



**CHARACTER/BACKGROUND REFERENCE FORM  
FOR HAZARDOUS WASTE FACILITY PERMIT APPLICATION  
FORM FOR KEY EMPLOYEE**

**BACKGROUND**

Pursuant to ARS § 49-922.C. and A.A.C. R18-8-270.J, the Arizona Department of Environmental Quality (ADEQ) requires that permit applicants and other persons associated with a hazardous waste management facility supply character/background information sufficient to demonstrate their reliability, expertise, integrity, and competence to operate a hazardous waste facility. The attached application supplement shall be provided to ADEQ at the time that a hazardous waste permit application to treat, store, or dispose of hazardous waste is submitted and at such times when Key Employees are added or changed.

**DEFINITIONS**

“Applicant” is defined as the corporation, company, partnership, or other entity seeking a hazardous waste facility permit and identified in the permit application.

“Key Employee” is defined as any person employed by the Applicant in a supervisory capacity or empowered to make discretionary decisions with respect to the solid waste or hazardous waste operations of the facility. This definition may include positions such as the plant manager, environmental manager, emergency coordinator(s), and training director(s).

**INSTRUCTIONS**

- Each of the applicant’s Key Employees must complete a copy of this form as part of the hazardous waste permit application. It may also be required in any request to transfer, reissue, or modify a Hazardous Waste Permit.
- All questions must be answered completely.
- As indicated on the last page of this form, all statements herein are to be made under oath.
- ADEQ may coordinate with other state, federal, and local agencies to verify the information provided herein, as well as to obtain additional information as needed. The Attorney General’s Office may conduct background investigations on any or all of the persons identified in the Applicant’s submittals.
- Additional background or reference information may be submitted if you believe that it will help the ADEQ to render a decision on your application. Additional sheets can be attached as necessary.
- Send completed forms to:

Arizona Department of Environmental Quality  
Hazardous Waste Permits and Support Unit  
1110 W. Washington Street  
Phoenix, Arizona 85007

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1. General Information

Full name

\_\_\_\_\_ *(First)*                      *(Middle)*                      *(Last)*

**Date of birth\***

\_\_\_\_\_ *(Month)*                      *(Day)*                      *(Year)*

**Place of birth\***

\_\_\_\_\_ *(City)*                      *(State)*                      *(County)*

**Social Security Number\***

\_\_\_\_\_

**Current residence\***

\_\_\_\_\_ *(Street)*

\_\_\_\_\_ *(City)*                      *(State)*                      *(Zip)*

**Information marked with “\*” will be held confidential and will not be made available in a public file.**

Are you a U.S. citizen?

Yes \_\_\_\_\_ No \_\_\_\_\_

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2. Employment History (last 5 years)

<u>Dates From/To and Position</u>	<u>Name and Address of Employer</u>
Dates From/To: _____	_____
Position: : _____	_____ <i>(Name)</i>
_____	_____ <i>(Street)</i>
	_____ <i>(City)</i> <i>(State)</i> <i>(Zip)</i>
Dates From/To: _____	_____
Position: : _____	_____ <i>(Name)</i>
_____	_____ <i>(Street)</i>
	_____ <i>(City)</i> <i>(State)</i> <i>(Zip)</i>
Dates From/To: _____	_____
Position: : _____	_____ <i>(Name)</i>
_____	_____ <i>(Street)</i>
	_____ <i>(City)</i> <i>(State)</i> <i>(Zip)</i>

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3. Have you read and do you understand the Arizona hazardous waste laws, rules, and regulations? Yes \_\_\_\_\_  
No \_\_\_\_\_

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4. Have you been convicted of a felony within the last five years? Include guilty and nolo contendere (no contest) pleas. Yes \_\_\_\_\_  
No \_\_\_\_\_

If "yes", please specify

the court(s) in which the conviction(s) was/were entered (name and location) \_\_\_\_\_

date of each conviction \_\_\_\_\_

original charge(s) \_\_\_\_\_

offense(s) convicted of \_\_\_\_\_

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5. Have you been convicted of a misdemeanor relating to environmental matters within the last 5 years? Include guilty and nolo contendere (no contest) pleas. Yes \_\_\_\_\_  
No \_\_\_\_\_

If "yes", please specify:

The court(s) in which the conviction(s) was/were entered \_\_\_\_\_

Date of each conviction \_\_\_\_\_

Original charge(s) \_\_\_\_\_

Offense(s) convicted of \_\_\_\_\_

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6. Has any governmental or judicial entity provided you with notice that you are subject to any restraining order, injunction or similar order related to environmental matters within the last 5 years? Yes \_\_\_\_\_  
No \_\_\_\_\_

If "yes", please specify:

Date of each order \_\_\_\_\_

The court, agency or other entity which issued order(s) \_\_\_\_\_

Type of action \_\_\_\_\_

Is the action still pending? Yes \_\_\_\_\_

No \_\_\_\_\_

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STATE OF \_\_\_\_\_)

County of \_\_\_\_\_)

I, \_\_\_\_\_, having been duly  
*(full name--printed or typed)*

sworn, depose and say that the foregoing information is in all respect true and correct to the best of my knowledge. I understand that providing false information is a felony.

\_\_\_\_\_  
*(Signature)*

SUBSCRIBED AND SWORN to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
*(Notary Public)*

My Commission expires:

\_\_\_\_\_