

**MANDATORY ANNUAL REPORT INCLUDING SELF-CERTIFICATION FOR  
VEHICLE DISMANTLING FACILITIES**

(If you need assistance filling out this form please email [swmfannualreport@dec.ny.gov](mailto:swmfannualreport@dec.ny.gov) or call 518-402-8678.)

Submit the Annual Report no later than March 1, 2018.

This annual report is for the year of operation from January 01, 2017 to December 31, 2017

**SECTION 1 – FACILITY INFORMATION**

**FACILITY INFORMATION**

<b>FACILITY NAME:</b> Insurance Auto Auctions			
<b>FACILITY LOCATION ADDRESS:</b> 1210 Kings Rd	<b>FACILITY CITY:</b> Schenectady	<b>STATE:</b> NY	<b>ZIP C:</b> 123
<b>FACILITY TOWN:</b> Colonie	<b>FACILITY COUNTY:</b> Schenectady	<b>FACILITY PHONE NUM</b> 518-347-3810	
<b>FACILITY NYS PLANNING UNIT:</b> (A list of NYS Planning Units can be found at the end of this report). Schenectady County			<b>NYSDEC REGION #:</b>
<b>NYS DEPARTMENT OF MOTOR VEHICLE REGISTRATION NUMBER:</b> 7089500	<b>REGISTRATION TYPE (Vehicle Dismantler, Mobile Crusher, etc.):</b> Dismantler	<b>NYS DEC ACTI CODE:</b> 708950	
<b>FACILITY CONTACT:</b> Ralph Denison	<input checked="" type="checkbox"/> public <input type="checkbox"/> private	<b>CONTACT PHONE NUMBER:</b> 518-347-3810	<b>CONTACT FAX NU</b> 518-346-0
<b>CONTACT EMAIL ADDRESS:</b>			

**OWNER INFORMATION**

<b>OWNER NAME:</b> Insurance Auto Auctions	<b>OWNER PHONE NUMBER:</b> 708-492-7000	<b>OWNER FAX NUMBER:</b> 708-492-7678	
<b>OWNER ADDRESS:</b> Two Westbrook Corporate Center Suite 500	<b>OWNER CITY:</b> Westchester	<b>STATE:</b> IL	<b>ZIP C:</b> 601
<b>OWNER CONTACT:</b>	<b>OWNER CONTACT EMAIL ADDRESS:</b>		

**OPERATOR INFORMATION**

<b>OPERATOR NAME:</b> <input checked="" type="checkbox"/> same as owner	<input type="checkbox"/> public <input type="checkbox"/> private
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**PREFERENCES**

<b>Preferred address to receive correspondence:</b> <input checked="" type="checkbox"/> Facility location address <input type="checkbox"/> Owner address <input type="checkbox"/> Other (provide):
<b>Preferred email address:</b> <input checked="" type="checkbox"/> Facility Contact <input type="checkbox"/> Owner Contact <input type="checkbox"/> Other (provide):
<b>Preferred individual to receive correspondence:</b> <input checked="" type="checkbox"/> Facility Contact <input type="checkbox"/> Owner Contact <input type="checkbox"/> Other (provide):

**Did you operate in 2017?**  Yes; Complete this form.  
 No; Complete and submit Sections 1 and 11.

**SECTION 2 - END-OF-LIFE VEHICLES (ELVs) PROCESSED**

Identify the number of ELVs received from January 1 to December 31: 8585

Identify the number of ELVs crushed and/or removed from the facility January 1 to December 31: 8417

Identify the number of ELVs stored at the facility as of December 31: 2112

Identify the highest number of ELVs stored at the facility any one time from January 1 to December 31: 2400

Identify the approximate area used for the storage of vehicles (acres): 16 acres

Identify the names of scrap metal processors to which you sold or sent decommissioned ELVs:

Sims Metal

Metro Metals

Jan It Waste

If your facility has **received 25 or fewer ELVs** during the year AND **stored no more than 50 ELVs** at any one time check this box and complete only sections 3, 4, and 11.

If not, leave this box blank.

→ Please, write "Not Applicable" on sections that do not pertain to your facility.

If your facility has **not processed or stored ANY ELVs** during the year, check this box and complete only section 9.

If not, leave this box blank

→ Please, write "Not Applicable" on sections that do not pertain to your facility.

**IF NEITHER OF THESE DESCRIPTIONS APPLIES TO YOUR FACILITY, COMPLETE THE ENTIRE FORM BELOW:**

### SECTION 3 - WASTE FLUIDS RECOVERED

Complete this table by reporting volumes of End-of-Life Vehicle (ELV) waste fluids managed at the facility reporting period. Qualitative responses (i.e. √'s or X's) are not acceptable. Report only fluids generated from operations (not general car repair, etc.)

Waste Fluid Recovered	Fluid Volume				Destination Name & /  (Indicate permitted facility permitted Part 364 transfer accepting waste fluids.)
	Used on-site (oil heater, etc.)	Stored on-site at year-end	Sold/ Recycled off-site	Disposed off-site*	
Refrigerant (pounds)	Antifreeze	No	Not	Applicable	
Used Oil** (gallons)					
Diesel Fuel (gallons)					
Gasoline (gallons)					
Engine Coolant/ Antifreeze (gallons)					
Window Washing Fluid (gallons)					
Other (specify)					

\* Any fluids disposed must undergo a hazardous waste determination and proper handling, storage and hazardous.

\*\* Includes Engine Oil, Transmission Fluid, Axle Fluids, Hydraulic Fluid, Power Steering Fluid, Brake Fluid

## SECTION 4 – SCRAP METAL

table by reporting the amount of metal received, stored and sent off site, by the facility, during the reporting

Description	Received (tons)	Stored On Site (tons)	Sent Off Site (tons)	Destination	
				NYS Planning Unit (or state if other than New York)	To Scrap Metal Processor
				Yes	No
Automobile		4	None	<input type="checkbox"/>	<input type="checkbox"/>
			do not dismantle	<input type="checkbox"/>	<input type="checkbox"/>
		Shredder		<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>

## SECTION 5 – MERCURY SWITCHES COLLECTED

Number of mercury-containing devices recovered. Including but not limited to hood & trunk lighting switches and parking brake assemblies (ABS).

H&TS \_\_\_\_\_ (Number)      ABS \_\_\_\_\_ (Number)

Permitted facility or permitted transporter accepting mercury containing devices:

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Additional 8.5" x 11" sheets as needed.

## SECTION 6 - LEAD-ACID BATTERIES COLLECTED

Provide the number of lead-acid batteries recovered and their disposition.

Number of Lead-Acid Batteries collected from ELVs

0

Indicate permitted facility or permitted transporter accepting lead-acid batteries:

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Any materials disposed must undergo a hazardous waste determination and proper handling, storage and disposal procedures.

## SECTION 7 - WASTE TIRES COLLECTED

Number of waste tires stored on-site:

0

as of Dec

Number of used tires available for sale on-site:

0

as of Dec

Number of used tires sold:

0

during oper:

Number of waste tires shipped off-site for recycling, disposal, other:

0

during oper:

Indicate name of facility(ies) accepting waste tires:

Not Applicable  
We do not dismantle  
Automobile Salvage Pool

## SECTION 8 - PROBLEMS

Were any problems encountered during the reporting period (e.g., specific occurrences which have led to changes in facility procedures)?

Yes

No

If yes, attach additional sheets identifying each problem and the methods for resolution of problem.

## SECTION 9 - CHANGES

Were there any changes from approved reports, plans, specifications, and permit conditions?

Yes

No

If yes, attach additional sheets identifying changes with a justification for each change.

# SECTION 10 – COMPLIANCE CERTIFICATION

As of December 31, 2016:

Waste Management Compliance Checklist	NA	Yes	No	Date of Return to Compliance
ty stores LESS THAN 1,000 tires, check NA. If your facility stores 1000 tires, do you have a PART 360 permit for tire storage?		X		
in place to control vegetation and prevent it from encroaching onto parking lanes or driveways?		X		
Recorded the date of receipt for all end-of-life vehicles received?		X		
End-of-life vehicle records available on-site?		X		
End-of-life vehicles been inspected, upon arrival, for leaking fluids and other hazardous wastes?		X		
Unrepaired leaks been remedied or contained?		X		
Facility have a written Contingency Plan?		X		
Personnel trained to implement the Contingency Plan?		X		
Contingency Plan include actions to be taken in the event of the following?				
		X		
Prevention of release of vehicle waste fluids.		X		
Unauthorized material received at facility.		X		
Vehicle waste fluids, if any occur, reported to the NYSDEC within two hours of detection?		X		
Vehicle residues prevented from migrating from or running off your property?		X		
Facility controlled to prevent interference with facility operations or from leaving property?		X		
Facility controlled to prevent interference with facility operations (mosquitoes, rats, mice, etc.) controlled to prevent interference with facility operations?		X		
Vehicle fluids kept from being discharged onto the ground or into surface water?		X		
Facility controlled by: fences, gates, sign and/or natural barriers (barriers)?		X		
Access controls working (i.e. controlling access)?		X		
End-of-life vehicles stored on a pad constructed of concrete or equivalent material?	X			
End-of-life vehicles stored on the following with your concrete (or equivalent surface) pad that is used for vehicle dismantling, fluid flushing, etc.?				
Inspected daily.	X			
Spills cleaned up as they occur.	X			
Properly storing and properly disposing of absorbent materials.	X			

Waste Management Compliance Checklist	NA	Yes	No	Date
18. Have the following wastes been drained, removed, deployed, collected and/or stored following best management practices, prior to vehicle crushing or shredding?				
18a. Fluids (including engine oil, transmission fluid, transaxle fluid, front and rear axle fluid, brake fluid, power steering fluid, coolant, and fuel).	X			
18b. Lead acid batteries.	X			
18c. Mercury switches or other mercury containing devices, if any.	X			
18d. Refrigerants, if any.	X			
18e. Air bags.	X			
18f. PCB capacitors, if any.	X			
19. Are fluids stored separately & in containers that are compatible with their contents?	X			
20. Are fluids stored in closed containers?	X			
21. Are containers which contain waste fluids in good condition and not visibly leaking?		X		
22. Are containers clearly and legibly labeled to describe their contents?		X		
23. Are containers stored on a bermed pad constructed of concrete or equivalent material?		X		
24. Are lead-acid batteries stored upright and off the ground?	X			
25. Are lead-acid batteries covered to protect them from precipitation?	X			
26. Are all lead-acid batteries sent for recycling within one-year of receipt?	X			
27. Are <u>leaking</u> lead-acid batteries, if any are encountered, stored in leak-proof containers separated from intact batteries?		X		
27a. Are provisions in place to absorb any acid leakage?		X		
28. Are mercury switches and other mercury containing devices stored in appropriate, labeled containers and then sent for recycling?	X			
29. Are PCB capacitors, if any are encountered, removed and stored in appropriate, labeled containers for recycling or disposal?	X			
30. Is used oil stored in accordance with local building codes, local fire codes, and the NYS Uniform Fire Prevention & Building Code?	X			
31. If sent off-site, is used oil transported via a permitted hauler?	X			
32. If you do not burn used oil onsite check NA for 32a., 32b., 32c. If you do, then answer 32a., 32b., 32c:				
32a. Is used oil burned in a used oil space heating unit, with a maximum capacity of 0.5 million BTU's per hour or less?	X			
32b. Do on-site space heaters burn only used oil that is generated on-site or received from household do-it-yourself generators?	X			
32c. Are combustion gases from used oil space heaters vented to the outside ambient air?	X			

Waste Management Compliance Checklist	NA	Yes	No	Date of Return to Compliance
kept from being mixed with brake cleaner, carb cleaner, antifreeze, asoline, or degreasers?	X			
from sumps and oil/water separators stored in covered, closed and tainers?	X			
properly recycled or disposed?	X			
filters properly drained, crushed or dismantled?	X			
oil filters properly recycled or disposed?	X			
y does not require an SPDES Multi-Sector General Permit (MSGP) ater Discharge, check NA for 38a, 38b, 38c. If your facility requires MSGP answer 38a, 38b, 38c:	X			
ired by the SPDES MSGP, has a Stormwater Pollution Prevention een prepared for this facility?	X			
information provided in the facility's original Notice of Intent or ation submission for the SPDES MSGP still accurate and up to	X			
e facility's Annual Certification Report for the SPDES MSGP been itted within the previous year?	X			
/ does not handles cleaning solvents, degreasers, battery acids or tes write NA. If these materials are handled at your facility, what is ount of this material that your facility generates in any calendar	NA _____ pounds _____ gallons			

any other Environmental Conservation Law or regulatory violations?  
(nal sheets as necessary.)

No

(Attach additional sheets if necessary)

a Automobile Salvage Pool, we do not dismantle  
auction vehicles off



**SECTION 11 - SIGNATURE AND DATE BY OWNER, OPERATOR, OR RESPONSIBLE REPRESENTATIVE**

Owner or Operator must sign, date and submit the completed form by email or mail to the appropriate Regional Office (See attachment for Regional Office email & mailing addresses and Solid Waste Contacts.)

The Owner, Operator, or Responsible Representative must also submit one copy by email, fax or mail to:

**New York State Department of Environmental Conservation  
Division of Materials Management  
Bureau of Permitting and Planning  
625 Broadway  
Albany, New York 12233-7260  
Fax 518-402-9041  
Email address: SWMFannualreport@dec.ny.gov**

I hereby affirm under penalty of perjury that information provided on this form and attached statements and prepared by me or under my supervision and direction and is true to the best of my knowledge and belief, and the authority to sign this report form pursuant to 6 NYCRR Part 360. I am aware that any false statement made is punishable as a Class A misdemeanor pursuant to Section 210.45 of the Penal Law.

Ralph Denison  
Signature

2/8/18  
Date

Ralph Denison  
Name (Print or Type)

Branch Manager  
Title (Print or Type)

RDenison@icgi.com  
Email (Print or Type)

1210 Kings Rd  
Address

Schenectady NY  
City

NY 12303  
State and Zip

518,347-3810  
Phone Number

ATTACHMENTS:  YES  NO