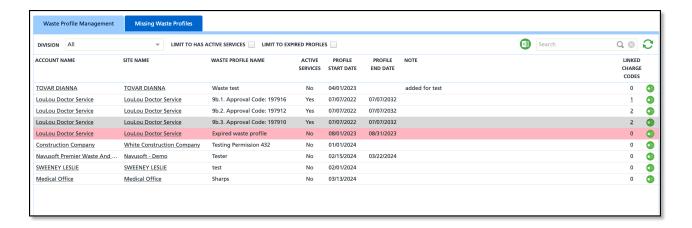
Waste Profile Management

Last Modified on 03/15/2024 1:25 pm EDT

Pathway: Accounts > Waste Profile Management

The Waste Profile Management tool offers a comprehensive overview of waste profiles across all sites. Using this screen, users can quickly review and manage waste profiles for a site.



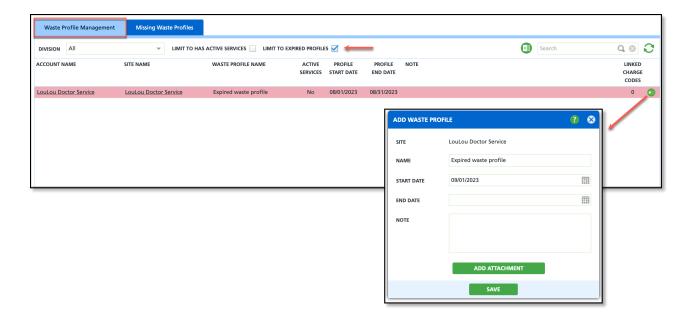
Permissions

The following permissions are required to use the Waste Profile Management screen:

Permission ID	Permission Name
432	Waste Profile Management

Waste Profile Management (Tab) - Manage Waste Profiles

The Waste Profile Management tab displays a list of existing and expired waste profiles across all sites.



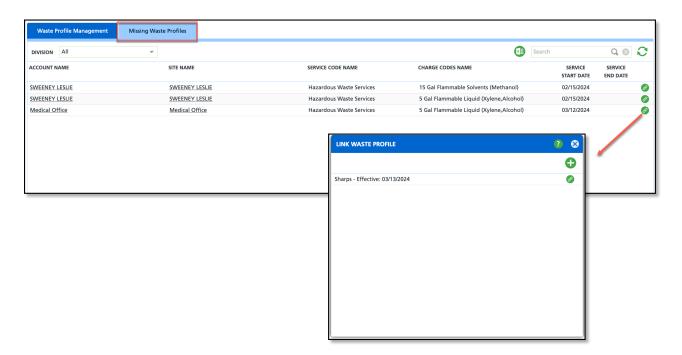


Use the filter options located at the top of the screen to limit the accounts that display.

- 1. Select the Waste Profile Management tab.
- 2. Review the accounts that display. Clicking within the row or on an account/site name will load the account/site.
- 3. Select the green 'Renew' icon and the Add Waste Profile popup editor will display.
- 4. Adjust the Start Date and End Date (if one applies) and click Save. A new waste profile will be created using the new dates and will display in the Waste Profile Management screen.

Missing Waste Profiles (Tab) - Link Waste Profiles

The Missing Waste Profiles tab displays a list of waste profiles that are not linked to a charge code across all sites. From here, review the list and link the waste profile to the charge code.



Link Waste Profile

- 1. Select the Missing Waste Profiles tab.
- 2. Review the accounts that display. Clicking within the row or on an account/site name will load the account/site
- 3. Select the green 'Link' icon and the Link Waste Profile popup will display.
- 4. Select the link icon in the Link Waste Profile popup to link the waste profile. Upon selection, a Confirmation popup displays. Select 'Yes' to continue linking.

Add Waste Profile

- 1. Select the Missing Waste Profiles tab.
- 2. Review the accounts that display. Clicking within the row or on an account/site name will load the account/site.
- 3. Select the green 'Link' icon and the Link Waste Profile popup will display.
- 4. Select the green 'plus' icon and the Add Waste Profile popup editor will display.
- 5. Enter a Name and Start Date for the waste profile.
- 6. Click Save when finished.

7. Follow the Link Waste Profile process outlined above to link the new waste profile to a charge code.	