



User Guide

Beneficial Use Determination Application

June 2025



State of Oregon
Department of Environmental Quality

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Translation or other formats

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System overview

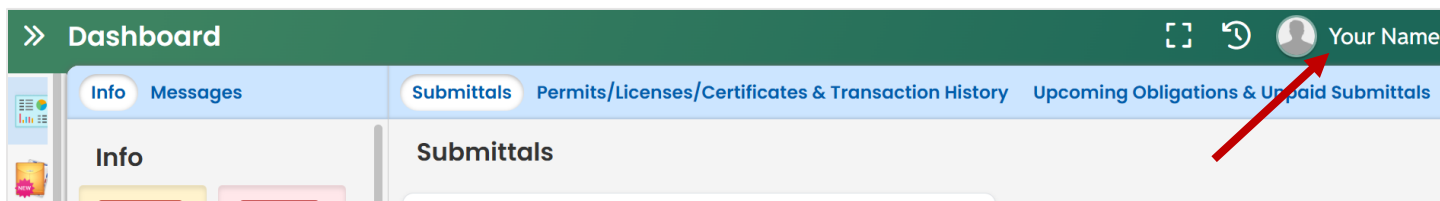
The Oregon Department of Environmental Quality has instituted the use of a modernized, cloud-based tool for a selection of compliance programs within the agency and several business processes that involve the public and regulated entities.


[Your DEQ Online](#) is an Environmental Data Management System designed to combine current DEQ processes across air, land and water divisions in one convenient and easily accessible portal. The system enables users to submit applications, upload reports, enter data, check the status of applications, pay fees or fines, and manage account activity. In addition, the system allows for greater public access to environmental data without the need to request this information from DEQ staff.

Getting started in YDO

To apply for a beneficial use determination, you must have a Responsible Official account and have the Solid Waste submittal group selected. If you already have this account type and submittal group selected, you can skip to the next section. If you do not already have a Responsible Official account, the [Public Account Registration and Management Guide](#) has instructions to create one. For additional information and tools, visit [Your DEQ Online Account Registration](#) website.

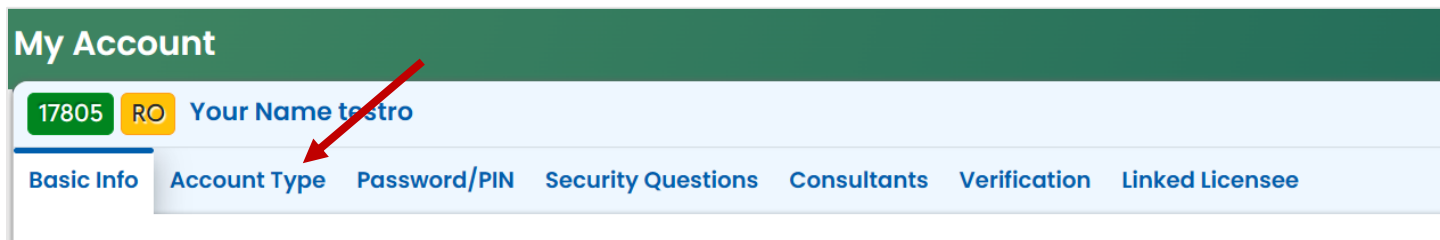
To add Solid Waste to an existing account, click your name in the top right corner.



In the panel that opens, click the Go to my account icon 




Click the Account Type tab



Scroll down to the Submittal Groups section, check the Solid Waste box and click the Save icon .

Basic Info	Account Type	Password/PIN	Security Questions	Consultants	Verification	Linked Licensee
<input type="checkbox"/> 8 Asbestos	<input type="checkbox"/> 3 CAFO	<input type="checkbox"/> 4 Cleaner Air Oregon				
<input type="checkbox"/> 3 Cleanup and Site Remediation	<input type="checkbox"/> 8 Climate Protection Program *	<input type="checkbox"/> 1 Gasoline Transporter				
<input type="checkbox"/> 5 General NPDES Domestic	<input type="checkbox"/> 17 General NPDES Industrial	<input type="checkbox"/> 4 General NPDES Mining				
<input type="checkbox"/> 5 General WPCF Domestic	<input type="checkbox"/> 10 General WPCF Industrial	<input type="checkbox"/> 5 Greenhouse Gas Reporting *				
<input type="checkbox"/> 13 Hazardous Waste	<input type="checkbox"/> 8 Heating Oil Tank	<input type="checkbox"/> 16 Individual NPDES Domestic				
<input type="checkbox"/> 7 Individual NPDES Industrial	<input type="checkbox"/> 14 Individual WPCF Domestic	<input type="checkbox"/> 7 Individual WPCF Industrial				
<input type="checkbox"/> 6 Leaking Underground Storage Tank	<input type="checkbox"/> 10 MS4 - Municipal Separate Storm Sewer System	<input type="checkbox"/> 7 NPDES- Stormwater (Construction)				
<input type="checkbox"/> 23 NPDES- Stormwater (Industrial)	<input type="checkbox"/> 3 NPDES: Public Agencies Only 1200-CA *	<input type="checkbox"/> 2 Sewage Disposal Service License				
<input checked="" type="checkbox"/> 31 Solid Waste	<input type="checkbox"/> 3 Third-Party Verification *	<input type="checkbox"/> 8 UIC - Underground Injection Control				
<input type="checkbox"/> 21 Underground Storage Tank	<input type="checkbox"/> 2 Wastewater Operator Certificate	<input type="checkbox"/> 6 WPCF - Onsite				





Introduction

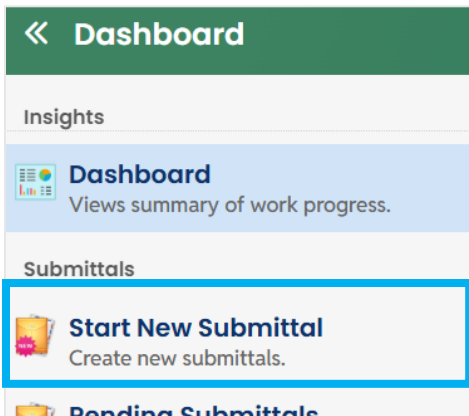
This document provides information necessary for completing the DEQ-approved beneficial use determination application in [Your DEQ Online](#).


The information in this user guide is for [new](#) Beneficial Use Determination applications. If you need to amend (modification) or Terminate your DEQ-approved Beneficial Use Determination, contact your [regional permit coordinator](#).

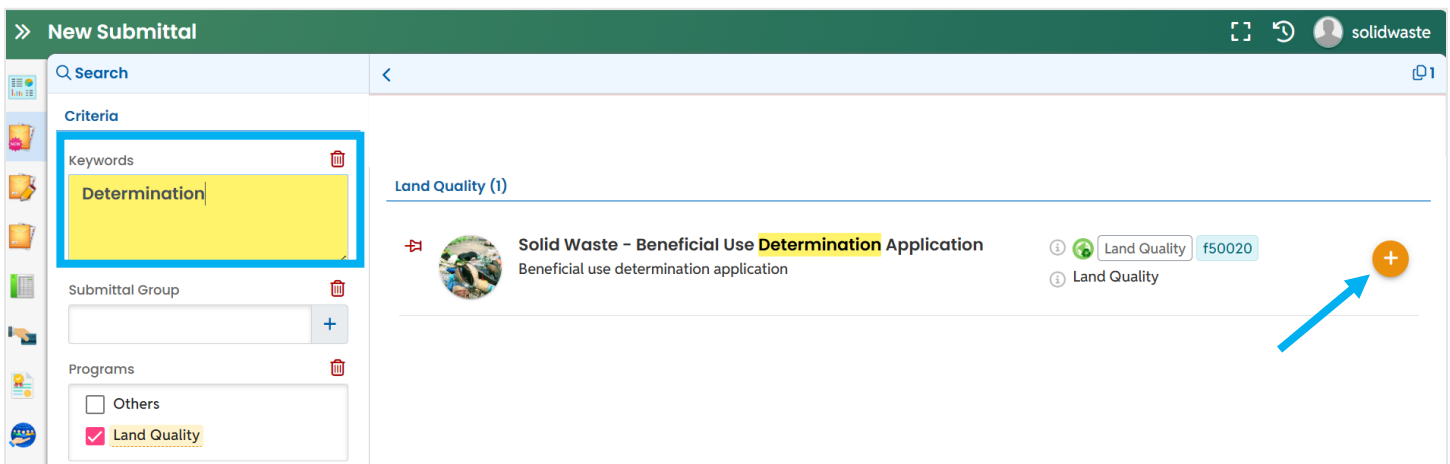
1. New Beneficial Use Determination application instructions

1.1 How to find the Beneficial Use Determination application submittal form

In the top left-hand corner of the Dashboard, click the menu icon  to the left of “Dashboard”. Click the ‘Start New Submittal’ icon  to create a new submittal.





In the Keywords section, type in the first letters of the submittal form you want to fill out. For this submittal DEQ recommends “Determination”. Once your submittal form has appeared, click the Create New Application icon  on the right side of the screen.




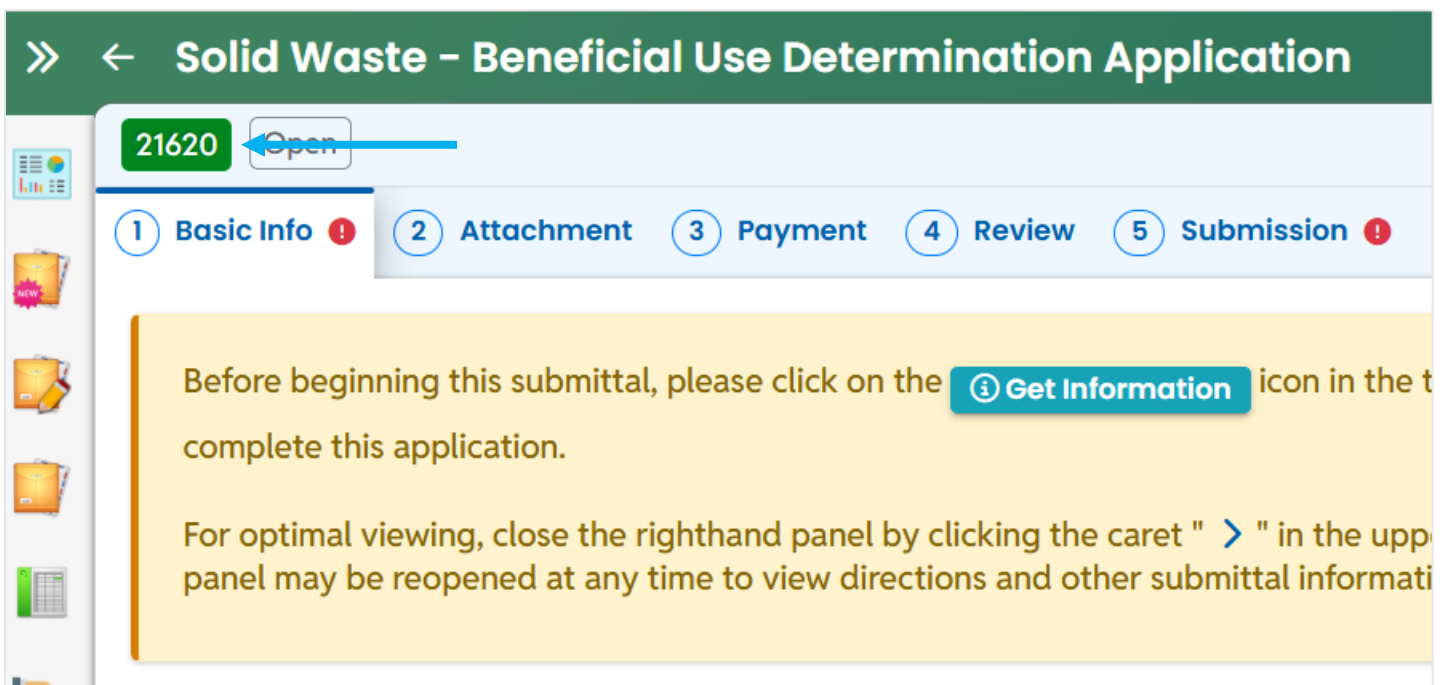
1.2 Important things to know before you start your application

The system uses a lot of icons. If you're curious about what an icon means, hover over it with your cursor.

Unsaved entries will be lost. To avoid losing your work, click the Save icon  (bottom right) frequently and before leaving the submittal.

Take note of the Submittal ID number. After clicking the Save icon  the submittal will be assigned a unique Submittal ID number **21620**. It is in the top left corner.

How to find submittals you are still working on. If you leave this submittal at any time after clicking the Save icon  and before submitting, you will need to open the Pending Submittals module (directly below Start New Submittal) and search for the Submittal ID number **21620** in the top left corner to continue.



1.3 Basic info tab

These instructions are for completing the Basic Info tab for a new beneficial use determination application.

NOTE: Only a Responsible Official of the generator of the solid waste can certify and submit a beneficial use determination application in YDO.

Consultants

Anyone may use the Consultant feature in YDO to prepare a beneficial use determination application for the RO. Work with the RO to associate your Consultant account with their RO account. If you need assistance or have questions, contact your [regional permit coordinator](#).

1.3.1 Applicant information (generator of solid waste) section

Determinations issued under this application are issued to the generator of the solid waste. Use the applicant information field to identify the legal name of the solid waste generator.

Applicant Information (Generator of Solid Waste)

Applicant Legal Name

! Required

1.3.2 Applicant contact information section

Provide the name and contact information for the person that you would like DEQ staff to contact if additional information about your application is needed.

Applicant Contact Information

First Name

! Required.

Last Name

! Required.

Email

! Required.

Phone

000-000-0000x00000

! Required.

Mobile

000-000-0000

1.3.3 Applicant contact mailing address section

This is the mailing address for the Applicant. DEQ will use it for any mailed correspondence.

Applicant Contact Mailing Address

Country

☒ United States ☐ Canada ☐ Other

Address

Building, Unit, Suite, or Floor #

Required.

City

State

Zip Code

OR (Oregon)

00000-0000

Required.

1.3.4 Facility information section

If you are applying for a beneficial use determination for waste generated at a site that already has a DEQ solid waste disposal site permit, contact your [regional permit coordinator](#) before submitting this application. A permit modification may be required instead. Otherwise, select Create new site.

Create new site instructions

The Site Name provided must match the legal name of the Applicant (Generator of Solid Waste). If the legal name is for a registered business, the name provided must match the “entity name” listed with the [Oregon Secretary of State](#). DEQ recommends copying and pasting from their site. Provide the email and phone number for the person that you would like DEQ to contact if they have questions regarding this site. Fields not required: Abbreviation, Is the site located on Native American Lands (if unsure), Fax, and Number of Employees.

If the site has a common name, business name, or dba, include it in the comments field. If the site common name is a registered business, the name provided must match the “entity name” listed with the [Oregon Secretary of State](#). DEQ recommends copying and pasting from their site.

New Site Information

Site Name

Required.

Abbreviation

Is the site located on Native American Lands?

No

Email

Required and Check the Email Format.

Phone

000-000-0000

Required and Check the Phone Number Format.

Fax

000-000-0000

Number of Employees

0

Comments

(Remaining Length: 4000)

Mailing address

This is the mailing address for the site.

Mailing Address

Country

☒ United States ☐ Canada

Address

Required.

Building, Unit, Suite, or Floor #

City

Required.

State

OR (Oregon)

Zip Code

00000-0000

Required.

Physical location

This is the address of the location where the solid waste proposed for beneficial use is being generated. If the physical address is the same as the mailing address, click on the Copy from Mailing Address button. Click on the dropdown and select the appropriate county.

Physical Location

Use the map to auto-populate latitude and longitude.

Copy from Mailing Address

Country

☒ United States ☐ Canada

Address

Building, Unit, Suite, or Floor #

City


State


Zip Code

Latitude

Longitude

County (Region)





1.3.5 Does this proposed beneficial use involve land application of any material? section

If yes, the Type of Beneficial Use Determination Requested below must either be Tier 2 or Tier 3 Determination. If no, the Type of Beneficial Use Determination Requested below can be Tier 1, Tier 2 or Tier 3 Determination.

Does This Proposed Beneficial Use Involve Land Application of Any Material?

☐ Yes ☐ No

Required

1.3.6 Type of beneficial use determination requested section

Select the type of beneficial use determination you are applying for.


Type of Beneficial Use Determination Requested



I am applying for a

☐ Tier 1 Determination: For a beneficial use of a solid waste that does not contain hazardous substances significantly exceeding the concentration in a comparable raw material or commercial product and that will be used in a manufactured product. Does not include application of solid waste on the land.

☐ Tier 2 Determination: For a beneficial use of a solid waste that contains hazardous substances significantly exceeding the concentration in a comparable raw material or commercial product, or involves application on the land.

☐ Tier 3 Determination: For a beneficial use of a solid waste that requires research, such as a literature review or risk assessment, or for a demonstration project to demonstrate compliance with this rule.

 Required

At this point, all sections within the Basic Info tab should be complete. Click the Save icon . If the red warning icon  still appears next to Basic Info tab, review sections to ensure all required information has been entered.

1.4 Attachment tab

Go to the Attachment tab to attach all required attachments to the submittal.

In the righthand panel of the screen, there is a list of required and optional attachments. A red asterisk * next to an attachment indicates that it is required.

The screenshot displays the 'Attachment' tab of the application. The top navigation bar includes tabs for 'Basic Info', 'Attachment' (highlighted with a red circle), 'Payment', 'Review', and 'Submission'. Below the navigation bar, a yellow instruction box states: 'Make sure you upload all required (*) attachments. Please refer to side panel on the right for more detailed information.' It also provides guidance on selecting a document type and using the 'Mail To' checkbox. The main content area features a large dashed box with the text 'Click to Upload or Drag Files Over Here'. The right-hand navigation pane shows the application details, including the title 'Solid Waste - Beneficial Use Determination Application', the permit number 'f50020', and the status 'New'. Below this, a section titled 'Attachment Types' lists various attachment types, with a red asterisk indicating required attachments. The 'Tier 1 Information' section is highlighted with a blue box, stating: 'It is recommended to submit a single PDF of the following required information: (1) A'.

Each attached document must be:

- labeled with a document type
- a file type (PDF, excel, etc.) listed in the righthand navigation pane

NOTE: If you are experiencing issues uploading or attaching your document, please contact your [regional permit coordinator](#) for assistance.


There are two ways to add attachment(s):

- Click to Upload or Drag Files Over Here bar which opens a document detail box that allows you to select a document(s) to attach/upload; or
- Drag and Drop the files anywhere on the Attachment Tab page.


This screenshot shows the 'Attachment' tab with the 'Click to Upload or Drag Files Over Here' bar highlighted by a blue rectangle. The navigation bar and instruction box are identical to the previous screenshot. The right-hand navigation pane is also visible, showing the application details and attachment types.

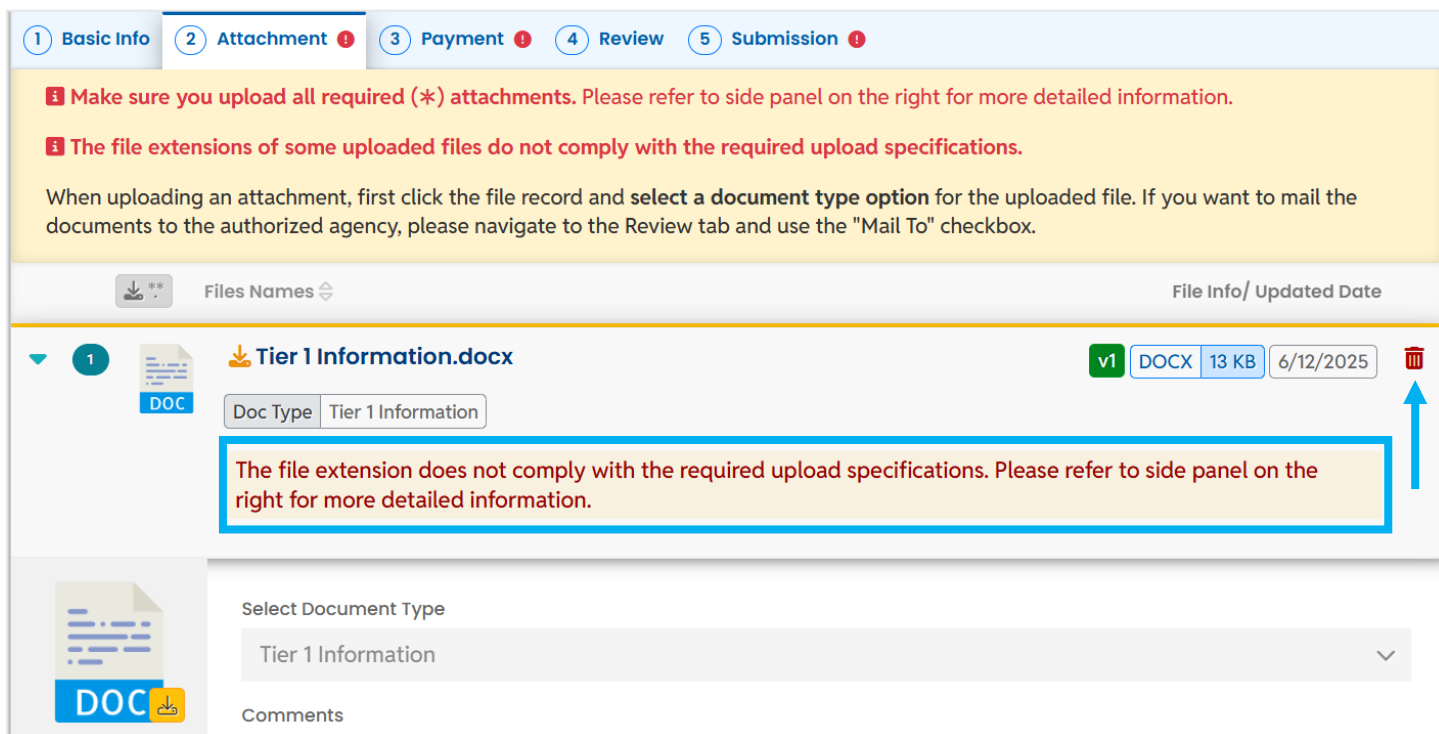
Once uploaded, click on the document and a “Select Document Type” dropdown will appear. Click on the dropdown for a list of document types.

A screenshot of a web application interface. At the top, a yellow banner contains the text "↓ ↓ Click on the document to identify the attachment type. ↓ ↓". Below this, on the left, is a document icon labeled "DOC" with a "New" tag. To the right, a "Select Document Type" dropdown menu is open, showing a list of options: "Other", "Progress Report", "Redacted Submittal Form in PDF", "Supporting Document", "* Tier 1 Information", "* Tier 2 Information", and "* Tier 3 Information".

Enter a brief description of the document in the “Comments” field and click the Save icon  at the bottom right of the screen to successfully upload the attachment.

A screenshot of a web application interface showing the document upload and review process. At the top, a navigation bar has five tabs: "1 Basic Info", "2 Attachment", "3 Payment", "4 Review", and "5 Submission". Below the tabs is an instruction box: "When uploading an attachment, first click the file record and select a document type option for the uploaded file. If you want to mail the documents to the authorized agency, please navigate to the Review tab and use the 'Mail To' checkbox." Below the instruction is a table with columns "Files Names" and "File Info/ Updated Date". The table contains one row for "Tier 1 Information.pdf" (16 KB, 6/12/2025). Below the table, a "Select Document Type" dropdown menu is open, showing "Tier 1 Information" selected. Below the dropdown is a "Comments" text area containing the text "Tier 1 information document". At the bottom right, a "Save" icon is highlighted with a red square. A "1 Results" button is also visible.

NOTE: If you have saved a document with an incorrect document type or format, you will have to delete the document using the Delete icon  on the upper right and re-attach the document to select the correct document type.





1 Basic Info 2 Attachment 3 Payment 4 Review 5 Submission

Make sure you upload all required (*) attachments. Please refer to side panel on the right for more detailed information.

The file extensions of some uploaded files do not comply with the required upload specifications.

When uploading an attachment, first click the file record and **select a document type option** for the uploaded file. If you want to mail the documents to the authorized agency, please navigate to the Review tab and use the "Mail To" checkbox.

Files Names File Info/ Updated Date

1		Tier 1 Information.docx	v1	DOCX	13 KB	6/12/2025	
---	---	-------------------------	----	------	-------	-----------	---


Doc Type Tier 1 Information

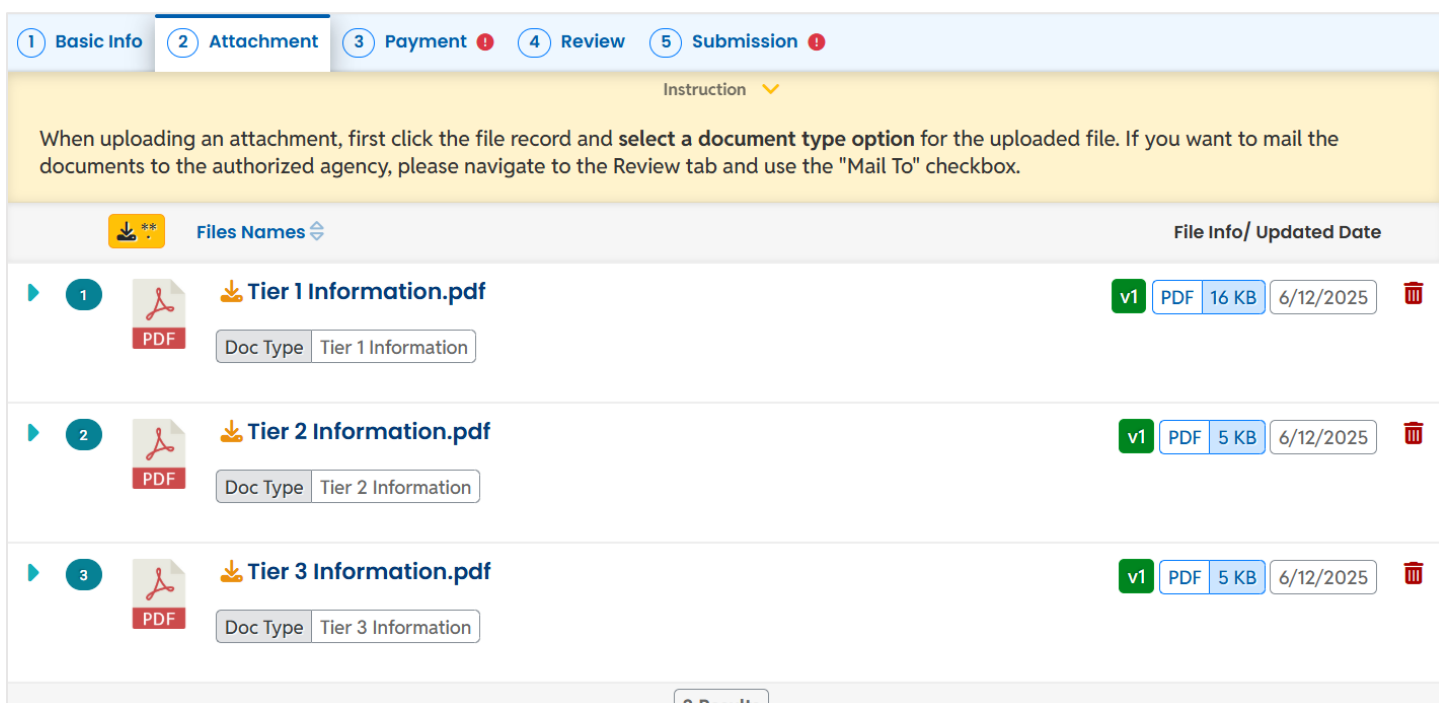
The file extension does not comply with the required upload specifications. Please refer to side panel on the right for more detailed information.

Select Document Type

Tier 1 Information

Comments

Once the required attachments are uploaded, labeled and saved, the red warning icon  will disappear. You may repeat this process to add any optional or supplementary attachments.









1 Basic Info 2 Attachment 3 Payment 4 Review 5 Submission

Instruction

When uploading an attachment, first click the file record and **select a document type option** for the uploaded file. If you want to mail the documents to the authorized agency, please navigate to the Review tab and use the "Mail To" checkbox.

Files Names File Info/ Updated Date

1		Tier 1 Information.pdf	v1	PDF	16 KB	6/12/2025	
2		Tier 2 Information.pdf	v1	PDF	5 KB	6/12/2025	
3		Tier 3 Information.pdf	v1	PDF	5 KB	6/12/2025	

Doc Type Tier 1 Information

Doc Type Tier 2 Information

Doc Type Tier 3 Information

2 Results

NOTE: To [mail](#), [email](#), or [FTP](#) the documents to DEQ, navigate to the Review tab and check the "Mail To" box.

1 Basic Info

2 Attachment

3 Payment

4 Review

5 Submission

Mandatory Attachment

Missing required attachment.

☐ Select All Mail to

* Tier 1 Information

It is recommended to submit a single PDF of the following required information:
(1) A description of the material, manner of generation, and estimated quantity to be

gif

jpg

jpeg

pdf

☐ Mail to

Uploaded Attachment

No record.

1.5 Payment tab

For a new submittal, click the Save icon  to confirm the fee amount before you continue.

Additional payment resources

- [Payments for Submittals User Guide](#) (step-by-step instructions)
- [Your DEQ Online Payments](#) (main YDO payment page)

1 Basic Info2 Attachment3 Payment4 Review5 Submission

Please complete the payment process.

DEQ adds a 4% technology fee to every fee payment processed through YDO.

Fee

\$ 5,000.00

+

Service

\$ 200.00

-


Paid

\$ 0.00

=

Due

\$ 5,200.00


Pay Amount Due

Fees

Beneficial Use Determination Tier 3

Permit/License/Certificate Fee

Beneficial Use Determination Tier 3

\$ 5,000.00

Technology Fee


Additional Fee

The technology fee applies to payments made to invoices and program submittal charges in Your DEQ Online to cover annual costs of operating and maintaining the system.



\$ 200.00


Payment Transactions

No payment transaction records.




1.6 Review tab


Review your submittal information and any attachments provided. If a red warning icon  is present next to the Basic Info Tab, Attachment Tab, or Payment Tab, return to those tabs and make the necessary changes to remove the red warning icon . If you are unable to find the issue, contact your [regional permit coordinator](#).

1 Basic Info 

2 Attachment


3 Payment 

4 Review

5 Submission 

Please review your submittal info and any attachments provided.
If needed, please click on the Basic Info Tab or Attachment Tab to make changes to your submission.

Submittal Form(s) Summary

Click on the print icon () to view/save/print the submittal data entry form.
Please see the data validation result below to see if the "required" data are entered.

✖ Basic Info

Fees/Payments

Fee		Service		Paid		Due
\$ 5,000.00	+	\$ 200.00	-	\$ 0.00	=	\$ 5,200.00

1.7 Submission tab

Review the Certification Statement and check the box to confirm that you have read and agree to its terms. Then click Submit at the bottom of the Submission tab to complete your facility's permit application.

1 Basic Info

2 Attachment

3 Payment

4 Review

5 Submission 1

Certification Statement

I hereby certify the information submitted and contained in this application and the documents I have attached, are true and correct to the best of my knowledge and belief.

☐ I have read and agree to the above certification statement

Required.

Security Precautions

To prevent your information from being used inappropriately, we maintain stringent system safeguards as well as physical and administrative protection. In addition, the security safeguards are also powered by VeriSign's Certificates. Once we provide you with a password, you are responsible for maintaining the confidentiality of the password. Please note that access to these links, irrespective of the issuance of the User ID and Password, may be terminated by our discretion at any time.



Disclaimer

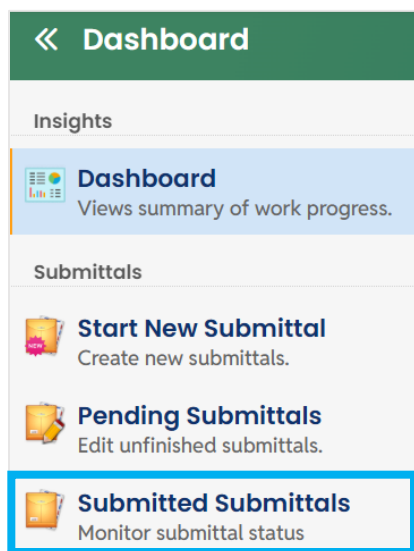
The system, its agencies, officers, or employees protect your confidential information. However personally identifiable information privacy is a new and evolving area, and despite dedicated efforts, some mistakes and misunderstandings may result. The visitor proceeds to any external sites at their own risk. The development company specifically disclaims any and all liabilities from damages which may result from accessing the website, or from reliance upon any such information.


Submit

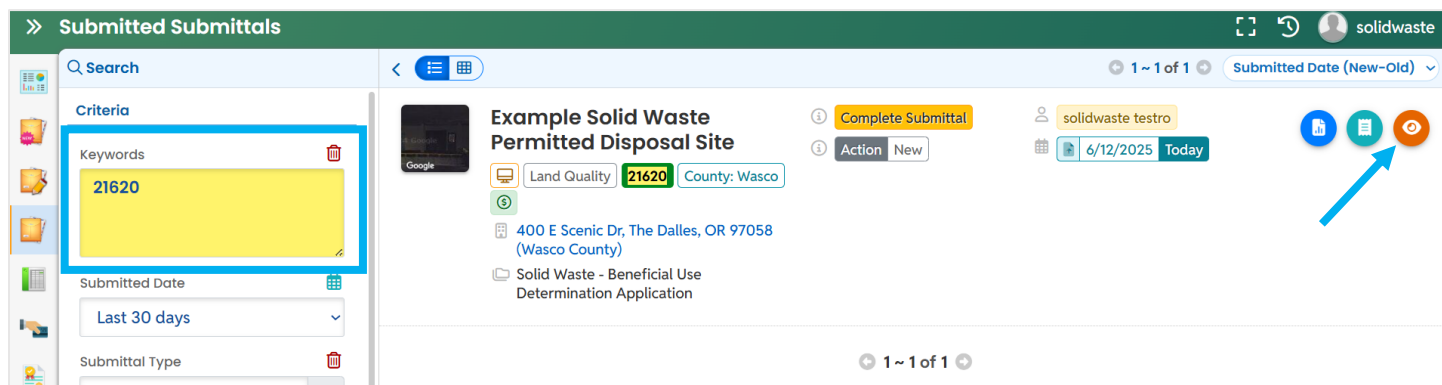
1.8 Finding your submittal in YDO

After submitting your application in YDO, you will receive an automated Submission Received email from yourdeqonline@govonlinesaas.com.

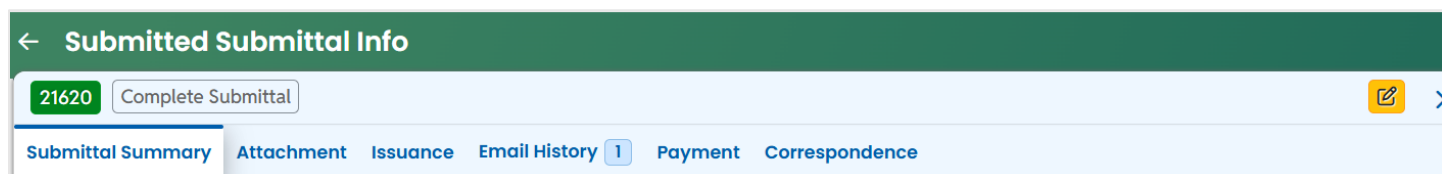
To view your submittal in YDO, in the top left-hand corner of the Dashboard, click the menu icon  to the left of “Dashboard”. Click the Submitted Submittals icon .



In the Submitted Submittals module, your application may be at the top of the page. If it isn't, the quickest way to find your submittal is to use the Keywords feature to search for the Submittal ID number. Once you find the submittal, click the icon  on the right side of the screen.



This will open a Submitted Submittal Info screen.



1.9 Next steps

Below is a summary of the most common steps that occur during a new beneficial use determination application. Depending on what is proposed in your specific application, there may be additional steps not discussed below.


1.9.1 Completeness reviews

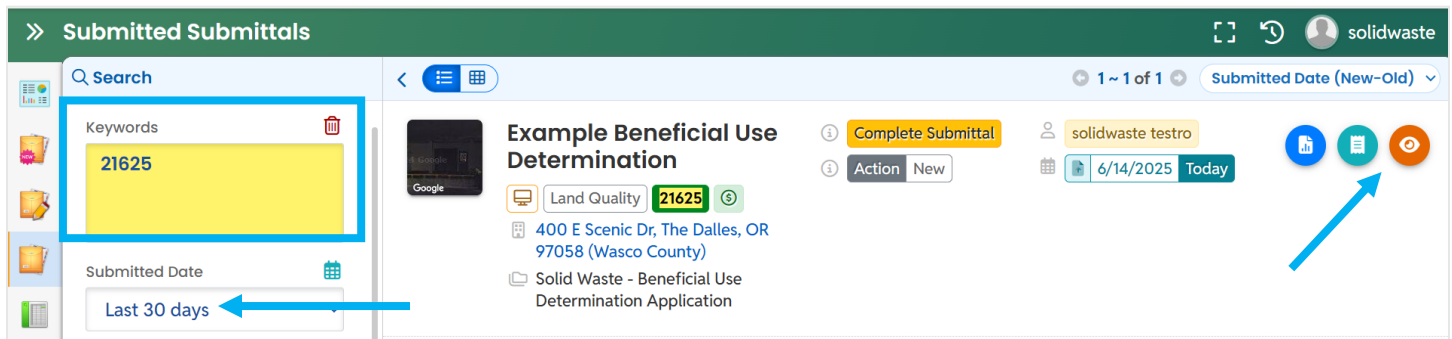
Once DEQ receives your application it will be reviewed for completeness. DEQ staff will work with the Responsible Official to obtain a complete application.

1.9.2 Tier determination

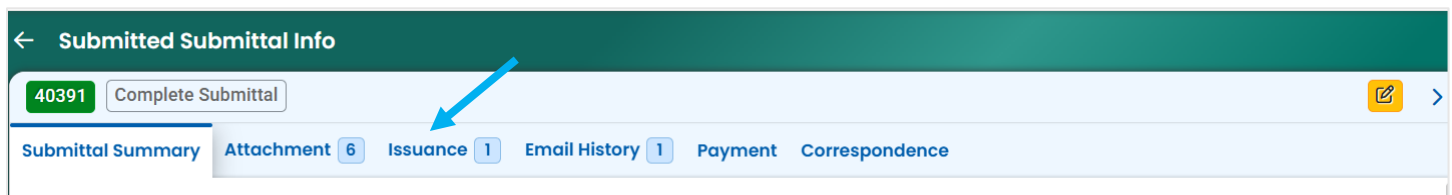
Upon receipt of a complete Beneficial Use Determination application, DEQ will evaluate the appropriate tier.
[OAR 340-093-0280](#)


Finding the tier evaluation form

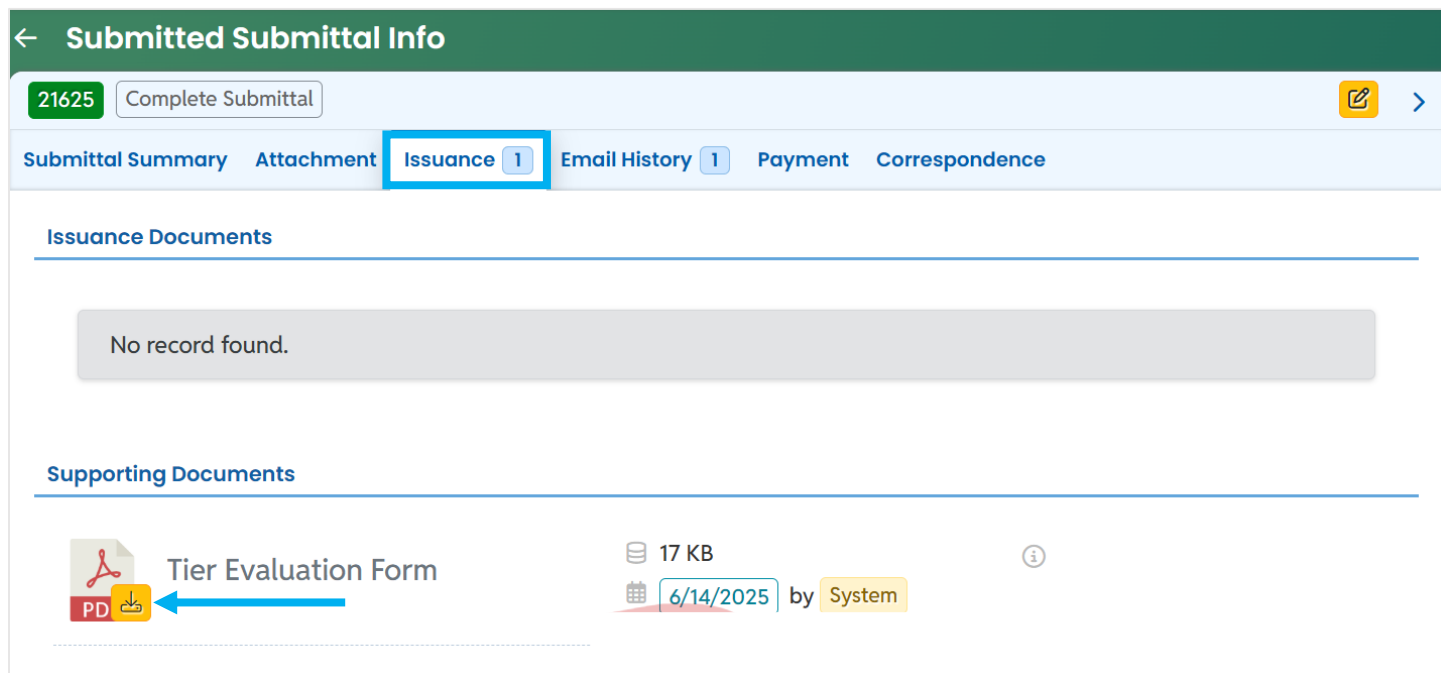
In the Submitted Submittals module, use the Keywords feature to search for your Submittal ID number. Once you find the submittal, click the icon  on the right side of the screen. If your submittal does not display you may need to update the Submitted Date to the appropriate time range.



This will open a Submitted Submittal Info screen. Click on the Issuance tab.



The Tier Evaluation Form is in the Supporting Documents section. To view the letter, download it by clicking on the icon .



Submitted Submittal Info


21625 Complete Submittal

Submittal Summary Attachment Issuance 1 Email History 1 Payment Correspondence

Issuance Documents

No record found.

Supporting Documents

 Tier Evaluation Form 17 KB
6/14/2025 by System

1.9.3 What to do if you receive a send back email

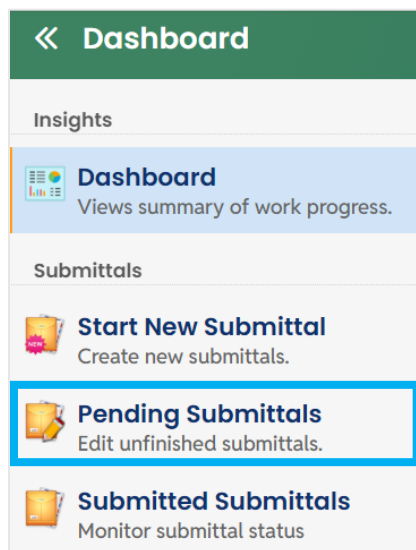
Scenarios that will result in a Send Back include, but are not limited to:


- Administratively Incomplete Submittal
- Tier applied for does not match Tier identified in Evaluation

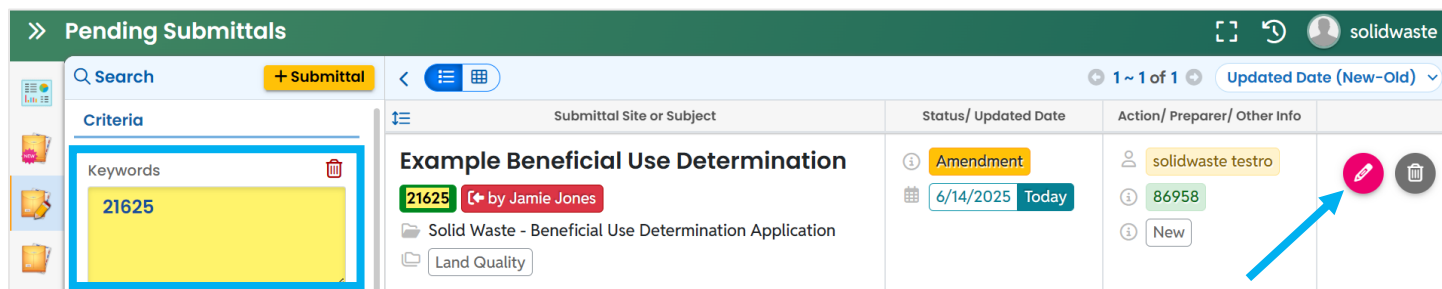
In each scenario you will receive an email with an attachment explaining DEQ's findings and instructions.

How to find your application send back in YDO

Send Backs are in the Pending Submittal module.



Once you are ready to submit the additionally required items identified in your Send Back, the quickest way to find your submittal in the Pending Submittals module is to use the Keywords feature to search for the Submittal ID number in the Send Back email. Once you find the submittal click the Edit Submittal icon .



How to resubmit your send back

When you are ready to update and submit the item(s) identified in the send back letter, go to each applicable tab.

- [Link to Basic tab instructions](#)
- [Link to Attachment tab instructions](#) - If you are required to update/submit a new attachment, do not delete previously submitted attachments.
- [Link to Payments tab instructions](#)
- [Link to Review tab instructions](#).
- [Link to Submission tab instructions](#)

After submitting, you will receive an email confirming DEQ has received your submittal. If you do not receive this email or if you have issues resubmitting, contact your [regional permit coordinator](#).

1.9.4 Draft BUD package

DEQ staff will develop a draft determination package, including the draft determination, determination evaluation report, and public notice.

1.9.5 Site inspection

DEQ may schedule and complete a site inspection(s) before the public notice.



1.9.6 Courtesy review

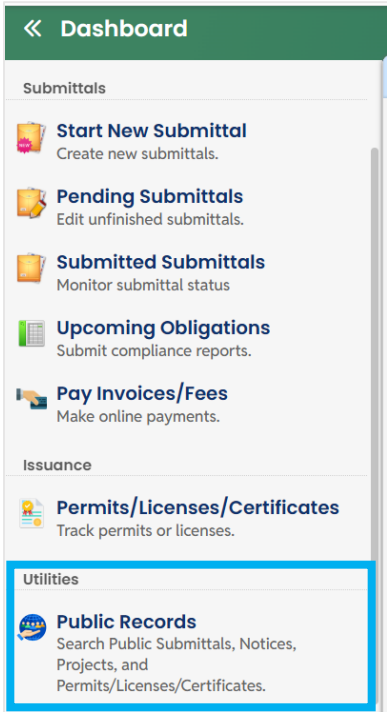
When the draft determination is ready, DEQ may offer the applicant an opportunity to review and provide comments on the draft determination. The Draft Determination will be on the Issuance tab in the Submitted Submittals module (same location as the Tier Evaluation Form). [Link to Instructions to find Issuance documents.](#)


The screenshot displays the 'Submitted Submittal Info' interface for submittal 21625. The 'Complete Submittal' button is visible. The 'Issuance' tab is selected, showing 'Issuance Documents' with a 'No record found' message. Under 'Supporting Documents', two PDF files are listed: 'Tier Evaluation Form' and 'Draft BUD', both 17 KB and dated 6/14/2025, uploaded by the System.

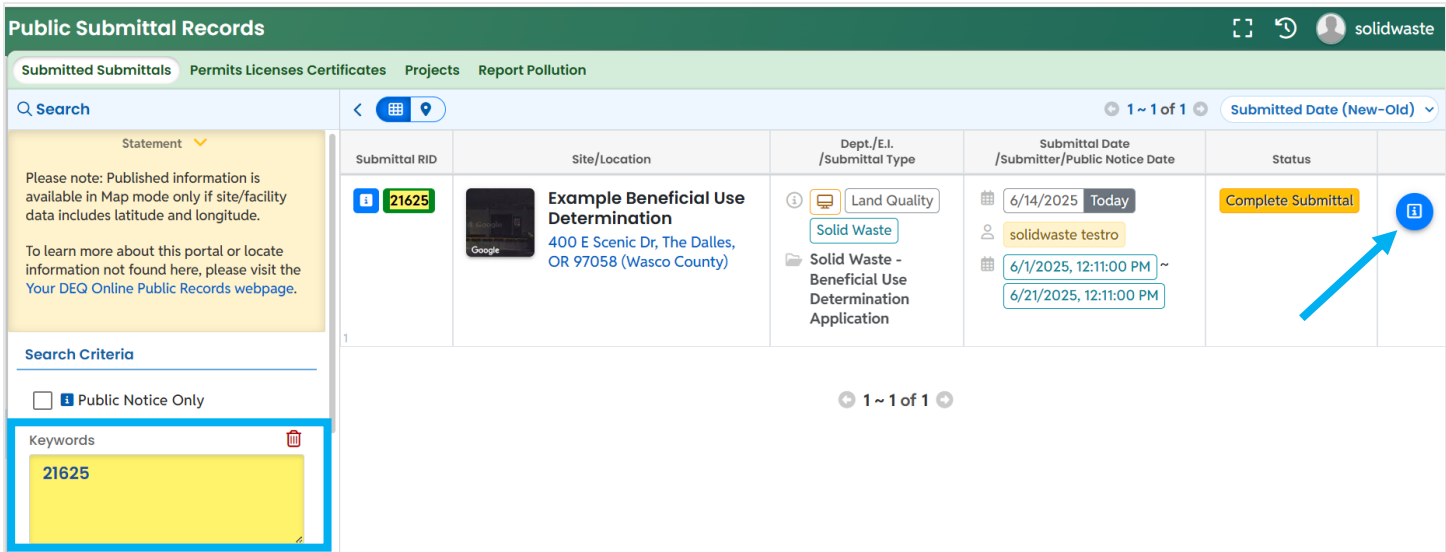
Document Name	Size	Date	By
Tier Evaluation Form	17 KB	6/14/2025	System
Draft BUD	17 KB	6/14/2025	System

1.9.7 Public notice and comment period

DEQ may put the draft determination package out for public notice and comment, and if appropriate, will hold a public hearing. To view the Public Notice from your YDO account, click the menu icon  to the left of "Dashboard". Scroll down and click the Public Records icon .



The quickest way to find a submittal is to use the Keywords feature to search for the Submittal ID number. Once you find your submittal, click the Public Notice Info icon  on the right side of the screen.





The [Your DEQ Online Public Records](#) page has additional instructions on how to use the Public Records module.

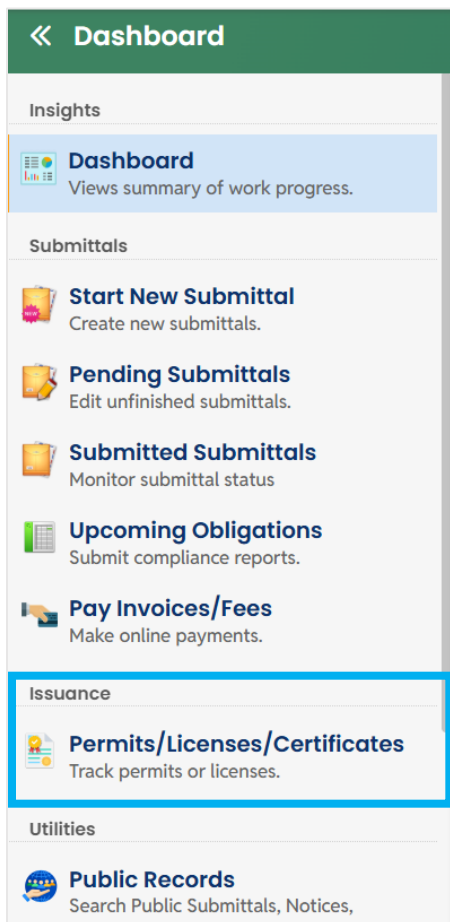
1.9.8 Response to comments

If a public notice and comment period is conducted, DEQ staff will respond to the comments received and if necessary, will update and finalize the determination. Any significant changes to the determination will require an additional Public Notice and Comment Period.

1.9.9 Final action

Issued Beneficial Use Determination

To view your beneficial use determination in YDO, click the menu icon  to the left of “Dashboard”. Click the Permits/Licenses/Certificates icon .



Once in the PLC module, the quickest way to find a determination is as follows:

- In the Keywords section, enter the beneficial use determination number
- In the PLC Status, select Issued

2. Attachments for Beneficial Use Determination application

Tier 1 information [OAR 340-093-0290](#)

It is recommended to submit a single PDF of the following required information:

- (1) A description of the material, manner of generation, and estimated quantity to be used each year.
- (2) A description of the proposed use.
- (3) A comparison of the chemical and physical characteristics of the material proposed for use with the material it will replace:
- (4) A demonstration of compliance with the performance criteria in [OAR 340-093-0280](#) based on knowledge of the process that generated the material, properties of the finished product, or testing.
- (5) Any other information that DEQ requires to evaluate the proposal.

YDO Logic: When Tier 1 Determination is selected for the “**Type of Beneficial Use Determination Requested**,” this attachment will display as required.

Tier 2 information [OAR 340-093-0290](#)

Please note, Tier 1 Information is also required for a complete Tier 2 submittal. DEQ recommends submitting a single PDF containing the following required information:

- (6) Sampling and analysis that provides chemical, physical, and biological characterization of the material and that identifies potential contaminants in the material or the end product, as applicable.
- (7) A risk screening comparing the concentration of hazardous substances in the material to existing, DEQ-approved, risk-based screening level values, and demonstrating compliance with acceptable risk levels.
- (8) Location or type of land use where the material will be applied, consistent with the risk scenarios used to evaluate risk.
- (9) Contact information of property owner(s) if this is a site-specific land application proposal, including name, address, phone number, e-mail, site address and site coordinates (latitude and longitude).
- (10) A description of how the material will be managed to minimize potential adverse impacts to public health, safety, welfare, or the environment.

YDO Logic: When Tier 2 Determination is selected for the “**Type of Beneficial Use Determination Requested**,” this attachment will display as required.

Tier 3 information [OAR 340-093-0290](#)

Please note, Tier 1 and Tier 2 Information is also required for a complete submittal. It is recommended to submit a single PDF of the following required information:

- (11) A discussion of the justification for the proposal.
- (12) An estimate of the expected length of time that would be required to complete the project, if it is a demonstration.
- (13) If it is a demonstration project, the methods proposed to ensure safe and proper management of the material.

YDO Logic: When Tier 3 Determination is selected for the “**Type of Beneficial Use Determination Requested**”, this attachment will display as required.

3. Solid waste permitting staff contacts

Information about solid waste permits and DEQ's regulations may be obtained from the DEQ [Solid Waste Program](#) web page.

All inquiries regarding this application should be directed to the permit coordinator at the regional office for the area where the facility is located. DEQ's solid waste regional offices are as follows:

If your facility/project is in this county...	...then send to this DEQ office
Baker, Crook, Deschutes, Gilliam, Grant, Harney, Hood River, Jefferson, Klamath, Lake, Malheur, Morrow, Sherman, Umatilla (including Milton-Freewater), Union, Wallowa, Wasco, Wheeler	Eastern Region Materials Management Program 400 E Scenic Drive, Suite 307 The Dalles, OR 97058 Phone: 541-298-7257 DEQER.SolidWastePermitCoordinator@deq.oregon.gov
Clackamas, Clatsop, Columbia, Multnomah, Tillamook, Washington	Northwest Region Environmental Partnerships 700 NE Multnomah St., Suite 600 Portland, OR 97232 Phone: 503-229-5353 DEQNR.SolidWastePermitCoordinator@deq.oregon.gov
Benton, Coos, Curry, Douglas, Jackson, Josephine, Lane, Lincoln, Linn, Marion, Polk, Yamhill	Western Region Materials Management Program 165 E Seventh Ave., Suite 100 Eugene, OR 97401 Phone: 541-687-7465 DEQWR.SolidWastePermitCoordinator@deq.oregon.gov


4. FTP link information

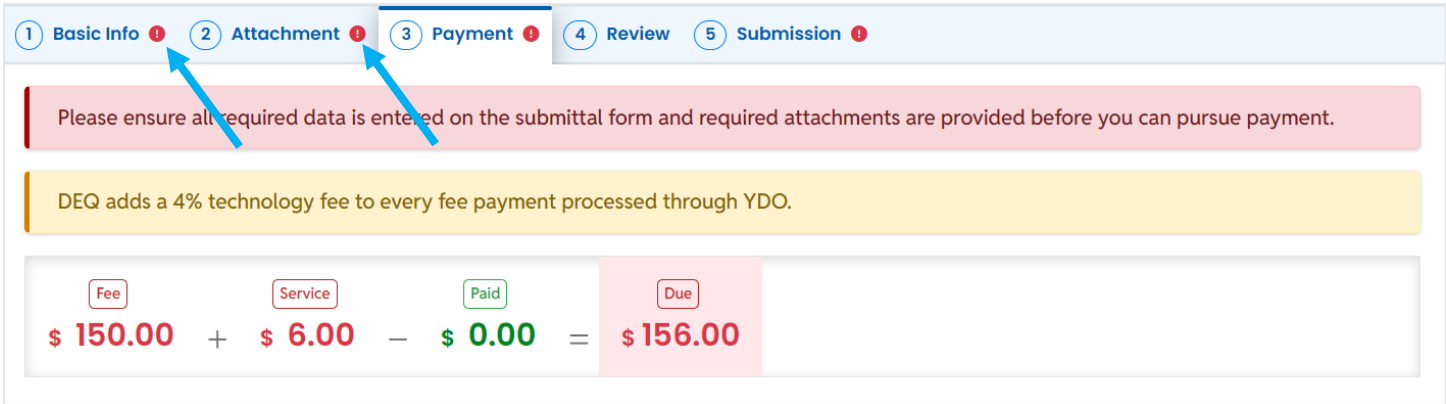
If you would like to submit your document using our FTP, please email the request to your [regional permit coordinator](#). They will respond with an email that contains a link to the FTP and instructions for submitting.

5. Troubleshooting

If you are experiencing any submittal related issues you may contact your [regional permit coordinator](#) for assistance.

Unable to pay

You will not be able to submit a payment until the Basic Info and Attachment tab no longer have a red warning icon .



The screenshot shows a navigation bar with five tabs: 1 Basic Info, 2 Attachment, 3 Payment, 4 Review, and 5 Submission. Each tab has a red warning icon. Two blue arrows point from the warning icons on the 'Basic Info' and 'Attachment' tabs to a red message box. The message box contains the text: 'Please ensure all required data is entered on the submittal form and required attachments are provided before you can pursue payment.' Below this is a yellow box with the text: 'DEQ adds a 4% technology fee to every fee payment processed through YDO.' At the bottom is a payment summary table.

Fee	Service	Paid	Due			
\$ 150.00	+	\$ 6.00	-	\$ 0.00	=	\$ 156.00

6. Helpdesk and resources

For more information, training and resources, go to the [Your DEQ Online Help page](#). For technical assistance, contact the [Your DEQ Online Helpdesk](#).

7. Version history

Version	Date	Changes	Editor
1.0	6/26/25	Initial Approved Document	JJ/Jamie Jones