

**OKLAHOMA DEPARTMENT OF ENVIRONMENTAL QUALITY  
RRSRIA APPLICATION CHECKLIST**

**Application:** \_\_\_\_\_

**Date Application Received:** \_\_\_\_\_

**Control Number:** \_\_\_\_\_

**Reviewer:** \_\_\_\_\_

1. Is the process\* physically located in Oklahoma? If not, the application is invalid. Yes \_\_\_\_\_ No \_\_\_\_\_
  
2. Is the process used for hazardous waste? If so, list the wastes and why they are hazardous, if not, the application is invalid. Yes \_\_\_\_\_ No \_\_\_\_\_
  
3. Does the process fit the category of recycling, reuse, or source reduction process? If it does, indicate which category/categories it falls under. Yes \_\_\_\_\_ No \_\_\_\_\_
  
4. Is the application being submitted within three years of the process's installation and use? If the application is submitted after the process has been operating more than three years, the application is invalid. Yes \_\_\_\_\_ No \_\_\_\_\_
  
5. Has a tax credit been taken on this process or parts of Yes \_\_\_\_\_ No \_\_\_\_\_

this process before? If the answer is yes, the process or parts of the process are ineligible for another tax credit.

6. Does the application describe the current manufacturing process as it relates to the process including flow sheets and engineering drawings? If not, what is needed to fulfill this requirement? (Labeled as "Section 1"). Yes \_\_\_\_\_ No \_\_\_\_\_
7. Does the application include a description of the process (labeled as "Section 2") proposed for the tax credit including the following:
- a. Flow sheets and engineering drawings? Yes \_\_\_\_\_ No \_\_\_\_\_
  - b. Equipment brand names and serial numbers, if known, or design specifications of the exact equipment needed? Yes \_\_\_\_\_ No \_\_\_\_\_
  - c. Life expectancy of each piece of equipment? Yes \_\_\_\_\_ No \_\_\_\_\_
  - d. Equipment vendor's name and phone number? Yes \_\_\_\_\_ No \_\_\_\_\_
8. Does the application give the amount and character of the waste streams (labeled as "Section 3) both before and after the installation of the process? If there is no current plant process, does the applicant predict the amount of waste, if any, which will result once the process is in place? Yes \_\_\_\_\_ No \_\_\_\_\_

9. Does the application include a justification for the process and a description of other alternatives considered? (Labeled as "Section 4"). Yes \_\_\_\_\_ No \_\_\_\_\_
10. Does the application include a certification that the process will be used in Oklahoma for hazardous waste generated in Oklahoma? If processing out-of-state wastes, the application must specify the percentage of waste that is from Oklahoma. (Labeled as "Section 5"). Yes \_\_\_\_\_ No \_\_\_\_\_
11. Does the application list any income or savings that will be generated from the installation and operation of the process? (Labeled as "Section 6"). Yes \_\_\_\_\_ No \_\_\_\_\_
12. Does the application include actual invoices of installed unit costs or estimates of costs if the process has not been installed? (Labeled as "Section 7"). Yes \_\_\_\_\_ No \_\_\_\_\_
13. Does the application specify if the process is a proven technology and if it is not, does it specify when documentation will be available that the process performs as specified? (Labeled as "Section 8"). Yes \_\_\_\_\_ No \_\_\_\_\_

14. Does the application list both the construction and operation start dates? ("Section 9") Yes \_\_\_\_\_ No \_\_\_\_\_

15. Does the process significantly reduce the amount of waste that would otherwise go to disposal? Yes \_\_\_\_\_ No \_\_\_\_\_

16. This process was inspected on \_\_\_\_\_ to verify that the process is installed and operational.

17. Legal review completed by \_\_\_\_\_ on \_\_\_\_\_.

\*The word "process" refers to the Recycling, Reuse or Source Reduction process being proposed for tax credit.