



Minnesota Pollution Control Agency



2016 Compliance Calendar for Minnesota Dry Cleaners

Provided by: MPCA's Small Business Environmental Assistance Program

Keep this calendar
with your records
until at least 2021

Instructions for use

General

This calendar is designed for perc dry cleaners. It summarizes environmental regulations and provides a place for you to keep required records. Because the laws and rules are numerous and often complicated, this calendar cannot be a complete guide to your legal obligations. If there is any discrepancy between a regulation and this calendar, comply with the regulation. You may have local environmental requirements not addressed in this calendar from your county, city, or the local wastewater treatment plant.

If you have questions or suggestions, please contact the Small Business Environmental Assistance Program.

Environmental Records

Most records must be kept five years and some for three years. However, it is a good idea to keep records for the life of your business. Some records such as equipment manufacturer's instruction manuals must be kept for the life of your business or the equipment. Most records need to be kept on site, but some exceptions exist. Electronic records are okay.

Common records you may have to keep:

- This calendar with its completed logs or something equivalent
- Perc purchase receipts
- Safety Data Sheets (SDS)
- Hazardous Waste Generator license application and renewals
- Hazardous Waste license (posted in a public area)
- Laboratory tests or evaluations of waste
- Hazardous Waste manifests and manifest exception reports
- Receipts or shipping papers for wastes taken to a VSQG collection site or to a household hazardous waste collection site that accepts VSQG waste
- Manufacturer's instructions and manuals for all major equipment

Instructions for 12 month rolling sum calculations

Perc purchases: 12 month rolling sum			
Rolling sum from Dec 2015	start		
Purchased Jan 2015	subtract	-	
Purchased Jan 2016	add		
date		+	
date		+	
Rolling sum	end	=	

Record the date you bought perc this month, if any. Keep the receipts on-site for five years.

To calculate rolling sum:

- Start with last month's rolling sum.
- Subtract amount purchased from the same month last year.
- Add total amount purchased this month.
- The resulting value will be this month's rolling sum.

Enter running total from last month.

Enter the amount of perc you bought during this same month last year, from last year's records or calendar.

If you bought perc this month, record the amount. If not, enter zero.

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Minnesota Pollution Control Agency

Small Business Environmental Assistance Program

520 Lafayette Road
St. Paul, Minnesota 55155
651-282-6143
800-657-3938

www.pca.state.mn.us/sbeap

MPCA dry cleaner environmental regulations webpage: www.pca.state.mn.us/foypfe6

Air emission standards for perchloroethylene dry cleaning facilities

From MPCA fact sheet number aq5-03, September 2008

The U. S. Environmental Protection Agency (EPA) has set standards for the control of perc releases from dry cleaning facilities.

Perc is suspected of causing cancer in humans.

These emission standards are different from hazardous

waste regulations. They are based on use of perc, not generation of perc-related cartridge filters, still bottoms, or filter muck waste.

These emission standards are different from the Minnesota Occupational Safety and Health Administration (OSHA) regulations that set a time-

weighted average of 25 ppm of perc as the exposure limit for employees.

Coin-operated dry cleaning facilities are exempt from these requirements.

All perc transfer machines were required to be removed by July 28, 2008.

Requirements summary	Small Area Sources*	Large Area Sources*	Major Sources*
Dry-to-dry facilities:	Purchase less than 140 gallons perc/year:	Purchase 140-2,100 gallons perc/year:	Purchase more than 2,100 gallons perc/year
Process vent control			
Constructed or reconstructed before December 9, 1991	Closed loop dry-to-dry machine	Closed loop dry-to-dry machines with refrigerated condenser.** Carbon adsorber installed before September 22, 1993 can remain; it does not have to be replaced by refrigerated condenser	
On or after December 9, 1991, but before December 21, 2005	Closed loop dry-to-dry machine with refrigerated condenser		Closed loop dry-to-dry machine with refrigerated condenser** followed by carbon adsorber** operated immediately before or as the door is opened
On or after December 21, 2005	Closed loop dry-to-dry machine with refrigerated condenser** followed by carbon adsorber** operated immediately before the door is opened		
Fugitive control			
	Sealed containers; leak detection/repair		
Monitoring			
	If a refrigerated condenser is present, take weekly measurements of the outlet temperature (before the end of the cool down or drying cycle) or the pressure (during the drying phase) to confirm the value is within the manufacturers' operating instructions. If a carbon adsorber is present, use a colorimetric detector tube or a perc gas analyzer to monitor weekly.		
Inspections			
	Inspect weekly for perceptible leaks (those you can see, feel, or smell). Inspect for vapor leaks on a monthly basis using a halogenated hydrocarbon detector or a perc gas analyzer. Repair leaks and maintain records.	Inspect weekly for perceptible leaks (those you can see, feel, or smell). Inspect for vapor leaks on a monthly basis using a perc gas analyzer and operate it according to EPA Method 21. Repair leaks and maintain records.	
Reporting			
	Submit a notification of compliance status form within 30 days of startup. This notification is required when a new machine is installed at an existing site. The form is available at www.pca.state.mn.us/foypfe6 .		

* Small and large area sources are exempted from needing an additional air permit. Major sources need Part 70 (federal) air quality permits.

** Or equivalent control

If located in a building with a residence

If you installed a perc machine in a building with a residence:

- after December 21, 2005, then you must have removed your perc machine by July 27, 2009
- before December 21, 2005, then you must remove your perc machine by December 21, 2020

Air emissions compliance steps

Operation/maintenance

- Check that air-perc vapor is recirculating back through the machine without venting to the atmosphere (closed loop).
- Close the door of each dry cleaning machine immediately after moving articles to or from the machine. Keep the door closed at all other times.
- Operate and maintain dry cleaning systems according to manufacturer's specifications and recommendations.
- Operate each refrigerated condenser so it does not vent or release air-perc vapor while the dry cleaning drum is rotating.
- Prevent air pulled into the dry cleaning machine when the door of the machine is open from passing through the refrigerated condenser.
- Do not bypass a carbon adsorber at any time.
- Desorb each carbon adsorber according to manufacturer's instructions.

Fugitive controls

- Use solvent tanks or containers to store all perc and perc-related waste. Ensure these tanks and containers are closed so they have no perceptible leaks. You may leave containers for separator water uncovered if it is necessary for proper operation of your machine and still.
- Drain all cartridge filters in their housing or other sealed container for a minimum of 24 hours (or treat such filter in an equivalent manner) before removal from the dry cleaning plant.

Monitoring

1. Refrigerated Condenser (RC)

Measure the refrigeration system high pressure and low pressure during the drying phase to determine if they are in the range specified by the manufacturer's operating instructions.

Alternately you may monitor temperature. Measure the temperature of the air-perc vapor on the outlet side of the refrigerated condenser to determine if it is equal to or less than 7.2°C (45°F) before the end of the cool down or drying cycle while the gas-vapor stream is flowing through the condenser. The temperature sensor should be designed to measure a temperature of 7.2°C (45°F) to an accuracy of $\pm 1.1^\circ\text{C}$ (2°F).

2. Carbon Adsorber (CA)

If you use a carbon adsorber instead of a refrigerated condenser or you use a supplemental carbon adsorber and the exhaust passes through the carbon adsorber immediately upon door opening, measure the concentration of perc in the exhaust of the carbon adsorber. Use a colorimetric detector tube or perc gas analyzer that measures a concentration of 100 ppm by volume of perc in air to an accuracy of ± 25 ppm by volume. Take the measurement while the machine is venting to the carbon adsorber at the end of the last dry cleaning cycle prior to desorption of the carbon adsorber or removal of the activated carbon. The perc concentration must be less than or equal to 100 ppm.

A sampling port for monitoring within the exhaust

outlet of the carbon adsorber must be provided in a place that is easily accessible, located at least eight times the diameter of the stack or duct downstream from any flow disturbance (bend, expansion, contraction, or outlet), not downstream from any other inlet, and two times the diameter of the stack or duct upstream from any flow disturbance.

If you use a supplemental carbon adsorber and the air-perc vapor passes through the carbon adsorber before the machine door is opened, measure the concentration of perc in the dry cleaning machine drum at the end of the dry cleaning cycle. Use a colorimetric detector tube or perc gas analyzer that measures a concentration of 300 ppm by volume of perc in air to an accuracy of ± 75 ppm by volume. Place the tube or analyzer into the open space at the rear end of the drum immediately after door opening. The perc concentration must be less than or equal to 300 ppm.

If your measurements do not meet the requirements, make adjustments or repairs to the dry cleaning system or control device. If parts are needed to make the repair, make a written or verbal order within two working days. Install parts within five working days after they are received.

Inspection requirements

Inspect components for leaks while the dry cleaning system is operating.

Inspect weekly for perceptible leaks (those you can see, feel, or smell). Inspect monthly using a detector. Area sources may use a halogenated hydrocarbon detector or

Air emissions compliance steps *continued*

a perc gas analyzer. Major sources must use a perc gas analyzer and operate it according to EPA Method 21.

Inspections using a halogenated hydrocarbon detector or a perc gas analyzer are acceptable for perceptible leak inspections. Follow the manufacturer's instructions.

Repair all leaks found during inspections within 24 hours. If parts are needed to make the repair, make a written or verbal order within two working days of finding the leak. Install parts within five working days after they are received.

Hazardous waste compliance steps

If your facility is located in the seven-county metro area (Anoka, Carver, Dakota, Hennepin, Ramsey, Scott or Washington County), hazardous waste is regulated by your county and you should contact your county with questions about hazardous waste.

Reduce the amount of hazardous waste you generate by keeping your equipment in good working condition and cleaning condensing coils, strainers, and the lint bag regularly.

What is a hazardous waste?

Any perc-related waste such as cooked powder residues, still-bottom residues, spent cartridges, button/lint trap waste, and separator water must be managed as hazardous waste. They have the hazardous waste code F002.

Spot cleaning wastes, although usually not perc, may be hazardous waste. Manage the liquid that drains to the receptacle on your spotting board as hazardous waste unless you can prove the solvents are not hazardous. Call the Small Business Environmental Assistance Program for help determining if a waste is hazardous or to switch to a non-hazardous product.

How much waste do you generate?

Requirements vary depending on the amount of hazardous waste you generate. Remember, your hazardous waste generator size is based on what you generate, not what you ship. A product is considered a waste when it is no longer usable, wanted, or needed.

This chart summarizes generator sizes and accumulation limits for Minimal Quantity Generators (Mini) and Very Small Quantity Generators (VSQG). More requirements may exist, especially in metro counties.

Generator Size	Amount Generated	Maximum accumulation and time limits
Minimal Quantity Generator (Mini) (Carver, Dakota, Hennepin and Scott in the Metro, and Greater MN)	≤ 100 lbs/year (about 10 gals liquid/year)	Dakota and Scott: 65 gals Carver and Hennepin: 55 gals Greater Minnesota: 2200 lbs (about 220 gals) Ship before reaching limit.
Very Small Quantity Generator (VSQG)	≤ 220 lbs/month	2,200 lbs (about 220 gals) Ship before reaching limit.

Requirements for facilities that generate more than 220 pounds (about ½ drum of liquid) of hazardous waste per month are not covered in this calendar. Contact the Small Business Environmental Assistance Program with questions.

How to store and label hazardous waste

- Waste must be stored in a sturdy, leak-proof container that is compatible with the waste.
- Waste containers must be closed except when adding or removing waste.
- There must be enough space between containers in your waste storage area to provide visibility and access for inspections, spill cleanup, and emergency equipment or personnel.
- Store containers in an area without floor drains, on an impermeable surface that meets fire and building codes. If you store hazardous waste outdoors, contact the Small Business Environmental Assistance Program for requirements.

- Mark containers with the words "Hazardous Waste," a description of the waste, and the date you first put waste in the container (accumulation start date).
- Conduct inspections weekly and record them in this calendar.

Satellite Accumulation

Satellite accumulation rules allow you to slowly accumulate up to 55 gallons of non-acute hazardous waste (for example, spot board waste). If you have a hazardous waste that accumulates very slowly, you can designate the container to be a satellite accumulation container.

Store the waste in a closed, sturdy, leak-proof container that is compatible with the waste. Mark the container with the words "Hazardous Waste" and a description of the waste. Write on the satellite container the date you first add waste to it (start date) and the date the container is full (fill date). You have

Hazardous waste compliance steps *continued*

three days from the fill date to move the container to your hazardous waste storage area. If the satellite container is located in the immediate working area where the waste is generated and is under the direct control of the operator of the process generating the waste, daily visual inspections are ok. Otherwise, you must document weekly inspections of this container.

How to ship hazardous waste

Do not burn or dump hazardous waste – this is illegal and results in dangerous conditions and expensive cleanups. Manage hazardous waste in an appropriate manner.

- Ship hazardous waste before you reach your accumulation limit or time limit, which is determined by the size of generator you are. The table on the previous page lists the limits.
- Hazardous waste must be in a Minnesota Department of Transportation (MnDOT) approved shipping container with a completed pre-transport label on the container. The container must display required MnDOT hazard labels.

VSQGs and Minis may dispose of their waste by one of the following two options:

VSQG Option 1. Transport waste from your business to a VSQG collection program site.

- Get permission from the collection program site before bringing them your waste.
- Transport waste from your business only in your business vehicle.
- Label waste properly for shipping.
- Make sure the waste is secure in your vehicle and will not spill.
- Use a shipping paper (instead of a manifest).
- Keep receipts to document proper disposal of the waste for at least three years. For liability reasons,

it is recommended that you keep these records for the life of the business.

VSQG Option 2. Have a hazardous waste transporter ship your waste.

- Choose a hazardous waste transporter that has a license from MnDOT, provides employees with proper training for hauling hazardous waste, maintains adequate liability insurance, and transports your waste to a permitted facility.
- Use an EPA Universal Manifest to track shipments.
- Fill out and sign the manifest with a ballpoint pen and press hard to ensure the bottom copy is readable.
- Keep the *generator's initial page* (page 6) which has the transporter's signature. You are no longer required to submit a copy of the initial page.
- The final page (page 3) with the receiving facility's signature will be sent to you within 30 days of accepting your waste. VSQGs and Minis in the seven metro counties and all SQGs and LQGs have 40 days from the date the waste was accepted to send in a copy to their county or the MPCA. The MPCA does not require VSQGs or Minis in Greater Minnesota to submit manifest copies.

VSQGs and Minis located in Anoka, Carver, Dakota, Hennepin, Ramsey or Washington send a copy of the final page to:

Hazardous Waste Manifest Program
Mail Code 609
300 South 6th Street
Minneapolis, MN 55487

VSQGs and Minis located in Scott County send a copy of the final page to:

Scott County Environmental Health
200 Fourth Avenue West
Shakopee, MN 55379

Personnel training and emergency planning

- Have an internal communication or alarm system to provide emergency instructions to your entire staff. In a small shop, verbal communication is acceptable.
- Have available an emergency telephone to call outside emergency responders.
- Have fire control equipment necessary to put out fires (fire extinguishers and a water supply at adequate volume) and adequate spill control equipment.
- Test and maintain emergency equipment.
- Annually train employees who are expected to use fire extinguishers.

Reporting and licensing

Businesses that generate hazardous waste are required to notify and have a hazardous waste ID, also known as an HW ID or EPA ID. This is something that should have been done at the startup of your business and is used for tracking shipments of waste. The HW ID is unique to your location and must be deactivated if you move or close your business. Apply for a HW ID, make changes, or deactivate your HW ID on the MPCA's website at www.pca.state.mn.us – click on the blue "e-Services" tab at the top of the page.

Hazardous waste generators must have a license either from their county or the MPCA. Minimal Quantity Generators outside of the Metro are not required to obtain a license, but those in a metro county may still need a license.

Licenses are obtained by reporting the amount of hazardous waste your facility generated in the previous year. Make a copy of your license application for your records. A bill will be issued based on the amount of waste reported in the license application. You must pay this fee. The license must be posted in a public area.

Universal waste compliance steps

Universal Wastes are certain hazardous wastes that can be handled through a simplified process intended to minimize paperwork and encourage proper management. They still must be disposed of or recycled appropriately. Dry cleaners are most likely to generate the following universal wastes:

- fluorescent, high intensity discharge, neon, mercury vapor, high pressure sodium, and metal halide lights
- certain batteries (alkaline batteries are not included and can go in the garbage)

- mercury-containing switch assemblies
- pesticides

What is required?

Label each individual item with a description and the date it became a waste. Or place the waste in a container and mark or label the container with a description and with the earliest date that any universal waste in the container became a waste. In general, the waste must be managed within one year.

Because of the liability associated with generating a

hazardous waste, it is strongly recommended that you keep records of how much, when, and where universal wastes were transported.

More information

www.epa.gov/epawaste/hazard/wastetypes/universal/index.htm

www.pca.state.mn.us/publications/w-hw4-62.pdf

www.pca.state.mn.us/publications/w-hw1-04-05.pdf

Solid waste

Reduce solid waste generation by encouraging the reuse of hangers and reusable bags, reducing paper waste, purchasing products with a minimum amount of packaging, and recycling as much as possible.

Electronic records are sufficient so eliminate paper waste generation and store records electronically. If you decide to keep your records electronically, it is good practice to keep an electronic backup in a separate

location. Switch to e-receipts for your customers if possible.

Have a commercial hauler deliver your waste to a permitted solid waste facility.

Tanks compliance

Aboveground Storage Tanks

If you have an aboveground storage tank that can hold more than 500 gallons contact SBEAP to determine requirements.

Underground Storage Tanks

If you have an underground storage tank that can hold more than 110 gallons contact SBEAP to determine requirements.

Wastewater compliance steps

Do not discharge industrial waste to a septic system or storm sewer.

Reduce wastewater generation by operating and maintaining equipment properly. You may also try using wastewater as a pretreatment solution.

Businesses located in Anoka, Carver, Dakota, Hennepin, Ramsey, Scott, or Washington County may have

additional requirements; contact your county for more information.

There are three options for disposal of wastewater:

Option 1: Manage wastewater by shipping as hazardous waste.

Follow hazardous waste rules.

Option 2: Discharge wastewater to a wastewater treatment plant.

- This option can only be done with permission from your wastewater treatment plant. Contact them directly to find out if they have the capacity to accept your wastewater and are willing to do so.
- Ensure that the separator is properly maintained so

Wastewater compliance steps *continued*

that the perc layer separates from the water layer and only the water layer discharges after separation.

- Your wastewater treatment plant may require you to pretreat the wastewater, such as by using a sponge or carbon filter.

Option 3: Manage wastewater using an evaporator.

In order for you to operate your evaporator without a hazardous waste treatment permit, you must meet the following requirements:

- The evaporator must meet the definition of a wastewater treatment unit defined in Minn. R. 7045.0020 (see column to the right).
- The evaporator must treat your separator/vacuum water to below 0.7 milligrams/liter of perc prior to evaporation. Keep the manufacturer's proof of this or your own independent lab test results on site.
- The evaporator must have been commercially manufactured or designed, and certified by a professional engineer registered with the state of Minnesota.

The evaporator must meet the following operational requirements:

- The evaporator must be maintained according to the manufacturer's instructions and a copy of these instructions must be kept onsite.
- The evaporator and all associated parts must be inspected according to a schedule that you set based on your equipment needs (see column to the right).
- You must keep a copy of your inspection schedule and inspection results on site.

Definition of a Wastewater Treatment Unit (adapted from Minn. R. 7045.0020)

- It must meet the definition of a tank or tank system. New evaporators should easily meet this requirement.

Tank means a stationary device designed to contain an accumulation of hazardous waste which is constructed primarily of non-earthen materials, such as wood, concrete, steel, or plastic, which provides structural support. Tank system means hazardous waste storage or treatment tanks and associated ancillary equipment and containment system.

- It is part of a wastewater treatment facility subject to regulation under the Federal Water Pollution Control Act Amendments of 1972. Publicly-owned treatment works, such as city sewer systems, are subject to the Amendments. *If you are connected to a city sewer system, the evaporator meets this requirement.*

- It receives and treats an influent that is a hazardous waste.

Even after treatment, separator water is still a hazardous waste and so is vacuum water. If you use the evaporator to treat separator or vacuum water, the evaporator is receiving and treating an influent that is a hazardous waste.

Evaporator Inspection Requirements (adapted from Minn. R. 7045.0652 and 7045.0655)

- Inspect the evaporator for malfunctions and deterioration, operator errors, and discharges that could lead to a release of hazardous waste to the environment or a threat to human health. Conduct inspections often enough to identify problems in time to correct them before they harm human health or the environment.
- Develop and follow a written schedule for inspecting all monitoring equipment, safety and emergency equipment, security devices, and operating and structural equipment, such as tank walls and pumps that are important to preventing environmental or human health hazards. Keep this schedule on site.
- Ensure that the schedule identifies the types of problems to look for during the inspection, such as malfunctions or deterioration. Examples are an inoperative pump, a leaky fitting, or heavy corrosion.
- Base the frequency of inspection on the rate of possible deterioration of the equipment and the probability of an environmental or human health incident if anything goes undetected between inspections. Frequency of inspection may vary for the items on the schedule.
- Remedy any deterioration or malfunction of equipment or structures found in an inspection. Do this quickly enough to ensure that the problem does not lead to an environmental or human health hazard. If a hazard is imminent or has already occurred, take action immediately.
- Record inspections in a log and keep these records for at least three years. Include the date and time of each inspection, the name of the inspector, a recording of the observations made, and the date and nature of any repairs or other corrective actions.

Glossary

°C— degrees Celsius.

CA — carbon adsorber — “sniffer” — bed of activated carbon into which an air-perchloroethylene gas-vapor stream is routed and which adsorbs the perchloroethylene on the carbon

Colorimetric detector tube — glass tube (sealed prior to use) containing material impregnated with a chemical that is sensitive to perchloroethylene and is designed to measure the concentration of perchloroethylene in air

Dry-to-dry machine — one-machine dry cleaning operation in which washing and drying are performed in the same machine

Existing facility — began construction or reconstruction before December 9, 1991

°F — degrees Fahrenheit

Filter — porous device through which perchloroethylene is passed to remove contaminants in suspension (for example lint filter, button trap, cartridge filter, tubular filter, regenerative filter, prefilter, polishing filter, or spin disc filter)

Fugitive emissions — emissions that cannot reasonably be collected and emitted through a stack or vent

Halogenated hydrocarbon detector — portable device capable of detecting vapor concentrations of perchloroethylene of 25 parts per million by volume or greater by emitting an audible or visual signal that varies as the concentration changes

New facility — began construction or reconstruction on or after December 9, 1991

Perc — perchloroethylene

Perc gas analyzer — flame ionization detector, photoionization detector, or infrared analyzer capable of detecting vapor concentrations of perc of 25 ppm by volume

Perceptible leaks — those you can see, feel, or smell. Inspections for vapor leaks using a halogenated hydrocarbon detector or a perc gas analyzer always suffice for perceptible leak inspections.

ppm — parts per million.

Process vent controls — devices used to control emissions from a vent, stack, or similar device

Residence — any dwelling or housing in which people reside excluding short-term housing that is occupied by the same person for a period of less than 180 days (such as a hotel room)

Perc alternatives

The MPCA and the City of Minneapolis both offer grants on a regular basis to help dry cleaners switch to perc-free cleaning systems.

More information is available online at www.pca.state.mn.us/foypfe6 and www.pca.state.mn.us/86y63p8.

Benefits

- Save money by reducing regulatory requirements and hazardous waste fees
- Reduce employee health risks associated with exposure to perc
- More customers want “green” dry cleaning

Cleaning technologies that don’t use perc:

- Wet cleaning
- Liquid CO₂
- High-flash hydrocarbons, acetal, or glycol ethers
- Siloxane

Air NESHAP inspection and repair log

Inspect weekly*						Leaky component location	Date parts ordered	Date parts received	Date Repaired
Date									
Initials									
NESHAP inspection Leaks? (N = No, Y = Yes) while machine is operating									
Hoses	N	Y	N	Y	N	Y	N	Y	
Pipe connections	N	Y	N	Y	N	Y	N	Y	
Fittings	N	Y	N	Y	N	Y	N	Y	
Couplings	N	Y	N	Y	N	Y	N	Y	
Valves	N	Y	N	Y	N	Y	N	Y	
Door gasket	N	Y	N	Y	N	Y	N	Y	
Door seating	N	Y	N	Y	N	Y	N	Y	
Pumps	N	Y	N	Y	N	Y	N	Y	
Solvent tank	N	Y	N	Y	N	Y	N	Y	
Solvent product container	N	Y	N	Y	N	Y	N	Y	
Water separator	N	Y	N	Y	N	Y	N	Y	
Muck cooker	N	Y	N	Y	N	Y	N	Y	
Still	N	Y	N	Y	N	Y	N	Y	
Exhaust damper	N	Y	N	Y	N	Y	N	Y	
Diverter valve	N	Y	N	Y	N	Y	N	Y	
Filter gasket	N	Y	N	Y	N	Y	N	Y	
Filter seating	N	Y	N	Y	N	Y	N	Y	
Filter housings	N	Y	N	Y	N	Y	N	Y	
Check if inspected using perc vapor detector*	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Detector used: <input type="checkbox"/> halogenated hydrocarbon detector <input type="checkbox"/> perc gas analyzer			
Carbon adsorber perc concentration monitoring									
Perc concentration—carbon adsorber exhaust**									
Perc concentration—back of drum***									
Refrigerated condenser pressure/temperature monitoring									
<input type="checkbox"/> Pressure (Low/High) or <input type="checkbox"/> Outlet temperature	/	/	/	/	/	_____ units of measure or <input type="checkbox"/> °F <input type="checkbox"/> °C			
Is the pressure in the range specified by the manufacturer's operating instructions or is the temperature 45°F (7.2°C) or less?	Y	N	Y	N	Y	N	Y	N	

* Inspect weekly for perceptible leaks (feel, see, smell). Inspect monthly (weekly if located in a building with a residence) using halogenated hydrocarbon detector or perc gas analyzer.

** Record perc concentration if you use a carbon adsorber instead of a refrigerated condenser or you use a supplemental carbon adsorber and the exhaust passes through the carbon adsorber immediately upon door opening. Perc concentration must be less than or equal to 100 ppm. Use a colorimetric detector tube or perc gas analyzer that measures perc in air to an accuracy of ±25 ppm by volume.

*** Record perc concentration if you use a supplemental carbon adsorber and the air-perc gas-vapor stream passes through the carbon adsorber before the machine door is opened and the machine was constructed or reconstructed on or after December 21, 2005. Perc concentration must be less than or equal to 300 ppm. Use a colorimetric detector tube or perc gas analyzer that measures perc in air to an accuracy of ±75 ppm by volume.

Hazardous waste inspection log

Date					
Initials					
Haz waste inspections					
Drums closed?	Y N	Y N	Y N	Y N	Y N
Drums labeled correctly?	Y N	Y N	Y N	Y N	Y N
Labels visible? Complete?	Y N	Y N	Y N	Y N	Y N
Storage time limits okay?	Y N	Y N	Y N	Y N	Y N
Accumulation limits okay?	Y N	Y N	Y N	Y N	Y N
Spills or leaks?	N Y	N Y	N Y	N Y	N Y
Cracks in floor?	N Y	N Y	N Y	N Y	N Y
Outdoor area secure?	Y N	Y N	Y N	Y N	Y N
Outdoor ignitables shaded?	Y N	Y N	Y N	Y N	Y N
Separator water (gallons generated)					
Evaporator/mister					
Are these items in working order? (inspect for malfunctions, deterioration, operator errors, and discharges)					
Monitoring equipment	Y N	Y N	Y N	Y N	Y N
Safety & emergency equipment	Y N	Y N	Y N	Y N	Y N
Overflow warning devices	Y N	Y N	Y N	Y N	Y N
Tank walls	Y N	Y N	Y N	Y N	Y N
Piping	Y N	Y N	Y N	Y N	Y N
Fittings	Y N	Y N	Y N	Y N	Y N
Associated systems	Y N	Y N	Y N	Y N	Y N
Pumps	Y N	Y N	Y N	Y N	Y N
Perc purchases: 12 month rolling sum			Describe repairs or corrective actions: Date _____ Initials _____		
Rolling sum from Dec 2015 <i>start</i>					
Purchased Jan 2015 <i>subtract</i>	-				
Purchased Jan 2016 <i>add</i>					
date		+			
date		+			
Rolling sum <i>end</i>	=				

January 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<p><i>Go beyond compliance: Use water-based or less hazardous pre-spotters instead of ones made with solvents.</i></p>					1	2
					Weekly record-keeping <input type="checkbox"/>	
3	4	5	6	7	8	9
					Weekly record-keeping <input type="checkbox"/>	
10	11	12	13	14	15	16
					Weekly record-keeping <input type="checkbox"/>	
17	18	19	20	21	22	23
					Weekly record-keeping <input type="checkbox"/>	
24/31	25	26	27	28	29	30
					Weekly record-keeping <input type="checkbox"/>	

Air NESHAP inspection and repair log

Inspect weekly*						Leaky component location	Date parts ordered	Date parts received	Date Repaired
Date									
Initials									
NESHAP inspection Leaks? (N = No, Y = Yes) while machine is operating									
Hoses	N	Y	N	Y	N	Y	N	Y	
Pipe connections	N	Y	N	Y	N	Y	N	Y	
Fittings	N	Y	N	Y	N	Y	N	Y	
Couplings	N	Y	N	Y	N	Y	N	Y	
Valves	N	Y	N	Y	N	Y	N	Y	
Door gasket	N	Y	N	Y	N	Y	N	Y	
Door seating	N	Y	N	Y	N	Y	N	Y	
Pumps	N	Y	N	Y	N	Y	N	Y	
Solvent tank	N	Y	N	Y	N	Y	N	Y	
Solvent product container	N	Y	N	Y	N	Y	N	Y	
Water separator	N	Y	N	Y	N	Y	N	Y	
Muck cooker	N	Y	N	Y	N	Y	N	Y	
Still	N	Y	N	Y	N	Y	N	Y	
Exhaust damper	N	Y	N	Y	N	Y	N	Y	
Diverter valve	N	Y	N	Y	N	Y	N	Y	
Filter gasket	N	Y	N	Y	N	Y	N	Y	
Filter seating	N	Y	N	Y	N	Y	N	Y	
Filter housings	N	Y	N	Y	N	Y	N	Y	
Check if inspected using perc vapor detector*	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Detector used: <input type="checkbox"/> halogenated hydrocarbon detector <input type="checkbox"/> perc gas analyzer			
Carbon adsorber perc concentration monitoring									
Perc concentration—carbon adsorber exhaust**									
Perc concentration—back of drum***									
Refrigerated condenser pressure/temperature monitoring									
<input type="checkbox"/> Pressure (Low/High) or <input type="checkbox"/> Outlet temperature	/	/	/	/	/	_____ units of measure or <input type="checkbox"/> °F <input type="checkbox"/> °C			
Is the pressure in the range specified by the manufacturer's operating instructions or is the temperature 45°F (7.2°C) or less?	Y	N	Y	N	Y	N	Y	N	

* Inspect weekly for perceptible leaks (feel, see, smell). Inspect monthly (weekly if located in a building with a residence) using halogenated hydrocarbon detector or perc gas analyzer.

** Record perc concentration if you use a carbon adsorber instead of a refrigerated condenser or you use a supplemental carbon adsorber and the exhaust passes through the carbon adsorber immediately upon door opening. Perc concentration must be less than or equal to 100 ppm. Use a colorimetric detector tube or perc gas analyzer that measures perc in air to an accuracy of ±25 ppm by volume.

*** Record perc concentration if you use a supplemental carbon adsorber and the air-perc gas-vapor stream passes through the carbon adsorber before the machine door is opened and the machine was constructed or reconstructed on or after December 21, 2005. Perc concentration must be less than or equal to 300 ppm. Use a colorimetric detector tube or perc gas analyzer that measures perc in air to an accuracy of ±75 ppm by volume.

Hazardous waste inspection log

Date					
Initials					
Haz waste inspections					
Drums closed?	Y N	Y N	Y N	Y N	Y N
Drums labeled correctly?	Y N	Y N	Y N	Y N	Y N
Labels visible? Complete?	Y N	Y N	Y N	Y N	Y N
Storage time limits okay?	Y N	Y N	Y N	Y N	Y N
Accumulation limits okay?	Y N	Y N	Y N	Y N	Y N
Spills or leaks?	N Y	N Y	N Y	N Y	N Y
Cracks in floor?	N Y	N Y	N Y	N Y	N Y
Outdoor area secure?	Y N	Y N	Y N	Y N	Y N
Outdoor ignitables shaded?	Y N	Y N	Y N	Y N	Y N
Separator water (gallons generated)					
Evaporator/mister	Are these items in working order? (inspect for malfunctions, deterioration, operator errors, and discharges)				
Monitoring equipment	Y N	Y N	Y N	Y N	Y N
Safety & emergency equipment	Y N	Y N	Y N	Y N	Y N
Overflow warning devices	Y N	Y N	Y N	Y N	Y N
Tank walls	Y N	Y N	Y N	Y N	Y N
Piping	Y N	Y N	Y N	Y N	Y N
Fittings	Y N	Y N	Y N	Y N	Y N
Associated systems	Y N	Y N	Y N	Y N	Y N
Pumps	Y N	Y N	Y N	Y N	Y N
Perc purchases: 12 month rolling sum			Describe repairs or corrective actions: Date _____ Initials _____		
Rolling sum from Jan 2016	start				
Purchased Feb 2015	subtract	-			
Purchased Feb 2016	add				
date		+			
date		+			
Rolling sum	end	=			

February 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5 Weekly record-keeping <input type="checkbox"/>	6
7	8	9	10	11	12 Weekly record-keeping <input type="checkbox"/>	13
14	15	16	17	18	19 Weekly record-keeping <input type="checkbox"/>	20
21	22	23	24	25	26 Weekly record-keeping <input type="checkbox"/>	27
28	29	<p><i>Go beyond compliance: Have an energy audit conducted to find efficiencies in equipment and lighting.</i></p>				

Air NESHAP inspection and repair log

Inspect weekly*						Leaky component location	Date parts ordered	Date parts received	Date Repaired
Date									
Initials									
NESHAP inspection Leaks? (N = No, Y = Yes) while machine is operating									
Hoses	N	Y	N	Y	N	Y	N	Y	
Pipe connections	N	Y	N	Y	N	Y	N	Y	
Fittings	N	Y	N	Y	N	Y	N	Y	
Couplings	N	Y	N	Y	N	Y	N	Y	
Valves	N	Y	N	Y	N	Y	N	Y	
Door gasket	N	Y	N	Y	N	Y	N	Y	
Door seating	N	Y	N	Y	N	Y	N	Y	
Pumps	N	Y	N	Y	N	Y	N	Y	
Solvent tank	N	Y	N	Y	N	Y	N	Y	
Solvent product container	N	Y	N	Y	N	Y	N	Y	
Water separator	N	Y	N	Y	N	Y	N	Y	
Muck cooker	N	Y	N	Y	N	Y	N	Y	
Still	N	Y	N	Y	N	Y	N	Y	
Exhaust damper	N	Y	N	Y	N	Y	N	Y	
Diverter valve	N	Y	N	Y	N	Y	N	Y	
Filter gasket	N	Y	N	Y	N	Y	N	Y	
Filter seating	N	Y	N	Y	N	Y	N	Y	
Filter housings	N	Y	N	Y	N	Y	N	Y	
Check if inspected using perc vapor detector*	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Detector used: <input type="checkbox"/> halogenated hydrocarbon detector <input type="checkbox"/> perc gas analyzer			
Carbon adsorber perc concentration monitoring									
Perc concentration—carbon adsorber exhaust**									
Perc concentration—back of drum***									
Refrigerated condenser pressure/temperature monitoring									
<input type="checkbox"/> Pressure (Low/High) or <input type="checkbox"/> Outlet temperature	/	/	/	/	/	_____ units of measure or <input type="checkbox"/> °F <input type="checkbox"/> °C			
Is the pressure in the range specified by the manufacturer's operating instructions or is the temperature 45°F (7.2°C) or less?	Y	N	Y	N	Y	N	Y	N	

* Inspect weekly for perceptible leaks (feel, see, smell). Inspect monthly (weekly if located in a building with a residence) using halogenated hydrocarbon detector or perc gas analyzer.

** Record perc concentration if you use a carbon adsorber instead of a refrigerated condenser or you use a supplemental carbon adsorber and the exhaust passes through the carbon adsorber immediately upon door opening. Perc concentration must be less than or equal to 100 ppm. Use a colorimetric detector tube or perc gas analyzer that measures perc in air to an accuracy of ±25 ppm by volume.

*** Record perc concentration if you use a supplemental carbon adsorber and the air-perc gas-vapor stream passes through the carbon adsorber before the machine door is opened and the machine was constructed or reconstructed on or after December 21, 2005. Perc concentration must be less than or equal to 300 ppm. Use a colorimetric detector tube or perc gas analyzer that measures perc in air to an accuracy of ±75 ppm by volume.

Hazardous waste inspection log

Date					
Initials					
Haz waste inspections					
Drums closed?	Y N	Y N	Y N	Y N	Y N
Drums labeled correctly?	Y N	Y N	Y N	Y N	Y N
Labels visible? Complete?	Y N	Y N	Y N	Y N	Y N
Storage time limits okay?	Y N	Y N	Y N	Y N	Y N
Accumulation limits okay?	Y N	Y N	Y N	Y N	Y N
Spills or leaks?	N Y	N Y	N Y	N Y	N Y
Cracks in floor?	N Y	N Y	N Y	N Y	N Y
Outdoor area secure?	Y N	Y N	Y N	Y N	Y N
Outdoor ignitables shaded?	Y N	Y N	Y N	Y N	Y N
Separator water (gallons generated)					
Evaporator/mister	Are these items in working order? (inspect for malfunctions, deterioration, operator errors, and discharges)				
Monitoring equipment	Y N	Y N	Y N	Y N	Y N
Safety & emergency equipment	Y N	Y N	Y N	Y N	Y N
Overflow warning devices	Y N	Y N	Y N	Y N	Y N
Tank walls	Y N	Y N	Y N	Y N	Y N
Piping	Y N	Y N	Y N	Y N	Y N
Fittings	Y N	Y N	Y N	Y N	Y N
Associated systems	Y N	Y N	Y N	Y N	Y N
Pumps	Y N	Y N	Y N	Y N	Y N
Perc purchases: 12 month rolling sum			Describe repairs or corrective actions: Date _____ Initials _____		
Rolling sum from Feb 2016 <i>start</i>					
Purchased Mar 2015 <i>subtract</i>	-				
Purchased Mar 2016 <i>add</i>					
date		+			
date		+			
Rolling sum <i>end</i>		=			

March 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4 Weekly record-keeping <input type="checkbox"/>	5
6	7	8	9	10	11 Weekly record-keeping <input type="checkbox"/>	12
13	14	15	16	17	18 Weekly record-keeping <input type="checkbox"/>	19
20	21	22	23	24	25 Weekly record-keeping <input type="checkbox"/>	26
27	28	29	30	31	Create a customer drop-off program for wire hangers and plastic bags.	

Air NESHAP inspection and repair log

Inspect weekly*						Leaky component location	Date parts ordered	Date parts received	Date Repaired
Date									
Initials									
NESHAP inspection Leaks? (N = No, Y = Yes) while machine is operating									
Hoses	N	Y	N	Y	N	Y	N	Y	
Pipe connections	N	Y	N	Y	N	Y	N	Y	
Fittings	N	Y	N	Y	N	Y	N	Y	
Couplings	N	Y	N	Y	N	Y	N	Y	
Valves	N	Y	N	Y	N	Y	N	Y	
Door gasket	N	Y	N	Y	N	Y	N	Y	
Door seating	N	Y	N	Y	N	Y	N	Y	
Pumps	N	Y	N	Y	N	Y	N	Y	
Solvent tank	N	Y	N	Y	N	Y	N	Y	
Solvent product container	N	Y	N	Y	N	Y	N	Y	
Water separator	N	Y	N	Y	N	Y	N	Y	
Muck cooker	N	Y	N	Y	N	Y	N	Y	
Still	N	Y	N	Y	N	Y	N	Y	
Exhaust damper	N	Y	N	Y	N	Y	N	Y	
Diverter valve	N	Y	N	Y	N	Y	N	Y	
Filter gasket	N	Y	N	Y	N	Y	N	Y	
Filter seating	N	Y	N	Y	N	Y	N	Y	
Filter housings	N	Y	N	Y	N	Y	N	Y	
Check if inspected using perc vapor detector*	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Detector used: <input type="checkbox"/> halogenated hydrocarbon detector <input type="checkbox"/> perc gas analyzer			
Carbon adsorber perc concentration monitoring									
Perc concentration—carbon adsorber exhaust**									
Perc concentration—back of drum***									
Refrigerated condenser pressure/temperature monitoring									
<input type="checkbox"/> Pressure (Low/High) or <input type="checkbox"/> Outlet temperature	/	/	/	/	/	_____ units of measure or <input type="checkbox"/> °F <input type="checkbox"/> °C			
Is the pressure in the range specified by the manufacturer's operating instructions or is the temperature 45°F (7.2°C) or less?	Y	N	Y	N	Y	N	Y	N	

* Inspect weekly for perceptible leaks (feel, see, smell). Inspect monthly (weekly if located in a building with a residence) using halogenated hydrocarbon detector or perc gas analyzer.

** Record perc concentration if you use a carbon adsorber instead of a refrigerated condenser or you use a supplemental carbon adsorber and the exhaust passes through the carbon adsorber immediately upon door opening. Perc concentration must be less than or equal to 100 ppm. Use a colorimetric detector tube or perc gas analyzer that measures perc in air to an accuracy of ±25 ppm by volume.

*** Record perc concentration if you use a supplemental carbon adsorber and the air-perc gas-vapor stream passes through the carbon adsorber before the machine door is opened and the machine was constructed or reconstructed on or after December 21, 2005. Perc concentration must be less than or equal to 300 ppm. Use a colorimetric detector tube or perc gas analyzer that measures perc in air to an accuracy of ±75 ppm by volume.

Hazardous waste inspection log

Date					
Initials					
Haz waste inspections					
Drums closed?	Y N	Y N	Y N	Y N	Y N
Drums labeled correctly?	Y N	Y N	Y N	Y N	Y N
Labels visible? Complete?	Y N	Y N	Y N	Y N	Y N
Storage time limits okay?	Y N	Y N	Y N	Y N	Y N
Accumulation limits okay?	Y N	Y N	Y N	Y N	Y N
Spills or leaks?	N Y	N Y	N Y	N Y	N Y
Cracks in floor?	N Y	N Y	N Y	N Y	N Y
Outdoor area secure?	Y N	Y N	Y N	Y N	Y N
Outdoor ignitables shaded?	Y N	Y N	Y N	Y N	Y N
Separator water (gallons generated)					
Evaporator/mister					
Are these items in working order? (inspect for malfunctions, deterioration, operator errors, and discharges)					
Monitoring equipment	Y N	Y N	Y N	Y N	Y N
Safety & emergency equipment	Y N	Y N	Y N	Y N	Y N
Overflow warning devices	Y N	Y N	Y N	Y N	Y N
Tank walls	Y N	Y N	Y N	Y N	Y N
Piping	Y N	Y N	Y N	Y N	Y N
Fittings	Y N	Y N	Y N	Y N	Y N
Associated systems	Y N	Y N	Y N	Y N	Y N
Pumps	Y N	Y N	Y N	Y N	Y N
Perc purchases: 12 month rolling sum			Describe repairs or corrective actions: Date _____ Initials _____		
Rolling sum from Mar 2016 <i>start</i>					
Purchased Apr 2015 <i>subtract</i>	-				
Purchased Apr 2016 <i>add</i>					
date		+			
date		+			
Rolling sum <i>end</i>		=			

April 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 Weekly record-keeping <input type="checkbox"/>	2
Using alternatives to perc can bring in environmentally-conscious customers.						
3	4	5	6	7	8 Weekly record-keeping <input type="checkbox"/>	9
10	11	12	13	14	15 Weekly record-keeping <input type="checkbox"/>	16
17	18	19	20	21	22 Weekly record-keeping <input type="checkbox"/>	23
24	25	26	27	28	29	30

Air NESHAP inspection and repair log

Inspect weekly*						Leaky component location	Date parts ordered	Date parts received	Date Repaired
Date									
Initials									
NESHAP inspection Leaks? (N = No, Y = Yes) while machine is operating									
Hoses	N	Y	N	Y	N	Y	N	Y	
Pipe connections	N	Y	N	Y	N	Y	N	Y	
Fittings	N	Y	N	Y	N	Y	N	Y	
Couplings	N	Y	N	Y	N	Y	N	Y	
Valves	N	Y	N	Y	N	Y	N	Y	
Door gasket	N	Y	N	Y	N	Y	N	Y	
Door seating	N	Y	N	Y	N	Y	N	Y	
Pumps	N	Y	N	Y	N	Y	N	Y	
Solvent tank	N	Y	N	Y	N	Y	N	Y	
Solvent product container	N	Y	N	Y	N	Y	N	Y	
Water separator	N	Y	N	Y	N	Y	N	Y	
Muck cooker	N	Y	N	Y	N	Y	N	Y	
Still	N	Y	N	Y	N	Y	N	Y	
Exhaust damper	N	Y	N	Y	N	Y	N	Y	
Diverter valve	N	Y	N	Y	N	Y	N	Y	
Filter gasket	N	Y	N	Y	N	Y	N	Y	
Filter seating	N	Y	N	Y	N	Y	N	Y	
Filter housings	N	Y	N	Y	N	Y	N	Y	
Check if inspected using perc vapor detector*	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Detector used: <input type="checkbox"/> halogenated hydrocarbon detector <input type="checkbox"/> perc gas analyzer			
Carbon adsorber perc concentration monitoring									
Perc concentration—carbon adsorber exhaust**									
Perc concentration—back of drum***									
Refrigerated condenser pressure/temperature monitoring									
<input type="checkbox"/> Pressure (Low/High) or <input type="checkbox"/> Outlet temperature	/	/	/	/	/	_____ units of measure or <input type="checkbox"/> °F <input type="checkbox"/> °C			
Is the pressure in the range specified by the manufacturer's operating instructions or is the temperature 45°F (7.2°C) or less?	Y	N	Y	N	Y	N	Y	N	

* Inspect weekly for perceptible leaks (feel, see, smell). Inspect monthly (weekly if located in a building with a residence) using halogenated hydrocarbon detector or perc gas analyzer.

** Record perc concentration if you use a carbon adsorber instead of a refrigerated condenser or you use a supplemental carbon adsorber and the exhaust passes through the carbon adsorber immediately upon door opening. Perc concentration must be less than or equal to 100 ppm. Use a colorimetric detector tube or perc gas analyzer that measures perc in air to an accuracy of ±25 ppm by volume.

*** Record perc concentration if you use a supplemental carbon adsorber and the air-perc gas-vapor stream passes through the carbon adsorber before the machine door is opened and the machine was constructed or reconstructed on or after December 21, 2005. Perc concentration must be less than or equal to 300 ppm. Use a colorimetric detector tube or perc gas analyzer that measures perc in air to an accuracy of ±75 ppm by volume.

Hazardous waste inspection log

Date					
Initials					
Haz waste inspections					
Drums closed?	Y N	Y N	Y N	Y N	Y N
Drums labeled correctly?	Y N	Y N	Y N	Y N	Y N
Labels visible? Complete?	Y N	Y N	Y N	Y N	Y N
Storage time limits okay?	Y N	Y N	Y N	Y N	Y N
Accumulation limits okay?	Y N	Y N	Y N	Y N	Y N
Spills or leaks?	N Y	N Y	N Y	N Y	N Y
Cracks in floor?	N Y	N Y	N Y	N Y	N Y
Outdoor area secure?	Y N	Y N	Y N	Y N	Y N
Outdoor ignitables shaded?	Y N	Y N	Y N	Y N	Y N
Separator water (gallons generated)					
Evaporator/mister	Are these items in working order? (inspect for malfunctions, deterioration, operator errors, and discharges)				
Monitoring equipment	Y N	Y N	Y N	Y N	Y N
Safety & emergency equipment	Y N	Y N	Y N	Y N	Y N
Overflow warning devices	Y N	Y N	Y N	Y N	Y N
Tank walls	Y N	Y N	Y N	Y N	Y N
Piping	Y N	Y N	Y N	Y N	Y N
Fittings	Y N	Y N	Y N	Y N	Y N
Associated systems	Y N	Y N	Y N	Y N	Y N
Pumps	Y N	Y N	Y N	Y N	Y N
Perc purchases: 12 month rolling sum			Describe repairs or corrective actions: Date _____ Initials _____		
Rolling sum from Apr 2016 <i>start</i>					
Purchased May 2015 <i>subtract</i>	-				
Purchased May 2016 <i>add</i>					
date		+			
date		+			
Rolling sum <i>end</i>	=				

May 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6 Weekly record-keeping <input type="checkbox"/>	7
8	9	10	11	12	13 Weekly record-keeping <input type="checkbox"/>	14
15	16	17	18	19	20 Weekly record-keeping <input type="checkbox"/>	21
22	23	24	25	26	27 Weekly record-keeping <input type="checkbox"/>	28
29	30	31	<p><i>Save money on your electric bill: Clean lighting fixtures, diffusers, and bulbs twice a year.</i></p>			

Air NESHAP inspection and repair log

Inspect weekly*						Leaky component location	Date parts ordered	Date parts received	Date Repaired
Date									
Initials									
NESHAP inspection Leaks? (N = No, Y = Yes) while machine is operating									
Hoses	N	Y	N	Y	N	Y	N	Y	
Pipe connections	N	Y	N	Y	N	Y	N	Y	
Fittings	N	Y	N	Y	N	Y	N	Y	
Couplings	N	Y	N	Y	N	Y	N	Y	
Valves	N	Y	N	Y	N	Y	N	Y	
Door gasket	N	Y	N	Y	N	Y	N	Y	
Door seating	N	Y	N	Y	N	Y	N	Y	
Pumps	N	Y	N	Y	N	Y	N	Y	
Solvent tank	N	Y	N	Y	N	Y	N	Y	
Solvent product container	N	Y	N	Y	N	Y	N	Y	
Water separator	N	Y	N	Y	N	Y	N	Y	
Muck cooker	N	Y	N	Y	N	Y	N	Y	
Still	N	Y	N	Y	N	Y	N	Y	
Exhaust damper	N	Y	N	Y	N	Y	N	Y	
Diverter valve	N	Y	N	Y	N	Y	N	Y	
Filter gasket	N	Y	N	Y	N	Y	N	Y	
Filter seating	N	Y	N	Y	N	Y	N	Y	
Filter housings	N	Y	N	Y	N	Y	N	Y	
Check if inspected using perc vapor detector*	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Detector used: <input type="checkbox"/> halogenated hydrocarbon detector <input type="checkbox"/> perc gas analyzer			
Carbon adsorber perc concentration monitoring									
Perc concentration—carbon adsorber exhaust**									
Perc concentration—back of drum***									
Refrigerated condenser pressure/temperature monitoring									
<input type="checkbox"/> Pressure (Low/High) or <input type="checkbox"/> Outlet temperature	/	/	/	/	/	_____ units of measure or <input type="checkbox"/> °F <input type="checkbox"/> °C			
Is the pressure in the range specified by the manufacturer's operating instructions or is the temperature 45°F (7.2°C) or less?	Y	N	Y	N	Y	N	Y	N	

* Inspect weekly for perceptible leaks (feel, see, smell). Inspect monthly (weekly if located in a building with a residence) using halogenated hydrocarbon detector or perc gas analyzer.

** Record perc concentration if you use a carbon adsorber instead of a refrigerated condenser or you use a supplemental carbon adsorber and the exhaust passes through the carbon adsorber immediately upon door opening. Perc concentration must be less than or equal to 100 ppm. Use a colorimetric detector tube or perc gas analyzer that measures perc in air to an accuracy of ±25 ppm by volume.

*** Record perc concentration if you use a supplemental carbon adsorber and the air-perc gas-vapor stream passes through the carbon adsorber before the machine door is opened and the machine was constructed or reconstructed on or after December 21, 2005. Perc concentration must be less than or equal to 300 ppm. Use a colorimetric detector tube or perc gas analyzer that measures perc in air to an accuracy of ±75 ppm by volume.

Hazardous waste inspection log

Date					
Initials					
Haz waste inspections					
Drums closed?	Y N	Y N	Y N	Y N	Y N
Drums labeled correctly?	Y N	Y N	Y N	Y N	Y N
Labels visible? Complete?	Y N	Y N	Y N	Y N	Y N
Storage time limits okay?	Y N	Y N	Y N	Y N	Y N
Accumulation limits okay?	Y N	Y N	Y N	Y N	Y N
Spills or leaks?	N Y	N Y	N Y	N Y	N Y
Cracks in floor?	N Y	N Y	N Y	N Y	N Y
Outdoor area secure?	Y N	Y N	Y N	Y N	Y N
Outdoor ignitables shaded?	Y N	Y N	Y N	Y N	Y N
Separator water (gallons generated)					
Evaporator/mister					
Are these items in working order? <small>(inspect for malfunctions, deterioration, operator errors, and discharges)</small>					
Monitoring equipment	Y N	Y N	Y N	Y N	Y N
Safety & emergency equipment	Y N	Y N	Y N	Y N	Y N
Overflow warning devices	Y N	Y N	Y N	Y N	Y N
Tank walls	Y N	Y N	Y N	Y N	Y N
Piping	Y N	Y N	Y N	Y N	Y N
Fittings	Y N	Y N	Y N	Y N	Y N
Associated systems	Y N	Y N	Y N	Y N	Y N
Pumps	Y N	Y N	Y N	Y N	Y N
Perc purchases: 12 month rolling sum			Describe repairs or corrective actions: Date _____ Initials _____		
Rolling sum from May 2016 <i>start</i>					
Purchased Jun 2015 <i>subtract</i>	-				
Purchased Jun 2016 <i>add</i>					
date		+			
date		+			
Rolling sum <i>end</i>	=				

June 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday			
<p><i>Go beyond compliance: Purchase supplies in bulk or with the least amount of packaging.</i></p>			1	2	3 Weekly record-keeping <input type="checkbox"/>	4			
			5	6	7	8	9	10 Weekly record-keeping <input type="checkbox"/>	11
			12	13	14	15	16	17 Weekly record-keeping <input type="checkbox"/>	18
			19	20	21	22	23	24 Weekly record-keeping <input type="checkbox"/>	25
26	27	28	29	30					

Air NESHAP inspection and repair log

Inspect weekly*						Leaky component location	Date parts ordered	Date parts received	Date Repaired
Date									
Initials									
NESHAP inspection Leaks? (N = No, Y = Yes) while machine is operating									
Hoses	N	Y	N	Y	N	Y	N	Y	
Pipe connections	N	Y	N	Y	N	Y	N	Y	
Fittings	N	Y	N	Y	N	Y	N	Y	
Couplings	N	Y	N	Y	N	Y	N	Y	
Valves	N	Y	N	Y	N	Y	N	Y	
Door gasket	N	Y	N	Y	N	Y	N	Y	
Door seating	N	Y	N	Y	N	Y	N	Y	
Pumps	N	Y	N	Y	N	Y	N	Y	
Solvent tank	N	Y	N	Y	N	Y	N	Y	
Solvent product container	N	Y	N	Y	N	Y	N	Y	
Water separator	N	Y	N	Y	N	Y	N	Y	
Muck cooker	N	Y	N	Y	N	Y	N	Y	
Still	N	Y	N	Y	N	Y	N	Y	
Exhaust damper	N	Y	N	Y	N	Y	N	Y	
Diverter valve	N	Y	N	Y	N	Y	N	Y	
Filter gasket	N	Y	N	Y	N	Y	N	Y	
Filter seating	N	Y	N	Y	N	Y	N	Y	
Filter housings	N	Y	N	Y	N	Y	N	Y	
Check if inspected using perc vapor detector*	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Detector used: <input type="checkbox"/> halogenated hydrocarbon detector <input type="checkbox"/> perc gas analyzer			
Carbon adsorber perc concentration monitoring									
Perc concentration—carbon adsorber exhaust**									
Perc concentration—back of drum***									
Refrigerated condenser pressure/temperature monitoring									
<input type="checkbox"/> Pressure (Low/High) or <input type="checkbox"/> Outlet temperature	/	/	/	/	/	_____ units of measure or <input type="checkbox"/> °F <input type="checkbox"/> °C			
Is the pressure in the range specified by the manufacturer's operating instructions or is the temperature 45°F (7.2°C) or less?	Y	N	Y	N	Y	N			

* Inspect weekly for perceptible leaks (feel, see, smell). Inspect monthly (weekly if located in a building with a residence) using halogenated hydrocarbon detector or perc gas analyzer.

** Record perc concentration if you use a carbon adsorber instead of a refrigerated condenser or you use a supplemental carbon adsorber and the exhaust passes through the carbon adsorber immediately upon door opening. Perc concentration must be less than or equal to 100 ppm. Use a colorimetric detector tube or perc gas analyzer that measures perc in air to an accuracy of ±25 ppm by volume.

*** Record perc concentration if you use a supplemental carbon adsorber and the air-perc gas-vapor stream passes through the carbon adsorber before the machine door is opened and the machine was constructed or reconstructed on or after December 21, 2005. Perc concentration must be less than or equal to 300 ppm. Use a colorimetric detector tube or perc gas analyzer that measures perc in air to an accuracy of ±75 ppm by volume.

Hazardous waste inspection log

Date					
Initials					
Haz waste inspections					
Drums closed?	Y N	Y N	Y N	Y N	Y N
Drums labeled correctly?	Y N	Y N	Y N	Y N	Y N
Labels visible? Complete?	Y N	Y N	Y N	Y N	Y N
Storage time limits okay?	Y N	Y N	Y N	Y N	Y N
Accumulation limits okay?	Y N	Y N	Y N	Y N	Y N
Spills or leaks?	N Y	N Y	N Y	N Y	N Y
Cracks in floor?	N Y	N Y	N Y	N Y	N Y
Outdoor area secure?	Y N	Y N	Y N	Y N	Y N
Outdoor ignitables shaded?	Y N	Y N	Y N	Y N	Y N
Separator water (gallons generated)					
Evaporator/mister	Are these items in working order? (inspect for malfunctions, deterioration, operator errors, and discharges)				
Monitoring equipment	Y N	Y N	Y N	Y N	Y N
Safety & emergency equipment	Y N	Y N	Y N	Y N	Y N
Overflow warning devices	Y N	Y N	Y N	Y N	Y N
Tank walls	Y N	Y N	Y N	Y N	Y N
Piping	Y N	Y N	Y N	Y N	Y N
Fittings	Y N	Y N	Y N	Y N	Y N
Associated systems	Y N	Y N	Y N	Y N	Y N
Pumps	Y N	Y N	Y N	Y N	Y N
Perc purchases: 12 month rolling sum			Describe repairs or corrective actions: Date _____ Initials _____		
Rolling sum from Jun 2016 <i>start</i>					
Purchased July 2015 <i>subtract</i>	-				
Purchased July 2016 <i>add</i>					
date		+			
date		+			
Rolling sum <i>end</i>	=				

July 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<p><i>Size garment loads correctly: Overloading reduces how much perc is recovered. Underloading means you wasted solvent.</i></p>					1	2
					Weekly record-keeping <input type="checkbox"/>	
3	4	5	6	7	8	9
					Weekly record-keeping <input type="checkbox"/>	
10	11	12	13	14	15	16
					Weekly record-keeping <input type="checkbox"/>	
17	18	19	20	21	22	23
					Weekly record-keeping <input type="checkbox"/>	
24/31	25	26	27	28	29	30
					Weekly record-keeping <input type="checkbox"/>	

Air NESHAP inspection and repair log

Inspect weekly*						Leaky component location	Date parts ordered	Date parts received	Date Repaired
Date									
Initials									
NESHAP inspection Leaks? (N = No, Y = Yes) while machine is operating									
Hoses	N	Y	N	Y	N	Y	N	Y	
Pipe connections	N	Y	N	Y	N	Y	N	Y	
Fittings	N	Y	N	Y	N	Y	N	Y	
Couplings	N	Y	N	Y	N	Y	N	Y	
Valves	N	Y	N	Y	N	Y	N	Y	
Door gasket	N	Y	N	Y	N	Y	N	Y	
Door seating	N	Y	N	Y	N	Y	N	Y	
Pumps	N	Y	N	Y	N	Y	N	Y	
Solvent tank	N	Y	N	Y	N	Y	N	Y	
Solvent product container	N	Y	N	Y	N	Y	N	Y	
Water separator	N	Y	N	Y	N	Y	N	Y	
Muck cooker	N	Y	N	Y	N	Y	N	Y	
Still	N	Y	N	Y	N	Y	N	Y	
Exhaust damper	N	Y	N	Y	N	Y	N	Y	
Diverter valve	N	Y	N	Y	N	Y	N	Y	
Filter gasket	N	Y	N	Y	N	Y	N	Y	
Filter seating	N	Y	N	Y	N	Y	N	Y	
Filter housings	N	Y	N	Y	N	Y	N	Y	
Check if inspected using perc vapor detector*	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Detector used: <input type="checkbox"/> halogenated hydrocarbon detector <input type="checkbox"/> perc gas analyzer			
Carbon adsorber perc concentration monitoring									
Perc concentration—carbon adsorber exhaust**									
Perc concentration—back of drum***									
Refrigerated condenser pressure/temperature monitoring									
<input type="checkbox"/> Pressure (Low/High) or <input type="checkbox"/> Outlet temperature	/	/	/	/	/	_____ units of measure or <input type="checkbox"/> °F <input type="checkbox"/> °C			
Is the pressure in the range specified by the manufacturer's operating instructions or is the temperature 45°F (7.2°C) or less?	Y	N	Y	N	Y	N	Y	N	

* Inspect weekly for perceptible leaks (feel, see, smell). Inspect monthly (weekly if located in a building with a residence) using halogenated hydrocarbon detector or perc gas analyzer.

** Record perc concentration if you use a carbon adsorber instead of a refrigerated condenser or you use a supplemental carbon adsorber and the exhaust passes through the carbon adsorber immediately upon door opening. Perc concentration must be less than or equal to 100 ppm. Use a colorimetric detector tube or perc gas analyzer that measures perc in air to an accuracy of ±25 ppm by volume.

*** Record perc concentration if you use a supplemental carbon adsorber and the air-perc gas-vapor stream passes through the carbon adsorber before the machine door is opened and the machine was constructed or reconstructed on or after December 21, 2005. Perc concentration must be less than or equal to 300 ppm. Use a colorimetric detector tube or perc gas analyzer that measures perc in air to an accuracy of ±75 ppm by volume.

Hazardous waste inspection log

Date					
Initials					
Haz waste inspections					
Drums closed?	Y N	Y N	Y N	Y N	Y N
Drums labeled correctly?	Y N	Y N	Y N	Y N	Y N
Labels visible? Complete?	Y N	Y N	Y N	Y N	Y N
Storage time limits okay?	Y N	Y N	Y N	Y N	Y N
Accumulation limits okay?	Y N	Y N	Y N	Y N	Y N
Spills or leaks?	N Y	N Y	N Y	N Y	N Y
Cracks in floor?	N Y	N Y	N Y	N Y	N Y
Outdoor area secure?	Y N	Y N	Y N	Y N	Y N
Outdoor ignitables shaded?	Y N	Y N	Y N	Y N	Y N
Separator water (gallons generated)					
Evaporator/mister					
Are these items in working order? (inspect for malfunctions, deterioration, operator errors, and discharges)					
Monitoring equipment	Y N	Y N	Y N	Y N	Y N
Safety & emergency equipment	Y N	Y N	Y N	Y N	Y N
Overflow warning devices	Y N	Y N	Y N	Y N	Y N
Tank walls	Y N	Y N	Y N	Y N	Y N
Piping	Y N	Y N	Y N	Y N	Y N
Fittings	Y N	Y N	Y N	Y N	Y N
Associated systems	Y N	Y N	Y N	Y N	Y N
Pumps	Y N	Y N	Y N	Y N	Y N
Perc purchases: 12 month rolling sum			Describe repairs or corrective actions: Date _____ Initials _____		
Rolling sum from Jul 2016	start				
Purchased Aug 2015	subtract	-			
Purchased Aug 2016	add				
date		+			
date		+			
Rolling sum	end	=			

August 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5 Weekly record-keeping <input type="checkbox"/>	6
7	8	9	10	11	12 Weekly record-keeping <input type="checkbox"/>	13
14	15	16	17	18	19 Weekly record-keeping <input type="checkbox"/>	20
21	22	23	24	25	26 Weekly record-keeping <input type="checkbox"/>	27
28	29	30	31	<i>Save paper and money: Design marketing materials that don't require an envelope. Use postcards or fold and mail.</i>		

Air NESHAP inspection and repair log

Inspect weekly*						Leaky component location	Date parts ordered	Date parts received	Date Repaired
Date									
Initials									
NESHAP inspection Leaks? (N = No, Y = Yes) while machine is operating									
Hoses	N	Y	N	Y	N	Y	N	Y	
Pipe connections	N	Y	N	Y	N	Y	N	Y	
Fittings	N	Y	N	Y	N	Y	N	Y	
Couplings	N	Y	N	Y	N	Y	N	Y	
Valves	N	Y	N	Y	N	Y	N	Y	
Door gasket	N	Y	N	Y	N	Y	N	Y	
Door seating	N	Y	N	Y	N	Y	N	Y	
Pumps	N	Y	N	Y	N	Y	N	Y	
Solvent tank	N	Y	N	Y	N	Y	N	Y	
Solvent product container	N	Y	N	Y	N	Y	N	Y	
Water separator	N	Y	N	Y	N	Y	N	Y	
Muck cooker	N	Y	N	Y	N	Y	N	Y	
Still	N	Y	N	Y	N	Y	N	Y	
Exhaust damper	N	Y	N	Y	N	Y	N	Y	
Diverter valve	N	Y	N	Y	N	Y	N	Y	
Filter gasket	N	Y	N	Y	N	Y	N	Y	
Filter seating	N	Y	N	Y	N	Y	N	Y	
Filter housings	N	Y	N	Y	N	Y	N	Y	
Check if inspected using perc vapor detector*	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Detector used: <input type="checkbox"/> halogenated hydrocarbon detector <input type="checkbox"/> perc gas analyzer			
Carbon adsorber perc concentration monitoring									
Perc concentration—carbon adsorber exhaust**									
Perc concentration—back of drum***									
Refrigerated condenser pressure/temperature monitoring									
<input type="checkbox"/> Pressure (Low/High) or <input type="checkbox"/> Outlet temperature	/	/	/	/	/	_____ units of measure or <input type="checkbox"/> °F <input type="checkbox"/> °C			
Is the pressure in the range specified by the manufacturer's operating instructions or is the temperature 45°F (7.2°C) or less?	Y	N	Y	N	Y	N	Y	N	

* Inspect weekly for perceptible leaks (feel, see, smell). Inspect monthly (weekly if located in a building with a residence) using halogenated hydrocarbon detector or perc gas analyzer.

** Record perc concentration if you use a carbon adsorber instead of a refrigerated condenser or you use a supplemental carbon adsorber and the exhaust passes through the carbon adsorber immediately upon door opening. Perc concentration must be less than or equal to 100 ppm. Use a colorimetric detector tube or perc gas analyzer that measures perc in air to an accuracy of ±25 ppm by volume.

*** Record perc concentration if you use a supplemental carbon adsorber and the air-perc gas-vapor stream passes through the carbon adsorber before the machine door is opened and the machine was constructed or reconstructed on or after December 21, 2005. Perc concentration must be less than or equal to 300 ppm. Use a colorimetric detector tube or perc gas analyzer that measures perc in air to an accuracy of ±75 ppm by volume.

Hazardous waste inspection log

Date					
Initials					
Haz waste inspections					
Drums closed?	Y N	Y N	Y N	Y N	Y N
Drums labeled correctly?	Y N	Y N	Y N	Y N	Y N
Labels visible? Complete?	Y N	Y N	Y N	Y N	Y N
Storage time limits okay?	Y N	Y N	Y N	Y N	Y N
Accumulation limits okay?	Y N	Y N	Y N	Y N	Y N
Spills or leaks?	N Y	N Y	N Y	N Y	N Y
Cracks in floor?	N Y	N Y	N Y	N Y	N Y
Outdoor area secure?	Y N	Y N	Y N	Y N	Y N
Outdoor ignitables shaded?	Y N	Y N	Y N	Y N	Y N
Separator water (gallons generated)					
Evaporator/mister					
Are these items in working order? (inspect for malfunctions, deterioration, operator errors, and discharges)					
Monitoring equipment	Y N	Y N	Y N	Y N	Y N
Safety & emergency equipment	Y N	Y N	Y N	Y N	Y N
Overflow warning devices	Y N	Y N	Y N	Y N	Y N
Tank walls	Y N	Y N	Y N	Y N	Y N
Piping	Y N	Y N	Y N	Y N	Y N
Fittings	Y N	Y N	Y N	Y N	Y N
Associated systems	Y N	Y N	Y N	Y N	Y N
Pumps	Y N	Y N	Y N	Y N	Y N
Perc purchases: 12 month rolling sum			Describe repairs or corrective actions: Date _____ Initials _____		
Rolling sum from Aug 2016 <i>start</i>					
Purchased Sep 2015 <i>subtract</i>	-				
Purchased Sep 2016 <i>add</i>					
date		+			
date		+			
Rolling sum <i>end</i>	=				

September 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday		
<p><i>Reduce waste: Have your regular customers use durable, reusable garment bags.</i></p>				1	2	3		
				Weekly record-keeping <input type="checkbox"/>				
				4	5	6	7	8
Weekly record-keeping <input type="checkbox"/>					10			
11	12	13	14	15	16	17		
Weekly record-keeping <input type="checkbox"/>					17			
18	19	20	21	22	23	24		
Weekly record-keeping <input type="checkbox"/>					24			
25	26	27	28	29	30			

Air NESHAP inspection and repair log

Inspect weekly*						Leaky component location	Date parts ordered	Date parts received	Date Repaired
Date									
Initials									
NESHAP inspection Leaks? (N = No, Y = Yes) while machine is operating									
Hoses	N	Y	N	Y	N	Y	N	Y	
Pipe connections	N	Y	N	Y	N	Y	N	Y	
Fittings	N	Y	N	Y	N	Y	N	Y	
Couplings	N	Y	N	Y	N	Y	N	Y	
Valves	N	Y	N	Y	N	Y	N	Y	
Door gasket	N	Y	N	Y	N	Y	N	Y	
Door seating	N	Y	N	Y	N	Y	N	Y	
Pumps	N	Y	N	Y	N	Y	N	Y	
Solvent tank	N	Y	N	Y	N	Y	N	Y	
Solvent product container	N	Y	N	Y	N	Y	N	Y	
Water separator	N	Y	N	Y	N	Y	N	Y	
Muck cooker	N	Y	N	Y	N	Y	N	Y	
Still	N	Y	N	Y	N	Y	N	Y	
Exhaust damper	N	Y	N	Y	N	Y	N	Y	
Diverter valve	N	Y	N	Y	N	Y	N	Y	
Filter gasket	N	Y	N	Y	N	Y	N	Y	
Filter seating	N	Y	N	Y	N	Y	N	Y	
Filter housings	N	Y	N	Y	N	Y	N	Y	
Check if inspected using perc vapor detector*	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Detector used: <input type="checkbox"/> halogenated hydrocarbon detector <input type="checkbox"/> perc gas analyzer			
Carbon adsorber perc concentration monitoring									
Perc concentration—carbon adsorber exhaust**									
Perc concentration—back of drum***									
Refrigerated condenser pressure/temperature monitoring									
<input type="checkbox"/> Pressure (Low/High) or <input type="checkbox"/> Outlet temperature	/	/	/	/	/	_____ units of measure or <input type="checkbox"/> °F <input type="checkbox"/> °C			
Is the pressure in the range specified by the manufacturer's operating instructions or is the temperature 45°F (7.2°C) or less?	Y	N	Y	N	Y	N	Y	N	

* Inspect weekly for perceptible leaks (feel, see, smell). Inspect monthly (weekly if located in a building with a residence) using halogenated hydrocarbon detector or perc gas analyzer.

** Record perc concentration if you use a carbon adsorber instead of a refrigerated condenser or you use a supplemental carbon adsorber and the exhaust passes through the carbon adsorber immediately upon door opening. Perc concentration must be less than or equal to 100 ppm. Use a colorimetric detector tube or perc gas analyzer that measures perc in air to an accuracy of ±25 ppm by volume.

*** Record perc concentration if you use a supplemental carbon adsorber and the air-perc gas-vapor stream passes through the carbon adsorber before the machine door is opened and the machine was constructed or reconstructed on or after December 21, 2005. Perc concentration must be less than or equal to 300 ppm. Use a colorimetric detector tube or perc gas analyzer that measures perc in air to an accuracy of ±75 ppm by volume.

Hazardous waste inspection log

Date					
Initials					
Haz waste inspections					
Drums closed?	Y N	Y N	Y N	Y N	Y N
Drums labeled correctly?	Y N	Y N	Y N	Y N	Y N
Labels visible? Complete?	Y N	Y N	Y N	Y N	Y N
Storage time limits okay?	Y N	Y N	Y N	Y N	Y N
Accumulation limits okay?	Y N	Y N	Y N	Y N	Y N
Spills or leaks?	N Y	N Y	N Y	N Y	N Y
Cracks in floor?	N Y	N Y	N Y	N Y	N Y
Outdoor area secure?	Y N	Y N	Y N	Y N	Y N
Outdoor ignitables shaded?	Y N	Y N	Y N	Y N	Y N
Separator water (gallons generated)					
Evaporator/mister					
Are these items in working order? (inspect for malfunctions, deterioration, operator errors, and discharges)					
Monitoring equipment	Y N	Y N	Y N	Y N	Y N
Safety & emergency equipment	Y N	Y N	Y N	Y N	Y N
Overflow warning devices	Y N	Y N	Y N	Y N	Y N
Tank walls	Y N	Y N	Y N	Y N	Y N
Piping	Y N	Y N	Y N	Y N	Y N
Fittings	Y N	Y N	Y N	Y N	Y N
Associated systems	Y N	Y N	Y N	Y N	Y N
Pumps	Y N	Y N	Y N	Y N	Y N
Perc purchases: 12 month rolling sum			Describe repairs or corrective actions: Date _____ Initials _____		
Rolling sum from Sep 2016 <i>start</i>					
Purchased Oct 2015 <i>subtract</i>	-				
Purchased Oct 2016 <i>add</i>					
date		+			
date		+			
Rolling sum <i>end</i>	=				

October 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<i>Help customers remember their reusable garment bags and hangers – offer an incentive or send an email reminder.</i>						1
2	3	4	5	6	7 Weekly record-keeping <input type="checkbox"/>	8
9	10	11	12	13	14 Weekly record-keeping <input type="checkbox"/>	15
16	17	18	19	20	21 Weekly record-keeping <input type="checkbox"/>	22
23/30	24/31	25	26	27	28 Weekly record-keeping <input type="checkbox"/>	29

Air NESHAP inspection and repair log

Inspect weekly*						Leaky component location	Date parts ordered	Date parts received	Date Repaired	
Date										
Initials										
NESHAP inspection Leaks? (N = No, Y = Yes) while machine is operating										
Hoses	N	Y	N	Y	N	Y	N	Y		
Pipe connections	N	Y	N	Y	N	Y	N	Y		
Fittings	N	Y	N	Y	N	Y	N	Y		
Couplings	N	Y	N	Y	N	Y	N	Y		
Valves	N	Y	N	Y	N	Y	N	Y		
Door gasket	N	Y	N	Y	N	Y	N	Y		
Door seating	N	Y	N	Y	N	Y	N	Y		
Pumps	N	Y	N	Y	N	Y	N	Y		
Solvent tank	N	Y	N	Y	N	Y	N	Y		
Solvent product container	N	Y	N	Y	N	Y	N	Y		
Water separator	N	Y	N	Y	N	Y	N	Y		
Muck cooker	N	Y	N	Y	N	Y	N	Y		
Still	N	Y	N	Y	N	Y	N	Y		
Exhaust damper	N	Y	N	Y	N	Y	N	Y		
Diverter valve	N	Y	N	Y	N	Y	N	Y		
Filter gasket	N	Y	N	Y	N	Y	N	Y		
Filter seating	N	Y	N	Y	N	Y	N	Y		
Filter housings	N	Y	N	Y	N	Y	N	Y		
Check if inspected using perc vapor detector*	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Detector used: <input type="checkbox"/> halogenated hydrocarbon detector <input type="checkbox"/> perc gas analyzer				
Carbon adsorber perc concentration monitoring										
Perc concentration—carbon adsorber exhaust**										
Perc concentration—back of drum***										
Refrigerated condenser pressure/temperature monitoring										
<input type="checkbox"/> Pressure (Low/High) or <input type="checkbox"/> Outlet temperature	/	/	/	/	/	_____ units of measure or <input type="checkbox"/> °F <input type="checkbox"/> °C				
Is the pressure in the range specified by the manufacturer's operating instructions or is the temperature 45°F (7.2°C) or less?	Y	N	Y	N	Y	N	Y	N	Y	N

* Inspect weekly for perceptible leaks (feel, see, smell). Inspect monthly (weekly if located in a building with a residence) using halogenated hydrocarbon detector or perc gas analyzer.

** Record perc concentration if you use a carbon adsorber instead of a refrigerated condenser or you use a supplemental carbon adsorber and the exhaust passes through the carbon adsorber immediately upon door opening. Perc concentration must be less than or equal to 100 ppm. Use a colorimetric detector tube or perc gas analyzer that measures perc in air to an accuracy of ±25 ppm by volume.

*** Record perc concentration if you use a supplemental carbon adsorber and the air-perc gas-vapor stream passes through the carbon adsorber before the machine door is opened and the machine was constructed or reconstructed on or after December 21, 2005. Perc concentration must be less than or equal to 300 ppm. Use a colorimetric detector tube or perc gas analyzer that measures perc in air to an accuracy of ±75 ppm by volume.

Hazardous waste inspection log

Date					
Initials					
Haz waste inspections					
Drums closed?	Y N	Y N	Y N	Y N	Y N
Drums labeled correctly?	Y N	Y N	Y N	Y N	Y N
Labels visible? Complete?	Y N	Y N	Y N	Y N	Y N
Storage time limits okay?	Y N	Y N	Y N	Y N	Y N
Accumulation limits okay?	Y N	Y N	Y N	Y N	Y N
Spills or leaks?	N Y	N Y	N Y	N Y	N Y
Cracks in floor?	N Y	N Y	N Y	N Y	N Y
Outdoor area secure?	Y N	Y N	Y N	Y N	Y N
Outdoor ignitables shaded?	Y N	Y N	Y N	Y N	Y N
Separator water (gallons generated)					
Evaporator/mister					
Are these items in working order? (inspect for malfunctions, deterioration, operator errors, and discharges)					
Monitoring equipment	Y N	Y N	Y N	Y N	Y N
Safety & emergency equipment	Y N	Y N	Y N	Y N	Y N
Overflow warning devices	Y N	Y N	Y N	Y N	Y N
Tank walls	Y N	Y N	Y N	Y N	Y N
Piping	Y N	Y N	Y N	Y N	Y N
Fittings	Y N	Y N	Y N	Y N	Y N
Associated systems	Y N	Y N	Y N	Y N	Y N
Pumps	Y N	Y N	Y N	Y N	Y N
Perc purchases: 12 month rolling sum			Describe repairs or corrective actions: Date _____ Initials _____		
Rolling sum from Oct 2016 <i>start</i>					
Purchased Nov 2015 <i>subtract</i>	-				
Purchased Nov 2016 <i>add</i>					
date		+			
date		+			
Rolling sum <i>end</i>	=				

November 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4 Weekly record-keeping <input type="checkbox"/>	5
6	7	8	9	10	11 Weekly record-keeping <input type="checkbox"/>	12
13	14	15	16	17	18 Weekly record-keeping <input type="checkbox"/>	19
20	21	22	23	24	25 Weekly record-keeping <input type="checkbox"/>	26
27	28	29	30	<i>Reduce waste: Use a paperless, online receipt and pick-up notification system.</i>		

Air NESHAP inspection and repair log

Inspect weekly*						Leaky component location	Date parts ordered	Date parts received	Date Repaired
Date									
Initials									
NESHAP inspection Leaks? (N = No, Y = Yes) while machine is operating									
Hoses	N	Y	N	Y	N	Y	N	Y	
Pipe connections	N	Y	N	Y	N	Y	N	Y	
Fittings	N	Y	N	Y	N	Y	N	Y	
Couplings	N	Y	N	Y	N	Y	N	Y	
Valves	N	Y	N	Y	N	Y	N	Y	
Door gasket	N	Y	N	Y	N	Y	N	Y	
Door seating	N	Y	N	Y	N	Y	N	Y	
Pumps	N	Y	N	Y	N	Y	N	Y	
Solvent tank	N	Y	N	Y	N	Y	N	Y	
Solvent product container	N	Y	N	Y	N	Y	N	Y	
Water separator	N	Y	N	Y	N	Y	N	Y	
Muck cooker	N	Y	N	Y	N	Y	N	Y	
Still	N	Y	N	Y	N	Y	N	Y	
Exhaust damper	N	Y	N	Y	N	Y	N	Y	
Diverter valve	N	Y	N	Y	N	Y	N	Y	
Filter gasket	N	Y	N	Y	N	Y	N	Y	
Filter seating	N	Y	N	Y	N	Y	N	Y	
Filter housings	N	Y	N	Y	N	Y	N	Y	
Check if inspected using perc vapor detector*	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Detector used: <input type="checkbox"/> halogenated hydrocarbon detector <input type="checkbox"/> perc gas analyzer			
Carbon adsorber perc concentration monitoring									
Perc concentration—carbon adsorber exhaust**									
Perc concentration—back of drum***									
Refrigerated condenser pressure/temperature monitoring									
<input type="checkbox"/> Pressure (Low/High) or <input type="checkbox"/> Outlet temperature	/	/	/	/	/	_____ units of measure or <input type="checkbox"/> °F <input type="checkbox"/> °C			
Is the pressure in the range specified by the manufacturer's operating instructions or is the temperature 45°F (7.2°C) or less?	Y	N	Y	N	Y	N	Y	N	

* Inspect weekly for perceptible leaks (feel, see, smell). Inspect monthly (weekly if located in a building with a residence) using halogenated hydrocarbon detector or perc gas analyzer.

** Record perc concentration if you use a carbon adsorber instead of a refrigerated condenser or you use a supplemental carbon adsorber and the exhaust passes through the carbon adsorber immediately upon door opening. Perc concentration must be less than or equal to 100 ppm. Use a colorimetric detector tube or perc gas analyzer that measures perc in air to an accuracy of ±25 ppm by volume.

*** Record perc concentration if you use a supplemental carbon adsorber and the air-perc gas-vapor stream passes through the carbon adsorber before the machine door is opened and the machine was constructed or reconstructed on or after December 21, 2005. Perc concentration must be less than or equal to 300 ppm. Use a colorimetric detector tube or perc gas analyzer that measures perc in air to an accuracy of ±75 ppm by volume.

Hazardous waste inspection log

Date					
Initials					
Haz waste inspections					
Drums closed?	Y N	Y N	Y N	Y N	Y N
Drums labeled correctly?	Y N	Y N	Y N	Y N	Y N
Labels visible? Complete?	Y N	Y N	Y N	Y N	Y N
Storage time limits okay?	Y N	Y N	Y N	Y N	Y N
Accumulation limits okay?	Y N	Y N	Y N	Y N	Y N
Spills or leaks?	N Y	N Y	N Y	N Y	N Y
Cracks in floor?	N Y	N Y	N Y	N Y	N Y
Outdoor area secure?	Y N	Y N	Y N	Y N	Y N
Outdoor ignitables shaded?	Y N	Y N	Y N	Y N	Y N
Separator water (gallons generated)					
Evaporator/mister					
Are these items in working order? (inspect for malfunctions, deterioration, operator errors, and discharges)					
Monitoring equipment	Y N	Y N	Y N	Y N	Y N
Safety & emergency equipment	Y N	Y N	Y N	Y N	Y N
Overflow warning devices	Y N	Y N	Y N	Y N	Y N
Tank walls	Y N	Y N	Y N	Y N	Y N
Piping	Y N	Y N	Y N	Y N	Y N
Fittings	Y N	Y N	Y N	Y N	Y N
Associated systems	Y N	Y N	Y N	Y N	Y N
Pumps	Y N	Y N	Y N	Y N	Y N
Perc purchases: 12 month rolling sum			Describe repairs or corrective actions: Date _____ Initials _____		
Rolling sum from Nov 2016 start					
Purchased Dec 2015	<i>subtract</i>	-			
Purchased Dec 2016	<i>add</i>				
date		+			
date		+			
Rolling sum	<i>end</i>	=			

December 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Clean condenser coils, lint bags, and strainers regularly to keep your machines running efficiently.				1	2	3
					Weekly record-keeping <input type="checkbox"/>	
4	5	6	7	8	9	10
					Weekly record-keeping <input type="checkbox"/>	
11	12	13	14	15	16	17
					Weekly record-keeping <input type="checkbox"/>	
18	19	20	21	22	23	24
					Weekly record-keeping <input type="checkbox"/>	
25	26	27	28	29	30	31

