

ENVIRONMENTAL COMPLIANCE CALENDAR FOR DRY CLEANERS



2010

OFFICE OF COMPLIANCE ASSISTANCE AND POLLUTION PREVENTION

Dear Dry Cleaning Business Operator:

Dry cleaners provide a valuable service. Because perchloroethylene (PERC) is used as a cleaning solvent, dry cleaning businesses generate hazardous waste, air emissions and wastewater and must comply with Ohio EPA's regulations.

Ohio EPA's Office of Compliance Assistance and Pollution Prevention (OCAPP) created this calendar to help you comply with the federal and state air pollution regulations that apply to PERC dry cleaners. The calendar is a companion to OCAPP's *Environmental Compliance Guide for Ohio Dry Cleaners*. Contact OCAPP toll-free at (800) 329-7518 for a copy or visit www.epa.ohio.gov/portals/41/sb/publications/drycleanerguide.pdf.

Does your shop have an EPA permit?

All dry cleaners using PERC need an air pollution permit from Ohio EPA. Your permit requires you to track PERC purchases and to maintain your machines to prevent PERC leaks. A simplified, General Permit option is available for dry cleaners. You can download the permit application forms at www.epa.ohio.gov/dapc/genpermit/drycleaning.aspx.

To get a permit, you will need to complete the following forms:

- Qualifying Criteria checklist;
- Permit-to-Install and Operate (PTIO) Application (**NOTE:** Read the General Permit Application Instructions first! It will list the questions you must complete and those you may skip.); and
- Emission Activity Category Form 3846 - Dry Cleaning Facility.

This calendar is designed around your permit requirements and will help you:

- track PERC purchases and annual usage;
- record results of required leak checks and equipment monitoring; and
- organize and document compliance in the event of an EPA inspection.

For questions about your air permit or EPA inspections, contact your local Ohio EPA district office or local air agency. To locate your local office, contact Ohio EPA's Division of Air Pollution Control at (614) 644-2270 or visit www.epa.ohio.gov/dapc/general/dolaa.aspx.

Are you checking your machines for leaks using a detector?

Federal regulations require that all PERC dry cleaners conduct monthly inspections for leaks using a halogenated hydrocarbon detector or PERC gas analyzer. Dry cleaners may use any brand of halogenated hydrocarbon leak detector for the monthly leak check provided it is a "portable device capable of detecting PERC vapor concentrations of 25 parts per million by volume (ppmv) and indicating a concentration of 25 ppmv or greater by emitting an audible or visual signal that varies as the concentration changes." Facilities are required to repair any vapor leaks within 24 hours unless parts must be ordered. Dry cleaning machines installed before December 21, 2005 had to begin using a detector after July 28, 2008. Any machines installed after December 21, 2005 had to begin using a detector immediately upon startup.



Leak Detector Options

Ask your suppliers about leak detection instruments. Based on information provided by the California Air Resources Board and leak detector manufacturers, the following units are expected to meet U.S. EPA guidelines. This is not an endorsement. Please note that this is not an extensive list. Further research is recommended to find the best leak detector for your dry cleaning facility. The first four detectors below are available for around \$200. The Aeroqual detector is available for around \$800.

Product	Manufacturer	Model	Sensitivity
	Inficon Inc	Tek-Mate	<25 ppm
	Inficon Inc	The Compass	<25 ppm
	Nova Systems Products	BOLO Green	5 ppm
	TIF Instruments	TIF8800A	1 ppm
	Aeroqual	Aeroqual 200	1 ppm

Getting Started

1. Please read the Directions for EPA Compliance Records located at the back of the calendar. Each month has a chart for recording the weekly and monthly checks required by your air permit. After hanging the calendar, you can easily flip back to the directions without removing it from the wall if you need to double-check how to complete any records.
2. Complete the 2009 Solvent Purchase Summary located on the back inside cover using last year's PERC purchase receipts or other records. You will need the total amount of PERC purchased during each month of 2009 for accurate tracking of your 12-month running total.

Getting Help

For help in completing the calendar, contact OCAPP toll-free at (800) 329-7518. OCAPP is an independent, non-regulatory office within Ohio EPA that offers **FREE** assistance to small businesses that need help complying with environmental regulations.

We hope you find this calendar helpful.

Sincerely,

The Office of Compliance Assistance and Pollution Prevention

EPA Compliance Records

Section A. Weekly Leak Inspection Log and Repair Records

Date Inspected	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5	Date Parts Ordered	Date Parts Received	Date Repaired	Description of Repair
Staff Initials									
Are Components Leaking? Y = Yes, N = No (Circle One)									
Hoses & Pipe Connections	N Y	N Y	N Y	N Y	N Y				
Door & Filter Gaskets	N Y	N Y	N Y	N Y	N Y				
Pumps	N Y	N Y	N Y	N Y	N Y				
Solvent Tanks	N Y	N Y	N Y	N Y	N Y				
Water Separators	N Y	N Y	N Y	N Y	N Y				
Muck Cooker	N Y	N Y	N Y	N Y	N Y				
Still	N Y	N Y	N Y	N Y	N Y				
Exhaust Dampers	N Y	N Y	N Y	N Y	N Y				
Diverter Valves	N Y	N Y	N Y	N Y	N Y				
Filter Housings	N Y	N Y	N Y	N Y	N Y				
Evaporator/Mister	N Y	N Y	N Y	N Y	N Y				
Method of Inspection Circle P for Feel, Sight or Smell, or D for Detector (circle one)	P D	P D	P D	P D	P D				

Section B. Weekly Refrigerated Condenser/Adsorber Monitoring Log

Refrigerated Condenser Pressure/Temperature Monitoring					
Pressure — Low/High (required if gauges present) or Outlet temperature (if no pressure gauges present)	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5
Is the pressure in the range specified by the manufacturer's operating instructions or is the temperature less than or equal to 45°F (7.2°C)?	Y N	Y N	Y N	Y N	Y N
Carbon Adsorber PERC Concentration Monitoring					
PERC Concentration — carbon adsorber exhaust (PPMV)					
Is PERC Concentration Less Than 100 PPMV?	Y N	Y N	Y N	Y N	Y N

Section C. Weekly Solvent and Waste Container Inspection Log

	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5
Containers in Good Condition?	Y N	Y N	Y N	Y N	Y N
Containers Closed and No Leaks?	Y N	Y N	Y N	Y N	Y N

Section D. PERC Purchases Running Total

Running Total from Last Month	1.	(gal)
PERC Purchased in JANUARY 2009	2.	(gal)
Subtract Line 2 from Line 1, write result here	3.	(gal)
Total gallons of PERC bought this month (log each purchase below)	4.	(gal)
Add Lines 3 and 4, write total on Line 5 This is your new 12-Month Running Total	5.	(gal)
PERC purchases this month:		
Purchase date		Gallons

January 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				<input type="checkbox"/> Calculate Rolling 12-Month PERC Purchases	1 <input type="checkbox"/> Temp. log <input type="checkbox"/> Leak Insp. log <input type="checkbox"/> Haz. Waste log	2 Pounds of clothes
3	4	5	6	7	8 <input type="checkbox"/> Temp. log <input type="checkbox"/> Leak Insp. log <input type="checkbox"/> Haz. Waste log	9 Pounds of clothes
	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes
10	11	12	13	14	15 <input type="checkbox"/> Temp. log <input type="checkbox"/> Leak Insp. log <input type="checkbox"/> Haz. Waste log	16 Pounds of clothes
	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes
17	18	19	20	21	22 <input type="checkbox"/> Temp. log <input type="checkbox"/> Leak Insp. log <input type="checkbox"/> Haz. Waste log	23 Pounds of clothes
	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes
24	25	26	27	28	29 <input type="checkbox"/> Temp. log <input type="checkbox"/> Leak Insp. log <input type="checkbox"/> Haz. Waste log	30 Pounds of clothes
	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes
31						Total pounds for month



Questions? Please call OCAPP at (800) 329-7518



Think of ways you can save energy.
Visit www.energystar.gov

EPA Compliance Records

Section A. Weekly Leak Inspection Log and Repair Records

Date Inspected	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5	Date Parts Ordered	Date Parts Received	Date Repaired	Description of Repair
Staff Initials									
Are Components Leaking? Y = Yes, N = No (Circle One)									
Hoses & Pipe Connections	N Y	N Y	N Y	N Y	N Y				
Door & Filter Gaskets	N Y	N Y	N Y	N Y	N Y				
Pumps	N Y	N Y	N Y	N Y	N Y				
Solvent Tanks	N Y	N Y	N Y	N Y	N Y				
Water Separators	N Y	N Y	N Y	N Y	N Y				
Muck Cooker	N Y	N Y	N Y	N Y	N Y				
Still	N Y	N Y	N Y	N Y	N Y				
Exhaust Dampers	N Y	N Y	N Y	N Y	N Y				
Diverter Valves	N Y	N Y	N Y	N Y	N Y				
Filter Housings	N Y	N Y	N Y	N Y	N Y				
Evaporator/Mister	N Y	N Y	N Y	N Y	N Y				
Method of Inspection Circle P for Feel, Sight or Smell, or D for Detector (circle one)	P D	P D	P D	P D	P D				

Section B. Weekly Refrigerated Condenser/Adsorber Monitoring Log

Refrigerated Condenser Pressure/Temperature Monitoring					
Pressure — Low/High (required if gauges present) or Outlet temperature (if no pressure gauges present)	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5
Is the pressure in the range specified by the manufacturer's operating instructions or is the temperature less than or equal to 45°F (7.2°C)?	Y N	Y N	Y N	Y N	Y N
Carbon Adsorber PERC Concentration Monitoring					
PERC Concentration — carbon adsorber exhaust (PPMV)					
Is PERC Concentration Less Than 100 PPMV?	Y N	Y N	Y N	Y N	Y N

Section C. Weekly Solvent and Waste Container Inspection Log

	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5
Containers in Good Condition?	Y N	Y N	Y N	Y N	Y N
Containers Closed and No Leaks?	Y N	Y N	Y N	Y N	Y N

Section D. PERC Purchases Running Total

Running Total from Last Month	1.	(gal)
PERC Purchased in FEBRUARY 2009	2.	(gal)
Subtract Line 2 from Line 1, write result here	3.	(gal)
Total gallons of PERC bought this month (log each purchase below)	4.	(gal)
Add Lines 3 and 4, write total on Line 5 This is your new 12-Month Running Total	5.	(gal)
PERC purchases this month:		
Purchase date		Gallons

February 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 <input type="checkbox"/> Calculate Rolling 12-Month PERC Purchases	2	3	4	5 <input type="checkbox"/> Temp. log <input type="checkbox"/> Leak Insp. log <input type="checkbox"/> Haz. Waste log	6
	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes
7	8	9	10	11	12 <input type="checkbox"/> Temp. log <input type="checkbox"/> Leak Insp. log <input type="checkbox"/> Haz. Waste log	13
Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes
14	15	16	17	18	19 <input type="checkbox"/> Temp. log <input type="checkbox"/> Leak Insp. log <input type="checkbox"/> Haz. Waste log	20
Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes
21	22	23	24	25	26 <input type="checkbox"/> Temp. log <input type="checkbox"/> Leak Insp. log <input type="checkbox"/> Haz. Waste log	27
Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes
28						
						Total pounds for _____ month



Questions? Please call OCAPP at (800) 329-7518



Look into PERC alternatives for your dry cleaning shop. New technology could save you money and require less energy to operate.

EPA Compliance Records

Section A. Weekly Leak Inspection Log and Repair Records

Date Inspected	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5	Date Parts Ordered	Date Parts Received	Date Repaired	Description of Repair
Staff Initials									
Are Components Leaking? Y = Yes, N = No (Circle One)									
Hoses & Pipe Connections	N Y	N Y	N Y	N Y	N Y				
Door & Filter Gaskets	N Y	N Y	N Y	N Y	N Y				
Pumps	N Y	N Y	N Y	N Y	N Y				
Solvent Tanks	N Y	N Y	N Y	N Y	N Y				
Water Separators	N Y	N Y	N Y	N Y	N Y				
Muck Cooker	N Y	N Y	N Y	N Y	N Y				
Still	N Y	N Y	N Y	N Y	N Y				
Exhaust Dampers	N Y	N Y	N Y	N Y	N Y				
Diverter Valves	N Y	N Y	N Y	N Y	N Y				
Filter Housings	N Y	N Y	N Y	N Y	N Y				
Evaporator/Mister	N Y	N Y	N Y	N Y	N Y				
Method of Inspection Circle P for Feel, Sight or Smell, or D for Detector (circle one)	P D	P D	P D	P D	P D				

Section B. Weekly Refrigerated Condenser/Adsorber Monitoring Log

Refrigerated Condenser Pressure/Temperature Monitoring					
Pressure — Low/High (required if gauges present) or	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5
Outlet temperature (if no pressure gauges present)	/	/	/	/	/
Is the pressure in the range specified by the manufacturer's operating instructions or is the temperature less than or equal to 45°F (7.2°C)?	Y N	Y N	Y N	Y N	Y N
Carbon Adsorber PERC Concentration Monitoring					
PERC Concentration — carbon adsorber exhaust (PPMV)					
Is PERC Concentration Less Than 100 PPMV?	Y N	Y N	Y N	Y N	Y N

Section C. Weekly Solvent and Waste Container Inspection Log

	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5
Containers in Good Condition?	Y N	Y N	Y N	Y N	Y N
Containers Closed and No Leaks?	Y N	Y N	Y N	Y N	Y N

Section D. PERC Purchases Running Total

Running Total from Last Month	1.	(gal)
PERC Purchased in MARCH 2009	2.	(gal)
Subtract Line 2 from Line 1, write result here	3.	(gal)
Total gallons of PERC bought this month (log each purchase below)	4.	(gal)
Add Lines 3 and 4, write total on Line 5 This is your new 12-Month Running Total	5.	(gal)
PERC purchases this month:		
Purchase date		Gallons

March 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 <input type="checkbox"/> Calculate Rolling 12-Month PERC Purchases	2	3	4	5 <input type="checkbox"/> Temp. log <input type="checkbox"/> Leak Insp. log <input type="checkbox"/> Haz. Waste log	6
	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes
7	8	9	10	11	12 <input type="checkbox"/> Temp. log <input type="checkbox"/> Leak Insp. log <input type="checkbox"/> Haz. Waste log	13
Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes
14	15	16	17	18	19 <input type="checkbox"/> Temp. log <input type="checkbox"/> Leak Insp. log <input type="checkbox"/> Haz. Waste log	20
Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes
21	22	23	24	25	26 <input type="checkbox"/> Temp. log <input type="checkbox"/> Leak Insp. log <input type="checkbox"/> Haz. Waste log	27
Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes
28	29	30	31			Total pounds for month
Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes			



Questions? Please call OCAPP at (800) 329-7518



Reduce paper waste by using electronic bookkeeping. Buy in bulk with less packaging waste.

EPA Compliance Records

Section A. Weekly Leak Inspection Log and Repair Records

Date Inspected	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5	Date Parts Ordered	Date Parts Received	Date Repaired	Description of Repair
Staff Initials									
Are Components Leaking? Y = Yes, N = No (Circle One)									
Hoses & Pipe Connections	N Y	N Y	N Y	N Y	N Y				
Door & Filter Gaskets	N Y	N Y	N Y	N Y	N Y				
Pumps	N Y	N Y	N Y	N Y	N Y				
Solvent Tanks	N Y	N Y	N Y	N Y	N Y				
Water Separators	N Y	N Y	N Y	N Y	N Y				
Muck Cooker	N Y	N Y	N Y	N Y	N Y				
Still	N Y	N Y	N Y	N Y	N Y				
Exhaust Dampers	N Y	N Y	N Y	N Y	N Y				
Diverter Valves	N Y	N Y	N Y	N Y	N Y				
Filter Housings	N Y	N Y	N Y	N Y	N Y				
Evaporator/Mister	N Y	N Y	N Y	N Y	N Y				
Method of Inspection Circle P for Feel, Sight or Smell, or D for Detector (circle one)	P D	P D	P D	P D	P D				

Section B. Weekly Refrigerated Condenser/Adsorber Monitoring Log

Refrigerated Condenser Pressure/Temperature Monitoring					
Pressure — Low/High (required if gauges present) or Outlet temperature (if no pressure gauges present)	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5
Is the pressure in the range specified by the manufacturer's operating instructions or is the temperature less than or equal to 45°F (7.2°C)?	Y N	Y N	Y N	Y N	Y N
Carbon Adsorber PERC Concentration Monitoring					
PERC Concentration — carbon adsorber exhaust (PPMV)					
Is PERC Concentration Less Than 100 PPMV?	Y N	Y N	Y N	Y N	Y N

Section C. Weekly Solvent and Waste Container Inspection Log

	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5
Containers in Good Condition?	Y N	Y N	Y N	Y N	Y N
Containers Closed and No Leaks?	Y N	Y N	Y N	Y N	Y N

Section D. PERC Purchases Running Total

Running Total from Last Month	1.	(gal)
PERC Purchased in APRIL 2009	2.	(gal)
Subtract Line 2 from Line 1, write result here	3.	(gal)
Total gallons of PERC bought this month (log each purchase below)	4.	(gal)
Add Lines 3 and 4, write total on Line 5 This is your new 12-Month Running Total	5.	(gal)
PERC purchases this month:		
Purchase date		Gallons

April 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 ☐ Calculate Rolling 12-Month PERC Purchases	2 ☐ Temp. log ☐ Leak Insp. log ☐ Haz. Waste log	3
4	5	6	7	8	9 ☐ Temp. log ☐ Leak Insp. log ☐ Haz. Waste log	10
11	12	13	14	15	16 ☐ Temp. log ☐ Leak Insp. log ☐ Haz. Waste log	17
18	19	20	21	22	23 ☐ Temp. log ☐ Leak Insp. log ☐ Haz. Waste log	24
25	26	27	28	29	30 ☐ Temp. log ☐ Leak Insp. log ☐ Haz. Waste log	Total pounds for month



Questions? Please call OCAPP at (800) 329-7518



Use emission and spill-free filling systems. This reduces evaporation and the potential for spills and protects you from solvent exposure.

EPA Compliance Records

Section A. Weekly Leak Inspection Log and Repair Records

Date Inspected	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5	Date Parts Ordered	Date Parts Received	Date Repaired	Description of Repair
Staff Initials									
Are Components Leaking? Y = Yes, N = No (Circle One)									
Hoses & Pipe Connections	N Y	N Y	N Y	N Y	N Y				
Door & Filter Gaskets	N Y	N Y	N Y	N Y	N Y				
Pumps	N Y	N Y	N Y	N Y	N Y				
Solvent Tanks	N Y	N Y	N Y	N Y	N Y				
Water Separators	N Y	N Y	N Y	N Y	N Y				
Muck Cooker	N Y	N Y	N Y	N Y	N Y				
Still	N Y	N Y	N Y	N Y	N Y				
Exhaust Dampers	N Y	N Y	N Y	N Y	N Y				
Diverter Valves	N Y	N Y	N Y	N Y	N Y				
Filter Housings	N Y	N Y	N Y	N Y	N Y				
Evaporator/Mister	N Y	N Y	N Y	N Y	N Y				
Method of Inspection Circle P for Feel, Sight or Smell, or D for Detector (circle one)	P D	P D	P D	P D	P D				

Section B. Weekly Refrigerated Condenser/Adsorber Monitoring Log

Refrigerated Condenser Pressure/Temperature Monitoring					
Pressure — Low/High (required if gauges present) or Outlet temperature (if no pressure gauges present)	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5
Is the pressure in the range specified by the manufacturer's operating instructions or is the temperature less than or equal to 45°F (7.2°C)?	Y N	Y N	Y N	Y N	Y N
Carbon Adsorber PERC Concentration Monitoring					
PERC Concentration — carbon adsorber exhaust (PPMV)					
Is PERC Concentration Less Than 100 PPMV?	Y N	Y N	Y N	Y N	Y N

Section C. Weekly Solvent and Waste Container Inspection Log

	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5
Containers in Good Condition?	Y N	Y N	Y N	Y N	Y N
Containers Closed and No Leaks?	Y N	Y N	Y N	Y N	Y N

Section D. PERC Purchases Running Total

Running Total from Last Month	1.	(gal)
PERC Purchased in MAY 2009	2.	(gal)
Subtract Line 2 from Line 1, write result here	3.	(gal)
Total gallons of PERC bought this month (log each purchase below)	4.	(gal)
Add Lines 3 and 4, write total on Line 5 This is your new 12-Month Running Total	5.	(gal)
PERC purchases this month:		
Purchase date		Gallons

May 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1 <input type="checkbox"/> Calculate Rolling 12-Month PERC Purchases _____ Pounds of clothes
2	3	4	5	6	7 <input type="checkbox"/> Temp. log <input type="checkbox"/> Leak Insp. log <input type="checkbox"/> Haz. Waste log _____ Pounds of clothes	8 _____ Pounds of clothes
9	10	11	12	13	14 <input type="checkbox"/> Temp. log <input type="checkbox"/> Leak Insp. log <input type="checkbox"/> Haz. Waste log _____ Pounds of clothes	15 _____ Pounds of clothes
16	17	18	19	20	21 <input type="checkbox"/> Temp. log <input type="checkbox"/> Leak Insp. log <input type="checkbox"/> Haz. Waste log _____ Pounds of clothes	22 _____ Pounds of clothes
23	24	25	26	27	28 <input type="checkbox"/> Temp. log <input type="checkbox"/> Leak Insp. log <input type="checkbox"/> Haz. Waste log _____ Pounds of clothes	29 _____ Pounds of clothes
30	31					_____ Pounds of clothes _____ Total pounds for month



Questions? Please call OCAPP at **(800) 329-7518**



Replace seals and gaskets regularly. Regular preventive maintenance will save you money and prevent potential leaks and spills.

EPA Compliance Records

Section A. Weekly Leak Inspection Log and Repair Records

Date Inspected	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5	Date Parts Ordered	Date Parts Received	Date Repaired	Description of Repair
Staff Initials									
Are Components Leaking? Y = Yes, N = No (Circle One)									
Hoses & Pipe Connections	N Y	N Y	N Y	N Y	N Y				
Door & Filter Gaskets	N Y	N Y	N Y	N Y	N Y				
Pumps	N Y	N Y	N Y	N Y	N Y				
Solvent Tanks	N Y	N Y	N Y	N Y	N Y				
Water Separators	N Y	N Y	N Y	N Y	N Y				
Muck Cooker	N Y	N Y	N Y	N Y	N Y				
Still	N Y	N Y	N Y	N Y	N Y				
Exhaust Dampers	N Y	N Y	N Y	N Y	N Y				
Diverter Valves	N Y	N Y	N Y	N Y	N Y				
Filter Housings	N Y	N Y	N Y	N Y	N Y				
Evaporator/Mister	N Y	N Y	N Y	N Y	N Y				
Method of Inspection Circle P for Feel, Sight or Smell, or D for Detector (circle one)	P D	P D	P D	P D	P D				

Section B. Weekly Refrigerated Condenser/Adsorber Monitoring Log

Refrigerated Condenser Pressure/Temperature Monitoring					
Pressure — Low/High (required if gauges present) or Outlet temperature (if no pressure gauges present)	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5
Is the pressure in the range specified by the manufacturer's operating instructions or is the temperature less than or equal to 45°F (7.2°C)?	Y N	Y N	Y N	Y N	Y N
Carbon Adsorber PERC Concentration Monitoring					
PERC Concentration — carbon adsorber exhaust (PPMV)					
Is PERC Concentration Less Than 100 PPMV?	Y N	Y N	Y N	Y N	Y N

Section C. Weekly Solvent and Waste Container Inspection Log

	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5
Containers in Good Condition?	Y N	Y N	Y N	Y N	Y N
Containers Closed and No Leaks?	Y N	Y N	Y N	Y N	Y N

Section D. PERC Purchases Running Total

Running Total from Last Month	1.	(gal)
PERC Purchased in JUNE 2009	2.	(gal)
Subtract Line 2 from Line 1, write result here	3.	(gal)
Total gallons of PERC bought this month (log each purchase below)	4.	(gal)
Add Lines 3 and 4, write total on Line 5 This is your new 12-Month Running Total	5.	(gal)
PERC purchases this month:		
Purchase date		Gallons

June 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 <input type="checkbox"/> Calculate Rolling 12-Month PERC Purchases	2	3	4 <input type="checkbox"/> Temp. log <input type="checkbox"/> Leak Insp. log <input type="checkbox"/> Haz. Waste log	5
		Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes
6	7	8	9	10	11 <input type="checkbox"/> Temp. log <input type="checkbox"/> Leak Insp. log <input type="checkbox"/> Haz. Waste log	12
Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes
13	14	15	16	17	18 <input type="checkbox"/> Temp. log <input type="checkbox"/> Leak Insp. log <input type="checkbox"/> Haz. Waste log	19
Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes
20	21	22	23	24	25 <input type="checkbox"/> Temp. log <input type="checkbox"/> Leak Insp. log <input type="checkbox"/> Haz. Waste log	26
Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes
27	28	29	30			Total pounds for _____ month
Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes			



Questions? Please call OCAPP at (800) 329-7518



Encourage customers to bring back hangers.
Collect and recycle or reuse polyethylene bags.

EPA Compliance Records

Section A. Weekly Leak Inspection Log and Repair Records

Date Inspected	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5	Date Parts Ordered	Date Parts Received	Date Repaired	Description of Repair
Staff Initials									
Are Components Leaking? Y = Yes, N = No (Circle One)									
Hoses & Pipe Connections	N Y	N Y	N Y	N Y	N Y				
Door & Filter Gaskets	N Y	N Y	N Y	N Y	N Y				
Pumps	N Y	N Y	N Y	N Y	N Y				
Solvent Tanks	N Y	N Y	N Y	N Y	N Y				
Water Separators	N Y	N Y	N Y	N Y	N Y				
Muck Cooker	N Y	N Y	N Y	N Y	N Y				
Still	N Y	N Y	N Y	N Y	N Y				
Exhaust Dampers	N Y	N Y	N Y	N Y	N Y				
Diverter Valves	N Y	N Y	N Y	N Y	N Y				
Filter Housings	N Y	N Y	N Y	N Y	N Y				
Evaporator/Mister	N Y	N Y	N Y	N Y	N Y				
Method of Inspection Circle P for Feel, Sight or Smell, or D for Detector (circle one)	P D	P D	P D	P D	P D				

Section B. Weekly Refrigerated Condenser/Adsorber Monitoring Log

Refrigerated Condenser Pressure/Temperature Monitoring					
Pressure — Low/High (required if gauges present) or Outlet temperature (if no pressure gauges present)	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5
Is the pressure in the range specified by the manufacturer's operating instructions or is the temperature less than or equal to 45°F (7.2°C)?	Y N	Y N	Y N	Y N	Y N
Carbon Adsorber PERC Concentration Monitoring					
PERC Concentration — carbon adsorber exhaust (PPMV)					
Is PERC Concentration Less Than 100 PPMV?	Y N	Y N	Y N	Y N	Y N

Section C. Weekly Solvent and Waste Container Inspection Log

	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5
Containers in Good Condition?	Y N	Y N	Y N	Y N	Y N
Containers Closed and No Leaks?	Y N	Y N	Y N	Y N	Y N

Section D. PERC Purchases Running Total

Running Total from Last Month	1.	(gal)
PERC Purchased in JULY 2009	2.	(gal)
Subtract Line 2 from Line 1, write result here	3.	(gal)
Total gallons of PERC bought this month (log each purchase below)	4.	(gal)
Add Lines 3 and 4, write total on Line 5 This is your new 12-Month Running Total	5.	(gal)
PERC purchases this month:		
Purchase date		Gallons

July 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 ☐ Calculate Rolling 12-Month PERC Purchases	2 ☐ Temp. log ☐ Leak Insp. log ☐ Haz. Waste log	3
4	5	6	7	8	9 ☐ Temp. log ☐ Leak Insp. log ☐ Haz. Waste log	10
11	12	13	14	15	16 ☐ Temp. log ☐ Leak Insp. log ☐ Haz. Waste log	17
18	19	20	21	22	23 ☐ Temp. log ☐ Leak Insp. log ☐ Haz. Waste log	24
25	26	27	28	29	30 ☐ Temp. log ☐ Leak Insp. log ☐ Haz. Waste log	31 Total pounds for month



Questions? Please call OCAPP at (800) 329-7518



Track your solvent mileage (pounds of clothes cleaned per gallon of solvent) to make sure your equipment is running efficiently.

EPA Compliance Records

Section A. Weekly Leak Inspection Log and Repair Records

Date Inspected	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5	Date Parts Ordered	Date Parts Received	Date Repaired	Description of Repair
Staff Initials									
Are Components Leaking? Y = Yes, N = No (Circle One)									
Hoses & Pipe Connections	N Y	N Y	N Y	N Y	N Y				
Door & Filter Gaskets	N Y	N Y	N Y	N Y	N Y				
Pumps	N Y	N Y	N Y	N Y	N Y				
Solvent Tanks	N Y	N Y	N Y	N Y	N Y				
Water Separators	N Y	N Y	N Y	N Y	N Y				
Muck Cooker	N Y	N Y	N Y	N Y	N Y				
Still	N Y	N Y	N Y	N Y	N Y				
Exhaust Dampers	N Y	N Y	N Y	N Y	N Y				
Diverter Valves	N Y	N Y	N Y	N Y	N Y				
Filter Housings	N Y	N Y	N Y	N Y	N Y				
Evaporator/Mister	N Y	N Y	N Y	N Y	N Y				
Method of Inspection Circle P for Feel, Sight or Smell, or D for Detector (circle one)	P D	P D	P D	P D	P D				

Section B. Weekly Refrigerated Condenser/Adsorber Monitoring Log

Refrigerated Condenser Pressure/Temperature Monitoring					
Pressure — Low/High (required if gauges present) or Outlet temperature (if no pressure gauges present)	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5
Is the pressure in the range specified by the manufacturer's operating instructions or is the temperature less than or equal to 45°F (7.2°C)?	Y N	Y N	Y N	Y N	Y N
Carbon Adsorber PERC Concentration Monitoring					
PERC Concentration — carbon adsorber exhaust (PPMV)					
Is PERC Concentration Less Than 100 PPMV?	Y N	Y N	Y N	Y N	Y N

Section C. Weekly Solvent and Waste Container Inspection Log

	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5
Containers in Good Condition?	Y N	Y N	Y N	Y N	Y N
Containers Closed and No Leaks?	Y N	Y N	Y N	Y N	Y N

Section D. PERC Purchases Running Total

Running Total from Last Month	1.	(gal)
PERC Purchased in AUGUST 2009	2.	(gal)
Subtract Line 2 from Line 1, write result here	3.	(gal)
Total gallons of PERC bought this month (log each purchase below)	4.	(gal)
Add Lines 3 and 4, write total on Line 5 This is your new 12-Month Running Total	5.	(gal)
PERC purchases this month:		
Purchase date		Gallons

August 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 <input type="checkbox"/> Calculate Rolling 12-Month PERC Purchases	3	4	5	6 <input type="checkbox"/> Temp. log <input type="checkbox"/> Leak Insp. log <input type="checkbox"/> Haz. Waste log	7
	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes
8	9	10	11	12	13 <input type="checkbox"/> Temp. log <input type="checkbox"/> Leak Insp. log <input type="checkbox"/> Haz. Waste log	14
	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes
15	16	17	18	19	20 <input type="checkbox"/> Temp. log <input type="checkbox"/> Leak Insp. log <input type="checkbox"/> Haz. Waste log	21
	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes
22	23	24	25	26	27 <input type="checkbox"/> Temp. log <input type="checkbox"/> Leak Insp. log <input type="checkbox"/> Haz. Waste log	28
	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes
29	30	31				
	Pounds of clothes	Pounds of clothes	Pounds of clothes			
						Total pounds for month



Questions? Please call OCAPP at (800) 329-7518



Offer customers reusable bags for garment bags and dropping off laundry. Ask your customers about putting more than one item in the garment bags for pick up.

EPA Compliance Records

Section A. Weekly Leak Inspection Log and Repair Records

Date Inspected	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5	Date Parts Ordered	Date Parts Received	Date Repaired	Description of Repair
Staff Initials									
Are Components Leaking? Y = Yes, N = No (Circle One)									
Hoses & Pipe Connections	N Y	N Y	N Y	N Y	N Y				
Door & Filter Gaskets	N Y	N Y	N Y	N Y	N Y				
Pumps	N Y	N Y	N Y	N Y	N Y				
Solvent Tanks	N Y	N Y	N Y	N Y	N Y				
Water Separators	N Y	N Y	N Y	N Y	N Y				
Muck Cooker	N Y	N Y	N Y	N Y	N Y				
Still	N Y	N Y	N Y	N Y	N Y				
Exhaust Dampers	N Y	N Y	N Y	N Y	N Y				
Diverter Valves	N Y	N Y	N Y	N Y	N Y				
Filter Housings	N Y	N Y	N Y	N Y	N Y				
Evaporator/Mister	N Y	N Y	N Y	N Y	N Y				
Method of Inspection Circle P for Feel, Sight or Smell, or D for Detector (circle one)	P D	P D	P D	P D	P D				

Section B. Weekly Refrigerated Condenser/Adsorber Monitoring Log

Refrigerated Condenser Pressure/Temperature Monitoring					
Pressure — Low/High (required if gauges present) or Outlet temperature (if no pressure gauges present)	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5
Is the pressure in the range specified by the manufacturer's operating instructions or is the temperature less than or equal to 45°F (7.2°C)?	Y N	Y N	Y N	Y N	Y N
Carbon Adsorber PERC Concentration Monitoring					
PERC Concentration — carbon adsorber exhaust (PPMV)					
Is PERC Concentration Less Than 100 PPMV?	Y N	Y N	Y N	Y N	Y N

Section C. Weekly Solvent and Waste Container Inspection Log

	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5
Containers in Good Condition?	Y N	Y N	Y N	Y N	Y N
Containers Closed and No Leaks?	Y N	Y N	Y N	Y N	Y N

Section D. PERC Purchases Running Total

Running Total from Last Month	1.	(gal)
PERC Purchased in SEPTEMBER 2009	2.	(gal)
Subtract Line 2 from Line 1, write result here	3.	(gal)
Total gallons of PERC bought this month (log each purchase below)	4.	(gal)
Add Lines 3 and 4, write total on Line 5 This is your new 12-Month Running Total	5.	(gal)
PERC purchases this month:		
Purchase date		Gallons

September 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 <input type="checkbox"/> Calculate Rolling 12-Month PERC Purchases	2	3 <input type="checkbox"/> Temp. log <input type="checkbox"/> Leak Insp. log <input type="checkbox"/> Haz. Waste log	4
			_____ Pounds of clothes	_____ Pounds of clothes	_____ Pounds of clothes	_____ Pounds of clothes
5	6	7	8	9	10 <input type="checkbox"/> Temp. log <input type="checkbox"/> Leak Insp. log <input type="checkbox"/> Haz. Waste log	11
_____ Pounds of clothes	_____ Pounds of clothes	_____ Pounds of clothes	_____ Pounds of clothes			
12	13	14	15	16	17 <input type="checkbox"/> Temp. log <input type="checkbox"/> Leak Insp. log <input type="checkbox"/> Haz. Waste log	18
_____ Pounds of clothes	_____ Pounds of clothes	_____ Pounds of clothes	_____ Pounds of clothes			
19	20	21	22	23	24 <input type="checkbox"/> Temp. log <input type="checkbox"/> Leak Insp. log <input type="checkbox"/> Haz. Waste log	25
_____ Pounds of clothes	_____ Pounds of clothes	_____ Pounds of clothes	_____ Pounds of clothes			
26	27	28	29	30		
_____ Pounds of clothes	_____ Pounds of clothes					
						_____ Total pounds for month



Questions? Please call OCAPP at (800) 329-7518



Size garment loads correctly. Overloading leaves excess solvent in the garments and reduces the effectiveness of solvent recovery equipment. Underloading decreases solvent mileage.

EPA Compliance Records

Section A. Weekly Leak Inspection Log and Repair Records

Date Inspected	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5	Date Parts Ordered	Date Parts Received	Date Repaired	Description of Repair
Staff Initials									
Are Components Leaking? Y = Yes, N = No (Circle One)									
Hoses & Pipe Connections	N Y	N Y	N Y	N Y	N Y				
Door & Filter Gaskets	N Y	N Y	N Y	N Y	N Y				
Pumps	N Y	N Y	N Y	N Y	N Y				
Solvent Tanks	N Y	N Y	N Y	N Y	N Y				
Water Separators	N Y	N Y	N Y	N Y	N Y				
Muck Cooker	N Y	N Y	N Y	N Y	N Y				
Still	N Y	N Y	N Y	N Y	N Y				
Exhaust Dampers	N Y	N Y	N Y	N Y	N Y				
Diverter Valves	N Y	N Y	N Y	N Y	N Y				
Filter Housings	N Y	N Y	N Y	N Y	N Y				
Evaporator/Mister	N Y	N Y	N Y	N Y	N Y				
Method of Inspection Circle P for Feel, Sight or Smell, or D for Detector (circle one)	P D	P D	P D	P D	P D				

Section B. Weekly Refrigerated Condenser/Adsorber Monitoring Log

Refrigerated Condenser Pressure/Temperature Monitoring					
Pressure — Low/High (required if gauges present) or Outlet temperature (if no pressure gauges present)	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5
Is the pressure in the range specified by the manufacturer's operating instructions or is the temperature less than or equal to 45°F (7.2°C)?	Y N	Y N	Y N	Y N	Y N
Carbon Adsorber PERC Concentration Monitoring					
PERC Concentration — carbon adsorber exhaust (PPMV)					
Is PERC Concentration Less Than 100 PPMV?	Y N	Y N	Y N	Y N	Y N

Section C. Weekly Solvent and Waste Container Inspection Log

	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5
Containers in Good Condition?	Y N	Y N	Y N	Y N	Y N
Containers Closed and No Leaks?	Y N	Y N	Y N	Y N	Y N

Section D. PERC Purchases Running Total

Running Total from Last Month	1.	(gal)
PERC Purchased in OCTOBER 2009	2.	(gal)
Subtract Line 2 from Line 1, write result here	3.	(gal)
Total gallons of PERC bought this month (log each purchase below)	4.	(gal)
Add Lines 3 and 4, write total on Line 5 This is your new 12-Month Running Total	5.	(gal)
PERC purchases this month:		
Purchase date		Gallons

October 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				<input type="checkbox"/> Calculate Rolling 12-Month PERC Purchases	1 <input type="checkbox"/> Temp. log <input type="checkbox"/> Leak Insp. log <input type="checkbox"/> Haz. Waste log	2 Pounds of clothes
3	4	5	6	7	8 <input type="checkbox"/> Temp. log <input type="checkbox"/> Leak Insp. log <input type="checkbox"/> Haz. Waste log	9 Pounds of clothes
	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes
10	11	12	13	14	15 <input type="checkbox"/> Temp. log <input type="checkbox"/> Leak Insp. log <input type="checkbox"/> Haz. Waste log	16 Pounds of clothes
	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes
17	18	19	20	21	22 <input type="checkbox"/> Temp. log <input type="checkbox"/> Leak Insp. log <input type="checkbox"/> Haz. Waste log	23 Pounds of clothes
	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes
24	25	26	27	28	29 <input type="checkbox"/> Temp. log <input type="checkbox"/> Leak Insp. log <input type="checkbox"/> Haz. Waste log	30 Pounds of clothes
	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes	Pounds of clothes
31						Total pounds for _____ month



Questions? Please call OCAPP at (800) 329-7518



Reuse clothing tags and safety pins. Contact your local recycling center to find out what you can recycle in your area.

EPA Compliance Records

Section A. Weekly Leak Inspection Log and Repair Records

Date Inspected	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5	Date Parts Ordered	Date Parts Received	Date Repaired	Description of Repair
Staff Initials									
Are Components Leaking? Y = Yes, N = No (Circle One)									
Hoses & Pipe Connections	N Y	N Y	N Y	N Y	N Y				
Door & Filter Gaskets	N Y	N Y	N Y	N Y	N Y				
Pumps	N Y	N Y	N Y	N Y	N Y				
Solvent Tanks	N Y	N Y	N Y	N Y	N Y				
Water Separators	N Y	N Y	N Y	N Y	N Y				
Muck Cooker	N Y	N Y	N Y	N Y	N Y				
Still	N Y	N Y	N Y	N Y	N Y				
Exhaust Dampers	N Y	N Y	N Y	N Y	N Y				
Diverter Valves	N Y	N Y	N Y	N Y	N Y				
Filter Housings	N Y	N Y	N Y	N Y	N Y				
Evaporator/Mister	N Y	N Y	N Y	N Y	N Y				
Method of Inspection Circle P for Feel, Sight or Smell, or D for Detector (circle one)	P D	P D	P D	P D	P D				

Section B. Weekly Refrigerated Condenser/Adsorber Monitoring Log

Refrigerated Condenser Pressure/Temperature Monitoring					
Pressure — Low/High (required if gauges present) or	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5
Outlet temperature (if no pressure gauges present)	/	/	/	/	/
Is the pressure in the range specified by the manufacturer's operating instructions or is the temperature less than or equal to 45°F (7.2°C)?	Y N	Y N	Y N	Y N	Y N
Carbon Adsorber PERC Concentration Monitoring					
PERC Concentration — carbon adsorber exhaust (PPMV)					
Is PERC Concentration Less Than 100 PPMV?	Y N	Y N	Y N	Y N	Y N

Section C. Weekly Solvent and Waste Container Inspection Log

	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5
Containers in Good Condition?	Y N	Y N	Y N	Y N	Y N
Containers Closed and No Leaks?	Y N	Y N	Y N	Y N	Y N

Section D. PERC Purchases Running Total

Running Total from Last Month	1.	(gal)
PERC Purchased in NOVEMBER 2009	2.	(gal)
Subtract Line 2 from Line 1, write result here	3.	(gal)
Total gallons of PERC bought this month (log each purchase below)	4.	(gal)
Add Lines 3 and 4, write total on Line 5 This is your new 12-Month Running Total	5.	(gal)
PERC purchases this month:		
Purchase date		Gallons

November 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 <input type="checkbox"/> Calculate Rolling 12-Month PERC Purchases	2	3	4	5 <input type="checkbox"/> Temp. log <input type="checkbox"/> Leak Insp. log <input type="checkbox"/> Haz. Waste log	6
	_____ Pounds of clothes	_____ Pounds of clothes	_____ Pounds of clothes	_____ Pounds of clothes	_____ Pounds of clothes	_____ Pounds of clothes
7	8	9	10	11	12 <input type="checkbox"/> Temp. log <input type="checkbox"/> Leak Insp. log <input type="checkbox"/> Haz. Waste log	13
_____ Pounds of clothes	_____ Pounds of clothes	_____ Pounds of clothes	_____ Pounds of clothes	_____ Pounds of clothes	_____ Pounds of clothes	_____ Pounds of clothes
14	15	16	17	18	19 <input type="checkbox"/> Temp. log <input type="checkbox"/> Leak Insp. log <input type="checkbox"/> Haz. Waste log	20
_____ Pounds of clothes	_____ Pounds of clothes	_____ Pounds of clothes	_____ Pounds of clothes	_____ Pounds of clothes	_____ Pounds of clothes	_____ Pounds of clothes
21	22	23	24	25	26 <input type="checkbox"/> Temp. log <input type="checkbox"/> Leak Insp. log <input type="checkbox"/> Haz. Waste log	27
_____ Pounds of clothes	_____ Pounds of clothes	_____ Pounds of clothes	_____ Pounds of clothes	_____ Pounds of clothes	_____ Pounds of clothes	_____ Pounds of clothes
28	29	30				
_____ Pounds of clothes	_____ Pounds of clothes	_____ Pounds of clothes				_____ Total pounds for month



Questions? Please call OCAPP at (800) 329-7518



Clean lint screens regularly to avoid clogging of fans and condensers. Monitor equipment efficiency.

EPA Compliance Records

Section A. Weekly Leak Inspection Log and Repair Records

Date Inspected	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5	Date Parts Ordered	Date Parts Received	Date Repaired	Description of Repair
Staff Initials									
Are Components Leaking? Y = Yes, N = No (Circle One)									
Hoses & Pipe Connections	N Y	N Y	N Y	N Y	N Y				
Door & Filter Gaskets	N Y	N Y	N Y	N Y	N Y				
Pumps	N Y	N Y	N Y	N Y	N Y				
Solvent Tanks	N Y	N Y	N Y	N Y	N Y				
Water Separators	N Y	N Y	N Y	N Y	N Y				
Muck Cooker	N Y	N Y	N Y	N Y	N Y				
Still	N Y	N Y	N Y	N Y	N Y				
Exhaust Dampers	N Y	N Y	N Y	N Y	N Y				
Diverter Valves	N Y	N Y	N Y	N Y	N Y				
Filter Housings	N Y	N Y	N Y	N Y	N Y				
Evaporator/Mister	N Y	N Y	N Y	N Y	N Y				
Method of Inspection Circle P for Feel, Sight or Smell, or D for Detector (circle one)	P D	P D	P D	P D	P D				

Section B. Weekly Refrigerated Condenser/Adsorber Monitoring Log

Refrigerated Condenser Pressure/Temperature Monitoring					
Pressure — Low/High (required if gauges present) or Outlet temperature (if no pressure gauges present)	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5
Is the pressure in the range specified by the manufacturer's operating instructions or is the temperature less than or equal to 45°F (7.2°C)?	Y N	Y N	Y N	Y N	Y N
Carbon Adsorber PERC Concentration Monitoring					
PERC Concentration — carbon adsorber exhaust (PPMV)					
Is PERC Concentration Less Than 100 PPMV?	Y N	Y N	Y N	Y N	Y N

Section C. Weekly Solvent and Waste Container Inspection Log

	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5
Containers in Good Condition?	Y N	Y N	Y N	Y N	Y N
Containers Closed and No Leaks?	Y N	Y N	Y N	Y N	Y N

Section D. PERC Purchases Running Total

Running Total from Last Month	1.	(gal)
PERC Purchased in DECEMBER 2009	2.	(gal)
Subtract Line 2 from Line 1, write result here	3.	(gal)
Total gallons of PERC bought this month (log each purchase below)	4.	(gal)
Add Lines 3 and 4, write total on Line 5 This is your new 12-Month Running Total	5.	(gal)
PERC purchases this month:		
Purchase date		Gallons

December 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 <input type="checkbox"/> Calculate Rolling 12-Month PERC Purchases	2	3 <input type="checkbox"/> Temp. log <input type="checkbox"/> Leak Insp. log <input type="checkbox"/> Haz. Waste log	4
5	6	7	8	9	10 <input type="checkbox"/> Temp. log <input type="checkbox"/> Leak Insp. log <input type="checkbox"/> Haz. Waste log	11
12	13	14	15	16	17 <input type="checkbox"/> Temp. log <input type="checkbox"/> Leak Insp. log <input type="checkbox"/> Haz. Waste log	18
19	20	21	22	23	24 <input type="checkbox"/> Temp. log <input type="checkbox"/> Leak Insp. log <input type="checkbox"/> Haz. Waste log	25
26	27	28	29	30	31 <input type="checkbox"/> Temp. log <input type="checkbox"/> Leak Insp. log <input type="checkbox"/> Haz. Waste log	Total pounds for month



Questions? Please call OCAPP at (800) 329-7518



Publicize your shop's commitment to waste reduction. Customers will feel good about doing business with a company that is environmentally responsible.

Directions for EPA Compliance Records

Section A

Date checked each week

Initials of person checking leaks

Complete this section for any components leaking (**circled Ys**).

Section A. Weekly Leak Inspection Log and Repair Records									
Date Inspected	1/4/10	1/11/10				Date Parts Ordered	Date Parts Received	Date Repaired	Description of Repair
Staff Initials	DF	RC							
Are Components Leaking? Y = Yes, N = No (Circle One)									
Hoses & Pipe connections	N	Y	N	Y	N	Y			
Door & Filter Gaskets	N	Y	N	Y	N	Y	1/11/10	1/15/10	1/18/10 Replaced filter gaskets
Pumps	N	Y	N	Y	N	Y			
Solvent Tanks	N	Y	N	Y	N	Y			
Water Separators	N	Y	N	Y	N	Y			
Muck Cooker	N	Y	N	Y	N	Y			
Still	N	Y	N	Y	N	Y			
Exhaust Dampers	N	Y	N	Y	N	Y			
Diverter Valves	N	Y	N	Y	N	Y			
Filter Housings	N	Y	N	Y	N	Y			
Evaporator/Mister	N	Y	N	Y	N	Y			
Method of Inspection	P	D	P	D	P	D	P	D	P
Circle P for Feel, Sight or Smell, or D for Detector (circle one)									

Check each part for leaks. Circle N for **no** leaks and Y for leaks.

Circle "P" if leaks are checked using feel, sight or smell (perceptible methods).

Circle "D" if using a detector to check for leaks. A detector must be used for at least **one** leak check per month.

Fix any leaks within **24** hours. If you need parts, they must be ordered within **2** days of finding the leak and installed within **5** days of receiving parts.

For tracking purposes and ease in completing your paperwork, we suggest that you record the total pounds of clothes cleaned each day, or you may also do this per week or per month.

The regulations **only** require you to have a record of the total pounds of clothes cleaned per year.

Example Day on Calendar

Fri

4	Temp. log
	Leak Insp. log
	Haz. Waste log
50	Pounds of clothes

Directions for EPA Compliance Records

Section B

Section B. Weekly Refrigerated Condenser/Adsorber Monitoring Log

Refrigerated Condenser Pressure/Temperature Monitoring						
Pressure — Low/High (required if gauges present) or Outlet temperature (if no pressure gauges present)	WEEK 1 40/60 40°F	WEEK 2 /	WEEK 3 /	WEEK 4 /	WEEK 5 /	
Is the pressure in the range specified by the manufacturer's operating instructions or is the temperature less than or equal to 45°F (7.2°C)?	<input checked="" type="radio"/> Y	<input type="radio"/> N	<input type="radio"/> Y	<input type="radio"/> N	<input type="radio"/> Y	<input type="radio"/> N
Carbon Adsorber PERC Concentration Monitoring						
PERC Concentration — carbon adsorber exhaust (PPMV)	50					
Is PERC Concentration Less Than 100 PPMV?	<input checked="" type="radio"/> Y	<input type="radio"/> N	<input type="radio"/> Y	<input type="radio"/> N	<input type="radio"/> Y	<input type="radio"/> N

If your machine has a carbon adsorber instead of a refrigerated condenser, measure the PERC concentration in the carbon adsorber exhaust **once a week**. Use a colorimetric detector tube or PERC gas analyzer and measure it before the end of the drying cycle. Record the PERC concentration in parts per million volume (ppmv).

Once each week, record the high and low pressure gauge readings of your machine's refrigerated condenser. Take the readings during the drying cycle. Refer to the operating manual for the location and proper operating pressures for these gauges.

OR

If your machine's refrigerated condenser does not have pressure gauges, measure the outlet temperature of the condenser during the drying cycle.

Circle **Y** (yes) or **N** (no) to indicate if the pressures are in the range specified in the machine's operating instructions **OR** if the outlet temperature is **less than or equal to 45°F (7.2°C)**.

If the PERC concentration is more than 100 ppmv, then repair or maintenance is needed.

- Any temperature-measuring device must be designed to measure a temperature of 7.2 °C (45 °F) to an accuracy of ±1.1 °C (± 2 °F).
- A Halogenated Hydrocarbon Detector (HHD) or a PERC Gas Analyzer must be capable of detecting vapor concentrations of PERC of 25 parts per million by volume (25 ppmv).
- Colorimetric detector tubes must accurately register 100 ppm to an accuracy of ±25 ppm.

Directions for EPA Compliance Records Sections C and D

Section C. Weekly Solvent and Waste Container Inspection Log					
Containers in Good Condition?	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5
<input checked="" type="radio"/> Y <input type="radio"/> N	<input type="radio"/> Y <input type="radio"/> N	<input type="radio"/> Y <input type="radio"/> N	<input type="radio"/> Y <input type="radio"/> N	<input type="radio"/> Y <input type="radio"/> N	<input type="radio"/> Y <input type="radio"/> N
Containers Closed and No Leaks?	<input checked="" type="radio"/> Y <input type="radio"/> N	<input type="radio"/> Y <input type="radio"/> N			

All containers used to store PERC or PERC-containing wastes (spent filter cartridges, muck, lint trap waste, etc.) must be sealed and in good condition.

Each week, visually check all waste containers to make sure they comply with these requirements. Log the results in the table: **Y** = yes (compliant); **N** = no (non-compliant).

NOTE: The 12-month running total is this month's purchases plus all the purchases over the last 11 months.

For instance, to calculate the 12-month running total for January 2010, add all purchases from February 2009 through the end of January 2010. A new 12-month running total should be calculated on the first day of each month.

Section D. PERC Purchases Running Total	
Running Total from last Month	1. 60 (gal)
PERC Purchased in JANUARY 2009	2. 5 (gal)
Subtract Line 2 from Line 1, write result here	3. 55 (gal)
Total gallons of PERC bought this month (log each purchase below)	4. 3 (gal)
Add Lines 3 and 4, write total on Line 5 This is your new 12-Month Running Total	5. 58 (gal)
PERC purchases this month:	
Purchase date	Gallons
1/11/10	3

On **Line 1**, enter 12-month running total from last month. For January, enter the total gallons of PERC purchased during the previous year.

On **Line 2**, enter the gallons of PERC you bought during this same month last year. Use last year's receipts or the Solvent Purchase Summary on the inside back cover.

On **Line 3**, subtract Line 2 from Line 1.

On **Line 4**, enter the total gallons of PERC you bought this month. If you did not buy PERC, enter "0". Use the green area below to record each PERC purchase.

On **Line 5**, add Lines 3 and 4. This is your new 12-month running total. Enter this value on Line 1 of the next month.

2009 Solvent Purchase Summary

In order to conveniently deduct usage by month for 2010 running 12-month totals, record past 2009 usage by month here to use in this calendar.

MONTH	SOLVENT PURCHASED
JANUARY 2009	
FEBRUARY 2009	
MARCH 2009	
APRIL 2009	
MAY 2009	
JUNE 2009	
JULY 2009	
AUGUST 2009	
SEPTEMBER 2009	
OCTOBER 2009	
NOVEMBER 2009	
DECEMBER 2009	
TOTAL*	

* Use total gallons for 2009 as the "Running Total from last Month" for January 2010, Section D, Line 1.

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Please contact OCAPP with your comments and suggestions about this calendar.

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