3. Air Emissions Checklist

Section A - Applicability (§§264/5.1030)	Yes	No
1. Does the facility have units permitted under Part 270 or is it permitted under Part 270?	___	___
a. What is the effective date for this facility? _____		
b. For interim status facilities, have these requirements been incorporated into Part B application submittal?	___	___
2. Are there any of the following separation processes at the facility:		
a. Distillation?	___	___
b. Fractionation?	___	___
c. Thin-film evaporation?	___	___
d. Solvent extraction?	___	___
e. Air stripping?	___	___
f. Steam stripping?	___	___
Section B - Waste Streams		
3. Are there waste streams associated with any separation processes that contain 10 ppmw or greater organic concentration? (§§264/5.1032(a))	___	___
a. If they claim waste streams below 10 ppmw, did they use proper means to determine concentration? (§§264/5.1034(d)(1 or 2))	___	___
b. Was date of initial determination before their effective date? (§§264/5.1034(e))	___	___
c. Were other analyses performed annually or upon changes in waste streams? (§§264/5.1034(e)(2 or 3))	___	___
Section C - Facility Emissions Rates		
4. Is the hourly process vent organic emission rate greater than or equal to 3 lb/hr? (§§264/5.1032(a))	___	___
Is the yearly process vent organic emission rate greater than or equal to 3.1 tons/yr? (§§264/5.1032(a))	___	___

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		Yes	No
a.	If performance tests were made, were they done according to §§ 264/5.1034(c)?	___	___
b.	If engineering calculations were used, were they done according to §§ 264/5.1035(b)(2)(ii)?	___	___
c.	Has the owner/operator signed a statement that test conditions portray peak capacity operating conditions? (§§264/5.1035(b)(4)(iv))	___	___
d.	Were the facility emissions rates determined by the effective date?	___	___

Section D - Facility Emission Rates After Control Devices or Change in Operations

5.	a.	Are the process vent organic emission rates for the facility less than or equal to 3 lb/hr and less than or equal to 3.1 tons/year or are they reduced by 95%? (§§264/5.1032(a))	___	___
	b.	If performance tests were used, were they done in accordance with §§264/5.1034(c) and was the test plan in accordance with §§264/5.1035(b)(3)?	___	___
	c.	If engineering calculations were used, were they in accordance with §§264/5.1035(b)(4)?	___	___
	d.	For facilities without the control devices installed, do they have an installation plan? ((§§264/5.1033(a)(2) and 264/5.1035(b)(1))	___	___
	e.	Will the control devices be installed by 18 months after the effective date? (§§264/5.1033)	___	___

Section E - Reporting (§264.1036)

6.	For facilities with final permits incorporating this rule, have they sent in semi-annual reports of exceedances lasting longer than 24 hours?	___	___

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(Use individual control device worksheets to continue inspection)

Summary Sheet for Control Devices (CD)

Vent #	Control Device	CD #	On Unit #	For Vents #
	Condenser			
	Adsorber (Regen)			
	Adsorber (Nonreg)			
	Process Heater			
	Boiler			
	Catalytic Vapor Incinerator			
	Thermal Vapor Incinerator			
	Air Assisted Flare			
	Steam Assisted Flare			
	Nonassisted Flare			

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Checklist
Condenser
Parts 264/265 Subpart AA

1. Operating Parameters:

List the operating parameters and the limits set for each condenser in the permit, or for interim status facilities, the limits the facility gave based on their engineering calculations (§§264/5.1035(b)(4)(iii)(E)) or performance tests (§§264/5.1035(b)(2)(ii)).

Operating Parameter	Limit	Have they met these limits?

	Yes	No
Is all design documentation, monitoring, operating, and inspection information in the facility operating record? (§§264/5.1035(c))	___	___

2. Monitoring: <u>A and either B or C</u>

	Yes	No
A. Flow indicator (§§264/5.1033(f)(1))		
1. records hourly	___	___
2. installation point correct	___	___
3. daily inspection (§§264/5.1033(f)(3))	___	___
<u>AND</u>		
B. [Organic compound] in condenser exhaust vent stream		
1. continuously record (§§264/5.1033(f)(2)(vi)(A))	___	___
2. daily inspection (§§264/5.1033(f)(3))	___	___
<u>OR</u>		
C. Temperature monitoring device (§§264/5.1033(f)(2)(vi)(B))		
1. continuously record	___	___
2. two locations:		
a. exhaust vent stream from condenser	___	___
b. coolant fluid exiting the condenser	___	___
3. accuracy:		
a. +/- 1% of temperature being monitored in CO	___	___
OR		
b. .5 degrees C (whichever is greater)	___	___
4. inspect daily (§§264/5.1033(f)(3))	___	___

3. Repair:

	Yes	No
a. immediately upon daily inspection (§§264/5.1033(f)(3))	___	___

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			Yes	No
4.	Exceedances (§§264/5.1035(c)(4)(vi or vii)):			
	a.	If monitoring [organic] in exhaust:		
		1. when [organic] greater than 20% above design outlet [organic]	___	___
	b.	If monitoring T:		
		1. either T exhaust greater than 6 deg above design avg exhaust T <u>OR</u>	___	___
		2. T coolant out greater than 6 deg above design avg coolant T	___	___
	c.	Cause of exceedance given	___	___
	d.	Measure taken to correct cause provided	___	___
5.	Closed-vent systems associated with the control device (§§264/5.1033(j)):			
	a.	Standard: No detectable emissions and no visual emissions	___	___
	b.	Monitor: At facility effective date	___	___
		Annually	___	___
		RA requested times	___	___
	c.	Repair: Start by 5 days/complete by 15	___	___

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Checklist
Thermal Vapor Incinerator
Parts 264/265 Subpart AA

1. Operating Parameters:

List the operating parameters and the limits set for each thermal vapor incinerator in the permit or for interim status facilities, the limits the facility gave based on their engineering calculations (§§264/5.1035(b)(4)(iii)(B)) or performance tests (§§264/5.1035(b)(2)(ii)).

Operating Parameter	Limit	Have they met these limits?

	Yes	No
Is all design documentation, monitoring, operating, and inspection information in the facility operating record? (§§264/5.1035(c))	___	___

2. Monitoring: A and B

	Yes	No
A. Flow indicator (§§264/5.1033(f)(1))		
1. records hourly	___	___
2. installation point correct	___	___
3. daily inspection (§§264/5.1033(f)(3))	___	___
B. Temperature monitoring device (§§264/5.1033(f)(2)(i))		
1. continuously record	___	___
2. one location:		
a. in combustion chamber downstream of combustion zone	___	___
3. accuracy:	___	___
a. +/- 1% of temperature being monitored in CO	___	___
OR	___	___
b. .5 degrees C (whichever is greater)	___	___
4. inspect daily (§§264/5.1033(f)(3))		

3. Repair:

	Yes	No
a. Immediately upon daily inspection (§§264/5.1033(f)(3))	___	___

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			Yes	No
4.	Exceedances (§§264/5.1035(c)(4)(i or ii)):			
	a.	If monitoring RT min:		
		1. when T less than 760 deg. C	___	___
	b.	If standard 95% eff:		
		1. when T comb. zone greater than 28 deg. C below given design avg. comb zone T	___	___
	c.	Cause of exceedance given	___	___
	d.	Measures taken to correct cause provided	___	___
5.	Closed-vent systems associated with the control device (§§264/5.1033(j)):			
	a.	Standard: No detectable emissions and no visual emissions	___	___
	b.	Monitor: At facility effective date	___	___
		Annually	___	___
		RA requested times	___	___
	c.	Repair: Start by 5 days/complete by 15	___	___

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Checklist
Catalytic Vapor Incinerator
Parts 264/265 Subpart AA

1. Operating Parameters:

List the operating parameters and the limits set for each catalytic vapor incinerator in the permit or for interim status facilities, the limits the facility gave based on their engineering calculations (§§264/5.1035(b)(4)(iii)(C)) or performance tests (§§264/5.1035(b)(2)(ii)).

Operating Parameter	Limit	Have they met these limits?

	Yes	No
Is all design documentation, monitoring, operating, and inspection information in the facility operating record? (§§264/5.1035(c))	___	___

2. Monitoring: A and B

	Yes	No
A. Flow indicator (§§264/5.1033(f)(1))		
1. records hourly	___	___
2. installation point correct	___	___
3. daily inspection (§§264/5.1033(f)(3))	___	___
B. Temperature monitoring device (§§264/5.1033(f)(2)(ii))		
1. continuously record	___	___
2. two locations:		
a. vent stream at the nearest feasible point to catalyst bed inlet	___	___
b. vent stream at the nearest point feasible to catalyst bed outlet	___	___
3. accuracy:	___	___
a. +/- 1% of temperature being monitored in CO	___	___
OR		
b. +/- .5 degrees C (whichever is greater)		
4. inspect daily (§§264/5.1033(f)(3))		

3. Repair:

	Yes	No
a. Immediately upon daily inspection (§§264/5.1033(f)(3))	___	___

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			Yes	No
4.	Exceedances (§§264/5.1035(c)(4)(iii)(A or B)):			
	a.	T inlet greater than 28 deg. C below design avg. T inlet or	___	___
	b.	T diff. across bed less than 80% design avg. T difference	___	___
	c.	cause of exceedance given	___	___
	d.	measures taken to correct cause provided	___	___
5.	Closed-vent systems associated with the control device (§§264/5.1033(j)):			
	a. Standard:	No detectable emissions and no visual emissions	___	___
	b. Monitor:	At facility effective date	___	___
		Annually	___	___
		RA requested times	___	___
	c. Repair:	Start by 5 days/complete by 15	___	___

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Checklist
Boiler/Process Heater
Parts 264/265 Subpart AA

1. Operating Parameters:

List the operating parameters and the limits set for each boiler/process heater in the permit or for interim status facilities, the limits the facility gave based on their engineering calculations (§§264/5.1035(b)(4)(iii)(C)) or performance tests (§§264/5.1035(b)(2)(ii)).

Operating Parameter	Limit	Have they met these limits?

	Yes	No
Is all design documentation, monitoring, operating, and inspection information in the facility operating record? (§§264/5.1035(c))	___	___

2. Monitoring: <u>A and either B or C</u>

A. Flow indicator (§§264/5.1033(f)(1))

1. records hourly	___	___
2. installation point	___	___
3. daily inspection (§§264/5.1033(f)(3))	___	___

<u>AND</u>

B. If design heat input capacity less than 44 MW:

1. temperature monitoring device (§§264/5.1033(f)(iv))	___	___
2. continuously record	___	___
3. one location:	___	___
a. in furnace downstream of combustion zone		
4. accuracy:	___	___
a. +/- 1% of temperature being monitored OR	___	___
b. .5 degrees C (whichever is greater)	___	___
5. inspect daily (§§264/5.1033(f)(3))		

<u>OR</u>

C. If design heat input capacity => 44 MW:

1. continuously record (§§264/5.1033(f)(v))	___	___
2. parameter that indicates good combustion practices	___	___
3. inspect daily (§§264/5.1033(f)(3))	___	___

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			Yes	No
3.	Repair:			
	a.	immediately upon daily inspection (§§264/5.1033(f)(3))	___	___
4.	Exceedances (§§264/5.1035(c)(4)(iv)):			
	a.	T flame zone > 28 deg. C below design avg. flame zone T	___	___
	b.	Position changes where vent stream is introduced	___	___
	c.	Cause of exceedance given	___	___
	d.	Measures taken to correct cause provided	___	___
5.	Closed-vent systems associated with the control device (§§264/5.1033(j)):			
	a. Standard:	No detectable emissions and no visual emissions	___	___
	b. Monitor:	At facility effective date	___	___
		Annually	___	___
		RA requested times	___	___
	c. Repair:	Start by 5 days/complete by 15	___	___

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Checklist
Flares
Parts 264/265 Subpart AA

1. Operating Parameters:

List the operating parameters and the limits set for each flare in the permit or, for interim status facilities, the limits the facility gave based on their engineering calculations (§§264/5.1035(b)(4)(iii)(D) and §§264/5.1033(d)) or performance tests (§§264/5.1035(b)(2)(ii)).

Operating Parameter	Limit	Have they met these limits?

	Yes	No
Is all design documentation, monitoring, operating, and inspection information in the facility operating record? (§§264/5.1035(c)	___	___

2. Standard (§§264/5.1033(d))

a.	No visible emissions, except for period not to exceed 5 minutes/any consecutive 2 hrs	___	___
b.	Flame present at all times	___	___
c.	If steam assisted:		
	1. Ve < 60 ft/s and Ht ≥ 300 BTU/scf or	___	___
	2. 60 ft/s < Ve < 400 ft/sec and Ht > 1000 BTU/scf	___	___
	3. Ve < Vmax < 400 and Ht ≥ 300 BTU/scf	___	___
d.	If air-assisted: Ve< Vmax and Ht => 300 BTU/scf	___	___
e.	If non-assisted:		
	1. Ve < 60 ft/sec and Ht => 200 BTU/scf or	___	___
	2. 60 units < Ve < 400 ft/sec and Ht > 1000 BTU/scf	___	___
	3. Ve < Vmax < 400 units and Ht ≥ 200 BTU/scf	___	___

2. Monitoring: <u>A and B</u>

A.	Flow indicator (§§264/5.1033(f)(1))		
	1. records hourly	___	___
	2. installation point	___	___
	3. daily inspection (§§264/5.1033(f)(3))	___	___
B.	Heat sensing device for continuous ignition of pilot flame (§§264/5.1033(f)(2)(iii))		
	1. continuously record	___	___
	2. inspect daily (§§264/5.1033(f)(3))	___	___

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			Yes	No
3.	Repair:			
	a.	Immediately upon daily inspection (§§264/5.1033(f)(3))	___	___
4.	Exceedances (§§264/5.1035(c)(4)(v)):			
	a.	Period when pilot flame is not ignited	___	___
	b.	Cause of exceedance given	___	___
	c.	Measures taken to correct cause provided	___	___
			___	___
5.	Closed-vent systems associated with the control device (§§264/5.1033(j)):			
	a.	Standard: No detectable emissions and no visual emissions	___	___
	b.	Monitor: At facility effective date	___	___
		Annually	___	___
		RA requested times	___	___
	c.	Repair: Start by 5 days/complete by 15	___	___

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Checklist
Carbon Adsorbers - Regenerative
Parts 264/265 Subpart AA

1. Operating Parameters:

List the operating parameters and the limits set for each in the permit or, for interim status facilities, the limits the facility gave based on their engineering calculations (§§264/5.1035(b)(4)(iii)(D) and §§264/5.1033(d)) or performance tests (§§264/5.1035(b)(2)(ii)).

Operating Parameter	Limit	Have they met these limits?

	Yes	No
Is all design documentation, monitoring, operating, and inspection information in the facility operating record? (§§264/5.1035(c))	___	___

2. Monitoring: A, B, C and D

	Yes	No
A. Flow indicator (§§264/5.1033(f)(1))		
1. records hourly	___	___
2. installation point	___	___
3. daily inspection (§§264/55.1033(f)(3))	___	___
B. [Organic compound] in carbon bed exhaust vent stream		
1. continuously record (§§264/5.1033(f)(2)(vii))	___	___
2. daily inspection	___	___
C. Device to measure a parameter that indicates regeneration on a regular, predetermined time cycle		
1. continuously record	___	___
2. inspect daily	___	___
D. Replace carbon at regular, predetermined time interval that is < carbon service life (§§264/5.1033(g))	___	___

3. Repair:

	Yes	No
a. Immediately upon daily inspection (§§264/5.1033(f)(3))	___	___

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			Yes	No
4.	Exceedances (§§264/5.1035(c)(4)(viii and ix)):			
	a.	If [organic compound]:		
		(i) [org] exhaust >20% above design exhaust vent	___	___
		(ii) stream [org]	___	___
	b.	If parameter for regen. on regular cycle		
		(i) flow continuous past predetermined reg. time?	___	___
	c.	Cause of exceedance given?	___	___
	d.	Measures taken to correct cause for exceedance?	___	___
5.	Have §§264/5.1035(c)(6) or (7) been met?		___	___
6.	Closed-vent systems associated with the control device (§§264/5.1033(j)):			
	a. Standard:	No detectable emissions and no visual emissions	___	___
	b. Monitor:	At facility effective date	___	___
		Annually	___	___
		RA requested times	___	___
	c. Repair:	Start by 5 days/complete by 15	___	___

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Checklist
Carbon Adsorbers - Non-Regenerative
Parts 264/265 Subpart AA

1. Operating Parameters:

List the operating parameters and the limits set for each in the permit or, for interim status facilities, the limits the facility gave based on their engineering calculations (§§264/5.1035(b)(4)(iii)(D) and §§264/5.1033(d)) or performance tests (§§264/5.1035(b)(2)(ii)).

Operating Parameter	Limit	Have they met these limits?

	Yes	No
Is all design documentation, monitoring, operating, and inspection information in the facility operating record? (§§264/5.1035(c))	___	___

2. Monitoring: <u>A and either B or C</u>

A. Flow indicator (§§264/5.1033(f)(1))

1. records hourly	___	___
2. installation point	___	___
3. daily inspection (§§264/5.1033(f)(3))	___	___

<u>AND</u>

B. Organic compound in exhaust vent stream (§§264/5.1033(g))

1. monitor on regular basis	___	___
2. inspect daily or at time < 20% time carbon life (which is longer)	___	___
3. replace carbon when carbon breakthrough indicated	___	___

<u>OR</u>

D. Replace carbon at regular predetermined time interval less than design carbon replacement interval	___	___

3. Repair:

a. Immediately upon daily inspection (§§264/5.1033(f)(3))	___	___

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			Yes	No
4.	Exceedances (§§264/5.1035(c)(4)(viii and ix)) for non-regenerators (see §§1035(c)(6), (7))			
	a.	If monitoring [organic] in exhaust:		
		(i) date and time when monitored for breakthrough and reading	___	___
		(ii) date when carbon is replaced with fresh carbon	___	___
	b.	Cause of exceedance given	___	___
	c.	Measures taken to correct cause provided	___	___
6.	Closed-vent system:			
	a.	Standard: No detectable emissions and no visual emissions	___	___
	b.	Monitor: At facility effective date	___	___
		Annually	___	___
		RA requested times	___	___
	c.	Repair: Start by 5 days/complete by 15	___	___

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Checklist
Equipment Leak Applications
Parts 264/265 Subpart BB

Section A - Applicability (§§264/5.1050) Yes No

1. Is the facility permitted under Part 270 or does it have units permitted under Part 270? ___ ___

   a. Facility status: interim status or permitted?

   b. What is the effective date for this facility? _____

2. Are any of these units exempt? ___ ___

Section B - Waste Streams (§§264/5.1063(d))

3. Are there waste streams that contain at least 10% organics by weight? ___ ___

   a. Method of determination? Knowledge, ASTM Methods D2267-88, E169-87, E168-88, E260-85 or Method 9060 or 8240

   b. If knowledge, is it documented? ___ ___

   c. Date of initial determination _____

   d. Dates of other analysis? Change, batch _____
   _____
   _____

4. For each waste stream that does qualify, determine fluid type (gas/vapor service, light-liquid service, heavy liquid service)

   a. Method for determining light liquid service

      1. vapor pressures of constituents from standard texts, or

      2. ASTM D-2879-86

Section C - Facility Operating Record (§§264/5.1064(g))

5. Does the facility have a list of the equipment and identification numbers that are affected by this rule? ___ ___

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		Yes	No
6.	Is there a list of the ID numbers of NDE pumps, valves, and compressors with signature of owner/operator?	___	___
7.	Is there a list of all affected equipment by designation?	___	___
8.	Is there a list of pressure relief devices in gas/vapor service?	___	___
9.	Dates of test for no detection emission equipment? Background level _____ Maximum instrument reading _____		
10.	Is there a list of ID numbers for equipment in vacuum service?	___	___
11.	List of ID numbers of "unsafe-to-monitor" and "difficult-to-monitor" valves, with explanation for each and plan for monitoring or schedule.		
12.	Is there a list of valves using the skip period alternative monitoring schedule, with schedule for monitoring and % leaking determined?	___	___
13.	For dual mechanical seal pumps or compressors with barrier fluid systems with sensors, is the criteria and explanation of the criteria for determining sensor failure given?	___	___
14.	Is there an analysis of design capacity, influent/effluent for each unit subject to these requirements, and an up-to-date analysis either by testing or knowledge to determine if the equipment is covered or not?	___	___

(continued)

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Identification of Equipment Covered by Rule

Equipment	Equipment ID #	Waste Stream #	Fluid
Pumps			
general			
dual mechanical			
NDE (sealless)			
closed vent/control devices			
Compressors			
general			
NDE Sealless			
CV/Control Devices			
Pressure Relief Devices			
general			
CV/Control Devices			
Sampling Connecting Systems			
general			
insitu			
Valves			
general			
leakless (NDE)			
unsafe to monitor			
difficult to monitor			
alter allowable %			
alter skip period LDRP			
Open-ended valves or lines			
Flanges and other connectors			

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Date of Inspection _____
Facility _____
Inspector _____

RECORDKEEPING REQUIREMENTS (§§264/5 (b)(1) and (g))

Unit Number Listed _____
Equipment Identification Number Listed _____
Location at Facility _____
Type of Equipment _____
% by weight of TOC at equipment _____
Fluid State at Equipment _____
Equipment Designation _____
If Closed-Vent/Control Device Used (264/5.1064(b)(2-4)
- Implementation Plan _____
- If testing, performance test plan _____
- Design Documentation or Perf. Test Results _____

If Control Device; monitoring, operating, inspection data (264/5.1064(e)) _____

LEAK DETECTION AND REPAIR RECORDKEEPING (§§264/5.1064 (c and d))

Monitoring Equipment Number _____
Monitoring Operators Identification _____
Date of Visual, Audible, Olfactory Indication of Leak _____
Date of Leak Detection _____
Date of Repair Attempt _____
Repair Methods at each attempt _____
Leak "Above 10,000" or Above 500 above background _____
"Repair Delayed" if after 15 days _____
If valve, documentation for repair delay _____
Signature of Person approving delay _____
Expected Date of Repair _____
Date of Successful Repair _____

PHYSICAL INSPECTION

Visual, Audible, or Olfactory Indication of Leak _____
Monitoring Equipment Number _____
Correct Calibration Method _____
Correct Monitoring Techniques Used _____
Method 21 Results _____
Tag on Leaking Equipment _____
If Equipment already had tag on it:
- Date Leak Detected _____
- Date of Expected Repair or Actual Repair _____

Equipment Marked as Being in this Program _____

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