



**STATE OF MISSISSIPPI**  
PHIL BRYANT  
GOVERNOR  
**MISSISSIPPI DEPARTMENT OF ENVIRONMENTAL QUALITY**  
GARY C. RIKARD, EXECUTIVE DIRECTOR

**MEMORANDUM**

TO: Owners/Operators of Putrescible Waste Composting Facilities  
FROM: MDEQ Waste Division  
SUBJECT: Annual Report for the Calendar Year 2016  
DATE: January 26, 2017

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An annual report on solid waste disposal activities conducted during Calendar Year 2016 is due to the Mississippi Department of Environmental Quality (MDEQ) from the owners and/or operators of commercial putrescible composting facilities **no later than February 28, 2017**. This annual report is required pursuant to the Mississippi Code Annotated §17-17-219, Rule 1.9.C(4)(d) of the Mississippi Nonhazardous Solid Waste Management Regulations, and/or your authorization to operate a pilot composting facility.

Please submit two (2) copies of the completed Annual Reporting Form and the supporting information as requested on the activities conducted at each composting site you owned/or operated during Calendar Year 2016. The form should be completed and submitted even if the facility was inactive during the calendar year. You may complete the attached form or the electronic form at [www.deq.state.ms.us/solidwaste](http://www.deq.state.ms.us/solidwaste). To access the electronic form, click on "Solid Waste Reporting" on the left side of the page and then click on the yard waste composting reporting form. You may submit the completed annual reporting form by mail, delivery, fax, or email (scan) using the information below:

By Mail:	By Delivery:	By Fax:
MDEQ ATTN: Trent Jones P.O. Box 2261 Jackson, MS 39225	MDEQ ATTN: Trent Jones 515 East Amite Street Jackson, MS 39201	ATTN: Trent Jones (601) 961-5785
		By Email (scan): tjones@mdeq.ms.gov

As indicated on the form, the annual report should contain the following information as well as any supporting information and examples on how each quantity and/or capacity was determined:

1. List the total amount, in units of tons or cubic yards, of solid waste received at your facility for composting;
2. List the amount, in units of tons or cubic yards, of solid waste originating in-state and out-of-state sources being reported separately;

3. List the sources of waste by county of origin with a clear indication of those wastes originating from out-of-state communities;
4. Include the total quantity, in units of tons or cubic yards, of the finished compost produced at the facility;
5. List the total quantity, in units of tons or cubic yards, of the finished compost produced at the facility that met the standards for distribution;
6. List the total quantity, in units of tons or cubic yards, of all non-compostable residuals and recyclables separated from the incoming waste and/or finished compost, and a description of how the materials were disposed of or managed;
7. List the total quantity of finished compost removed from the facility for distribution or use and describe how the compost was distributed or reused.
8. List the total quantity of compost that did not meet the standards for distribution, including the quantity disposed or reused;
9. List the estimated remaining capacity, in units of tons or cubic yards, for storage of the finished compost at the facility based upon the amount of compost on-site at the beginning of the year, the amount of the finished compost produced, and the amount of compost removed during the year;
10. Indicate whether other analytical information if required by your permit/authorization is included with the reporting form;
11. If the owner *or* contract operator of the composting facility is a private concern, an updated disclosure statement is required. The updated disclosure information must be provided on the MDEQ Disclosure Form (available on the solid waste reporting webpage). Only those pages that are modified or added must be submitted. If no changes have been made to the disclosure statement already on file with MDEQ, then checking the appropriate box on the annual reporting form will be accepted in lieu of submitting an updated form. Public agencies such as cities and counties are not required to submit disclosure statements unless a contract operator is employed, in which case an updated disclosure statement on the contract operator is required. Composting sites that are currently part of the MDEQ pilot composting program are not required to submit disclosure.

Should you have any questions concerning this memo, please contact Trent Jones at (601) 961-5726 or [tjones@mdeq.ms.gov](mailto:tjones@mdeq.ms.gov).

Enclosure