

Register as a Carrier

This document serves as a quick reference guide for the steps to register as a carrier in the Hazardous Waste Program (HWP) Registry. This task begins on the initial **Programs** page.

- 1 Select the **Programs You Are Not Registered In** drop down menu, then select **Digital Reporting Services**.

Click the **Hazardous Waste** (formerly HWIN) program icon.

- 2 Select the **Carrier** checkbox.

Note: You can select one or more roles on this page. Only select the roles that you perform in the management of hazardous waste.

- 3 Click the checkbox to confirm that the roles selected above are correct.

- 4 Click **Done** to save your role selections.

Note: If you need to remove a role after clicking 'Done', you will have to contact **Registry Support** for assistance.

The system returns to the **Programs** page.

Note: The **Hazardous Waste** tile is now shown in the section of "Programs you are registered in."

- 5 Click the **Hazardous Waste** tile to open the Hazardous Waste Program (HWP) Registry.

The screenshot shows the 'Programs' page in the RPRA system. It is divided into three main sections: 'Programs You Are Registered In', 'Programs You Are Not Registered In', and 'Programs You Are Not Registered In' (at the bottom). In the 'Programs You Are Not Registered In' section, the 'Digital Reporting Services' dropdown is expanded, and the 'Hazardous Waste (formerly HWIN)' tile is highlighted with a red box and a '1' callout. Below this is the 'Role Selection' section, where the 'Carrier' checkbox is selected and highlighted with a red box and a '2' callout. A confirmation message is displayed with a checked checkbox and a '3' callout. The 'Done' button is highlighted with a red box and a '4' callout. Finally, the 'Programs' section at the bottom shows the 'Hazardous Waste (formerly HWIN)' tile now listed under 'Programs You Are Registered In', highlighted with a red box and a '5' callout.

Next Steps:

To link your ECA number: refer to [Link ECA Number to Registry Account](#)