

Transporter Fact Sheet (Per City of Houston Ordinance)

1. City Regulated Waste Transporter operating within the city limits of Houston must be permitted.
 - All trucks must be registered for the current permit year.
 - Registration decals must be visible free from any obstruction.
 - City issued registration certificate for the current permit year must be present in the truck at all time.
 - Truck must be in good working condition.
 - Truck must have functioning, and easy to read measuring gauge or device
2. Waste transported within city limits of Houston must be accompanied by Waste Manifests. (Septic Waste Control Tickets should no longer be used)
 - City of Houston issued manifest must be used for all waste originated within city limit of Houston.
 - Driver or operator must keep adequate amount of manifest on hand.
 - Manifest must be used in the numeric order that is issued by the City.
 - All manifests must be filled out for all applied sections and must be signed by both the driver and the generator representative before leaving the site with the waste.
 - All manifests must be signed, date-stamped by the disposal site
3. Portable toilet waste must be accounted for on a Solid/ Special Waste Manifest. Use one manifest per truck per day.
4. All generators operating within the city limit of Houston are required to be registered with the city. Waste Generator Registration Certificate with unique Texas Commission on Environmental Quality numbers are issued to all registered generators.
 - Trap of generator with no registration certificate may not be cleaned.
 - Business name and address on the certificate must be verified.
 - Business with name change may not (be cleaned) have trap pumped. Unless the registration certificate reflects the new name or permission is granted by the city representative.
5. All domestic septic tank generators must have a city issued registration certificate. The registration certificate and its TCEQ number must be verified before the septic tank can be cleaned. Solid Special Waste manifest must be used and generator must verify and sign generators portion of the waste manifest.
6. All traps must be cleaned to the bottom no skimming or dump back is allowed. All trap capacity must be verified. Any disputed capacity must be reported to the City of Houston Health and Human Services at 7411 Park Place Blvd. (713) 640-4399. When the trap capacity exceeds the truck tank capacity, the balance of the trap waste must be removed within 24 hours of the initial clean.
7. Monthly report documenting all activities, manifests used, and processing fee of \$2.50 per manifest must be submitted by or on the 15th of each month. If the 15th is a holiday or weekend, the report must be submitted on the following work day. All permitted transporters are required to submit report even when no work is done for that month.
8. Waste must be disposed of at the approved disposal site within four (4) days of pick up. Approved disposal sites are Type V Municipal Solid Special Waste facilities and or a Type II Municipal Landfill with solidification process.

Acknowledgement Page for Transporter Fact Sheet

Company name: _____

Permit Number: _____ **Date:** _____

Company Representative: _____

I acknowledge the receipt of the Transporter Facts Sheet

Signature: _____

City of Houston Transporter Coordinator: _____