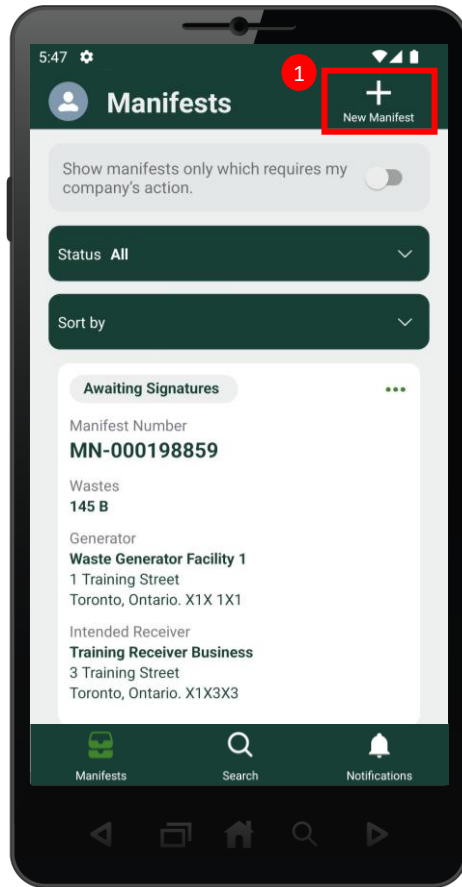
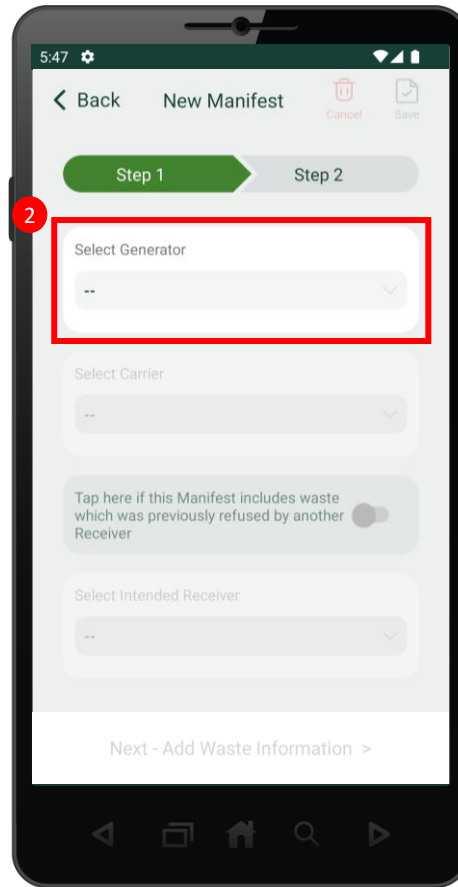


Initiate Manifest as a Carrier

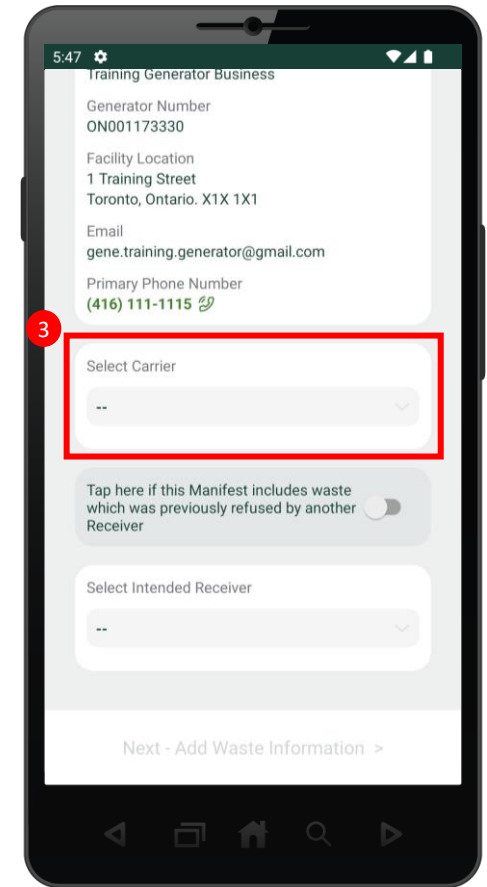
This document serves as a quick reference guide for the steps using the mobile app to initiate a manifest as a Carrier in the Hazardous Waste Program (HWP) Registry.



1 Select the **New Manifest** button at the top of the screen.

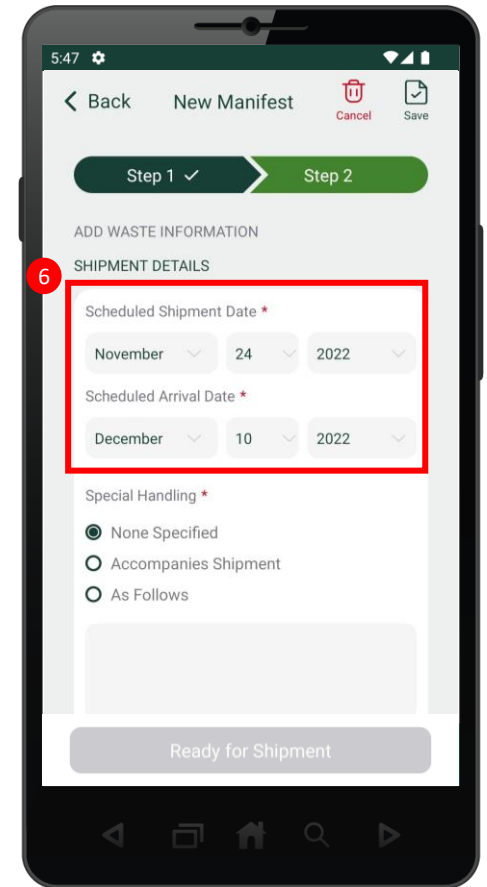
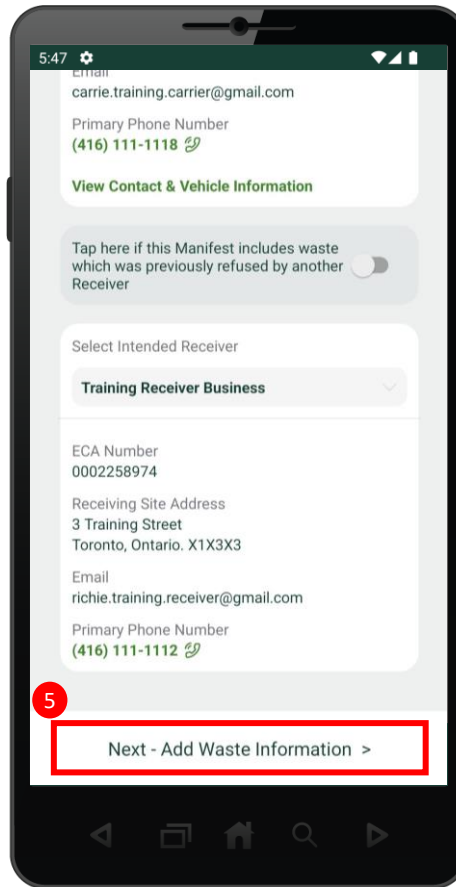
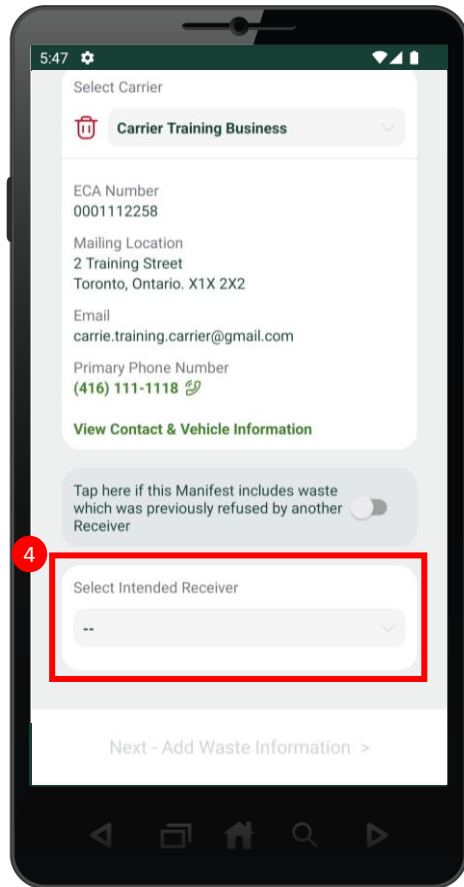


2 Select the generator by typing and searching for the generator facility in the **Select Generator** section. Note: You must type at least five (5) characters for search results to be displayed.



3 Scroll down and select your carrier by typing and searching for your business in the **Select Carrier** section. Note: You must type at least five (5) characters for search results to be displayed.

Initiate Manifest as a Carrier

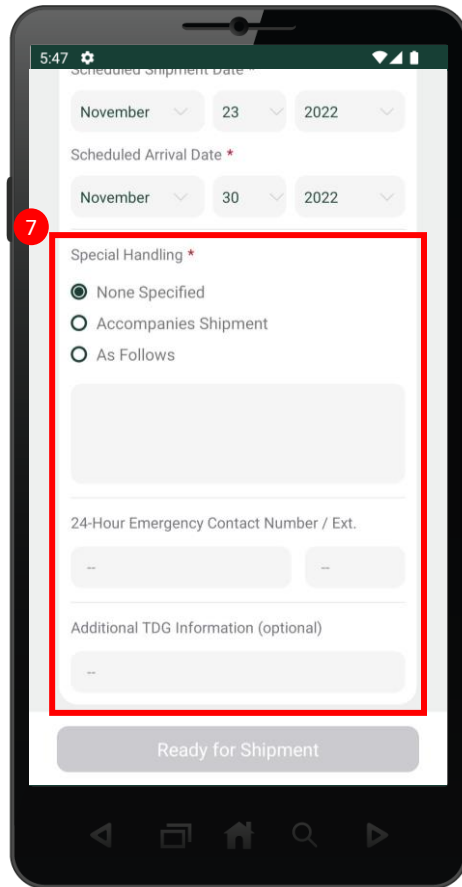


4 Scroll down and select the intended receiver by typing and searching for the receiver business in the **Select Intended Receiver** section. Note: You must type at least five (5) characters for search results to be displayed

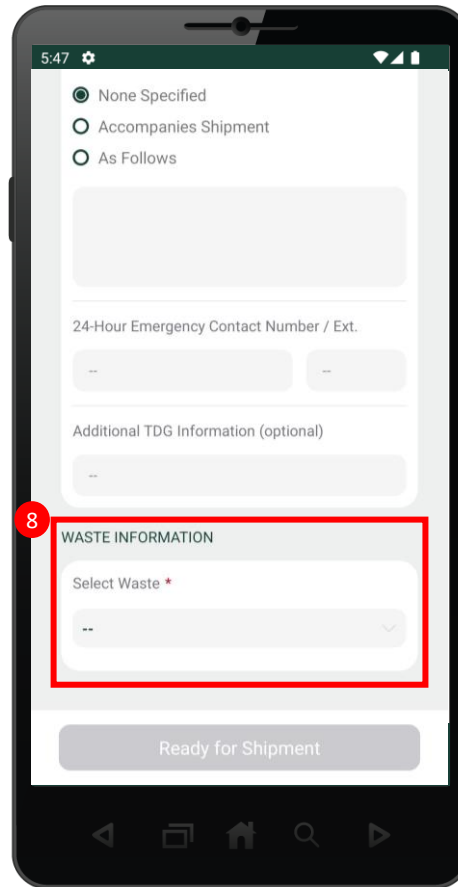
5 Select **Next – Add Waste Information** at the bottom of the screen.

6 Complete the **Schedule Shipment Date** and **Scheduled Arrival Date**.

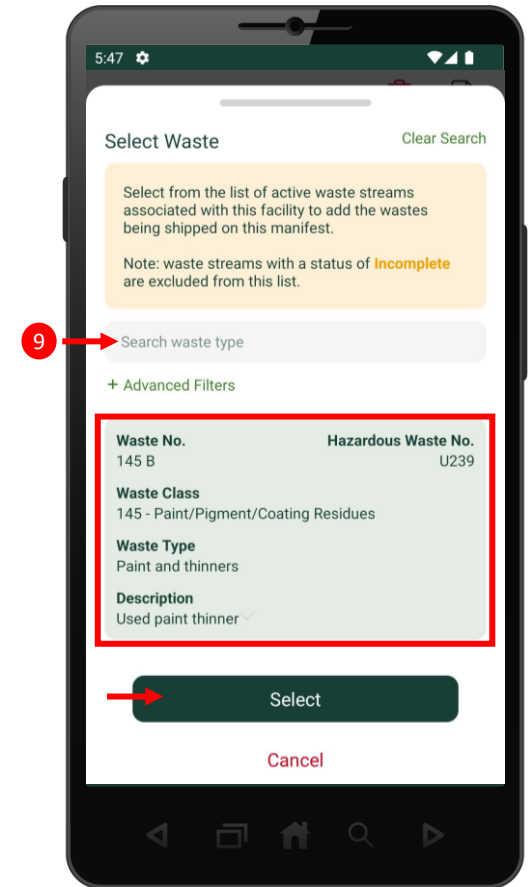
Initiate Manifest as a Carrier



7 Scroll down and complete the **Special Handling** section if necessary. If you do not wish to add additional information in the section, you can select **None Specified**.

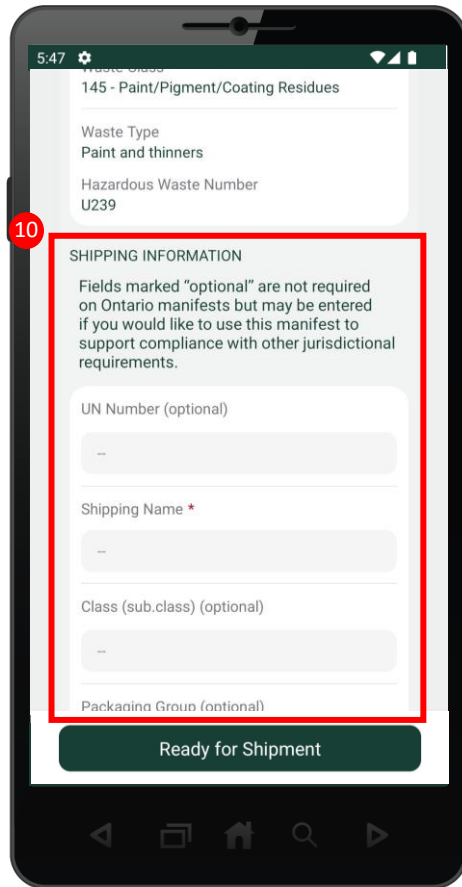


8 Scroll down and select the waste in the **Waste Information** section.

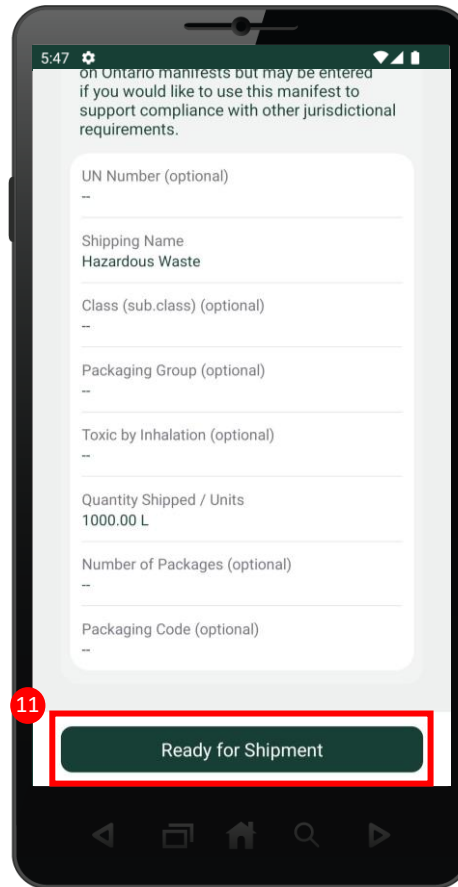


9 Search for the waste type and select the waste from the results. Once the selected waste is highlighted, click the **Select** button to move on.

Initiate Manifest as a Carrier



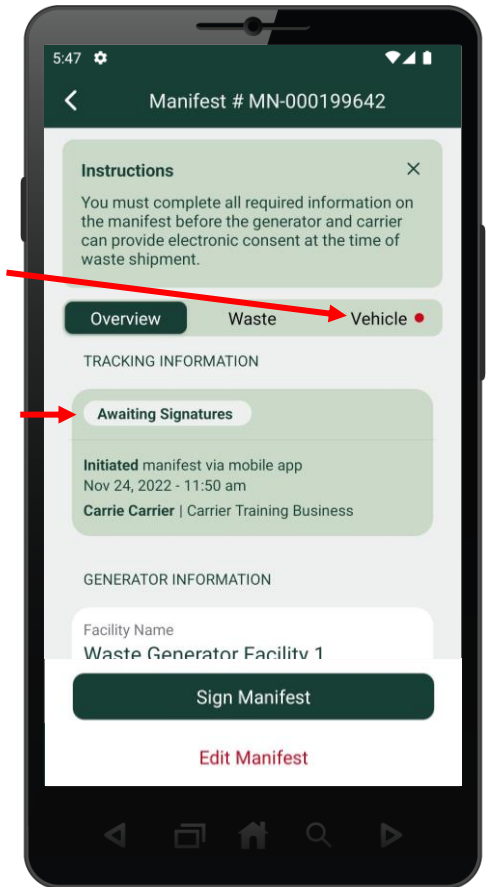
10 Scroll down and complete the **Shipping Information** section. Note there are some fields marked “Optional”, therefore please ensure you complete the mandatory fields marked with an asterisk (*).



11 Once you have completed the Shipping Information section, select the **Ready for Shipment** button.

Next Steps: Refer to [Mobile App - Complete Carrier Section of Manifest](#) or [Mobile App - Sign Manifest for Waste Pick-up](#)

Note: Carriers will have to complete the vehicle information section before signing off on the manifest.



12 The manifest has been initiated and is now ready for signatures. You can view the manifest status under the **Tracking Information** section, where the manifest has the status “Awaiting Signatures”.