

INSTRUCTIONS FOR SUBMITTING CLAIMS FOR PAYMENT FOR MERCURY SWITCHES REMOVED FROM END OF LIFE VEHICLES

Background

EPA published new rules for air emissions from iron and steel foundries and electric arc furnaces. These rules require steel mills to reduce the amount of mercury they release to the air by purchasing scrap steel that does not contain mercury switches. To help reduce the amount of mercury in scrap steel, Indiana law requires motor vehicle recyclers to remove mercury switches from end of life vehicles. Foundries are responsible for ensuring that the motor vehicle recyclers they purchase scrap steel from have removed mercury switches from end of life vehicles they process.

What does Indiana law require you to do?

Indiana law requires you to remove and collect mercury switches from end of life vehicles, beginning on February 24, 2007. You must collect, store, transport, and recycle or properly dispose of those mercury switches following the instructions you received with your mercury switch bucket.

If you receive an end of life vehicle that has been intentionally flattened, crushed or baled, you will not be in violation of the law if a mercury switch is found in that vehicle after you acquire it.

You do not have to remove a mercury switch from a vehicle that has been so badly damaged that the mercury switch cannot be removed without dismantling the vehicle.

You must keep a record of the following for at least 3 years:

- (1) The number of end of life vehicles you processed for recycling.
- (2) The number of end of life vehicles you processed that contained mercury switches.
- (3) The number of mercury switches you collected.

How do I remove and store mercury switches?

The requirements for removing and storing mercury switches are found in the educational materials supplied with the recycling container (bucket) provided by End of Life Vehicle Solutions (ELVS). The ELVS educational materials tell you which vehicles have mercury switches and where they are. They also show you how to safely remove, store and ship mercury switches for recycling. The educational materials are also available on the ELVS website at <http://www.elvsolutions.org/educational.html>.

You must use the bucket provided by ELVS to store the mercury switches. Place the universal waste label on the bucket and follow the instructions provided with the bucket. Mercury switches can be stored in the ELVS bucket for up to one year. If you do this, you will be considered to be in compliance with Indiana's universal waste rules in 329 IAC 3.1-16.

You may also collect ABS G-force sensors that contain mercury and recycle them under this policy. Send these sensors for recycling with your mercury switches. Because of the danger of releasing mercury, do not disassemble ABS G-force sensors. Store and ship them intact.

How do I ship mercury switches?

To comply with the ELVS mercury minimization plan, you must use the bucket provided by ELVS to ship the mercury switches. Follow the shipping instructions provided with the bucket. **Be sure to keep the cardboard box the bucket was shipped in. You will need the box to ship the bucket to the mercury recycler.** You must ship the bucket to the mercury recycling facility in the cardboard box using the shipping labels you received to comply with the Department of Transportation hazardous materials shipping rules.

Also, be sure to keep the shipping label that came in your bucket. **You must use the shipping label provided by ELVS to ship the bucket to the mercury recycling facility.** This is the only way ELVS will pay for shipping your switches. Without the shipping label you will be responsible for all shipping costs.

How much will IDEM pay for mercury switches?

You are entitled to payment from IDEM for each mercury switch you remove and properly recycle as long as money is available from the state solid waste management fund. We will pay you **\$3.00** for each mercury switch and **\$5.00** for each ABS G-force sensor recycled under this policy.

How do I request payment for mercury switches?

You may submit a claim for payment to us for all mercury switches and ABS G-force sensors you remove and send for recycling through ELVS. Use State Form 53238 "Claim for Payment for Mercury Switches from End of Life Vehicles" to request payment. Please include all the information requested on the form.

Indiana law requires us to pay you using direct deposit. When you send us your first claim for payment, you must also include the following:

- (1) A W-9 form (State Form 23743) with your taxpayer identification number.
- (2) A direct deposit authorization agreement (State Form 47551).

Do not send the W-9 or direct deposit authorization forms directly to the State Auditor's Office. IDEM's financial staff will submit the forms for you when they process the claim.

These forms are available on the Indiana state forms online catalog at:

Mercury switch claim form (SF 53238): <http://www.in.gov/icpr/webfile/formsdiv/53238.pdf>

W-9 (SF 23743): <http://www.in.gov/icpr/webfile/formsdiv/23743.pdf>

Direct deposit authorization (SF 47551): <http://www.in.gov/icpr/webfile/formsdiv/47551.pdf>

If you submit a claim approximately every 6 months to a year, you will not have to resubmit these forms unless your information changes.

Send your claims for payment to: IDEM Office of Land Quality
ATTN: Mercury Switch Program
100 North Senate Ave. MC 66-30
Indianapolis, IN 46204-2251

When the mercury recycler receives your bucket, they will count the switches and send that information to ELVS. The number of switches in the bucket will be posted on the Environmental Quality Company website (<http://www.eqonline.com/services/ELVS-Mercury-Switch-Recovery-Program.asp>). We will verify the number of switches with Environmental Quality when we process your claim form.

Who do I contact for more information?

Judie Napier, The Environmental Quality Company, (734) 547-2511

Brian Rippon, End of Life Vehicle Solutions, (877) 225-3587

Michelle Lechner, Automotive Recyclers of Indiana, Inc., (877) 880-2874

Steve Mojonnier, Indiana Department of Environmental Management, Office of Land Quality, (317) 233-1655, smojonni@idem.IN.gov