

# USED OIL BIENNIAL REPORT

## GUIDANCE

Used oil processors, re-refiners, and transfer facilities storing used oil more than 35 days are required to submit used oil biennial reports by March 1 of each even numbered year that covers the previous year's activities. This report is required per state and federal used oil management standards found in [40 CFR 279.57\(b\)](#) of the federal Resource Conservation and Recovery Act (RCRA) and [Rule 813\(3\)](#) of Part 111 hazardous waste rules.

Besides the transfer facilities, other facilities required to submit the biennial report are those managing used oil for the purpose of making it more amenable for production of fuel oils, lubricants, or other used oil-derived products. Processing includes all of the following:

- Filtration
- Simple distillation
- Re-refining
- Blending used oil with virgin petroleum products
- Blending used oils to meet fuel specifications
- Chemical or physical separation

A facility generating used oil may do the following and not be considered processing:

- Filtering, separating, or otherwise reconditioning used oil before burning it in an on-site space heater (40 CFR 279.23).
- Filtering, cleaning, or otherwise reconditioning the used oil before reuse by the generator.
- Using an oil water separator so the wastewater can meet discharge requirements.
- Using oil mist collectors to remove small droplets of used oil from in-plant air to make plant air suitable for continued recirculation.
- Draining used oil from other materials (e.g. draining oil filters).

Transporters may do the following without submitting a biennial report and without having to meet the processor/re-refiner requirements:

- Conduct incidental processing that occurs during the normal course of transportation (e.g. settling and water separation) but are not designed to produce or make the used oil more amenable for production of used oil derived products.
- Filter used oil removed from electrical transformers and turbines prior to being returned to its original use.
- Store the used oil at a used oil transfer facility for less than 35 days that meets the requirements in 40 CFR 279.45. Examples of used oil transfer facilities include loading docks, parking areas, storage areas, and other areas where shipments of used oil are held more than 24 hours during the normal course of transportation and no longer than 35 days.

**The report must include the following, at a minimum, to summarize the used oil activities:**

- The calendar year that the report covers.
- The name and address of the company and its Site Identification Number.
- The amount of used oil accepted for processing.
- A description how the oil is processed, including the specific processes employed.
- A contact name and phone number that EGLE may call if there are questions.

Starting in the 2018 reporting year, used oil biennial reports are to be submitted using the [EQP 1602 form](#) and [instructions](#). Once the reporting form is completed, it can be e-mailed to [EGLE-Part-121-Reporting@Michigan.gov](mailto:EGLE-Part-121-Reporting@Michigan.gov) or printed and mailed to:

EGLE, Materials Management Division Hazardous Waste Section  
Attn: Rich Conforti  
PO Box 30241  
Lansing MI 48909-7741

If you have questions, please contact the Environmental Assistance Center at 800-662-9278 or [EGLE-Assist@Michigan.gov](mailto:EGLE-Assist@Michigan.gov).

This publication is intended for guidance only and may be impacted by changes in legislation, rules, policies, and procedures adopted after the date of publication. Although this publication makes every effort to teach users how to meet applicable compliance obligations, use of this publication does not constitute the rendering of legal advice.

EGLE does not discriminate on the basis of race, sex, religion, age, national origin, color, marital status, disability, political beliefs, height, weight, genetic information, or sexual orientation in the administration of any of its programs or activities, and prohibits intimidation and retaliation, as required by applicable laws and regulations.