Solid Waste Online Disposal Data Reporting

The following instructions are intended to assist you in on-line data reporting. Our new process allows each landfill to input their required disposal data into the State Solid Waste Database. Each landfill, whether they report quarterly, semi-annual or annual will be able to, create a report and input their data directly into our database. The data will be available to review/print the report history for a facility. NDEP will check the on-line inputs at the end of each reporting period to ensure that all facility disposal data has been entered. As a reminder, disposal reports must be submitted or inputted within 30 days after the end of the reporting period.

To start the on-line reporting process access our data submittal page at the following link: http://ndep.nv.gov/bwm/submitdisposal/. This link can also be found in the 'Landfill' section on our Forms & Guidance Documents page. These links can be set as a favorite to simplify the process for multiple users on-site. As expected, the process starts with the login page and below is a screen shot of that page.

The first time you login you'll use the default initial username and password:

     Initial Username – newaccount
     Initial Password – newaccount

This will take you to the account profile page (see below) where your pertinent general information will be input. The email address used should be accessible to everyone that will be inputting data for your facility. This email address will also be used should the unthinkable happen and you forget the username and/or password. It would be advisable to

document and secure the pertinent information, such as the username, password, email address and the answers to the security questions, which can also be handy if you have multiple users.

WASTE MANAGEMENT - SUBMITAL DISPOSAL REPORT ACCOUNT

General Account Information

Please provide the information requested below to create your account. An asterisk "*" indicates a required entry.

Select a Permit: [Select a Permit ▼]

Username:* [   ]

Password (Minimum 8 Characters):* [   ]

Confirm Password:* [   ]

First Name:* [   ]

Last Name:* [   ]

Title:* [   ]

Phone Number:* [   ]

Email Address:* [   ]

Enter Email Address Again:* [   ]

Security Questions

Please provide responses for the security questions below. You cannot select the same question more than once.

Question 1*
[Select One ▼]
Answer*
[   ]

Question 2*
[Select One ▼]
Answer*
[   ]

Question 3*
[Select One ▼]
Answer*
[   ]

[<< Previous]   [Next >>]

When you hit the next button you will be looped back to the login page to login using your new username and password.

Next you will go to the data input page, which is rather intuitive, but should a question or problem arise email our office at solidwaste@ndep.nv.gov for assistance. To help us best address your problems please do a *print screen* of the error messages and attach them to your email. Report everything in tons plus there is a category for diverted waste numbers, if you track those.

SOLID WASTE DISPOSAL REPORT BY STAFF

Report Frequency: 4 Times/Year

Last Submittal Report Period:

Select a Permit: 1 (Mesquite Municipal Waste Landfill) ▼

Select a Report Year: 2012 ▼

Select a Report Period: 4th Quarter ▼

Comment:

	County of Waste Origin	State of Waste Origin	Waste Type	Hauler	Quantity	U
Edit | Delete	Clark	NV	C&D	Commercial Uncompacted	104.61	T
Edit | Delete	Clark	NV	C&D	Private Uncompacted	0.00	T
Edit | Delete	Clark	NV	MSW	Private Uncompacted	331.89	T
Edit | Delete	Mohave	AZ	MSW	Commercial Compacted	234.35	T
Edit | Delete	Clark	NV	MSW	Commercial Compacted	3792.65	T
Edit | Delete	Clark	NV	MSW	Commercial Uncompacted	1869.24	T
Edit | Delete	Mohave	AZ	MSW	Commercial Uncompacted	11.91	T
Edit | Delete	Mohave	AZ	MSW	Private Uncompacted	7.18	T
Insert	Select a County ▼	Select a State ▼	Select a Waste Type ▼	Select a Hauler ▼		T

Total Quantity: 635

[<< Previous]   [Next >>]

For assistance, send an email to solidwaste@ndep.nv.gov describing your problem or give us a call at (775) 687-9469.