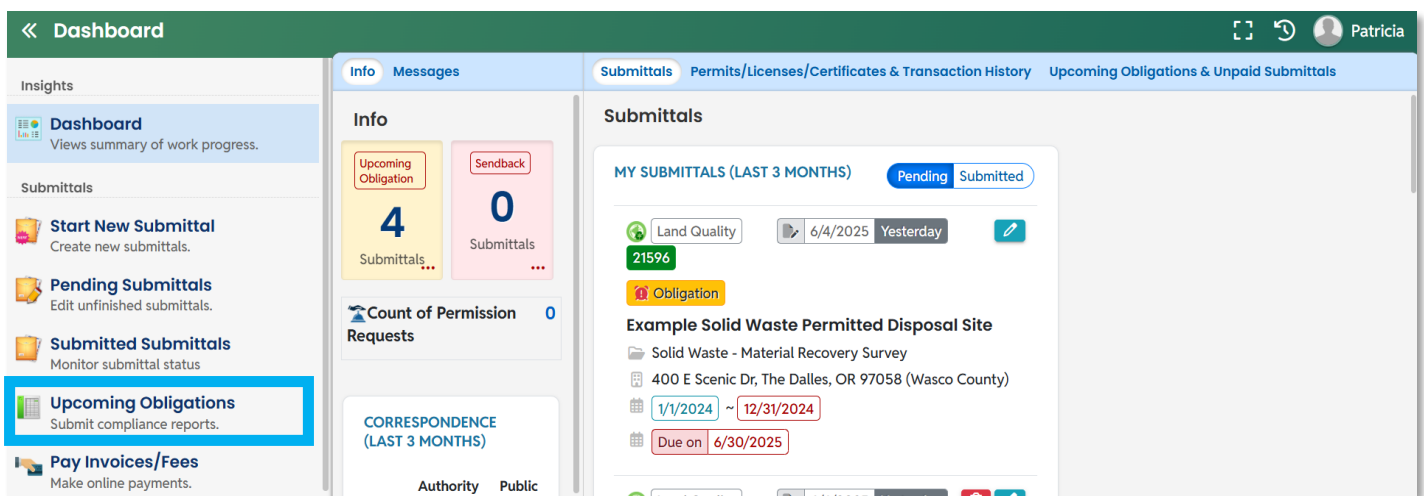
Login to your account on the [Your DEQ Online Public Portal](#).

If you do not have a public user account, you can find detailed instructions for how to register and manage your public user account on the [account registration and management](#) webpage.

Once you are logged in, at the top of the main webpage, click on the double arrow **»** next to Dashboard to open the left panel.

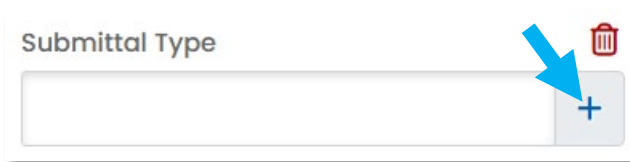


Click on “Upcoming Obligations”.

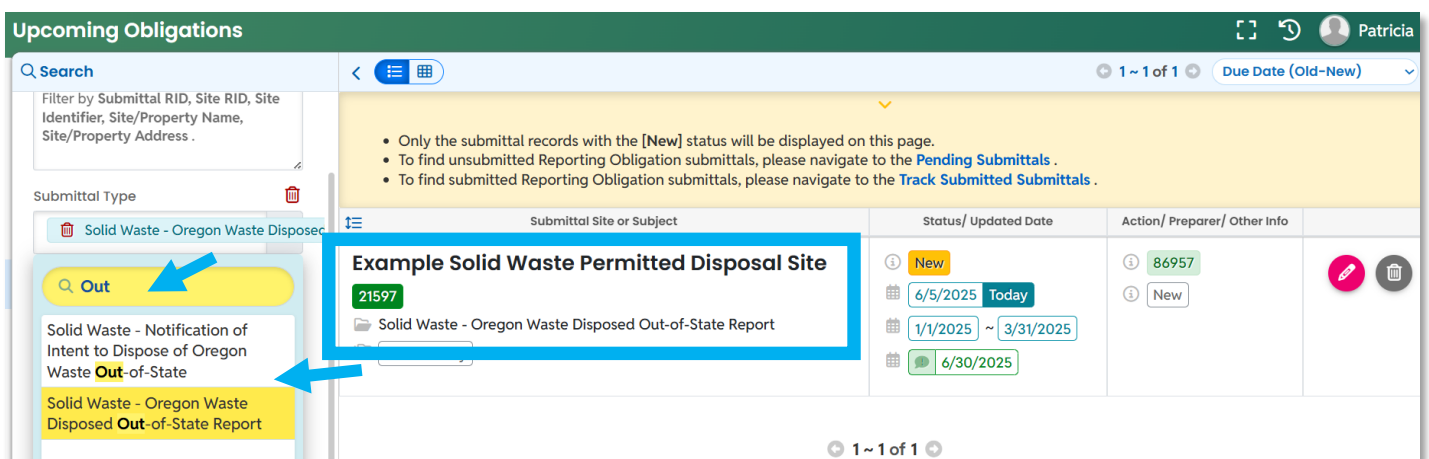


Click again on the double arrow **«** to close the left panel.

Any new, unopened reporting obligations will be shown in the main panel. To locate the correct Oregon waste disposed out-of-state report in the Upcoming Obligations module, we recommend using the Submittal Type filter. Click on the plus sign  next to Submittal Type to open the search field.



Type the word “out” in the search field above the list that appears to narrow your results, and then select “Solid Waste - Oregon Waste Disposed Out-of-State Report”. You may also use the keywords filter to search for your facility name or submittal ID. To clear a filter, click on the trash can icon.



Upcoming Obligations

Filter by Submittal RID, Site RID, Site Identifier, Site/Property Name, Site/Property Address .

Submittal Type

 Solid Waste - Oregon Waste Disposed Out-of-State Report

Solid Waste - Notification of Intent to Dispose of Oregon Waste **Out**-of-State

Solid Waste - Oregon Waste Disposed **Out**-of-State Report

Example Solid Waste Permitted Disposal Site

21597

Solid Waste - Oregon Waste Disposed Out-of-State Report

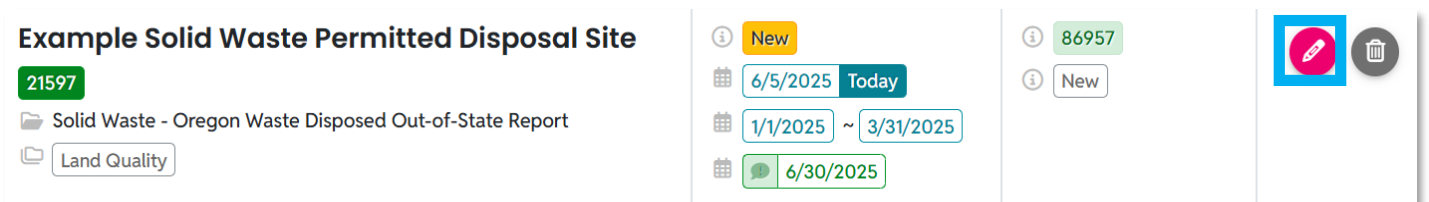
Land Quality

Only the submittal records with the [New] status will be displayed on this page.
 To find unsubmitted Reporting Obligation submittals, please navigate to the [Pending Submittals](#) .
 To find submitted Reporting Obligation submittals, please navigate to the [Track Submitted Submittals](#) .

Submittal Site or Subject	Status/ Updated Date	Action/ Preparer/ Other Info
Example Solid Waste Permitted Disposal Site 21597 Solid Waste - Oregon Waste Disposed Out-of-State Report	New 6/5/2025 Today 1/1/2025 ~ 3/31/2025 6/30/2025	86957 New

1 ~ 1 of 1

Click on the red pencil icon  to the right of the reporting obligation to start filling out the report.



Example Solid Waste Permitted Disposal Site

21597

Solid Waste - Oregon Waste Disposed Out-of-State Report

Land Quality

New

6/5/2025 Today

1/1/2025 ~ 3/31/2025

6/30/2025

86957

New

4. Filling out the Oregon waste disposed out-of-state report

4.1. Basic Info tab

Make sure the Reporting Period, Facility Information and Permit No. shown at the top of the form are correct. If any of this information is incorrect, contact your solid waste permit coordinator using the [staff contact](#) information provided at the end of this user guide.

The screenshot shows the 'Basic Info' tab of the report form. It is divided into three main sections: 'Reporting Period', 'Transporter', and 'Facility Information'. The 'Reporting Period' section contains two date fields: 'Reporting Period Start Date' with the value '10/01/2024' and 'Reporting Period End Date' with the value '12/31/2024'. The 'Transporter' section is currently empty. The 'Facility Information' section includes a Google Street View image of a facility, the text 'Example DEQ Permitted Solid Waste Facility', a green box with the number '86436', a location pin icon, and a 'Stationary' status label. Below this, the 'Permit No.' field is filled with 'SW-EXP-000X'.

An information and instruction sheet is available by clicking on the Get Information button in the far-right panel. The instruction sheet will download to your computer, and this can usually be found in your device's downloads folder. After downloading the document, you may optionally click on the blue arrow at the top right of the main panel to close the side panel. This will maximize the report screen space.

This screenshot shows the submittal process interface. At the top, there is a progress bar with five steps: '1 Basic Info', '2 Attachment', '3 Payment', '4 Review', and '5 Submission'. The 'Basic Info' step is currently active. Below the progress bar, a yellow instruction box states: 'Before beginning this submittal, please click on the Get Information icon in the top right panel to get detailed instructions on how to complete this application.' and 'For optimal viewing, close the righthand panel by clicking the carat > in the upper righthand portion of the center panel. The righthand panel may be reopened at any time to view directions and other submittal information by clicking the carat again.' On the right side, there is a 'Submittal Information' panel. It features a 'Get Information' button, a 'Solid Waste - Oregon Waste Disposed Out-of-State Report' title, and a 'Get Information' button. Below this, there is a 'f50022 New' status indicator and a 'Solid Waste' category label.

NOTE: Press the Save icon  on the bottom right often and prior to leaving the submittal, otherwise your progress will be lost. After pressing the Save icon and prior to submitting, you may return to the dashboard and access your submittal in progress under Pending Submittals using the Submittal ID number found in the top left corner of the screen.

Solid Waste - Municipal Solid Waste Disposal Quarterly Report

40157 New

1 Basic Info 2 Attachment 3 Payment 4 Review 5 Submission 1

Before beginning this submittal, please click on the **Get Information** icon in the top right panel to get detailed instructions on how to complete this application.

For optimal viewing, close the righthand panel by clicking the carat " > " in the upper righthand portion of the center panel. The righthand panel may be reopened at any time to view directions and other submittal information by clicking the carat again.

Reporting Period

Reporting Period Start Date: 10/01/2024

Reporting Period End Date: 12/31/2024

Reports and required fees are due to DEQ no later than January 31, April 30, July 31 and October 31 for the previous quarter.

Facility Information

Facility Information

Example DEQ Permitted Solid Waste Facility
700700 NE Multnomah St, Portland, OR 97232

86436 Stationary

Solid Waste Permit No.
SW-TRT-000X

4.1.1. Zero tonnage to report

NOTE: If you have tonnage to report for the quarter, please skip to the [Solid waste exported from Oregon worksheet](#). This section is for reporters who have no tonnage to report.

To submit a zero-tonnage report, please follow this procedure: All on-going reporters disposing of Oregon waste out-of-state are required to submit a quarterly report even if they have not exported waste during the current quarter.

If you need to terminate your notification, please contact the reporting, fee & invoicing coordinator. See Staff Contacts in Section 5 of this document for contact information.

Scroll to the section titled "State and facility name where Oregon solid waste was disposed" to the field highlighted in red with the word required **Required** below it.

State and facility name where Oregon solid waste was disposed

Required.

Enter "N/A" in the field and the required will disappear.

State and facility name where Oregon solid waste was disposed

N/A

Scroll to “Total Tons of Oregon Waste Disposed of Out-of-State in Reporting Period” which should show zero tons in all fields.

Save the report by clicking on the Save icon  then proceed to the [review tab](#) in section 4.4 of this document.

Total Tons of Oregon Waste Disposed of Out-of-State

Subtotal Residential/Commercial/Construction & Demolition Solid Waste by County		0
Subtotal Solid Waste Not Required To Be Reported Separately By County		0
Total Tons of Oregon Waste Disposed of Out-of-State in Reporting Period		0
Solid Waste Tipping Fee	x \$1.18/Ton=	\$ 0
Orphan Site Fee	x \$0.13/Ton=	\$ 0
	Total Fee	\$ 0



4.1.2. Solid waste exported from Oregon worksheet

All waste generated in the state of Oregon that is transported to an out-of-state facility for final disposal must be reported and the associated fees paid.

For definitions of waste and any exemptions, including waste used for Alternate Daily Cover, please see the downloadable instruction sheet at the top of the right panel under Get Information.

Residential/commercial/construction & demolition solid waste by county

Qualifying “counting” waste must be reported by the Oregon county the waste was received from for disposal.

Click on + add item .

Select the county where the disposal waste was received from in the drop-down list.

Residential/Commercial/Construction & Demolition Solid Waste by County		Subtotal
1 County Baker (Eastern) Benton (Western) Clackamas (Northwest) Clatsop (Northwest) Columbia (Northwest) Coos (Western)  	From Transfer Station or Solid Waste Facility	0 Tons
	Direct To Out-of-State Disposal Site	0 Tons
	Tires and Tire Shreds (from all sources)	0 Tons
	Total	0 Tons

Enter the tons disposed out-of-state from that county in the appropriate category or categories.

Residential/Commercial/Construction & Demolition Solid Waste by County		Subtotal
1 County Baker (Eastern) From Transfer Station or Solid Waste Facility 250 Tons Direct To Out-of-State Disposal Site 175 Tons Tires and Tire Shreds (from all sources) 110 Tons  	From Transfer Station or Solid Waste Facility	250 Tons
	Direct To Out-of-State Disposal Site	175 Tons
	Tires and Tire Shreds (from all sources)	110 Tons
	Total	535 Tons

Click +add item  to add additional counties following the same procedure.

Solid waste not required to be reported separately by county

Qualifying “non-counting” waste does not need to be reported by county.

Click +add item  and select the type of waste from the drop-down list.

Solid Waste Not Required To Be Reported Separately By County		Subtotal
1 In-State Waste Type ▼ Asbestos Contaminated Cleanup Material Industrial Waste Rubble, Rock, Asphalt, etc. Other Direct To Out-of-State Disposal Site 0 Tons  	From Transfer Station or Solid Waste Facility	0 Tons
	Direct To Out-of-State Disposal Site	0 Tons
	Total	0 Tons

Enter the tons exported in the appropriate category or categories.

Solid Waste Not Required To Be Reported Separately By County		Subtotal
1 In-State Waste Type ▼ Asbestos From Transfer Station or Solid Waste Facility 25 Tons Direct To Out-of-State Disposal Site 55 Tons  	From Transfer Station or Solid Waste Facility	25 Tons
	Direct To Out-of-State Disposal Site	55 Tons
	Total	80 Tons

Click + add item  to report additional materials following the same procedure.

To report a type of waste not listed, select “other” in the drop-down list.

You are required to provide a specific description of the “other” waste type in the field provided.

Solid Waste Not Required To Be Reported Separately By County		Subtotal
1 In-State Waste Type ▼ Other Other Waste Type Asphalt Shingles From Transfer Station or Solid Waste Facility 34 Tons Direct To Out-of-State Disposal Site 21 Tons  	From Transfer Station or Solid Waste Facility	34 Tons
	Direct To Out-of-State Disposal Site	21 Tons
	Total	55 Tons

You may report additional other waste types by repeating this procedure.

State and facility name where Oregon solid waste was disposed

Provide the name of the qualified out-of-state facility where the waste was taken for final disposal in the text field provided. This is a required field.

State and facility name where Oregon solid waste was disposed

 Required.

Solid waste used for daily cover as approved by local permitting authorities

Please record in this section if any or all waste to be disposed out-of-state is intended for use as daily cover at the out-of-state landfill as approved by local authorities. While you are required to report this waste, it will not be assessed fees or included in the final totals.

NOTE: Even if you only report Alternate Daily Cover, you are still required to indicate the facility which accepted it in the field above that section in the report.

If any solid waste was used for daily cover as approved by local permitting authorities, enter the total tonnage here. 

0

Tons

Total tons of Oregon waste disposed of out-of-state

This section shows the totals for all waste reported on the worksheet, as well as the individual fee calculations and total fee due.

Total Tons of Oregon Waste Disposed of Out-of-State

Subtotal Residential/Commercial/Construction & Demolition Solid Waste by County	535.00
Subtotal Solid Waste Not Required To Be Reported Separately By County	221.00
Total Tons of Oregon Waste Disposed of Out-of-State in Reporting Period	756.00
Solid Waste Tipping Fee	x \$1.18/Ton= \$ 892.08
Orphan Site Fee	x \$0.13/Ton= \$ 98.28
Total Fee	\$ 990.36

When your entries are complete, save your progress by clicking on the Save icon . Make sure you see “submittal saved successfully” appear in the top right of the report before you the screen to ensure your progress is saved. Click the Save icon again if you are not certain.

4.2. Attachment tab

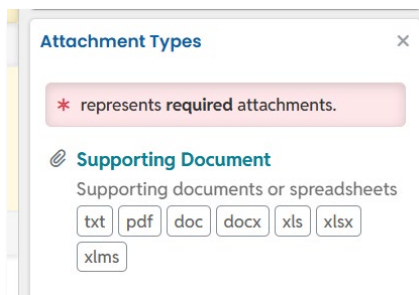
Attachments are only required for specific facilities, but if you wish to provide supplemental information, go to the Attachment tab and select Click to Upload or drag Files Over Here to select a file to upload.



Each attached document:

- must be labeled with a document type and saved
- must be a file type listed in the “attachment types” panel to the right

Select or drag the file you wish to upload. Not all types of documents are acceptable. Check the list on the right-side panel if you are having any issues uploading. If the right-side panel is currently collapsed, click on the carat (<) at the top right of the main panel to reopen it.

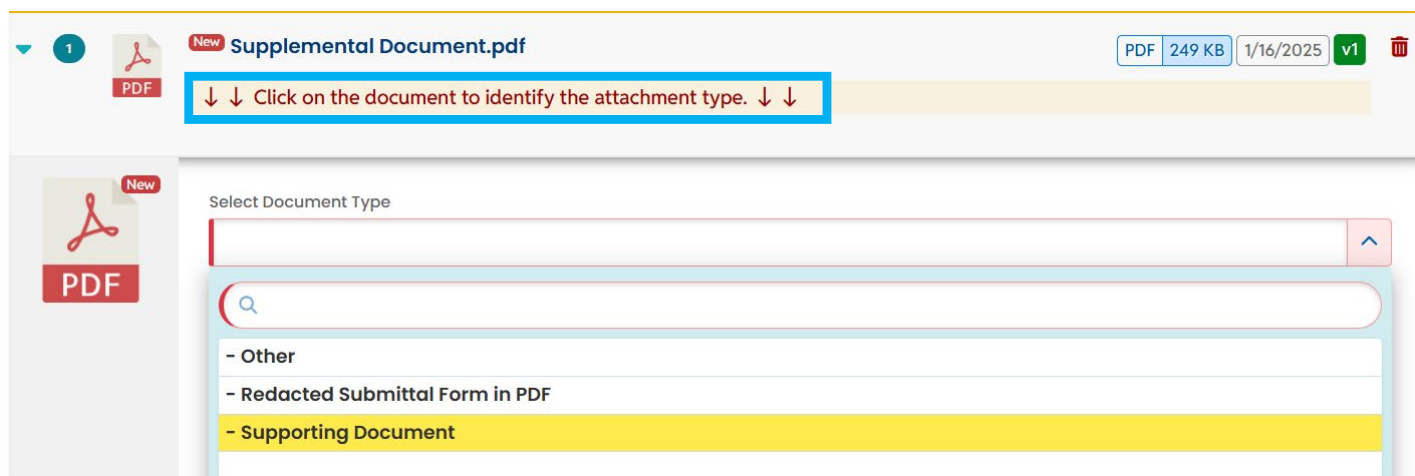


NOTE: If your document is larger than 50 MB, or you are experiencing issues attaching your document, you may mail or email the document.

To mail documents to DEQ, please send them to the attention of the reporting, fee & invoicing coordinator at the address listed in the [staff contact](#) section at the bottom of this user guide.

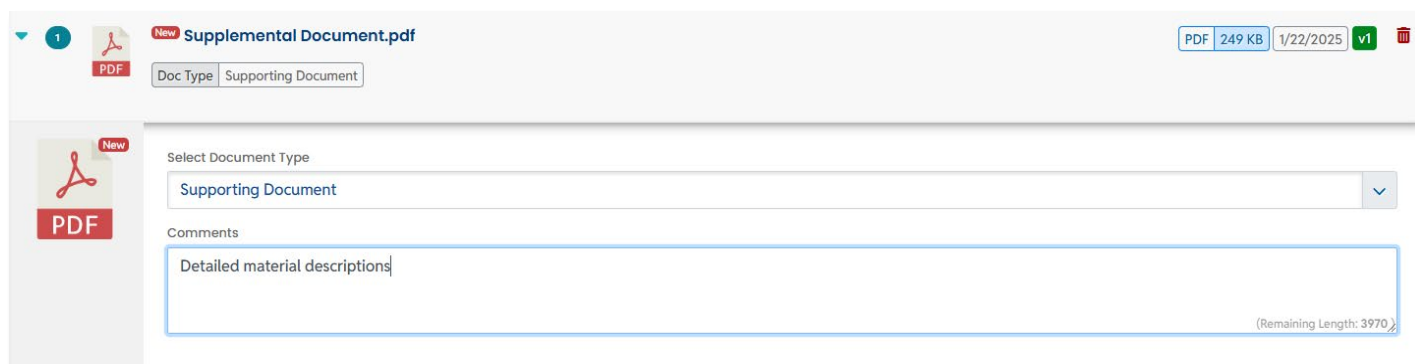
To email documents please send them to the email address for the reporting, fee & invoicing coordinator in the [staff contact](#) section at the bottom of this user guide. Please be aware, there is a 50 MB limit for email attachments as well and if the document is larger than that, it can either be split into smaller sections and emailed separately or you may reach out to the reporting, fee & invoicing coordinator regarding other options.

Once uploaded, select “Click on document to identify the attachment type.” which is located below the file name. Next, select from one of the document types listed in the dropdown that appears.



The screenshot shows a document upload interface. At the top, a file named "Supplemental Document.pdf" is listed with a PDF icon, a size of 249 KB, a date of 1/16/2025, and a version of v1. Below the file name, a yellow banner contains the text "Click on the document to identify the attachment type." with arrows pointing down. On the left, there is a sidebar with a PDF icon and a "New" button. The main area shows a "Select Document Type" dropdown menu with a search bar. The dropdown is open, showing three options: "Other", "Redacted Submittal Form in PDF", and "Supporting Document", which is highlighted in yellow.

Enter a brief description of the document in the “Comments” section. Click the Save icon  at the bottom right, otherwise the attachment will not be saved.



The screenshot shows the same document upload interface, but now the document type is set to "Supporting Document". The "Comments" section is visible, with the text "Detailed material descriptions" entered. A "Save" icon is located at the bottom right. The "Remaining Length: 3970" is displayed at the bottom right of the comments box.

When you are done adding and labeling attachments, click on the Save icon .

NOTE: If you have saved a document with an incorrect document type, delete the document using the trash can  on the upper right. Re-attach the document to enable selection of the correct document type.

If you would prefer to mail or email the documents to DEQ, please send them to the Reporting, Fee & Invoicing Coordinator listed in the [staff contact](#) section at the bottom of this user guide.

4.3. Payment tab

Be sure you have entered all required data on the Basic Info tab and clicked the Save icon  before proceeding to the payment tab.

In the payment tab, you will see your calculated total DEQ Solid Waste Fees (Reference: [OAR 340-097-0110](#) and [OAR 340-097-0120](#)) plus the 4% Your DEQ Online technology fee.

Starting July 1, 2022, a 4% technology fee is added to all financial transactions in Your DEQ Online except agency-issued penalties. The fee was authorized by the 2021 Oregon Legislature and is necessary to pay for the annual operation and maintenance costs of the system. For more information about the 4% technology fee, please see [YDO technology fee FAQ](#).

Payment method options include check, ACH or credit card. Credit card payments incur a standard servicing fee charged by the bank for the total payment amount.

ACH and credit card payments are immediate while payments by check are complete after the check arrives at the bank lockbox listed on your permit receipt and DEQ has processed the payment. All payments must be received by the due date for the reporting period.

For detailed instructions on how to complete your payment, please refer to the following instructions: [How to make a payment in YDO user guide](#).

4.4. Review tab

Congratulations! You are almost finished. Please review your submittal information and any attachments.

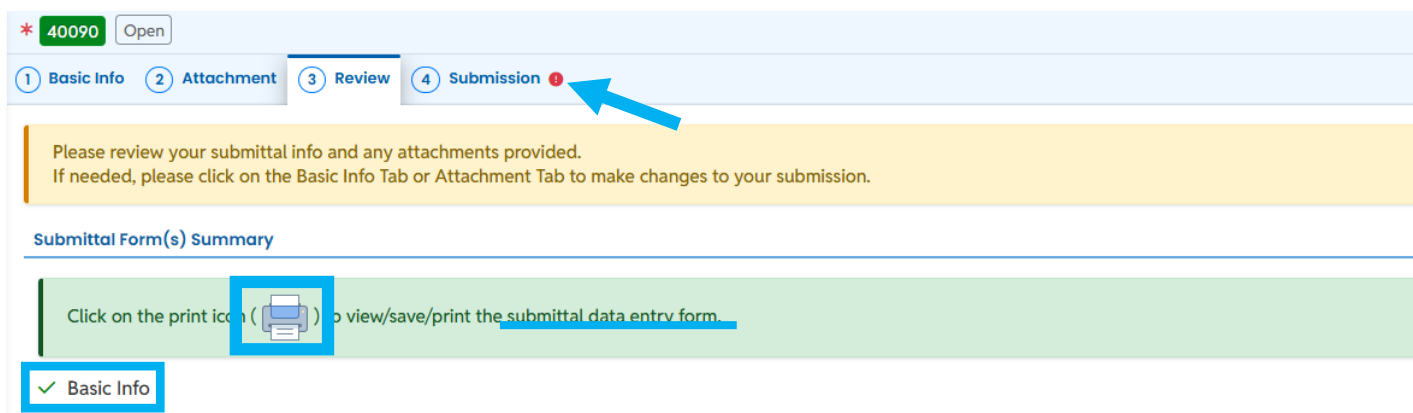
When a green check  displays next to Basic Info below the green bar and the only tab still showing an alert icon  is submission tab, you have finished entering the required information for your report.

To view, save, or print the submittal data entry form, click on the printer icon . You may need to disable your browser's pop-up blocker if the PDF fails to appear.

NOTE: The submittal data entry form for your Oregon waste disposed out-of-state report is a draft summary of information entered into the basic info tab. This is your last opportunity to review and update content and attachments prior to submission.

If you find that your submittal is complete, navigate to the Submission tab.

NOTE: For any issues during your review, please refer to the troubleshooting section below.



4.5.1. Troubleshooting

Under the Submittal Form(s) Summary section, if the Basic Info tab has any missing required information, there will be a red x next to the words Basic Info at the bottom of the section below the print icon bar. You will also see alert icon  on the Basic Info tab. Remember that this mark on the Submission tab is appropriate at this point in the process.

Go back to the Basic Info tab and complete any missing required fields. When all required information is entered, the alert icon  will no longer display on the Basic Info tab.

1 Basic Info

2 Attachment

3 Payment

4 Review

5 Submission

Please review your submittal info and any attachments provided.
If needed, please click on the Basic Info Tab or Attachment Tab to make changes to your submission.

Submittal Form(s) Summary

Click on the print icon () to view/save/print the submittal data entry form.
Please see the data validation result below to see if the "required" data are entered.

✖ Basic Info

If you have added an attachment and did not specify the document type, you will see “Missing the attachment type” under the Uploaded Attachment bar on lower far right. Return to the attachment tab, remove the document with the missing attachment type, and then re-attach, being sure to specify the document type. Click the Save icon  and proceed.

Submittal Form(s) Summary

Click on the print icon () to view/save/print the submittal data entry form.

✓ Basic Info

Mandatory Attachment

Attachments are not required for this Submittal.

Uploaded Attachment

Please specify the attachment type for all attachments.

 **Supplemental Document.pdf** PDF 249 KB Missing the attachment type.

4.5. Submission tab

4.5.1. Ready to submit

Review the certification statement and select the acknowledgement box to indicate that you have read and agree to the certification statement.

Click the submit button bar at the bottom of the submission tab to complete your facility's Oregon waste disposed out-of-state report.

NOTE: Until you submit using the blue submit bar, your report will remain as pending. Using the Save icon is not the same action as submitting a report to DEQ.

1 Basic Info 2 Attachment 3 Payment 4 Review 5 Submission

Certification Statement

I, as the Responsible Officer or delegated by the Accounting Officer, declare that the information provided in this application or attached to the application is, to the best of my knowledge, in all respects factually true and correct. I am aware that the supply of false or misleading information in the application form is a criminal offence.

☒ I have read and agree to the above certification statement

Security Precautions

To prevent your information from being used inappropriately, we maintain stringent system safeguards as well as physical and administrative protection. In addition, the security safeguards are also powered by VeriSign's Certificates. Once we provide you with a password, you are responsible for maintaining the confidentiality of the password. Please note that access to these links, irrespective of the issuance of the User ID and Password, may be terminated by our discretion at any time.

Disclaimer

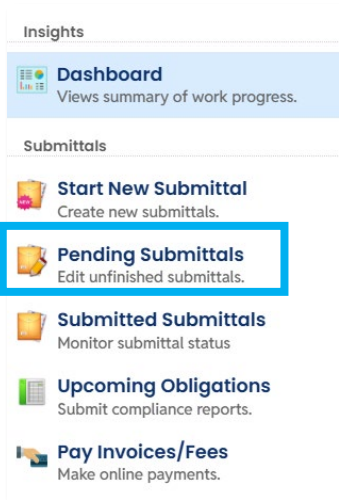
The system, its agencies, officers, or employees protect your confidential information. However personally identifiable information privacy is a new and evolving area, and despite dedicated efforts, some mistakes and misunderstandings may result. The visitor proceeds to any external sites at their own risk. The development company specifically disclaims any and all liabilities from damages which may result from accessing the website, or from reliance upon any such information.

Submit



4.5.2. Not ready to submit

If for some reason you are not ready to submit, please click on the Save icon  before leaving the submittal screen. When you are ready to continue working on this submittal it can be found in the pending submittals module on your dashboard.



4.5.3. Submittal successful

Once you have clicked the blue submit bar and your submittal is successful, a screen will display that enables you to save a copy of your final submittal and receipt. *DEQ recommends saving both the final submittal and receipt on your own device for your records.*

NOTE: The submittal form reflects the date, time and all information provided on the Basic Info tab. The receipt form reflects the date and time the submittal was submitted but does not reflect the information provided on the Basic Info tab.

To return to your dashboard, click the finish button in the lower right corner.

✔ Submission Successful!

Confirmation of Submittal: 1. Your application has been received and will be reviewed shortly. 2. Check your account, email and text messages for system notification at various milestones.

Please click Receipt to print your receipt.

Submittal Summary	Submittal Form Info
Submittal ID: 40155 Submittal Date: 1/29/2025, 3:31:42 PM Submittal By: Solid Waste Test RO 111111111 jamie.jones@deq.oregon.gov Owner Information: Solid Waste Test RO 111111111 jamie.jones@deq.oregon.gov	Name: Solid Waste - Composting Facility Annual Report Method: Online Submission
Fee Detail This submittal does not require fee.	Certification Statement: I, as the Responsible Officer or delegated by the Accounting Officer, declare that the information provided in this application or attached to the application is, to the best of my knowledge, in all respects factually true and correct. I am aware that the supply of false or misleading information in the application form is a criminal offence. Question: Not Applicable Answer: Not Applicable PIN Number: Not Applicable RO: Solid Waste Test RO Sender IP: 35.150.244.34
Payment Detail Not Applicable.	Mail-to Attachment List No record.
Uploaded Attachment List No record.	Mail-to Attachment List No record.

Finish
Receipt
Submittal Form

5. Staff contact

Information about solid waste permits and DEQ's regulations may be obtained from the [DEQ Solid Waste website](#).

All inquiries regarding completion of this form and its contents should be directed to the reporting, fee & invoicing coordinator at 503-229-6434 or sw.feereporting@deq.oregon.gov.

All Counties	Contact
Baker, Crook, Deschutes, Gilliam, Grant, Harney, Hood River, Jefferson, Klamath, Lake, Malheur, Morrow, Sherman, Umatilla (including Milton-Forewater), Union, Wallowa, Wasco, Wheeler, Clackamas, Clatsop, Columbia, Multnomah, Tillamook, Washington Benton, Coos, Curry, Douglas, Jackson, Josephine, Lane, Lincoln, Linn, Marion, Polk, Yamhill	Reporting, Fee & Invoicing Coordinator Materials Management Program 700 NE Multnomah St., Suite 600 Portland, OR 97232-2131 Phone: 503-229-6434 sw.feereporting@deq.oregon.gov

All inquiries regarding the permit associated with this reporting form should be directed to the permit coordinator at the regional office for the area where the facility is located. DEQ's regional offices are as follows:

If your facility/project is in this county...	...then contact this DEQ office
Baker, Crook, Deschutes, Gilliam, Grant, Harney, Hood River, Jefferson, Klamath, Lake, Malheur, Morrow, Sherman, Umatilla (including Milton-Freewater), Union, Wallowa, Wasco, Wheeler	Eastern Region Materials Management Program 400 E Scenic Drive, Suite 307 The Dalles, OR 97058 Phone: 541-298-7257 DEQER.SolidWastePermitCoordinator@deq.oregon.gov
Clackamas, Clatsop, Columbia, Multnomah, Tillamook, Washington	Northwest Region Environmental Partnerships 700 NE Multnomah St., Suite 600 Portland, OR 97232 Phone: 503-229-5353 DEQNWR.SolidWastePermitCoordinator@deq.oregon.gov
Benton, Coos, Curry, Douglas, Jackson, Josephine, Lane, Lincoln, Linn, Marion, Polk, Yamhill	Western Region Materials Management Program 165 E Seventh Ave., Suite 100 Eugene, OR 97401 Phone: 541-687-7465 DEQWR.SolidWastePermitCoordinator@deq.oregon.gov

6. Helpdesk and resources

For more information, training and resources, go to the [Your DEQ Online Help page](#). For technical assistance, contact the [Your DEQ Online Helpdesk](#).

7. Revision history

Revision	Date	Changes	Editor
	1/25/25	Initial draft	CMP
	6/9/25	Draft	CMP
	7/7/25	Final draft	CMP
	7/7/25	Review	MG
1.0	7/7/25	Comms review	CV