Maine Marine Environmental Compliance Guide

Maine Department of Environmental Protection

Maine Marine Environmental Compliance Guide Contents

Introduction

This handbook is designed to help small and large boatyards and marinas maintain compliance with environmental regulations in Maine. It can be used as a planning tool, for reference, or as a training tool for facility staff. By working together to operate clean and safe marinas, we can protect the air, land, and water that makes Maine unique, as well as protect the health of marina workers and visitors.

Manual Guide and Use

There are 3 sections in this manual:

1. "Environmental Management"– applicable statutes and rules for management
2. "Operational Guidance" – environmental compliance fact sheets for each activity
3. "Additional Resources" – useful tools and regulatory guidance

Section 1 "Environmental Management" is a listing and explanation of the environmental regulations the marine industry will likely need to follow. This section was developed to assist management and environmental staff with applicable regulations and requirements governing the activities at the marine facility. This section is broken down by media including Hazardous Waste, Stormwater, Air, and Land/ Natural Resources. In addition, facility changes including production increase, introduction of new production technologies, and facility expansions are addressed which may require modifing regulatory practices and obtaining additional permits.

The most important piece is to DOCUMENT all materials used in the Facility's processes and document all waste and emissions.

Documentation serves multiple purposes including: identification of regulatory thresholds that could be triggered, permit applicability, identification of financial and material wastes/ losses, and inspection/audit transparency that will save time and money. Documentation serves as a multi-beneficial tool that can reduce regulatory burden and liability.

Section 2 "Operational Guidance" contains environmental compliance fact sheets for each activity boat builders and marinas would likely be undertaking including fiberglassing, painting, metal fabrication, abrasive blasting, painting, engine work/fueling, repairing, and cleaning. The fact sheets reference the applicable regulations along with environmental control measures to guide employees to perform their work in compliance with environmental regulations.

Section 3 "Additional Resources" contains helpful tools to assist the marine industry in determining regulatory thresholds and applicable compliance.

Definitions

Volatile Organic Compounds (VOC)

Any compound of carbon, excluding carbon monoxide, carbon dioxide, carbonic acid, metallic carbides or carbonates, and ammonium carbonate, which participates in atmospheric photochemical reactions (i.e., is part of the reaction that creates ground-level ozone).

This definition excludes organic compounds which EPA has determined to have negligible photochemical reactivity as listed in 40 C.F.R. Part 51.100(s)(1) as amended up to July 1, 2015.

Monomer VOC

A relatively low-molecular-weight organic compound such as styrene that combines with itself, or other similar compounds, by a cross-linking reaction to become a cured thermosetting resin. Monomer VOC are limited in Maine's rule 06-096 C.M.R. ch. 162 in the same ways as organic HAP are in 40 C.F.R. Part 63, Subpart VVVV.

Hazardous Air Pollutants (HAP)

An air pollutant to which no ambient air quality standard is applicable causes or contributes to air pollution which may reasonably be anticipated to result in an increase in mortality or an increase in serious irreversible, or incapacitating reversible, illness. This term shall include, but is not limited to, those pollutants for which EPA has adopted NESHAPS at 40 C.F.R. Parts 61 and Part 63. For the purpose of Chapters 115 and 140 (Air Emission Licensing rules), HAP means an air pollutant identified by the EPA in regulations pursuant to Section 112(b) of the Clean Air Act.

A list of HAP can be found on EPA's hazardous air pollutants webpage (https://www.epa.gov/haps/initial-list-hazardous-air-pollutants-modifications)

Organic HAP

Any HAP that contains carbon. For boatbuilding operations, these typically are styrene, methyl methacrylate (MMA), methylene chloride (dichloromethane), toluene, xylene, n-hexane, methyl ethyl ketone (MEK), methyl isobutyl ketone (MIBK), and methyl chloroform (1,1,1 – trichloroethane) according to the Summary section of the preamble for 40 C.F.R. Part 63, Subpart VVVV.

According to Section IV(H) of the preamble for 40 C.F.R. Part 63, Subpart VVVV, EPA concludes that *inorganic HAP are added as pigments to gel coats and surface coatings and are not emitted from the operations regulated by these NESHAP and, therefore, are not included in determining HAP content.*

Single HAP

Unlike all other pollutants, HAP are accounted for and limited in a group (like volatile organic compounds) and as individual pollutants (like carbon monoxide).

EPA Method 9

A test method for visible determination of the opacity (as defined) of emissions from stationary sources. Emissions are measured in % opacity and certifications can be obtained through locally-offered courses.

More information about EPA Method 9 can be found at EPA's Method 9 - Visual Opacity webpage (https://www.epa.gov/emc/method-9-visual-opacity)

Opacity (as in % opacity)

The degree of light obscuring capability of emissions of visible air contaminants expressed as a percentage. For example, complete obscuration shall be expressed as 100% opacity.

Aluminum Wipedown Solvents

According to 40 C.F.R. Part 63, Subpart VVVV, Aluminum Wipedown Solvents are solvents used to remove oil, grease, welding smoke, or other contaminants from the aluminum surfaces of a boat before priming or painting. Aluminum wipedown solvents contain no coating solids. Aluminum surface preparation materials that contain coating solids are considered coatings for the purpose of Subpart VVVV and are not wipedown solvents.

Insignificant Activity

An *insignificant activity* is a change made at a facility that is defined by the Department in Appendix B of Chapter 140 and in Appendix B of Chapter 115. A source must include emissions from insignificant activities in determining if the facility is a major source.

Minor Source

A facility with the potential to emit less than the following:

- 50 tons per year VOC
- 10 tons per year of a single Hazardous Air Pollutant
- 25 tons per year of all Hazardous Air Pollutants combined
- 100 tons per year of any other regulated pollutant

Facilities that have the potential to emit below the threshold levels of VOC or other regulated pollutants are considered Minor Sources of Criteria Air Pollutants (CAP). Facilities that have the potential to emit below the threshold levels of HAP are considered Area Sources of HAP. A source may be a minor or area source of one pollutant and a major source (as defined) of another.

Federal and Maine state accounting for *potential to emit* are different. Federal standards require that EPA account for potential to emit as the maximum potential, while Maine's standards require that it account for potential to emit using normal operations. Therefore, a facility that is considered a minor source by the state of Maine may be considered a major source by EPA if it does not have federally enforceable limits (usually from an air emission license) on pollutants such as VOC or HAP.

Major Source (or Major HAP source)

A facility with the potential to emit more than the following:

- 50 tons per year VOC
- 10 tons per year of single Hazardous Air Pollutant
- 25 tons per year of all Hazardous Air Pollutants combined
- 100 tons per year of any other regulated pollutant

Because CAP and HAP are accounted for differently, as discussed in the definition for Minor Source, a facility may be a minor/area source for one and a major source for another.

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Ground-level (Tropospheric) Ozone

Ozone that is in the Troposphere and can be inhaled by humans. This is most commonly known as ground-level ozone.

EPA Ground level ozone pollution webpage (https://www.epa.gov/ozone-pollution)

Controlled Spraying Techniques

Techniques used to increase spray efficiency and reduce VOC and HAP emissions. Information about controlled spraying education can be found online and through industry associations.

12 Month Rolling Total

The cumulative total of whatever is being counted over the last 12-months, updated each month.

Hot Water Heater

EPA defines a hot water heater as the following in 40 C.F.R. Part 63, Subparts JJJJJJ and DDDDD:

Hot water heater means a closed vessel with a capacity of no more than 120 U.S. gallons in which water is heated by combustion of gaseous, liquid, or biomass/bio-based solid fuel and is withdrawn for use external to the vessel. Hot water boilers (i.e., not generating steam) combusting gaseous, liquid, or biomass fuel with a heat input capacity of less than 1.6 million Btu per hour are included in this definition. The 120 U.S. gallon capacity threshold to be considered a hot water heater is independent of the 1.6 MMBtu/hr heat input capacity threshold for hot water boilers. Hot water heater also means a tankless unit that provides on demand hot water.

Reconstruction/ Reconstructed Engine (stationary)

Reconstruction is defined by EPA in Parts 60 and 63 in the following way:

Reconstruction, unless otherwise defined in a relevant standard, means the replacement of components of an affected or a previously nonaffected source to such an extent that:

- *The fixed capital cost of the new components exceeds 50 percent of the fixed capital cost that would be required to construct a comparable new source; and*
- *It is technologically and economically feasible for the reconstructed source to meet the relevant standard(s) established by the Administrator (or a State) pursuant to section 112 of the Act. Upon reconstruction, an affected source, or a stationary source that becomes an affected source, is subject to relevant standards for new sources, including compliance dates, irrespective of any change in emissions of hazardous air pollutants from that source.*

40 C.F.R. Part 60, Subpart III defines Reconstructed Engine in the following way:

Reconstructed engines are assigned a new date of manufacture if the fixed capital cost of the new and refurbished components exceeds 75 percent of the fixed capital cost of a comparable entirely new facility. An engine that is produced from a previously used engine block does not retain the date of manufacture of the engine in which the engine block was previously used if the engine is

produced using all new components except for the engine block. In these cases, the date of manufacture is the date of reconstruction or the date the new engine is produced.

Engine Rebuild (marine engines)

From 40 C.F.R. § 1068.120(b):

The term *rebuilding* refers to work done on an engine or engine system to significantly increase its service life. It also includes replacing or rebuilding an engine's turbocharger, aftercooler, or systems for fuel metering or electronic control. For these provisions, rebuilding may or may not involve removing the engine from the equipment. Rebuilding does not normally include the following:

- Scheduled emission-related maintenance that the standard-setting part allows during the useful life period (such as replacing fuel injectors).
- Unscheduled maintenance that occurs commonly within the useful life period. For example, replacing a water pump is not rebuilding an engine.

SWPPP – Stormwater Pollution Prevention Plan

A SWPPP is a required plan that must be developed in accordance with Maine DEP's Multi-Sector General Permit - Stormwater Discharge Associated with Industrial Activity.

Hazardous Waste

Waste that either exhibits a hazardous characteristic, or because it is a listed waste.

Acute Hazardous Waste

One of the five categories of listed waste due to it's extreme hazardous nature.

Environmental Management

This document has been developed by the Maine Department of Environmental Protection (Department) as a reference document for facility managers at boat building facilities in the State of Maine. All procedures, policies, and regulations are current as of its writing. From time to time, the Department may update or amend these documents. For the most up to-date information, please visit the Maine Secretary of State Rule Chapters for the Department of Environmental Protection. Please ensure your production employees are aware of all applicable regulatory control measures they need to follow and provide them with the specific information located in the "Operational Guidance" section.

Facility Changes

Changes at the facility can trigger different regulatory thresholds depending on the activity. Thresholds include industrial stormwater pollution prevention modifications, land permits, air permits, hazardous waste categories, and management requirements:

Industrial Stormwater

The facility's SWPPP must be updated within 30 days of completing a change in design, construction, operations, or maintenance that may have a significant effect on the discharge or potential for discharge of pollutants from the facility.

Land Permitting

Under the Natural Resources Protection Act (NRPA), the Department has jurisdiction over activities in and adjacent to coastal wetlands (38 MRS §§480-A et seq). *Adjacent* generally means within 75 feet of the Highest Annual Tide (HAT) line. Please check with the Department regional office staff before doing any work in subtidal or intertidal area, or landward within the 75-foot setback from the HAT, to determine if a NRPA permit is required. (www.maine.gov/dep/land) Many maintenance activities may qualify as exempt from permitting, but checking with DEP Land staff before doing the work is strongly advised. Contact the Department prior to undertaking the following activities to ensure you are in compliance including permit applicability:

- Pier construction or renovation – adding or replacing pilings, adding or replacing fill under a pier
- Seawalls or bulkheads – adding, replacing, expanding a structure
- Boat ramp construction or upgrade
- Marine lift installation, upgrade or replacement
- Shoreline stabilization with riprap and/or vegetation
- Dredging
- Installation of new floats or slips (new moorings by themselves are generally exempt)
- Building construction, expansion, grading, or paving within the 75-foot setback
- Drainage work within the 75-foot setback

Other related approvals that may be required include:

- Submerged Lands Lease - Department of Agriculture, Conservation and Forestry, Bureau of Parks and Lands (http://www.maine.gov/dacf/parks/about/submerged_lands.shtml)
- Local Shoreland Zoning approval – check with your town's code enforcement officer
- U.S. Army Corps of Engineers approval (http://www.nae.usace.army.mil/Missions/Regulatory.aspx)
- Harbormaster approval

Air Licensing

A. If you do not currently have an Air Emissions License:

Considering all of the following:

- Internal combustion units (engines/generators) rated higher than 0.5 MMBtu/hr
- Other fuel-burning units rated higher than 1 MMBtu/hr
- VOC and/or HAP emission sources

If the source meets any of the following, it is required to have a Maine Air Emissions License:

- 10.0 MMBtu/hr or more of total fuel burning units;
- 5.0 MMBtu/hr or more of total internal combustion engines;
- 100 lb/day emissions of any regulated pollutant;
- 10 lb/hr emissions of any regulated pollutant;

Most Boatyards that require a license meet the applicability threshold for either 100 lb/day or 10 lb/hr of VOC or HAP.

Here are examples of some activities that might result in either of those emissions levels:

- Spraying approximately 4.5 gallons of gelcoat (43% styrene with a density of 9 lb/gal) in an hour (approximately 270 square foot hull);
- Spraying approximately 45 gallons of the above gelcoat in one day;
- Using 3 gallons of paint/primer/varnish/etc. (400 g/L of VOC) in one hour;
- Using 30 gallons of paint/primer/varnish/etc. (400 g/L of VOC) in one day; or
- A combination of the above

Applicability calculations can be complex for VOC and HAP emissions, so please do at least of the following to check if you need a license:

1. Visit Maine Air Bureau's licensing website (https://www.maine.gov/dep/air/permits/) and fill out the compliance tools for boat builders and service yards. This should give you an estimate of whether or not you meet the applicability threshold;
2. Contact the Department's Air Quality's Licensing section for assistance with calculations and emissions estimates or to set up a compliance assistance visit; or
3. Contact the Department's Small Business Technical Assistance Program. This group is designed to assist with technical questions from the regulated community and is not directly affiliated with the Air Licensing section.

In addition to checking on applicability, it is important that both large or small boat yards maintain order records of all VOC and/or HAP containing materials as suggested in the "Cleaning and Solvent Use" section of this manual. Keeping these records will result in a simpler federal or state inspection and more accurate and conservative emissions estimates.

B. Facilities with a current Minor Source Air Emissions License:

Any change to the facility that goes against a condition in the license or that may result in an increase of emissions requires a revision or modification to the license unless the change is insignificant (see "Definitions"). License amendments have no application fee and they need to be issued prior to any change. The different categories that would result in changes to minor source licenses are:

Minor Revision

1. Qualifications

- Physical changes that effect air pollution but that do not effect licensed emissions;
- Nonphysical changes that do not effect licensed emissions; or
- Nonphysical changes that increase licensed emissions by less than 4 tons/year for any one regulated pollutant except greenhouse gasses and by less than 8 tons/year total for all regulated pollutants, except for greenhouse gasses.

2. Examples

- Fuel switch from distillate fuel to natural gas in boilers or engines
- Adjustment to VOC and/or HAP accounting process
- Process change that reduces VOC and/or HAP emissions
- Addition of a parts washer
- Addition of a spray booth
- Addition of a building to produce boats, but with no licensed emission change

3. Application and Process

- Must be applied for prior to beginning project
- Less information required than for modifications
- No public notice required
- No minimum amount of time unit license is issued
- Application submitted according to the application instructions on the Bureau of Air Quality's Minor Source webpage (https://www.maine.gov/dep/air/permits/minor.html)

Minor Modification

1. Qualifications

- Physical change that increases the licensed emissions of any regulated pollutant; or
- Nonphysical change that increases licensed emissions by more than the minor revision levels.

Either of those two must also meet the following:

- Physical or nonphysical change that does not make a minor source a major source (see "Definitions").

2. Examples

- Installation of a new fuel burning unit (boiler, generator, oven, make up air unit, waste oil furnace, etc.) rated above minimum licensing thresholds (see "Potentially Applicable Regulations").
- The addition of a new production building that requires the VOC or HAP emission limit to be increased.
- The addition of spray guns that require the VOC or HAP emission limit to be increased
- Ability to make more boats (more employees, large contract, increased sales) which requires an emission limit increase of 4 tons/year or more of VOC.

3. Application and Process
   - Must be applied for prior to beginning project
   - Public notice required
   - License cannot be issued prior to the end of the public comment period (21 days after public notice)
   - Application submitted according to the application instructions on the Bureau of Air Quality's Minor Source webpage (https://www.maine.gov/dep/air/permits/minor.html)

Major Modification

1. Qualification
   - Physical or nonphysical change that results in a significant emissions increase (Contact Bureau of Air Quality's licensing section for more information); or
   - Physical or nonphysical change that makes a minor source a major source (see "Definitions")
2. Application and Process
   - Contact the Bureau of Air Quality's licensing section to discuss project as long before the beginning of the project as possible
   - Longer and more complicated process than those of both Minor Revisions and Minor Modifications
   - Must be applied for prior to beginning project
   - Public notice required
   - License cannot be issued prior to the end of the public comment period (21 days after public notice), but the license will probably take longer to complete than that time.
   - Requires air dispersion modeling (see "Definitions") to be completed
   - Application Submitted according to the application instructions on the Bureau of Air Quality's Minor Source webpage (https://www.maine.gov/dep/air/permits/minor.html)

Minor Source License Transfer

1. Qualification
   - Transfer of ownership from one group to another
   - Does not include stock transfers
2. Application and Process
   - Application submitted after property transfer has occurred
   - Application due no later than two weeks after any transfer of property
   - Application Submitted according to the

application instructions on the Bureau of Air Quality's Minor Source webpage (https://www.maine.gov/dep/air/permits/minor.html)

C. If your facility has a Title V license:

As with minor source licensing, all non-insignificant changes made to the facility must be included in the license. Because of the increase complexity (in some cases) of changes to Title V sources, summarized information will not be provided in this manual.

If you own or operate a Title V source and are planning to complete a project, please contact the Bureau of Air Quality no less than two months prior to the anticipated starting date of the project.

Hazardous Waste Management

Production increases or new production practices may change waste generation quantities. To determine if you are in a new hazardous waste generation category, use the resource "Additional Resources: Hazardous Waste Table" to apply the appropriate management criteria.

Waste Regulations

Hazardous Waste Management

Many of the processes involving marine vessels can potentially generate hazardous waste. A waste is anything that is a useless, unwanted, or discarded substance or material even if this substance has any other or potential future use. You are likely a hazardous waste generator and must manage that waste in accordance with MEDEP's Hazardous Waste rules Chapter 850-856 if you do the following examples:

- Paint and coat
- Refinish and refurbish
- Clean and restore engines and mechanical devices
- Use solvents or other chemicals with a Material Safety Data Sheet indicating hazardous status
- Generate waste gasoline

1. For any of these wastes generated by the marine facility, a hazardous waste determination must be made. The management of hazardous waste is guided by Maine's Hazardous Waste Management Rules 06-096 C.M.R. ch. 850-858. To determine if a waste is hazardous, there are four questions that need to be asked.
   - Is it excluded?
   - Is it listed in the regulations?
   - Does it exhibit a hazardous characteristic?
   - Is it a mixture of something hazardous and non-hazardous?
2. Part of this process involves the testing of the waste generated by a given process and the test(s) can be based on knowledge of the waste or through lab testing if information on the waste is less known. Some of the tests that might be used would be:

   a. A waste may contain a chemical that

is listed in the Rules and there are multiple lists containing many chemicals.

i. The list that contains chemicals most commonly found at Marine facilities is known as the F-list or those hazardous wastes that are from non-specific sources and include such commonly found chemicals as acetone, toluene, xylene, methyl ethyl ketone (MEK), and ethyl benzene.

b. A waste may have a given characteristic;

i. This could include the test for flash point to determine if the waste material is ignitable. This would be if the waste material has a flash point of less than 140° F.

ii. Another probable characteristic test would be the pH of a liquid waste and if the liquid material has a pH ≤ 2 or ≥ 12.5 then that liquid waste would be hazardous for the characteristic of corrosivity.

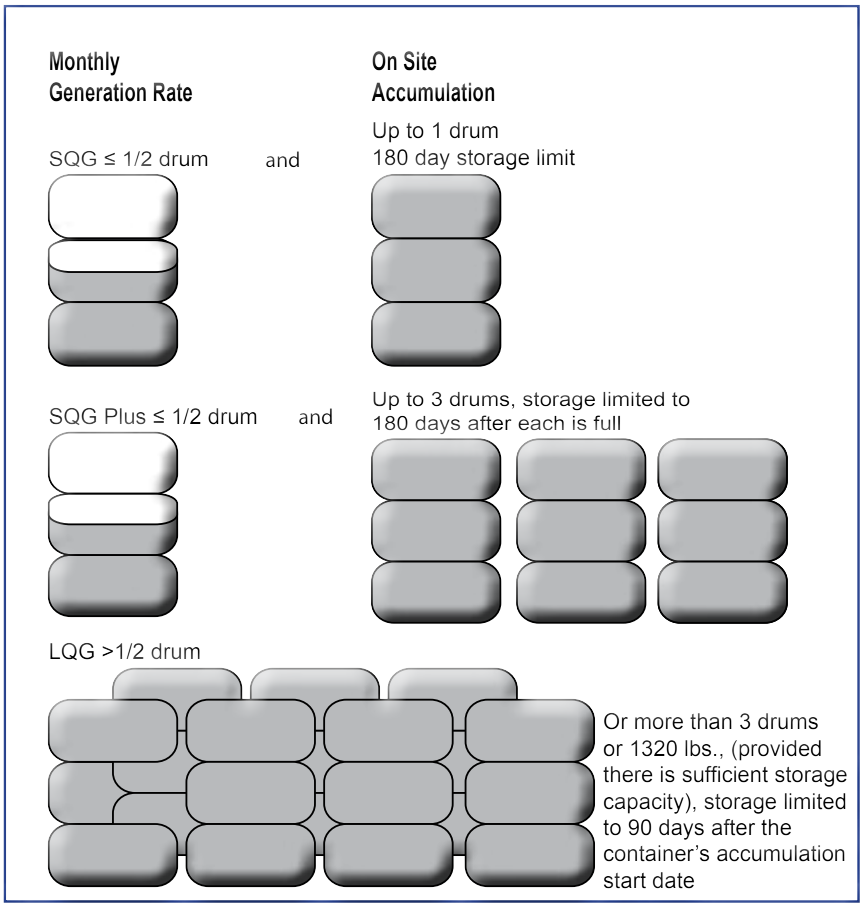
iii. The waste could be reactive if it is explosive, or reacts violently, or creates toxic gases when mixed with water.

iv. There is a list of toxic chemicals that may need to be tested for that could include metals, like lead, that may be in the paint waste from the blasting of hulls of marine vessels. The test used is called the Toxicity Characteristic Leaching Procedure or TCLP which in part determines the presence of eight metals (arsenic, barium, cadmium, chromium, lead, mercury, selenium and silver).

The following table, taken from the inspection checklist used by staff from the Hazardous Waste Management Unit, can be used to help Marine facilities identify the chemical wastes generated at the facility and records how that facility determined whether or not the waste is hazardous.

Hazardous Waste Code Chemical Hazard	***Process Generating Waste Location in Facility***	***Amount per Month***	***How Determined Hazardous (listed, tested, known)***

How to determine if you are a Small Quantity Generator, a Small Quantity Generator-Plus or a Large Quantity Generator



Small Quantity Generator (SQG)-

An SQG **generates** less than 100 kilograms of hazardous waste per month. 100 kilograms (kg) = 220 pounds (approximately 27 gallons or ½ of a 55-gallon drum, based on the weight of water); AND

Accumulates a total of no more than 55 gallons (1 drum) of hazardous waste on site at any one time.

SQGs have the fewest regulatory requirements.

SQG Plus (1 to 3 drums)-

An SQG plus **generates** less than 100 kilograms of hazardous waste per month (approximately 27 gallons based on the weight of water); **AND**

Accumulates one to three drums, but no more than 600 kilograms (1320 pounds) of hazardous waste on site at any one time.

SQG Pluses have extra regulatory requirements in addition to those that SQGs must comply with.

Large Quantity Generators (LQG)-

- **Generates** more than 100 kg per month; **OR**
- **Accumulates** more than 600 kg of hazardous waste on site at any one time.

Large Quantity Generators have the most regulatory requirements.

Another way to look at the different generator status levels is:

You must add up all of the hazardous waste you generate and/or accumulate at your site.

There are also specific generator status requirements should Acute Hazardous Waste be generated.

Acute Hazardous Waste

Not many companies in Maine generate or store acute hazardous waste. If you do, and you want to maintain status as an SGQ, you must abide by the following generation and storage limits:

> You must not **generate** more than one (1) kg of acute hazardous waste per calendar month; And
>
> You must not **accumulate** more than one (1) kg of acute hazardous waste at any time; And
>
> You must not accumulate acute hazardous waste in a container that is larger than 20-liters in capacity; And
>
> You must abide by all of the requirements of the Rules, 06-096 C.M.R. ch. 850, § 3(A)(5)(c)

One (1) kg is approximately equal to two (2) pounds or a quart of liquid. The volume will vary depending upon the density of the waste.

Management Requirements for SQGs

The following requirements must be met by each SQG that stores a total of 55 gallons or less of hazardous waste.

1. Determine if your waste is hazardous.
2. Store hazardous wastes in containers of 55-gallon size or less.
3. Label container that is storing the waste“Hazardous Waste.”
4. Label the container with the date you first deposit waste in it and the date the container becomes full .
5. Ship the full container off site within 180 days of filling.
6. Transport your hazardous waste using a paper version of the Federal Uniform Hazardous Waste Manifest form or eManifest form. (www.maine.gov/dep/waste/hazardouswaste/guide)
7. Transport your hazardous waste using a licensed hazardous waste transporter. (www.maine.gov/dep/ftp/reports/activehaztrans)
8. Send hazardous waste to a Licensed, waste facility for hazardous waste which is authorized to handle the waste under a State program, and if applicable, under the Federal hazardous waste regulatory program. Use your proper site EPA ID number. For Maine Small Quantity Generators, this could either be a permanent EPA ID number or the generic EPA ID number that Small Quantity Generators can use – MEX020000000.
9. Report any hazardous matter discharges to the State Police who will notify the DEP at 1-800-452-4664.
10. Do not treat hazardous waste unless licensed to do so.

SQG Plus (1 to 3 drums)

A small quantity generator may elect to store up to 600 kg (about 3 drums) of hazardous waste

Follow the 10 steps required by Small Quantity Generator as well as the following requirements:

11. Obtain an U.S. EPA Hazardous Waste Generator Identification Number
12. Label & package hazardous waste containers in accordance with DOT requirements before shipping
13. Inspect containers of hazardous waste

weekly and keep a log (refer to Additional Resource Section for example log)

14. Store ignitable and reactive waste 50 feet or more from the property line

15. Store incompatible hazardous wastes separately

16. Store in containers which are free of rust, dents, bulges, leaks, or other damage and compatible with the waste stored in them

17. Keep containers closed except when adding or removing waste

18. Store all waste on a firm working surface that is impervious to leaks

19. Provide secondary containment sufficient to contain all leaks (20% of all waste stored or 110% of the largest container in storage; whichever is the greater amount)

20. Follow appropriate closure procedures when hazardous waste generation activities cease as mandated in the Hazardous Waste rules, chapter 851.11

Management Requirements for Large Quantity Generators (LQGs)

LQGs must do all of the above with the following refinements and additions:

1. Label each container with the date you first put hazardous waste in it; called the accumulation start date (ASD). The hazardous waste must be transported off site within 90 days of the ASD.

2. If you store hazardous waste for more than 90 days, you must contact the DEP for an extension or to apply to become a hazardous waste storage facility.

3. In addition to reporting a spill or spills to the State Police who notifies the Department, a written report must be sent to the Department for each spill. The written report is required in 15 days in the case of a hazardous waste spill, and within 30 days for a hazardous matter spill. These requirements are covered in 40 CFR 264.56(j), the Maine Revised Statute Annotated (M.R.S.A.), Title 38, Section 1318-B(1) and in the Hazardous Matter Rules, Chapter 801.3(A). An example of a Spill Report Form can be found in Supplemental Materials Federal Reportable Quantities do not apply to spill reporting in Maine unless a Spill Prevention Control & Clean-up Plan (SPCC) has been filed with the Department.

4. Allow 36” access aisles to container for inspection and remediation; hazardous waste containers must be stored in a manner which allows for the movement of people and equipment between them for the purposes of inspection and remedial action. Containers may be stacked in the storage area, within certain limitations. Containers larger than 10 gallons may not be stacked more than two (2) high. If containers are stored next to a wall, or other structure, they may only be stored one row deep. If stored in the middle of a storage area, the containers may be in rows up to four (4) wide. See the Rules, Chapter 851.13(C)(7).

5. Store waste in a secure area to prevent entry by unauthorized people; hazardous waste storage areas must be kept secure (for example, behind a locked door or fence) to prevent entry to the area by unknowing and/or unauthorized people. Post a sign reading ***Danger – Unauthorized Personnel Keep Out.*** These requirements may be found in more detail in the Rules, Chapter 851.13(C)(7)(i) and 40 CFR 264.14.

6. Internally inspect hazardous waste tanks and valves yearly and have hazardous waste pipelines and valves pressure tested yearly; refer to the HW Rules, Chapter 851.13(C)(2).

7. Provide personnel training upon hire and thereafter refresh annually; each person who handles or manages hazardous waste at your facility must be trained within six (6) months of hire, and then yearly, to perform their duties in a way that ensures your company will be in compliance. The training must teach each employee to perform the hazardous waste management procedures relevant to their position. This training should familiarize employees with the Hazardous Waste Contingency Plan and must document the following:

   - The employee's name and job title
   - A job description for each job title
   - The type and amount of training required for that job
   - The dates that training was received by each employee
   - A basic course description or outline that the employee was trained to respond to emergencies at the company.

All of these training requirements are federal standards referenced in Chapter 851.8(B)(5) and may be read in 40 CFR 264.16.

8. Develop a Hazardous Waste Contingency Plan to prepare for a hazardous waste-related emergency, such as a spill, fire or explosion, so that employees and local authorities can respond effectively to such emergencies. There are four elements to a hazardous waste contingency plan that must be included:

Who generates universal waste and how?

Universal waste can be generated by individuals, businesses, and hospitals... by almost anyone. Universal wastes are certain batteries, cathode ray tubes, certain lamps, mercury devices, mercury thermostats, motor vehicle mercury switches and PCB ballasts. The following list contains some common examples of activities that generate universal waste:

- Replacing certain types of batteries, including those used in cordless and cellular telephones, hearing aids and watches.
- Replacing computer monitors and television sets.
- Replacing mercury thermometers.
- Building repair and remodeling, when a mercury thermostat is replaced.
- Replacing fluorescent light bulbs that contain mercury and/or lead.
- Replacing PCB ballasts during an energy conversion of a building's lamps.
- Removing mercury switches from motor vehicles.

NOTE: The use of fluorescent lamps conserves energy, reduces power plant emissions, and is environmentally beneficial overall. However, these lamps contain mercury and/or lead and must be managed responsibly and recycled after their useful life.

- Evacuation procedures
- An emergency coordinator (EC) list
- Emergency procedures, and
- An emergency equipment list. There is a “Hazardous Waste Contingency Plan Deficiency List” which outlines all of the elements of a complete contingency plan. Also see 40 CFR 264.51 through 264.56

9. Request mutual aid agreements from community support organizations; you must attempt to enter into mutual aid agreements with the local fire department, police department, hospital, and hazardous waste contractor. You must send each party a copy of your Contingency Plan to familiarize them with your facility, the types of hazardous wastes you have on site and the types of problems or injuries that may result. The mutual aid agreement should specify each organization’s duties in the event of an unplanned release. Mutual aid agreements must be updated annually and any refusals to enter into an agreement must be documented. This is normally done by sending a request via certified mail with a return receipt. See the Rules, Chapter 851.13(C)(7)(c)(ii) and 40 CFR 264.37.
10. File an annual report with the DEP by March 1--The DEP will provide an annual Hazardous Waste Report form and instructions to each company. This must be filled out and returned to the DEP no later than March 1 of each year, for the previous calendar year’s hazardous waste activity. If you need a form, call the DEP at (207) 287-7688. See the Rules, Chapter 851.9(E) and 9(F). Annual Hazardous Waste Reports must be maintained on a site for at least ten (10) years. See the Rules, Chapter 851.9(B).

Universal Waste Management

A universal waste is a hazardous waste that is widely generated and must be managed, transported, and disposed of in accordance with State of Maine Universal Waste Rules, Chapter 858.

Universal wastes are generated and regulated in the State of Maine when the following are spent, damaged, and need replacement:

a. Batteries, because they contain heavy metals, such as lead, cadmium, and mercury.

b. Cathode ray tubes (old style TVs and computer monitors), because of the high lead content.

c. Certain lamps, like fluorescent lamps, that contain mercury and sometimes lead.

d. Mercury devices, obviously because of the mercury.

e. Mercury thermostats, because of the mercury ampule.

f. Motor vehicle switches, also because they contain mercury.

g. Totally enclosed, non-leaking, polychlorinated biphenyl (PCB) ballasts, because PCBs are suspected to cause cancer in humans and can bioaccumulate in fish and other foods.

h. Interior and exterior architectural coatings sold in containers of five (5)-gallons or less that is unused but intended for painting components of houses or other buildings.

Types of Universal Waste Generators

Most marinas and boatbuilder/repair businesses will be classified as Small Universal Wastes Generators.

Small Universal Waste Generator (SUWG):

A SUWG generates and accumulates on site, **200 or less** universal waste items or 4,000 or less motor vehicle switches at a time or in any given month. This number can be calculated by counting all individual items of any type of universal waste. For example:

50 Ni-Cd batteries ***plus*** **100** mercury lamps ***plus*** **25** cathode ray tubes ***plus*** **25** mercury thermostats **equals 200** items of universal waste.

A SUWG does not need an identification number or conduct and document weekly inspections.

Large Universal Waste Generator (LUWG):

A LUWG generates or accumulates **more than 200 items** of universal waste or 4,000 motor vehicle switches at any one time or in any given month.

A LUWG needs **either an EPA identification number** or in certain circumstances, a state number.

Should you exceed Small quantity generator status, please refer to the Department's Universal Waste Rules, Chapter 858 for the additional regulatory requirements.

SUWG Requirements

1. **Determination**: hazardous waste and/or universal waste is:

a. Batteries, including Nickel Cadmium, Metal Hydride, small sealed lead acid, Lithium, Mercuric Oxide, Zinc Air, and Silver Oxide button batteries.
Vehicle batteries are NOT considered universal waste; these batteries should be managed through a battery deposit system or if leaking or not intact they should be treated as a regular hazardous waste.

b. Cathode ray tubes, including video display components of televisions, computer monitors, and other display devices.

c. Certain lamps containing mercury or lead, including fluorescent, high-intensity discharge, neon, mercury vapor, high-pressure sodium, and metal halide bulbs.

d. Mercury devices including mercury thermometers, sphygmomanometers, and nonmotor vehicle mercury switches.

e. Mercury thermostats including temperature control devices, which contain mercury.

f. Motor vehicle mercury switches, including hood and truck light switches and ABS switches.

g. Totally enclosed non-leaking polychlorinated biphenyl (PCB) ballasts.

The battery types listed above may be managed in accordance with the Universal Waste rules described in this handbook, the labeling, tracking, and storage requirements of 40 CFR 273 as revised July 1, 2001, or in accordance with a Department sanctioned manufacturer take-back program.

All mercury-containing lamps must be managed as universal waste regardless of the amount of mercury in the lamp.

2. Universal waste must be stored in a secure area which can be locked when not in use.

3. Universal waste storage areas must be designated by a clearly marked sign, which states U*niversal Hazardous Waste Storage* or the type of waste being stored there, i.e. *Waste Cathode Ray Tube Storage*, *Waste Lamp Storage*, *Waste Mercury Device Storage*, *Waste Mercury Thermostat Storage*, *Waste Motor Vehicle Switch Storage*, *Waste PCB Ballast Storage*.

4. Store all universal waste in containers.

   a. The containers must not show evidence of leakage, spillage, or damage that could cause leakage under reasonably foreseeable conditions.

   b. The containers must be closed, structurally sound, and compatible with the waste.

5. Each container must be labeled with the date you first put universal waste in it. (This date is called the accumulation start date) and the date the container becomes full if you wish to store universal wastes for more than 365 days. (See #6 below.)

6. Universal waste containers should be marked with the type of waste they contain, i.e. *Waste Cathode Ray Tubes*, *Waste Lamps*, *Waste Mercury Devices*, W*aste Mercury Thermostats*, *Waste Motor Vehicle Switches*, and *Waste PCB Ballasts*.

7. A generator **cannot** store universal waste for more than 365 days from the date the waste is **first placed** in the container. However, there is an exception, which allows additional storage time when it is needed to fill a container of waste no larger than the following container sizes and the container is shipped **no more than 90 days** from the date the container is filled*:

   a. Batteries: A container no larger than 30 gallons.

   b. Cathode Ray Tubes: One Gaylord container, usually 24 CRTs will fit in one Gaylord.

   c. Lamps: A container designed for no more than 190 lamps.

   d. Mercury Thermostats: A container no larger than 30 gallons.

   e. Mercury Devices (other than motor vehicle switches): A container no larger than 55 gallons.

   f. Motor Vehicle Mercury Switches: A container no larger than 5 gallons.

   g. PCB Ballasts: A container no larger than 30 gallons.

   *Motor vehicle mercury switches must be shipped off at least every three years from when waste is first placed in the container regardless of whether the 5-gallon container is filled.

8. Universal waste must be stored so they are **not exposed** to the weather.

9. Universal waste must be packed in containers with packing materials adequate to prevent breakage during storage, handling, and transportation. The use of sectional or egg carton type of packing materials is suggested. The type and amount of packing materials should be adequate to prevent breakage during normal handling and shipping. Certain universal wastes are more fragile than others and will require more care in this regard. Other universal wastes are less fragile such as metal motor vehicle switches and are unlikely to break if placed in a container without packing material. A few motor vehicle switches are made

of glass and do need packing material to protect them from breakage.

10. Full Universal waste containers must be sealed securely around box openings.

    Any universal waste containers must immediately be sealed if incidental breakage occurs. This is an extremely important provision to prevent any broken items from escaping the container, exposing the workers and contaminating the storage area and transportation vehicle. Wide tape with good adhesive properties and that is waterproof is a good choice for boxes. Duct tape often comes loose with time and is not a good choice for most situations.

11. Boxes of universal waste must not be stacked more than 5 feet high. This prevents crushing of items stored in boxes in the lower levels.

12. Small Quantity Universal waste storage areas are not required to be inspected weekly except for keeping track of the number and types of Universal Waste on Site. The Department recommends when universal waste is added to the storage area the employee inspects the area for any contamination, leakage, or exposure to universal waste.

    (Although not required SUWG could use the weekly checklist form in Additional Resource Section to document observations made when Universal Waste is added to SUWG storage area).

The log sheet completed by the small universal waste generator and the central accumulation facility must contain the following information:

a. Name, address, and telephone number of the generator.

b. Date of delivery to the facility.

c. Type and quantity of universal waste.
* Note: an arrangement must be made with the consolidation facility before collection begins to ensure that the consolidation facility will carry through on this requirement.

Small Universal Waste Generators are not required to meet the above weekly inspection requirements except for keeping track of the number and type of universal waste items on site. However, it is recommended that an inspection is conducted whenever waste is added to the universal waste area to reduce the potential for contamination or exposure to universal waste.

13. Universal waste containers must be stored to facilitate inspection of the container. The inspector shall be able to determine the accumulation start date, container full date, and the container's condition.

14. All releases of waste and residues resulting from spills or leaks of universal waste must immediately be contained and transferred into a container that meets the requirements of the Maine Hazardous Waste Management Rules.

    Incidental breakage of ten (10) or fewer lamps or CRTs may still be handled as universal waste. Spills resulting from other than incidental breakage must be handled as hazardous waste in accordance with Chapter 850, Section 3A(13)(e)(viii). The total amount of broken lamps and CRTs in storage may exceed ten (10) items provided no breakage event exceeds the incidental limits. Incidental breakage should, however, be a rare occasion. If frequent breakage is occurring, the generator, facility, and transporter should review their handling procedures and packing materials to ensure that they are adequate for the job.

A State Identification Number may be obtained by completing the State Universal Waste Notification Form (See “Additional Resources: Universal Waste Notification Form”)

Universal Waste Training Requirements

Generators, owners, or operators of any central accumulation or consolidation facility and transporters of universal waste must comply with the following requirements for training:

1. Train all employees and contractors who handle or have responsibility for managing universal waste on proper handling and emergency procedures. *
2. Documentation of the training must be maintained at the facility** for a minimum of three years from the date the facility first receives or ships universal waste, or for the length of employment, whichever is longer. This documentation must include the name of the employee or contractor receiving the training, the date of the training, and the information covered during the training.

*Training may be provided by any qualified individual such as the generator, central accumulation or consolidation facility personnel, the Department, or a private consultant.

**In-state small universal waste generators and in-state central accumulation facilities may have their training records maintained by the in-state consolidator provided the in-state consolidator meets the above requirements.

Universal Waste Shipping Requirements

Generators, owners, or operators of any central accumulation or consolidation facility and transporters of universal waste must comply with the requirements for the shipping of universal waste as follows:

1. The universal waste must be whole, intact, and unbroken.
2. The universal waste must be in proper packaging that includes closed containers that are compatible with the type and amount of universal waste being shipped. Packages must also meet the U.S. Department of Transportation standards in 49 CFR 171-180, if applicable.
3. A Recyclable Material Uniform Bill of Lading (Appendix H) or Uniform Hazardous Waste Manifest must accompany the universal waste. Copies of these documents must be submitted to the Department. The Department, on a case by case basis, may approve alternative shipping documents for use. The Department has approved an alternative shipping document that replaces the old *Recyclable Hazardous Material Uniform Bill of Lading*. The new form is referred to as the *Recyclable Material Uniform Bill of Lading*. Appendix I and J contain information helpful in completing the Recyclable Material Uniform Bill of Lading (UBOL).

Instead of a manifest or bill of lading, Small Universal Waste Generators, Generator-owned Central Accumulation Facilities, and Municipal-owned Transfer/Recycling Facilities may use a log system of tracking (see Appendix E). This is allowed for movement of universal waste; from the generator to the central accumulation facility and from the central accumulation facility or the municipal-owned transfer/ recycling facility to the consolidation facility. The consolidation facility must utilize either a UBOL or manifest for movements of these wastes from the consolidation facility to the recycling facility. The log system of tracking is allowed as long as the following requirements

are met:

a. For a Small Universal Waste Generator:

i. The waste is sent to an in-state central accumulation or in-state consolidation facility.

ii. The required information must be recorded on the log sheet upon arrival at the central accumulation facility. If the Small Generator is maintaining their own log, only part 2A is needed.

iii. The consolidation facility must submit the required **quarterly** universal waste report to the Department on time. *

b. For Central Accumulation Facilities (Includes company-owned and municipal):

i. The waste is sent to an in-state consolidation facility.

ii. The universal waste information is recorded on the log sheet. Company-owned Central Accumulation Facilities must use Log Forms Part 1 and Part 2A. Transfer Station/Recycling Centers (Municipal) must use Log Forms Part 1 and Part 2B.

iii. The log sheet accompanies the waste to the in-state consolidation facility, and the consolidator submits the quarterly universal waste report to the Department on time. *

Or:

iv. The waste is sent to a consolidation facility or recycling facility on a UBOL or manifest and the logs are submitted with the Department's copy of the shipping document.

c. The log sheet completed by the small universal waste generator and the central accumulation facility must contain the following information:

i. Name, address, and telephone number of the generator. (If from a household, enter *Household Generator* instead of name, address, and telephone number.)

ii. Date of delivery to the facility.

iii. Type and quantity of universal waste.

d. For a Consolidation Facility that is receiving universal waste on a log system of tracking:

i. The waste is sent to a recycling facility, except for ballasts and mercury spill kits

ii. The log sheets are accurate and complete.

iii. A quarterly universal waste report (sample form available on the Department's website) is submitted to the Department for all universal wastes received during that quarter. Quarters are calendar year quarters (i.e., January -March, April - June, July - September, October - December). The quarterly reports are due within 30 days of the end of the quarter.

*Note: an arrangement must be made with the consolidation facility before collection begins to ensure that the consolidation facility will carry through on this requirement.

If shipping universal waste out of or into the country, shippers must meet the export and import requirements contained in Chapter 857, Section 7D.

Not all states recognize Maine's universal wastes as universal wastes in their states.

Certain states may require PCB ballasts and/or certain other Maine universal wastes to be transported on a hazardous waste manifest rather than a UBOL. Consult with your transporter or designated facility to see if this applies.

For example: When shipping PCB Ballasts to a recycling facility in Massachusetts they must be shipped on a hazardous waste manifest. PCB Ballasts are currently a state-regulated hazardous waste in Massachusetts and will need to be identified with the State Waste Code of MA02 as well as the Maine Universal Waste Code of MRM002.

The last part of managing universal waste is the time frame that records need to be retained.

Generators, owners, or operators of any central accumulation or consolidation facility must retain the following documents and paperwork at the facility:

a. Inspection logs must be kept for one (1) year from the date of shipment or receipt of universal waste.

b. Training documentation must be kept for at least three (3) years from the date of shipment, receipt of universal waste, or length of employment whichever is longer.

c. Bills of Lading, Manifests, and Log forms must be kept for at least three (3) years from the date of shipment or receipt of universal waste.

Prohibitions: Generators, owners, or operators of any central accumulation or consolidation facility and transporters of universal waste are prohibited from conducting the following activities:

- Disposing, diluting, or treating universal waste. The intentional breaking of cathode ray tubes or lamps is considered a form of treatment and may only be conducted at an authorized or licensed recycling facility.
- Sending or transporting a universal waste to any facility other than a central accumulation facility, consolidation facility for universal waste, or a recycling facility for universal waste. Exception: Ballasts and residues from mercury spill kits may be sent to an approved hazardous waste disposal or treatment facility.

Solid and Special Waste Regulations

Generating Waste

Keep all dumpsters lids closed when not in use. Secondary containment must be used for dumpsters, waste bins, and roll-off containers that do not have lids and could leak. Dumpsters and roll-off containers should only be used to hold solid waste materials and never used to hold liquid wastes.

In addition to domestic waste that must be disposed of in accordance with Maine DEP Solid Waste rules (Chapter 400), many marine activities can generate Special Waste such as the following examples:

- Painting/dried paint filters
- Blast waste
- Dredging material from travel lift basins

Special waste can only be accepted at facilities with a Maine DEP approved Hazardous Waste and Execlusion Plan in accordance with Chapter 400.

Fueling, Storage and Spill Prevention Regulations

The term *SPCC Plan,* as used in federal regulations under the Clean Water Act, stands for *Spill Prevention Control and Countermeasure Plan*. An Oil SPCC plan is a plan prepared in accordance with good engineering practices to prevent and clean up spills from oil storage tanks. *Oil* as defined in the federal regulations includes petroleum oils such as gasoline, diesel, and heating oil as well as non-petroleum oils such as animal or vegetable oils, synthetic oils, and mineral oils.

The federal SPCC plan requirements apply specifically to oil storage facilities with an aggregate storage capacity greater than 1,320 gallons and where a discharge could reach a navigable water body, either directly or indirectly. Any oil storage container or tank that is 55 gallons or larger in size counts towards the total aggregate storage capacity. Most areas in Maine are considered locations where a discharge could reach navigable waters.

In 2002, the Maine Legislature enacted 38 MRSA § 570-K(5), giving the Maine DEP authority to oversee compliance with the federal SPCC requirements for aboveground storage facilities that exceed the federal 1,320 gallon aggregate storage capacity threshold and are used to market and distribute oil.

An SPCC plan lists the containment equipment and structures used to prevent spills from reaching ground water or surface water and identifies the inspection, monitoring, and oil transfer procedures that will be followed to prevent a spill. If a spill occurs, a well-developed Oil SPCC plan will identify whom to call, and will specify steps or *countermeasures* to contain the spill, and minimize environmental impacts. The specific SPCC requirements for oil storage facilities are found in federal regulation, 40 CFR Part 112. A qualified professional engineer must examine the plan and attest that it has been prepared in accordance with good engineering practices.

Contacts - Who to contact for more information regarding SPCC requirement.

For information on the Department's SPCC program that applies to facilities with more than 1,320 gallons of aboveground oil storage and that market or distribute oil to others contact the Maine Department of Environmental Protection: Division of Technical Services, 17 State House Station, Augusta, ME 04333-0017; telephone: (207) 287-7688 or in-state toll free (800) 452-1942.

For information on the federal SPCC plan requirements that apply to any facility with more than 1,320 gallons of aboveground oil storage contact the U.S. Environmental Protection Agency: EPA Region 1, 5 Post Office Square, Suite 100, Boston, MA 02109-3912; telephone: (888) 372-7341.

Stormwater Management General Permit

Boat building, repairing and boatyards (marina activity) are all classified as an industrial activity subject to Maine's Multi-Sector General Permit (MSGP) which was renewed in December of 2016. Maine's MSGP is a permit which authorizes the controlled direct discharge, or point source discharge of stormwater associated with an industrial activity including ship and boat building or repair yards as defined by Standard Industrial Classification (SIC) Major Group 37. This group consists of facilities that primarily engage in ship and boat building and repairing services including:

- Ship building and repairing (SIC 3731)
- Boat building and repairing (SIC 3732)

Requirements for coverage under an industrial stormwater permit include:

- Submittal of a request for permit coverage Notice of Intent (NOI) and Fee;
- Development of a written stormwater pollution prevention plan (SWPPP) that remains onsite and is updated;

Description of Activities and Implementation of control measures:

- site-specific best management practices (BMPs),
- maintenance plans,
- inspections,
- employee training, and reporting.

Industrial stormwater permit requires monitoring, including:

1. Routine,
2. Visual,
3. Sector-specific benchmark,
4. Numeric technology based on effluent limitation, and
5. Discharge to Impaired waters may have additional monitoring requirements .

For further detailed best management practices for each activity, please go to "Operational Guidance" and "Additional Resources" sections where you can review the "Industrial Stormwater (MSGP)" and EPA's "SWPPP Plan Template". To download MSGP forms and permit visit the Maine DEP Multi-Sector General Permit webpage. (www.maine.gov/dep/water/wd/multisector)

Air Regulations

Air License Overview

Many of the component activities of marine vessel construction use materials which emit air pollutants regulated by the Department. Some of these activities may result in emission levels below licensing thresholds, but many emit quantities above licensing thresholds.

Different permitting processes and regulatory requirements may apply, depending on the following:

- quantities of regulated air pollutants emitted by each process and by the facility (combined total of emitted pollutants);
- the type of products manufactured; and
- the manufacturing processes.

The thresholds for air emission licensing source categories are based on the facility's emissions levels, as shown in "Table 1".

Table 1- Air Emission Licensing Source Category Thresholds

Thresholds for Area Sources of Hazardous Air Pollutants (HAP)	Thresholds for Minor Sources of Volatile Organic Compounds (VOC) and other Criteria Air Pollutants (CAP)	Thresholds for Major Sources of HAP and of OC and other CAP
Less than 10 tons per year of a single HAP	Less than 50 tons per year of VOC	10 tons or more per year of a single HAP
Less than 25 tons per year of all HAPs combined	Less than 100 tons per year of any other criteria air pollutant	25 tons or more of all HAPs combined
		50 tons or more per year of VOC
		100 tons or more per year of any other criteria air pollutant

For help with air pollution related questions, please contact either of the following Department resources:

- The Department's Air Licensing section at (207) 287-7688 (ask for Air Licensing), or DEP-Air-Licensing-Help@maine.gov, for assistance with calculations and emissions estimates or to schedule a compliance assistance visit; or
- The Department's Small Business Technical Assistance Program at (207) 287-7881 or 800-789-9802. This group is designed to assist with technical questions from the regulated community and is not directly affiliated with the Air Licensing section.

The Department has created an "Air Compliance Tool" to assist with self-determining if an air license is needed and with tracking of emissions from production activities, available on the Air Compliance Tool webpage. (https://www.maine.gov/dep/air/permits/compliance-tool.html)

When evaluating emissions, in addition to solvents and other materials used in boat building, a facility should include the following in the calculated totals:

- Emissions from stationary internal combustion units (engines) rated higher than 0.5 MMBtu/hour heat input;
- Emissions from all other stationary fuel-burning units higher than 1 MMBtu/hour heat input; and
- Emissions from all other sources of regulated air pollutants, including VOC and/or HAP emissions sources.

Please contact the Air Licensing section for assistance in quantifying emissions from engines, other fuel burning equipment, and other sources of regulated air pollutants.

Some facilities may not have emissions totals high enough to trigger air emission licensing and therefore are not required under Maine law to obtain an air emission license. However, per federal regulation definitions, it is possible that a source without an air emission license containing enforceable limits at Minor Source (for criteria air pollutants) and Area Source (for HAP) levels (see "Table 1") to be classified as a major source. Therefore, the Department strongly encourages all boat building facilities to obtain a Minor Source air emission license to establish such enforceable limits even if it is uncertain whether a license is required.

All facilities which have equipment matching one or more of the following categories must obtain an air emission license:

- 10.0 MMBtu/hour or more of total fuel burning units (based on heat input, not including engines smaller than 0.5 MMBtu/hour and not including other fuel burning equipment smaller than 1.0 MMBtu/hour);
- 5.0 MMBtu/hour or more of total internal combustion engines (engines, generators, fire pumps, etc. based on heat input, not including engines smaller than 0.5 MMBtu/hour);
- Emissions of 100 lb/day or more of any regulated pollutant;
- Emissions of 10 lb/hour or more of any regulated pollutant.

The air emission license requirement is triggered for most boatyards by either the 100 lb/day or the 10 lb/hour threshold for regulated pollutants, such as VOC or HAP. For example, such thresholds can be reached by one or a combination of the following:

- Spraying approximately 4.5 gallons of gelcoat (43% styrene with a density of 9 lb/gal) in an hour (approximately 270 ft2 hull);
- Spraying approximately 45 gallons of the above gelcoat in one day;
- Using 3 gallons of paint/primer/varnish/etc. (400 g/L of VOC) in one hour; or
- Using 30 gallons of paint/primer/varnish/etc. (400 g/L of VOC) in one day.

If a facility requires an air emission license or would like to voluntarily apply for a minor source license, please contact the Bureau of Air Quality's Air Licensing section at DEP-Air-Licensing-Help@maine.gov.

Note: It is important to maintain purchase records and associated Safety Data Sheets (SDS) for all materials containing VOC and/or HAPs. These records will better prepare a facility for a federal or state compliance inspection and will provide more accurate emissions estimates.

Facilities Without an Air Emission License

A facility that does not have an air emission license and is planning an expansion of the physical facility or production increases is strongly recommended to review the Air License Overview section of this document to guide whether the increase in activities will necessitate obtaining an air emission license.

Facility Expansions and Production Increases

Air licensing requirements – either to obtain an air emission license or amend the current air emission license – may be triggered by anctivities that may result in an increase of emissions. Examples are:

- The installation of new equipment;
- Increases in usage of chemicals that can increase emissions; or
- Increases in manufacturing.

For any activity requiring an air emission license or air emission license amendment, the application must be submitted and the license/amendment issued before commencement of the activity.

Table 2: Examples of Activities Requiring Air License Amendments

Description of Types of Licenses and License Changes	Examples
Minor License Revisions	
Physical and non-physical changes that affect air pollution but that do not affect licensed emissions	• Fuel switch from distillate fuel to natural gas in boilers or engines • Adjustment to VOC and/or HAP accounting and recordkeeping requirements • Process change that reduces VOC and/or HAP emissions • Addition of a parts washer • Addition of a spray booth, but with no licensed emissions change • Addition of a building to build boats, but with no licensed emissions change

Description of Types of Licenses and License Changes	Examples
Minor Modifications	
Physical and non-physical changes that increase the licensed emissions of any regulated pollutant	• Installation of a new fuel burning unit (boiler, generator, oven, make up air unit, waste oil furnace, etc.) rated above minimum licensing thresholds (see Air License Overview section) • Change in material usage to higher VOC- or HAP-containing materials • The addition of spray guns that require the VOC or HAP emission limit to be increased
Physical or non-physical changes that do not make a minor source a major source	• Ability to make more boats (more employees, large contract, increased sales) which requires an emission limit increase of 4 tons/year or more of VOC
Major Modifications	
Physical or nonphysical changes that result in a significant emissions increase; or	• Scenarios similar to those listed above whose air emissions increases are above the thresholds for major sources as identified in “Table 1”
Physical or non-physical changes that make a minor source a major source	• Scenarios similar to those listed above whose air emissions, when added to current facility-wide emissions, total at levels above major source threshold values

Production and Repair of Composite Boats

The production and repair or composite boats includes several specific activities which can include the use of specific materials that may be air pollutants. Styrene is an important material used for the construction of marine vessels. However, styrene has been identified by the U.S. Environmental Protection Agency (EPA) as both a VOC and a HAP. Methyl methacrylate (MMA) is another material commonly used in boat manufacturing which is a regulated air pollutant. Facilities are encouraged to reduce or eliminate the use of styrene and other organic HAP compounds used or released in the boat manufacturing process. “Table 3: Processes and Materials Used in the Production and Repair of Composite Boats”, provides a list of several typical processes used in the production and

Table 3: Processes and Materials Used in the Production and Repair of Composite Boats

Activities	Associated Materials
Open Molding	• polyester/vinylester resins systems • organic peroxide/epoxy systems • styrene usage
Closed Molding	
Compound Molding	• polyester/vinylester resins systems • organic peroxide/epoxy systems • styrene usage
Compound Waxing	• polyester/vinylester resins systems • organic peroxide/epoxy systems • solvents
Mold Prep	• solvents
Mold Fabrications	• tooling gelcoat-styrene-organic peroxide
Chopping and Spraying	• vinyl ester resins systems • organic peroxide/epoxy systems • styrene usage / no styrene usage
Gel Coating	• styrene, methyl methacrylate
Hand Layup	• vinyl ester resins systems • organic peroxide/epoxy systems • styrene usage / no styrene usage
Equipment Cleaning	• solvents
Generating Waste	• rags, hot pots, paint related waste, solvent waste

repair of composite boats and commonly used materials.

Potentially Applicable Regulations

There are several federal and state regulations potentially applicable to fiberglass boat construction and repair, as outlined below.

- Control of Volatile Organic Compounds from Adhesives and Sealants, 06-096 C.M.R. ch. 159 (Chapter 159) – applies to adhesives, sealants, and certain cleanup solvents sold, purchased, or used in the State of Maine. This rule contains a detailed table of limits for specific materials and uses.

  Exempt from Chapter 159 are the following:

  ◊ Materials being tested or evaluated in research and development or in a quality assurance or analytical laboratory;

  ◊ Materials that contain less than 20 grams of VOC per liter of material (undiluted);

  ◊ Cyanoacrylate adhesives;

  ◊ Materials purchased in containers 16 fluid ounces or less or that weigh less than one pound;

  ◊ Contact adhesives purchased in one gallon or smaller containers; and

  ◊ Adhesives and sealants applied dry (as powder) and activated without a solvent.

- Control for Fiberglass Boat Manufacturing Materials, 06-096 C.M.R. ch. 162 – applies to the following processes at boat manufacturing facilities if the facility emits more than 5,400 lb VOC (total) in any 12-month period:

  ◊ Open molding operations (including gel coating)

  ◊ Resin and gelcoat application equipment cleaning operations

  Note: Boat manufacturing facilities that emit less than 5,400 lb of VOC per year must keep records of resins and gelcoats used to prove exemption.

- National Emission Standards for Hazardous Air Pollutants for Boat Manufacturing, 40 C.F.R. Part 63, Subpart VVVV – applies to the following:

  ◊ Facilities that build fiberglass boats or aluminum recreational boats and are Major HAP sources

  Note: A boat manufacturing facility is a facility that manufactures hulls or decks of boats from fiberglass or aluminum, or assembles boats from premanufactured hulls and decks, or builds molds to make fiberglass hulls or decks. A facility that manufactures only parts of boats (such as hatches, seats, or lockers) or boat trailers is not considered a boat manufacturing facility for the purpose of this subpart.

  ◊ Open molding operations, aluminum surface coatings, aluminum wipedown solvents, and carpet and fabric adhesives used at facilities applicable to this subpart.

  Exempt from Subpart VVVV are the following:

  ◊ Aluminum coating operations on aluminum boats intended for commercial or military (nonrecreational) use;

  ◊ Fiberglass hull and deck coatings;

◊ Antifoulant coatings;

◊ Research and development activities; and

◊ Materials contained in handheld aerosol cans.

- National Emissions Standards for Hazardous Air Pollutants: Reinforced Plastic Composites Production, 40 C.F.R. Part 63, Subpart WWWW – applies to open molding of non-boat materials produced at a Major HAP source

Management Control Measures

There are control measures available to minimize emissions of air pollutants from the boat manufacturing process. Some control measures are mandated by specifically applicable regulations, while others may be instituted as cost savings and material handling measures to optimize the manufacturing process.

Control Measures Applicable to the Entire Process

- Use materials that contain little or no single (particularly organic) HAP and Monomer VOC
- Mix only as much material as is needed for application
- Use cleaning solvents with low or no VOC contents to clean resin/gelcoat application equipment
- Use adhesives and sealants with VOC contents below Chapter 159 requirements

Control Measures for Gelcoat Application

- Use vapor suppressants in solution
- Use non-atomized application technology or controlled spraying techniques when applying gelcoat to mold
- Increase thickness of each gelcoat application, as practicable, to minimize the number of coats required

Control Measures for Laying of Fiberglass or Other Reinforcing Material

- Use an adhesive with a VOC content compliant with the requirements of Maine state rule 06 096 C.M.R. Ch. 159

Control Measures for Resin Applications

- Vacuum infusion control measures: keep vacuum pulled for entire infusion
- Allow full curing of VOC or HAP containing resins prior to removing wrap: check for leaks prior to infusion
- Manual application control measures
  - ◊ Use vapor suppressants in solution
  - ◊ Increase coat thickness, as practicable
- Mechanical application control measures
  - ◊ Use vapor suppressants in solution
  - ◊ Use non-atomized resin application technologies
  - ◊ If unable to use non-atomized resin application technologies, apply gelcoat using controlled spraying techniques

Recordkeeping

Recommended recordkeeping practices may include the following:

- Keep record of the number and size of boats built on a 12-month rolling total basis, and the amount of resin and gelcoat used on each
- Keep records of the styrene, methyl

methacrylate, and other single HAP/ monomer VOC contents in each resin and gelcoat used, on a monthly basis

- Keep all required/suggested records for a minimum of six years

Production of Aluminum Boats

Potentially Applicable Regulations

There are several federal and state regulations potentially applicable to the production of aluminum boats, as outlined below.

- National Emission Standards for Hazardous Air Pollutants for Boat Manufacturing, 40 C.F.R. Part 63, Subpart VVVV – applies to the following:

    ◊ Facilities that build fiberglass boats or aluminum recreational boats and are Major HAP sources

    Note: A boat manufacturing facility is a facility that manufactures hulls or decks of boats from fiberglass or aluminum, or assembles boats from premanufactured hulls and decks, or builds molds to make fiberglass hulls or decks. A facility that manufactures only parts of boats (such as hatches, seats, or lockers) or boat trailers is not considered a boat manufacturing facility for the purpose of this subpart.

    ◊ Open molding operations, aluminum surface coatings, aluminum wipedown solvents, and carpet and fabric adhesives used at facilities applicable to this subpart.

Exempt from Subpart VVVV are the following:

    ◊ Aluminum coating operations on aluminum boats intended for commercial or military (nonrecreational) use;

    ◊ Fiberglass hull and deck coatings;

    ◊ Antifoulant coatings;

    ◊ Research and development activities; and

    ◊ Materials contained in handheld aerosol cans.

Control Measures

- See “Handling of Solvents, Paints, Adhesives, and Other Volatile Materials” section for control methods related to the use of VOC and HAP containing materials in the boat building process
- See “Visible Emissions and Opacity” section for control methods for activities in the boat building process that result in visible emissions.
- See “Painting” and “Abrasive Blasting” sections for control measures specifically related the surface coating and handling of aluminum parts during the construction process.
- See “Mechanical Activities” section for control methods related to choosing and installing engines.

Handling of Solvents, Paints, Adhesives, and Other Volatile Materials

Potentially Applicable Regulations

There are several federal and state regulations potentially applicable to the handling of solvents, paints, adhesives, and other volatile materials, as outlined below.

- Surface Coating Facilities, 06-096 C.M.R. ch. 129

- Control of Volatile Organic Compounds from Adhesives and Sealants, 06-096 C.M.R. ch. 159 (Chapter 159) – applies to adhesives, sealants, and certain cleanup solvents sold, purchased, or used in the State of Maine. This rule contains a detailed table of specific limits for specific materials and uses.

Exempt from Chapter 159 are the following:

  ◊ Materials being tested or evaluated in research and development or in a quality assurance or analytical laboratory;

  ◊ Materials that contain less than 20 grams of VOC per liter of material (undiluted)

  ◊ Cyanoacrylate adhesives;

  ◊ Materials purchased in containers 16 fluid ounces or less or that weigh less than one pound;

  ◊ Contact adhesives purchased in one gallon or smaller containers; and

  ◊ Adhesives and sealants applied dry (as powder) and activated without a solvent.

- Control for Fiberglass Boat Manufacturing Materials, 06-096 C.M.R. ch. 162 – applies to the following processes at boat manufacturing facilities if the facility emits more than 5,400 lb VOC (total) in any 12-month period:

  ◊ Open molding operations (including gel coating)

  ◊ Resin and gelcoat application equipment cleaning operations

  Note: Boat manufacturing facilities that emit less than 5,400 lb of VOC per year must keep records of resins and gelcoats used to prove exemption.

- National Emission Standards for Hazardous Air Pollutants for Boat Manufacturing, 40 C.F.R. Part 63, Subpart VVVV – applies to the following:

  ◊ Facilities that build fiberglass boats or aluminum recreational boats and are Major HAP sources

  Note: A boat manufacturing facility is a facility that manufactures hulls or decks of boats from fiberglass or aluminum, or assembles boats from premanufactured hulls and decks, or builds molds to make fiberglass hulls or decks. A facility that manufactures only parts of boats (such as hatches, seats, or lockers) or boat trailers is not considered a boat manufacturing facility for the purpose of this subpart.

  ◊ Open molding operations, aluminum surface coatings, aluminum wipedown solvents, and carpet and fabric adhesives used at facilities applicable to this subpart.

Exempt from Subpart VVVV are the following:

  ◊ Aluminum coating operations on aluminum boats intended for commercial or military (nonrecreational) use;

  ◊ Fiberglass hull and deck coatings;

  ◊ Antifoulant coatings;

  ◊ Research and development activities; and

  ◊ Materials contained in handheld aerosol cans.

- National Emissions Standards for Hazardous Air Pollutants: Reinforced Plastic Composites Production, 40 C.F.R. Part 63, Subpart WWWW – applies to open molding of non-boat materials produced at a Major HAP source

- National Emission Standards for Hazardous Air Pollutants: Paint Stripping and Miscellaneous Surface Coating Operations at Area Sources, 40 C.F.R. Part 63, Subpart HHHHHH – applies to area sources of HAP which perform paint stripping using methylene chloride (MeCl) for the removal of dried paint, enamel, varnish, shellac, and lacquer from wood, metal, plastic, and other substrates, or which perform spray applications of coatings containing compounds of chromium (Cr), lead (Pb), manganese (Mn), nickel (Ni), or cadmium (Cd).
- National Emission Standards for Shipbuilding and Ship Repair (Surface Coating), 40 C.F.R. Part 60, Subpart II – applies to shipbuilding and ship repair operations, as defined in the subpart, at any facility that is a major HAP source.
- National Emission Standards for Hazardous Air Pollutants for Surface Coating of Plastic Parts and Products, 40 C.F.R. Part 63, Subpart PPPP – applies to the application of coating to plastic parts and products, as defined in the subpart, which operation uses 100 gallons per year or more of coatings that contain HAP and is located at a major HAP source.
- National Emission Standards for Hazardous Air Pollutants for Surface Coating of Miscellaneous Metal Parts and Products, 40 C.F.R. Part 63, Subpart MMMM – applies to the surface coating of any miscellaneous metal parts or products, as defined in the subpart, which operation uses 250 gallons per year or more of coatings that contain HAP and is located at a major HAP source.
- National Emission Standards for Halogenated Solvent Cleaning, 40 C.F.R. Part 63, Subpart T – applies to each individual batch vapor, in-line vapor, in-line cold, and batch cold solvent cleaning machine that uses any solvent containing methylene chloride (CAS No. 75-09-2), perchloroethylene (CAS No. 127-18-4), trichloroethylene (CAS No. 79-01-6), 1,1,1-trichloroethane (CAS No. 71-55-6), carbon tetrachloride (CAS No. 56-23-5), or chloroform (CAS No. 67-66-3), or any combination of these halogenated HAP solvents, in a total concentration greater than 5% by weight, as a cleaning and/or drying agent. Wipe cleaning activities, such as using a rag containing halogenated solvent or a spray cleaner containing halogenated solvent are not covered under the provisions of this subpart.

Control Measures

- Purchase materials with the lowest possible VOC and HAP contents
- Keeps containers closed when not in use
- When possible, complete all use indoors
- Use VOC and/or HAP containing materials as efficiently as possible to reduce total emissions
- Minimize the volatilization of VOC and/or HAP containing materials operationally by minimizing the amount of surface area exposed to the environment and the amount of time the material is exposed
- When possible, reduce the volatilization of VOC and/or HAP containing materials by keeping solvents in liquid form instead of spraying them
- Avoid VOC/HAP containing material agitation or splashing
- Immediately clean spills of VOC and/or HAP containing materials and store sorbent material in covered container

- Store waste materials in closed containers
- Avoid drafts or other increased air movement around open containers holding VOC and/or HAP containing materials

Recordkeeping

- Update, monthly or more frequent, records of all VOC and/or HAP containing materials ordered, including the VOC and HAP contents of each material.
- Keep all required/suggested records for a minimum of six years.

Visible Emissions and Opacity

Potentially Applicable Regulations

- Visible Emissions Regulation, 06-096 C.M.R. ch. 101 (Chapter 101) – applies tovisible emissions statewide.

Through normal operations or using control methods discussed below or in other applicable sections, facilities must meet the following visible emissions limits:

◊ Limit visible emissions from any process activities such as abrasive blasting, sanding, buffing, machining, welding, or driving on dirt roads, to 20% opacity on a six-minute block average basis.

◊ Limit visible emissions from gas fired boilers or generators to 10% opacity on a six-minute block average basis. Limit visible emissions from oil fired boilers or generators to 20% opacity on a six-minute block average basis.

◊ Limit visible emissions from shared stacks to 30% opacity on a six-minute block average basis.

Exempt from this chapter are the following:

◊ Emissions of condensed, uncombined water vapor (steam)

◊ Units or processes subject to more stringent visible emissions standards

Control Measures

- Reduce the potential for fugitive particulate matter emissions by conducting such activities inside when possible, or, when conducted outside, limiting the activities to periods of calm winds or through the use of a shroud or wind curtain.
- When completing process activities indoors, if feasible, utilize particulate controls like fabric filters and air handling systems.

Machine Shop Activities

See the sections of this document entitled “Handling of Solvents, Paints, Adhesives, and Other Volatile Materials” and “Visible Emissions and Opacity” for machine shop operations that involve one or more of the following:

- Processes that involve the use of oils;
- Processes and operations that utilize hydraulic fluid;
- The use of any other type of lubricant;
- Metal working operations, including welding and machining;
- Processes that utilize solvents;
- Any operation which may generate rags contaminated with regulated substances; and
- Any other operation which generates waste materials that may contain substances regulated by the Department.

Electrical Activities

See the section of this document entitled "Handling of Solvents, Paints, Adhesives, and Other Volatile Materials" for applicable control measures for electrical activities such as the following:

- The replacement of batteries;
- Spot welding; and
- Electrical work that involves the use of adhesives, glues, or solvents.

Detailing and Cleaning

See the sections of this document entitled "Handling of Solvents, Paints, Adhesives, and Other Volatile Materials" and "Visible Emissions and Opacity" for detailing and cleaning operations that involve one or more of the following:

- Buffing;
- Sanding;
- Grinding;
- The use of cleaning chemicals, including acidic and alkaline cleaning chemicals; and
- Any operation which may generate rags contaminated with regulated substances.

Sewing and Canvas Work

See the section of this document entitled "Handling of Solvents, Paints, Adhesives, and Other Volatile Materials" for applicable control measures for sewing and canvas work such as the following:

- The use of adhesives or glues;
- The use of cleaning chemicals or solvents; and
- Any operation which may generate rags contaminated with regulated substances.

Carpentry and Woodworking

See the sections of this document entitled "Handling of Solvents, Paints, Adhesives, and Other Volatile Materials" and "Visible Emissions and Opacity" for carpentry and woodworking operations that involve one or more of the following:

- The use of adhesives, glues, resins, or epoxies;
- The use of solvents or cleaning chemicals;
- Grinding;
- Sanding;
- Buffing; and
- Any operation which may generate rags contaminated with regulated substances.

Also, see the section of this document entitled "Fiberglassing: Full Construction and Repair" for additional control measures related to the use of resins and epoxies.

Varnishing and Sanding

See the sections of this document entitled "Handling of Solvents, Paints, Adhesives, and Other Volatile Materials" and "Visible Emissions and Opacity" for varnishing and sanding operations that involve one or more of the following:

- The use of solvents or varnishes;
- The use of adhesives or glues; and
- Any operation which may generate rags contaminated with regulated substances.

Hauling and Storage of Boats

See the section of this document entitled "Handling of Solvents, Paints, Adhesives, and Other Volatile Materials" for control measures related to any volatile chemicals used for storage/winter work.

Hauling and storage of boats may include activities such as the following:

- Bilge Cleaning;
- Cleaning and Detailing;
- Disposal of Boats;
- Pressure Washing;
- Pumping of septic, gray water, and bad fuel or fuel removal;
- Shrink Wrapping;
- Winterization;
- Propane Tank Storage;
- Disposal of outdated flares and fire extinguishers; and
- Operations which generate rags contaminated with regulated substances.

Note: Refer to sections related to specific winter work tasks for control methods (i.e., "Cleaning and Solvent Use") for cleaning during spring activities.

Operation of Fuel Burning Equipment Including Boilers and Generators

Potentially Applicable Regulations: Boilers

- National Emission Standards for Hazardous Air Pollutants for Industrial, Commercial, and Institutional Boilers Area Sources, 40 C.F.R. Part 63, Subpart JJJJJJ – applies to boilers of any age which are larger than 1.6 MMBtu/hour (heat input). This regulation does not apply to the following types of units:
  - ◊ Not applicable to Hot Water Heaters (see "Definitions" section)
  - ◊ Not applicable to gas-fired units
  - ◊ Not applicable to many waste oil furnaces
  - ◊ Not applicable to make-up air units
- National Emission Standards for Hazardous Air Pollutants for Major Sources: Industrial, Commercial, and Institutional Boilers and Process Heaters, 40 C.F.R. Part 63, Subpart DDDDD - applies to boilers which are larger than 1.6 MMBtu/hour (heat input) and are at major sources of HAP. This regulation does not apply to the following types of units:
  - ◊ Not applicable to Hot Water Heaters (see "Definitions" section)
  - ◊ Not applicable to many waste oil furnaces
  - ◊ Not applicable to make-up air units unless they are used to assist with curing operations
- Standards of Performance for Small Industrial-Commercial-Institutional Steam Generating Units, 40 C.F.R. Part 60, Subpart Dc – applies to boilers that were constructed after June 9, 1989, which are 10 MMBtu/hour (heat input) or larger. This regulation does not apply to the following types of units:
  - ◊ Not applicable to boilers that are 100 MMBtu/hour or larger (heat input)
  - ◊ Not applicable to many waste oil furnaces
  - ◊ Not applicable to many make-up air units

Potentially Applicable Regulations:

Generators

- National Emissions Standards for Hazardous Air Pollutants for Stationary Reciprocating Internal Combustion Engines, 40 C.F.R Part 63, Subpart ZZZZ – applies to any size stationary internal combustion engines (engines, generators, and fire pumps). An engine subject to either of the following federal subparts is considered in compliance with this subpart.
- Standards of Performance for Stationary Compression Ignition Internal Combustion Engines, 40 C.F.R. Part 60, Subpart IIII - applies to stationary compression ignition (oil- or diesel-fired) internal combustion engines which were
    - ◊ Ordered after July 11, 2005; and
    - ◊ Manufactured after
        - * July 1, 2006, for fire pump engines; or
        - * April 1, 2006, for other engines.

This regulation also applies to units modified or reconstructed (as defined in the regulation) after June 11, 2005.

- Standards of Performance for Stationary Spark Ignition Internal Combustion Engines, 40 C.F.R. Part 60, Subpart JJJJ - applies to stationary spark ignition (gas-fired) internal combustion engines which were:
    - ◊ Ordered after June 12, 2006; and
    - ◊ Manufactured after:
        - * January 1, 2008, for non-emergency lean burn engines between 500-1,350 HP;
        - * July 1, 2007, for non emergency engines larger than 500 HP that don't qualify as non emergency lean burn engines between 500-1,350 HP;
        - * July 1, 2008, for engines below 500 HP (including emergency engines below 25 HP); or
        - * January 1, 2009, for emergency engines larger than 25 HP.

This regulation also applies to units modified or reconstructed (as defined in the regulation) after June 12, 2006.

Control Measures

- Tune up or service units as appropriate or as specified in applicable federal rules.
- Do not purchase fuel oil with a sulfur content that exceeds 15 ppm (0.0015% by weight).

Recordkeeping

- Keep records of fuel purchases for each of the last 12 months.
- Keep a non-resettable hour meter on emergency engines.
- Keep a log of all times each emergency engine operated including how long it operated and for what reason.
- Keep records of maintenance conducted on each engine.
- Keep all required/suggested records for a minimum of 6 years.

In addition to the above control methods, see the following sections of this document: "Visible Emissions and Opacity"; "Air License Overview", and "Facility Expansions and Production Increases". Also, please refer to the Department publications entitled Policy

on Portable Reciprocating Internal Combustion Engines and Guidance Document for Small Stationary Reciprocating Internal Combustion Engines available on the Bureau of Air Quality website.

Mechanical Activities

Mechanical Actives that may be covered by the Department's Air Regulations include the following:

- Commissioning of engines;
- Decommissioning of engines; and
- Degreasing and parts washing.

Potentially Applicable Regulations

Regulation	Potentially Applicable to:
Solvent Cleaners 06-096 C.M.R. ch. 130 (Chapter 130)	All new and existing solvent cleaners, unless: • Cleaning machine uses less than 2 liters (68 oz) of solvent with a vapor pressure of 1.00 mm Hg or less, at 20˚C (68˚F); • Only wipe cleaning is conducted; or • Cold cleaning machine uses a solvent containing less than or equal to 5% VOC by weight.
National Emission Standards for Halogenated Solvent Cleaning, 40 C.F.R. Part 63, Subpart T	Each individual batch vapor, in-line vapor, in-line cold, and batch cold solvent cleaning machine that uses any solvent containing any of - or any combination of - the following: • methylene chloride (CAS No. 75-09-2), • perchloroethylene (CAS No. 127-18-4), • trichloroethylene (CAS No. 79-01-6), • 1,1,1-trichloroethane (CAS No. 71-55-6), • carbon tetrachloride (CAS No. 56-23-5), or • chloroform (CAS No. 67-66-3), or • any combination of these halogenated HAP solvents, in a total concentration greater than 5% by weight, as a cleaning and/or drying agent. Not applicable to wipe cleaning activities

Regulation	Potentially Applicable to:
Control of Emissions from New and In-Use Nonroad Compression-Ignition Engines, 40 C.F.R. Part 89	Applies to Tier 1, 2, and 3 compression-ignition engines (based on date, size, and classification – review rule or contact the Mobile Sources section for more information) smaller than 37 kW (50 HP)
Control of Emissions from Marine Spark-Ignition Engines, 40 C.F.R. Part 91	Applies to spark-ignition engines, not including sterndrive or inboard engines, that are not subject to 40 C.F.R. Part 1045
Control of Emissions from Marine Compression-Ignition Engines, 40 C.F.R. Part 94	Manufacturers (including post-manufacture marinizers and dressers*), rebuilders, owners, and operators of the following: • Compression-Ignition Engines larger than 37 kW (50 HP); and • Marine engines or vessels that include compression-ignition marine engines which are new (or become new) on or after January 1, 2004 Not applicable to engines subject to 40 C.F.R. Part 1042 ** Marinizing means to convert a device, such as an engine or electronic device, to be suitable for use in a marine environment.* *Dresser means any entity that modifies a land-based engine for use in a marine vessel, in compliance with the provisions of § 94.907. This means that dressers may not modify the engine in a way that would affect emissions.*
Control of Emissions from New and In-Use Marine Compression-Ignition Engines and Vessels, 40 C.F.R. Part 1042	Tier 3 and Tier 4 compression-ignition engines (based on manufacture date, size, and classification) - Review rule or contact the Mobile Sources section for more information. Only applicable to manufacturers, except for the following: • Subpart I applies to remanufactured Tier 2 (see rule for dates based on category and size) and earlier commercial Category 1 (<7.0 liters per cylinder displacement) and Category 2 (7.0 liters per cylinder displacement or larger, but less than 30 liters per cylinder) marine engines at or above 600 kW, unless they were originally manufactured before 1973. • May be applicable to a facility that repurposes engines from other sources

Regulation	Potentially Applicable to:
Control of NOx, SOx, and PM Emissions from Marine Engines and Vessels Subject to the MARPOL Protocol, 40 C.F.R. Part 1043	U.S. Rule for compliance with the MARPOL Protocol
Control of Emissions from Spark-Ignition Propulsion Marine Engines and Vessels, 40 C.F.R. Part 1045	Spark-ignition propulsion marine engines, starting with the 2010 model year Fuel lines and fuel tanks used with spark-ignition engines, including fuel tanks used with auxiliary marine engines and portable fuel tanks and associated fuel lines Requirements are for both engines and vessel manufacturers (Requirements for vessel manufacturers are found in and directed from § 1045.20.)
Control of Evaporative Emissions from New and In-Use Nonroad and Stationary Equipment, 40 C.F.R. Part 1060	Manufacturers of engines, fuel system parts, and vessels; includes requirements for fuel lines, tanks, couplings, fittings, and caps used for spark-ignition engines
Requirements for Rebuilding Engines, 40 C.F.R. § 1068.120	Engine rebuilds (see “Definitions” section); requirements for maintenance or repairs that can affect emissions, but only requires that emissions are not increased due to those activities

Control Measures

- Only purchase and install engines that are compliant with federal non-road and marine engines requirements. For assistance with federal rule and engine classification assistance, contact the Bureau of Air Quality’s Mobile Sources section at www.maine.gov/dep/air/mobile or refer to the attached tier charts;
- Do not make changes to engines that might increase emissions of any regulated pollutant (manufacturer builds to meet applicable standards). See EPA guidance document “How to Maintain or Rebuild Engines Certified to EPA Standards” for more information;
- Do not install defeat devices on any engine or install engines with defeat devices already equipped;
- In newly-manufactured vessels, only install engines that are compliant with current EPA emission standards based on the year the keel is laid;
- Use cleaning solvents below 5% VOC by weight in cleaning machines;
- Keep covers of parts cleaning machines closed except during cleaning or addition or removal of solvent;
- Complete part cleaning/degreasing within cleaning vessels, and adequately drain solvent from cleaned parts back into parts

cleaning vessel;

- Flush parts with solid solvent stream as opposed to atomized or shower-type spray;
- Only clean absorbent materials with low-VOC (below 5% VOC by weight) cleaning solvents;
- Do not fill parts cleaning machines above fill line; and
- Equip remote reservoir cold cleaning machines with a perforated drain that has a diameter less than or equal to six inches.

Also, see the "Handling of Solvents, Paints, Adhesives, and Other Volatile Materials" section of this document for control measures related to VOC and HAP containing materials used in parts washers or degreasing units.

Recordkeeping

- Maintain records of cleaning solvents used in individual parts cleaning machines and VOC contents of those solvents.

Fueling

Operations in the fueling category may include the following:

- Fuel storage and associated spill prevention, control, and countermeasures (SPCC);
- Fuel tank disposal;
- Fuel station operations;
- Rags generated in fueling operations; and
- Other waste generated during fueling.

Potentially Applicable Regulations

Regulation	Applicable to:
Low Sulfur Fuel, 06-096 C.M.R. ch. 106 (Chapter 106)	• Applies to fuel imported, distributed, or offered for sale in Maine
Gasoline Dispensing Facilities Vapor Control, 06 096 C.M.R. ch. 118 (Chapter 118)	• Applies to gasoline dispensing facilities • Most requirements apply to facilities with monthly throughputs exceeding 10,000 gallons • Submerged fill pipe requirements (from section 4(A) of Chapter 118) and recordkeeping requirements (from section 10(B)of Chapter 118), both identified in the "Management Control Measures" and "Recordkeeping"sections below, apply to all gasoline distribution facilities.
Motor Vehicle Fuel Volatility Limit, 06-096 C.M.R. ch. 119 (Chapter 119)	• Applies to gasoline distribution • Requires reformulated fuel in certain counties and limits Reid Vapor Pressure in the others (as discussed in "Management Control Measures" section)
Regulation of Fuels and Fuel Additives, 06 096 C.F.R. Part 80	• Applies to the formulation of fuel used in motor vehicle (including marine) engines

Control Measures

- Fuel Specifications

  ◊ Fuel Sulfur Content Limit
  The sulfur content of all distillate fuel (including diesel fuel) imported, distributed, or offered for sale in Maine must not exceed 0.0015% sulfur by weight (15 ppm).

  ◊ Ethanol Blending
  Ethanol blending is not required for fuel in the state of Maine; however, distributors provide blended fuel to receive tax incentives as part of the Federal Renewable Fuel Standard.

  See Guidance for Storage Tank Owners www.maine.gov/dep/air/mobile/factsheet for information about maintaining storage tanks with ethanol-containing fuel.

  ◊ Reformulated Gasoline (RFG)
  Facilities in York, Cumberland, Sagadahoc, Androscoggin, Kennebec, Knox, or Lincoln counties may only sell RFG. In all other counties, Reid Vapor Pressure of gasoline shall not exceed 9.0 pounds per square inch absolute (psia) from May 1st – Sep 15th.

- Submerged Fill Pipe
  All transfer of gasoline into a stationary gasoline storage tank at a gasoline dispensing facility shall be done using a submerged fill pipe which extends into the stationary gasoline storage tank to within six (6) inches of the bottom of the tank.

Recordkeeping

- Records of Gasoline Throughput
  All gasoline dispensing facilities must maintain on its premises, records of gasoline throughput which will allow the monthly and annual throughput to be determined.

Handling of Solvents, Paints, Adhesives, and Other Volatile Materials

Control Measures

- Purchase materials with the lowest possible VOC and HAP contents
- Keep containers closed when not in use
- Complete all use indoors when possible
- Keep order records of all VOC and/or HAP containing materials on a monthly basis
- Keep records of the VOC and HAP contents of those materials on a monthly basis
- Use VOC and/or HAP containing materials as efficiently as possible to reduce total emissions
- Minimize the volatilization of VOC and/or HAP containing materials operationally by minimizing the amount of surface area exposed to the environment and the amount of time the material is exposed
- When possible, reduce the volatilization of VOC and/or HAP containing materials by keeping solvents in liquid form instead of spraying them
- Avoid VOC/HAP containing material agitation or splashing
- Immediately clean spills of VOC and/or HAP containing materials and store sorbent material in covered container
- Store waste materials in closed containers
- Avoid drafts or other increased air movement around open containers holding VOC and/or HAP containing materials
- Keep all required/suggested records for a minimum of 6 years

Potentially Applicable Rules for the handling of volatile materials are listed in specific sections for which they apply. The following is a list of the Rules that are in this manual:

- Surface Coating Facilities, 06-096 C.M.R. ch. 129
- Control of Volatile Organic Compounds from Adhesives and Sealants, 06-096 C.M.R. ch. 159
- Control for Fiberglass Boat Manufacturing Materials, 06-096 C.M.R. ch. 162
- National Emission Standards for Hazardous Air Pollutants for Boat Manufacturing, 40 C.F.R. Part 63, Subpart VVVV
- National Emissions Standards for Hazardous Air Pollutants: Reinforced Plastic Composites Production, 40 C.F.R. Part 63, Subpart WWWW
- National Emission Standards for Hazardous Air Pollutants: Paint Stripping and Miscellaneous Surface Coating Operations at Area Sources 40 C.F.R. Part 63, Subpart HHHHHH
- National Emission Standards for Shipbuilding and Ship Repair (Surface Coating) 40 C.F.R. Part 60, Subpart II
- National Emission Standards for Hazardous Air Pollutants for Surface Coating of Plastic Parts and Products, 40 C.F.R. Part 63, Subpart PPPP
- National Emission Standards for Hazardous Air Pollutants for Surface Coating of Miscellaneous Metal Parts and Products 40 C.F.R. Part 63, Subpart MMMM
- National Emission Standards for Halogenated Solvent cleaning, 40 C.F.R. Part 63, Subpart T

These rules may apply to parts of your business outside the scope of the sections in which they are listed. It is suggested that you review each one or contact the Bureau of Air Quality's Licensing Section to see if your facility or operation is subject.

Visible Emissions and Opacity

Control Measures

- Through normal operations, or using control methods discussed below or in other applicable sections, meet the following visible emissions limits:
  - ◊ Limit visible emissions from any process activities such as abrasive blasting, sanding, buffing, machining, welding, or driving on dirt roads, to 20% opacity on a six-minute block average basis.
  - ◊ Limit visible emissions from gas fired boilers or generators to 10% opacity on a six-minute block average basis.
  - ◊ Limit visible emissions from oil fired boilers or generators to 20% opacity on a six-minute block average basis.
  - ◊ Limit visible emissions from shared stacks to 30% opacity on a six-minute block average basis.
- Reduce the potential for fugitive particulate matter emissions by completing such activities inside, if possible, or by completing them outside, limiting the activities to periods of calm winds or through the use of a shroud or wind curtain.
- When completing process activities indoors, if feasible, utilize particulate

controls like fabric filters and air handling systems.

- For facilities that produce significant visible emissions, it may be helpful to have someone on-site who is EPA Method 9 (see Definitions section) certified.

Potentially Applicable Rules:

- Visible Emissions Regulation, 06-096 C.M.R. ch. 101
    - ◊ Applies to visible emissions statewide
    - ◊ Emissions of condensed, uncombined water vapor (steam) are exempt
    - ◊ Units or processes subject to more stringent visible emissions standards are exempt

Production of Aluminum Boats

Control Measures

- See “Handling of Solvents, Paints, Adhesives, and Other Volatile Materials” section for control methods related to the use of VOC and HAP containing materials in the building process.
- See “Visible Emissions and Opacity” section for control methods for activities in the building process that result in visible particulate emissions.
- See “Painting” and “Abrasive Blasting” sections for control measures specifically related the surface coating and handling of Aluminum parts during the construction process.
- See “Mechanical Activities” section for control methods related to choosing and installing engines.

Potentially Applicable Rules

- National Emission Standards for Hazardous Air Pollutants for Boat Manufacturing, 40 C.F.R. Part 63, Subpart VVVV (also in “Painting” and “Abrasive Blasting” and “Fiberglassing: Full Construction and Repair”sections)

Applies to:

- ◊ Major HAP source;
- ◊ Facilities that build fiberglass boats or aluminum recreational boats;
- ◊ A boat manufacturing facility is a facility that manufactures hulls or decks of boats from fiberglass or aluminum, or assembles boats from premanufactured hulls and decks, or builds molds to make fiberglass hulls or decks. A facility that manufactures only parts of boats (such as hatches, seats, or lockers) or boat trailers is not considered a boat manufacturing facility for the purpose of this subpart
- ◊ Open molding operations, aluminum surface coatings, aluminum wipedown solvents (see “Definitions” section), and carpet and fabric adhesives

Does not apply to:

- ◊ Aluminum coating operations on aluminum boats intended for commercial or military (nonrecreational) use
- ◊ Fiberglass hull and deck coatings,
- ◊ Antifoulant coatings
- ◊ Research and development activities

Operational Guidance

Contents

Abrasive Blasting

REGULATIONS: Hazardous Waste, Solid Waste, Industrial Stormwater, Air

Regulatory Requirements

- Determine if your blast wastes are hazardous and manage as required in Maine Hazardous Waste Management Rules 850-857
- Non-hazardous waste must be managed as required in Maine's Solid Waste Management Rules Chapters 400-425
- Contain, collect and manage all blast wastes as required under General Permits for Certain Wastewater Discharges, Ch. 529 (Industrial Stormwater)
- Limitation of visible opacity required by Visible Emissions Regulation Chapter 101; all processes with possible emissions of regulated air pollutants must be managed as required by Maine's Air Licensing Rules (Chapters 115 and/or 140) and all applicable federal regulations

Control Measures

- While sand blasting a boat, enclose the boat to help capture debris and spent blasting media from escaping into the environment and mixing with stormwater. Routinely clean stormwater conveyances of deposits of abrasive blasting debris. Spent blasting media is always considered a Special Waste and sometimes Hazardous Waste depending on the project. Spent blasting media must be contained in a sealed labeled container and disposed of properly.
- Blasting must not take place over open water or during windy conditions.
- During sanding activities, a vacuum sander or other device must be used to completely collect and contain dust particles. This minimizes particles entering the environment and mixing with stormwater.
- Drop cloths, tarps etc. must be used under the scraping area to contain any debris.
- Sand blasting/sanding activities and material storage areas (including waste material storage areas) must be included in the facility's SWPPP (Stormwater Pollution Prevention Plan), areas must be identified on the SWPPP site map and must be inspected monthly.
- Monthly inspections include dust collection systems and routine testing of equipment and systems to uncover conditions that could cause breakdown or failure resulting in discharge of pollutants to the environment.
- At least monthly, clean stormwater conveyances of any deposits of abrasive blasting debris.

Fiberglassing: Full Construction and Repair

REGULATIONS: Hazardous Waste, Solid Waste, Industrial Stormwater, Air

Regulatory Requirements

- Non-hazardous waste must be managed as required in Maine's Solid Waste Management Rules Chapters 400-425
- Determine if your wastes are hazardous and manage as required in Maine Hazardous Waste Management Rules 850-857
- Contain, collect, and manage all wastes as required under Maine's General Permits for Certain Wastewater Discharges, Ch. 529 and Multi-Sector General Permit (Industrial Stormwater)
- All processes with possible emissions of regulated air pollutants must be managed as required by Maine's Air Licensing Rules (Chapters 115 and/or 140) and all applicable federal regulations.

Control Measures

- Minimize waste by mixing up batches of resin needed for each job
- Never put uncatalyzed/liquid resin in the trash instead
- Excess liquid resin should be stored in closed labelled hotpots to completely catalyze
- Catalyzed or completely hardened resin can be disposed of as solid non-hazardous waste
- Rags/wipes containing solvents used to clean up Fiberglassing operations need to be handled and stored in accordance with state and federal hazardous waste regulations (refer to "Hazardous Waste Table" and "Solvent Wipes Table")
- Ensure vacuum infusion/closed molding is utilized to the greatest extent possible to reduce emissions and material waste
- If open mold Fiberglassing is necessary emission levels can significantly increase
- Keep order records of all VOC and/or HAP containing materials on a monthly basis for each of the last 12 months
- Ensure your emission levels are in compliance with your Air license limits and do not exceed thresholds for any other air compliance requirements
- Fiberglassing activities, material storage areas and waste material storage areas must be included in the facility's Stormwater Pollution Prevention Plan (SWPPP) and identified on the SWPPP site map and must be inspected monthly.

Painting

REGULATIONS: Hazardous Waste, Solid Waste, Industrial Stormwater, Air

Regulatory Requirements

- Determine if your paint and solvent wastes are hazardous and manage as required in Maine Hazardous Waste Management Rules 850-857: Hazardous Waste, Solid Waste, Industrial Stormwater and Air
- Non-hazardous waste must be managed as required in Maine's Solid Waste Management Rules Chapters 400-425
- Contain, collect, and manage all paint wastes as required under General Permits for Certain Wastewater Discharges, Ch. 529 (Industrial Stormwater)
- Limitation of visible opacity required by Visible Emissions Regulation Chapter 101; all processes with possible emissions of regulated air pollutants must be managed as required by Maine's Air Licensing Rules (Chapters 115 and/or 140) and all applicable federal regulations

Control Measures

- As appropriate, purchase painting materials (paint, primers, topcoats, gun cleaning solvents, wash solvents, paint strippers) with low VOC and HAP contents
- If possible, do not use paint strippers with methylene chloride (MeCl)
- Avoid spraying paint containing compounds of chromium (Cr), lead (Pb), manganese (Mn), nickel (Ni), or cadmium (Cd)
- Complete all painting indoors, when possible
- Use spray booths with particulate controls such as fabric filters and air handling systems
- Use powdered coatings, or airless or HVLP spray guns to increase efficiency and reduce VOC emissions
- Keep containers closed when not in use
- Limit visible emissions from painting or abrasive blasting to 20% opacity on a six-minute block average basis
- Reduce the potential for fugitive particulate matter emissions and overspray from painting and blasting outside by limiting such activity to periods of calm winds or through the use of a shroud or wind curtain
- Contain painting activities or use other methods such as drop cloths, tarps, etc. under the painting/stripping area to contain any paint chips, drips, or spills; reduce the potential for fugitive particulate matter emissions from painting and blasting outside by limiting such activity to periods of calm winds or through the use of a shroud or wind curtain
- Mix paints and solvents in a designated area under cover.
- Paints and solvents must be properly contained in a sealed labeled container.
- Paint booth exhaust vents must have filters to help eliminate particles from escaping to the environment and mixing with stormwater.

Painting Control Measures (hull & topside painting, paint spraying, paint stripping, teak refinishing)

- Painting activities and liquid storage areas (including liquid waste storage areas) must be included in the facility's Stormwater pollution Prevention Plan (SWPPP); areas must be identified on the SWPPP site map and inspected monthly.
- Monthly inspections include paint booth exhaust vents and routine testing of equipment and systems to uncover conditions that could cause breakdown or failure resulting in discharge of pollutants to the environment.
- At least monthly, clean stormwater conveyances of any deposits of paint chips.
- Waste paint, solvents and paint chips must be handled, stored and disposed of in accordance with Maine DEP Hazardous Waste Rules (refer to "Environmental Management" and "Hazardous Waste Management")
- Keep order records of all VOC and/or HAP containing materials on a monthly basis for each of the last 12 months.

Carpentry and Woodworking

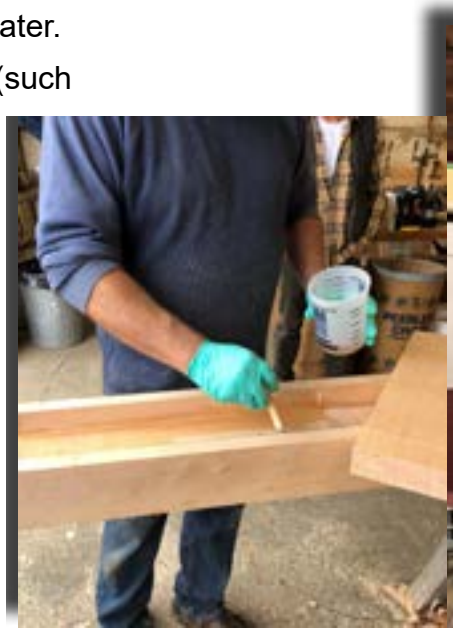
REGULATIONS: Hazardous Waste, Solid Waste, Industrial Stormwater, Air

Regulatory Requirements

- Determine if your wastes are hazardous and manage as required in Maine Hazardous Waste Management Rules 850-857
- Non-hazardous waste must be managed as required in Maine's Solid Waste Management Rules Chapters 400-425
- Contain, collect and manage all wastes as required under General Permits for Certain Wastewater Discharges, Ch. 529 and Multi-sector General Permit (Industrial Stormwater)
- Limitation of visible opacity required by Visible Emissions Regulation Chapter 101; all processes with possible emissions of regulated air pollutants must be managed as required by Maine's Air Licensing Rules (Chapters 115 and/or 140) and all applicable federal regulations

Control Measures

- Inspect material storage areas monthly to ensure all are secure and covered.
- Sweep or vacuum at regular intervals.
- During sanding activities, a vacuum sander or other device must be used to completely collect and contain dust particles. This minimizes particles entering the environment and mixing with stormwater.
- Test facility equipment and systems (such as dust collection systems) to avoid failures resulting in discharge of pollutants.
- Inspect and maintain baghouses at least quarterly to prevent the escape of dust from the system and immediately remove any accumulated dust at the base of the exterior baghouse.
- Significant dust or particulate generating processes and material storage areas must be included in the facility's Stormwater Pollution Prevention Plan (SWPPP) and identified on the site map.
- Determine if waste materials are hazardous including adhesives, stains, glues etc. and if hazardous manage, store and dispose of in accordance with Maine's Hazardous Waste Rules (refer to "Environmental Management")



Machine Shop and Welding

REGULATIONS: Hazardous Waste, Solid Waste, Industrial Stormwater, Air

Regulatory Requirements

- Determine if your welding and machining wastes are hazardous and manage as required in Maine Hazardous Waste Management Rules 850-857
- Non-hazardous waste must be managed as required in Maine's Solid Waste Management Rules Chapters 400-425
- Contain, collect and manage all wastes as required under General Permits for Certain Wastewater Discharges, Ch. 529 (Industrial Stormwater)
- All processes with possible emissions of regulated air pollutants must be managed as required by Maine's Air Licensing Rules (Chapters 115 and/or 140) and all applicable federal regulations

Control Measures

- Grinding and material storage areas must be inspected monthly
- Sweep or vacuum at regular intervals.
- Ensure spent machine coolant wastes and metal machining wastes are segregated to prevent cross contamination.
- Metal waste that are clean and dry may be recycled if not contaminated.
- Make a waste determination from a representative work schedule and record on file the lab analysis.
- Refer to "Handling of Solvents, Paints, Adhesives, and Other Volatile Materials" section for control measures related to solvents and other volatile chemicals used in machine shop activities.
- Refer to "Visible Emissions and Opacity" section for control measures related to machine shop activities that produce visible dust or particulate emissions.
- Welding and metal fabricating should be done inside when possible but if it is done outside it must be included in the facility's Stormwater Pollution Prevention Plan (SWPPP) and site map.

Fueling

REGULATIONS: Hazardous Waste, Solid Waste, Industrial Stormwater, Air

Regulatory Requirements

- National Fire Protection Association's 30 & 30A control measures prevent and protect the environment from oil pollution (includes gasoline and diesel)
- §543. Pollution and corruption of waters and lands of the State prohibited

Control Measures:

Before Fueling:

1. Stop all engines and auxiliaries.
2. Shut off electricity, open flames and heat sources.
3. Check all bilges for fuel vapors.
4. Extinguish all smoking materials.
5. Close access fittings and opening that could that could allow fuel vapors to enter enclosed spaces of the vessel

During Fueling:

1. Maintain nozzle contact with fill pipe.
2. Keep adequate and accessible spill kits on site, located near areas where spills may occur and Cleanup spills immediately and report to the Spill Hotline within 2 hours: 1-800-482-0777.
3. Properly manage and dispose of dry method material/absorbents used during cleanup…
4. Do not overfill.
5. Always attend fuel filling nozzle.

After Fueling:

1. Inspect bilges for leakage and fuel odors.
2. Ventilate until odors are removed.

Separate Signage:

NO SMOKING

Storage

REGULATIONS: Hazardous Waste, Solid Waste, Industrial Stormwater, Air

Regulatory Requirements

- Federal Clean Water Act, Spill Prevention Containment Countermeasure (SPCC) Plan
- Chapter 691 Rules for Underground Oil Storage Facilities
- Chapter 692 Siting of Oil Storage Facilities
- Non-hazardous waste must be managed as required in Maine's Solid Waste Management Rules Chapters 400-425
- Determine if your waste fuels are hazardous and manage as required in Maine Hazardous Waste Management Rules 850-857
- Contain, collect and manage all wastes as required under Maine's General Permits for Certain Wastewater Discharges, Ch. 529 and Multi-Sector General Permit (Industrial Stormwater)

Control Measures

- Fuel storage incorporating all Spill Prevention and Counter Control Measures will ensure proper containment and protection of the environment. Should your facility have underground tanks or piping you need to work with a certified tank Installer and have certified annual inspections.
- Minimize discharge of pollutants by implementing the following: cover fueling areas, use secondary containment, use spill and overflow protection, mix paints and solvents in a designated area (preferably indoors or under a shed), and minimize stormwater run-on to material handling areas.
- Keep adequate and accessible spill kits on site, located near areas where spills may occur or where a rapid response can be made.
- Fueling, liquid storage areas, material storage areas (including waste material storage areas) must be included in the facility's Stormwater Pollution Prevention Plan (SWPPP) and areas must be identified on the SWPPP site map. Material storage areas and handling areas must be inspected monthly.
- A Federal SPCC plan including signage and updates is required for those facilities which have the capacity to hold 1,320 gallons or more of any type of oil onsite in any tank or container 55 gallons or over in size.
- The facility's training program must include spill response procedures for expeditiously stopping, containing, and cleaning up leaks, spills, and other releases. Training must address used oil management, spent solvent management, disposal of vessel wastewaters, spill prevention and control, fueling procedures.
- Store and clearly label containers of fuels, paints, solvents, waste oil, antifreeze, and batteries in a protected secure location away from drains.

Cleaning and Solvent Use

REGULATIONS: Hazardous Waste, Solid Waste, Industrial Stormwater, Air

Regulatory Requirements

- Determine if your fluid wastes are hazardous and manage as required in Maine Hazardous Waste Management Rules 850-857
- Non-hazardous waste must be managed as required in Maine's Solid Waste Management Rules Chapters 400-425
- General Permits for Certain Wastewater Discharges, Ch. 529 and Multi-Sector General Permit (Industrial Stormwater)
- All processes with possible emissions of regulated air pollutants must be managed as required by Maine's Air Licensing Rules (Chapters 115 and/or 140) and all applicable federal regulations

Control Measures

- Purchase materials with the lowest possible VOC and HAP contents
- Keep order records of all VOC and/or HAP containing materials on a monthly basis
- Keep records of the VOC and HAP contents of those materials on a monthly basis
- Use VOC and/or HAP containing materials as efficiently as possible to reduce total emissions
- Minimize the volatilization of VOC and/or HAP containing materials operationally by minimizing the amount of surface area exposed to the environment and the amount of time the material is exposed including keeping containers closed
- Avoid drafts or other increased air movement around open containers holding VOC and/or HAP containing materials
- When possible, reduce the volatilization of VOC and/or HAP containing materials by keeping solvents in liquid form instead of spraying them
- Avoid VOC/HAP containing material agitation or splashing
- Store and clearly label containers of fuels, paints, solvents, waste oil, antifreeze, and batteries in a protected secure location away from drains with secondary containment.

- Mix paints and solvents in a designated area (indoors or under a shed)
- Rags/wipes containing solvents used in cleaning operations need to be handled and stored in accordance with Federal EPA and State of Maine DEP Hazardous Waste Regulations (refer to “Hazardous Waste Table” and “Solvent Wipes Table”)
- Clean up spills & leaks promptly using dry methods (e.g., absorbents)
- Properly dispose of material used for spill or leak clean up including determining if they are to be managed and disposed of in accordance with Federal EPA and State of Maine DEP Hazardous Waste Regulations
- Keep all required/suggested records for a minimum of 6 years
- The facility’s training program must include spill response procedures for expeditiously stopping, containing, and cleaning up leaks, spills, and other releases. Training must address used oil management, spent solvent management, disposal of vessel wastewaters, spill prevention and control, and fueling procedures.
- Keep adequate and accessible spill kits on site, located near areas where spills may occur or where a rapid response can be made.
- Solvents and liquid storage areas, material storage areas (including waste material storage areas) must be included in the facility’s SWPPP and areas must be identified on the SWPPP site map. Material storage areas and handling areas must be inspected monthly.

Hauling and Storing Boats

REGULATIONS: Hazardous Waste, Solid Waste, Industrial Stormwater, Air

Regulatory Requirements

- Determine if your wastes are hazardous and manage as required in Maine Hazardous Waste Management Rules 850-857
- Non-hazardous waste must be managed as required in Maine's Solid Waste Management Rules Chapters 400-425
- Contain, collect and manage all wastes as required under General Permits for Certain Wastewater Discharges, Ch. 529 (Industrial Stormwater)
- Limitation of visible opacity required by Visible Emissions Regulation Chapter 101; all processes with possible emissions of regulated air pollutants must be managed as required by Maine's Air Licensing Rules (Chapters 115 and/or 140) and all applicable federal regulations

Control Measures

- The Multi-Sector General Permit for industrial activities does not authorize the discharge from bilge and ballast water, sanitary waste, pressure wastewater, and cooling water.
- Antifouling paint contaminated wash water is prohibited from discharging to the ground if not being collected and is only allowed to discharge to a surface water if it's a licensed discharge by the Department under the antifouling paint contaminated washwater General Permit. Discharges are allowed to the sanitary sewer with permission.
- Grounding, a time-honored method for maintaining commercial vessels can be compliant if all the waste (and washwater) is collected and disposed of properly.
- Perform timely inspections and maintenance of stormwater management devices, as well as inspecting and testing facility equipment and systems to uncover conditions that could cause breakdowns or failures resulting in discharges of pollutants. For those sites which capture/collect washwater via a stormdrain system with a closure valve which blocks the wastewater from discharging during washing activities, the

associated trench drain/catch basin must be properly maintained to remove any leftover washwater and grit/paint chips which may be in the system before switching the system over to drain clean stormwater.

- Pressure washing activities, treatment, storage, waste disposal areas, liquid storage tanks, and liquid storage areas must be included in the facility's Stormwater Pollution Prevention Plan (SWPPP). Areas must be identified on the SWPPP site map and be inspected monthly.
- Any stationary above ground tank, container, or container storage area used for the storage of wastewater or process water that has the potential to discharge to surface waters or a stormwater conveyance system during a malfunction must be held in a secondary containment device capable of containing 100% of the contents of the tank, plus precipitation. Secondary containment is waived if the tank is equipped with a level sensor and alarm to signal an overflow or leak and the facility has a contingency plan in place to remove excess liquid to a secondary containment structure or off site treatment facility.
- Training program must include disposal of vessel wastewaters and good housekeeping practices.

Mechanical, Equipment Operations, and Storage

REGULATIONS: Hazardous Waste, Solid Waste, Industrial Stormwater, Air

Regulatory Requirements

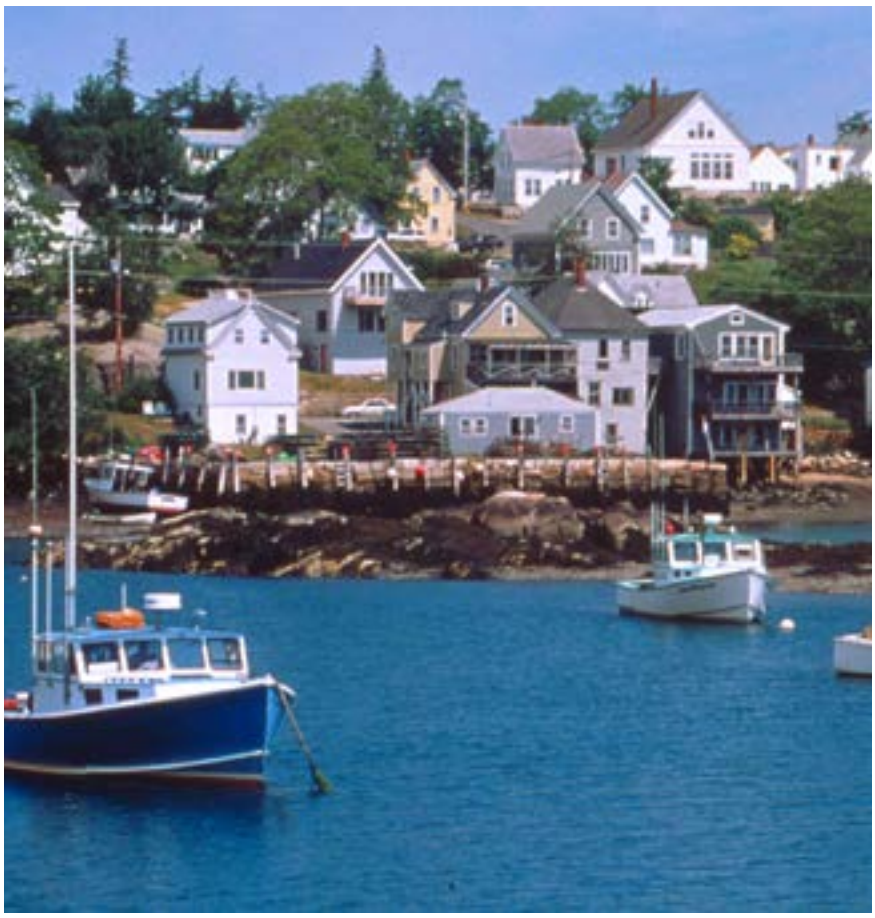
- Determine if your wastes are hazardous and manage as required in Maine Hazardous Waste Management Rules 850-857
- Non-hazardous waste must be managed as required in Maine's Solid Waste Management Rules Chapters 400-425
- Contain, collect and manage all wastes as required under General Permits for Certain Wastewater Discharges, Ch. 529 (Industrial Stormwater)
- All processes with possible emissions of regulated air pollutants must be managed as required by Maine's Air Licensing Rules (Chapters 115 and/or 140) and all applicable federal regulations

Control Measures

- See "Handling of Solvents, Paints, Adhesives, and Other Volatile Materials" section for control measures related to VOC and HAP containing materials used in parts washers or degreasing units.
- Keep covers of parts cleaning machines closed except during cleaning or removal of solvent.
- Flush parts with solid solvent stream as opposed to atomized or shower-type spray.
- Do not fill parts cleaning machines above the fill line.
- Minimize stormwater contamination from all areas used for engine maintenance and repair by performing activities indoors; maintaining an organized inventory of materials used in the shop; draining all fluid prior to disposal; prohibiting the practice of hosing down the shop floor; using dry clean-up methods; and treating and/or recycling stormwater collected from the maintenance area where feasible.
- Store leaky vehicles or equipment indoors or, if stored outdoors, use drip pans and absorbents.
- Drain fluids from equipment and vehicles that will be decommissioned or will remain unused for extended periods of time, and inspect at least quarterly for leaks.
- Store and clearly label containers of fuels, paints, solvents, waste oil, antifreeze, and batteries in a protected secure location away from drains.
- Determine if the fluids can be reused and if not, determine if wastes are hazardous or non hazardous and manage, store, and label hazardous waste and solvent wipers in accordance with Maine Hazardous Waste Rules outlined in the "Environmental Management" section
- Sweep at regular intervals.
- Engine maintenance or repair areas, vessel maintenance or repair areas, equipment maintenance areas, and material storage areas (including waste material storage areas) must be included in the facility's Stormwater Pollution Prevention Plan (SWPPP). Areas must be identified on the facility's SWPPP site map and must be inspected monthly.
- Prohibit the discharge of wastewater from test tanks.


ECO PUMP-A-HEAD

Additional Resources



Contents

Air Compliance Tool

The Air Compliance Tool (ACT) is for facilities to use to track production activities and determine if an Air License is required.

There are two parts to the tool:

Part 1: Land Use and Production Activities (PDF)

Part 2: Chemical Usage and Emissions (MS Excel)

If you have any questions, please contact Air Licensing Staff at (207) 287-7688 or DEP-Air-Licensing-Help@maine.gov. You may also contact the Office of Assistance at (800) 789-9802 or (207) 287-7881.

Boat Building and Repair Production Activities Self-Assessment Compliance Tool to Determine Air Emission License/Regulation Applicability

In order to assist Maine boat building and repair businesses involved in coating, composite and painting production activities with regulatory compliance concerning air emissions, the Department has developed this compliance assessment tool. Many businesses have expressed interest in "technical assistance" with step-by-step guidance of recordkeeping and chemical inventory for determining air emissions. This guidance document discusses the most common situations in which boat building and repair facilities engaged in coating, composite and painting production activities may be regulated by state or federal laws concerning air emissions.

The following compliance tool is designed for your business:

- To manage and document your production;
- To track chemical usage in order to calculate air emissions;
- To determine if an air emission license is needed for the air emission identified herein; and
- To determine if the state or federal air emission regulations identified herein are applicable.

This tool can also be used to help answer questions that a federal (EPA) or state inspector (Maine DEP) may ask in order to better understand your operational practices. This tool can be used to assist a facility in determining what federal and state regulations may apply (Refer to Appendix Potentially Applicable Air Regulation Summaries).

Part 1A/1B describes and documents your production and land use. Part 2 is a spreadsheet detailing your chemical usage and associated Volatile Organic Compounds (VOCs) and Hazardous Air Pollutants (HAPs) emissions. Part 2 is designed to be filled in electronically and can be found along with step by step instructions at the following website: www.maine.gov/dep/air/permits/compliance-tool.html Please complete Parts 1 & 2 and keep copies on file which can be easily accessed. Should you have any questions while completing the forms please contact (207) 287-2437 and request to speak with air licensing staff or contact the Office of Assistance at 1-800-789-9802 or (207) 287-7881.

Part 1A: Description of Production Activities
Our facility is physically and operationally designed to build/repair a maximum of ____boats per year. We traditionally build/repair a maximum of____ boats per year. We currently retain ____employees and do not at this time expect to exceed _____employees. Currently we annually purchase a maximum of ____ gallons of paint, a maximum of ____ gallons of gel coats and resins and a maximum of _____gallons of thinners/cleaners. Our total VOCs annually have never exceeded _____ pounds/year. Out total HAPS emissions have never exceeded ____ pounds per year.*

Part 1B: Description of Property Land Use and Transportation
We utilize building ____solely for manufacturing ____ boats per year. We utilize building ____ solely for repairing____boats per year. Parking lot ___ is for company employees and visitors to the company and is not used to manufacture or repair boats. The (equipment name) is used to move boats out of manufacturing and repair. We utilize the waterfront ramp to launch a maximum of ____boats per year and we accept a maximum of ____ boats for repair through the waterfront ramp. We utilize trailer road transportation for deliveries of finished boats or ones coming in for repair. The maximum number of boats shipped per year for manufacturing is ___ boats. Currently the maximum number of boats shipped for repair is _____. We do/do not utilize rail for shipment or delivery and ship _____boats/year via rail.*

*** Note:** Please also be aware what you document in Part 1A/1B and Part 2 should match how you advertise your business via web etc. as a compliance inspector may utilize marketing information in determining your potential production/chemical usage and licensing thresholds.

An initial assessment may no longer be accurate if production changes are made subsequent to conducting the initial assessment. A new assessment should be conducted when production changes are made to determine whether an air emission license should be applied for or whether modification of an existing license is necessary.

NOTE: THIS DOCUMENT PROVIDES GENERAL GUIDELINES ONLY. THESE GUIDELINES ARE NOT RULES AND ARE NOT INTENDED TO HAVE THE FORCE OF LAW. THIS GUIDANCE DOES NOT CREATE OR AFFECT ANY LEGAL RIGHTS OF ANY INDIVIDUAL, ALL OF WHICH ARE DETERMINED BY APPLICABLE STATUTES, RULES, AND REGULATIONS. COMPLIANCE WITH APPLICABLE LAWS AND REGULATIONS IS THE RESPONSIBILITY OF INDIVIDUAL REGULATED PARTIES. A PARTY'S UTILIZATION OF THIS GUIDANCE DOES NOT PROVIDE A SHEILD AGAINST COMPLIANCE OR ENFORCEMENT ACTIVITES BY THE DEPARTMENT OR OTHER GOVERNMENTAL AGENCIES.

Appendix: Potentially Applicable Air Regulation Summaries

Maine's air emission licensing requirements are found in the Department's *Major and Minor Source Air Emission License Regulations*, 06-096 CMR 115 ("Chapter 115"). An air emission license may be required for facilities that are considered "minor sources" and is required for facilities that are considered "major sources". In addition to obtaining an air emissions license under Chapter 115, "major sources" must also obtain an operating permit under the Department's *Part 70 Air Emission License Regulations*, 06-096 CMR 140 ("Chapter 140"). Limits under the following minor and major Source sections are not the only times a permit may be needed, but are the most common with respect to entities engaged in coating, composite, and painting production activities.

Maine's Air Emission Licensing Requirements:

Maine's air emission license requirements for process sources can be broken down into three categories: (1) no license required (exempt from minor source licensing requirements); (2) "minor source" license required, and (3) "major source" license required. An air emission license is typically not required for process sources whose emissions without consideration of air pollution control apparatus and under normal operation are less than 100 lbs./day or 10 lbs./hr. of any regulated pollutant. *Major And Minor Source Air Emission License Regulations*, 06-096 CMR 115(1)(C)(2)(d). All sources exceeding this threshold require either a minor source or a major source license.

Maine DEP Chapter 115 Minor Source: Minor sources require a minor source air emission license. Minor sources include facilities with the potential to emit less than the following as defined in the Department's *Definitions Regulation*, 06-096 CMR 100(114):

50 tons per year VOC
10 tons per year of single Hazardous Air Pollutant
25 tons per year of all Hazardous Air Pollutants combined
100 tons per year of any other regulated pollutant

Maine DEP Chapter 140 Major Source: Major course of air emissions require a major source air emission license. Major sources include facilities whose potential to emit exceeds one or more of the following:

50 tons per year VOC
10 tons per year of a single Hazardous Air Pollutant
25 tons per year of all Hazardous Air Pollutants combined
100 tons per year of any other regulated pollutant

Federal requirements that may apply to your facility: In addition to Maine's air emission requirements, your facility may be subject to one or more of the following federal requirements concerning air emissions.

40 CFR Part 63 Subpart HHHHHH: Paint Stripping and Miscellaneous Surface Coating Operations at Area Sources. This regulation applies to area sources (minor sources) engaged in paint stripping, surface coating of motor vehicles and mobile equipment, and miscellaneous surface coating operations. http://www.epa.gov/ttn/atw/6h/6hpg.html

40 CFR Part 63 Subpart MMMM: NESHAP for Miscellaneous Metal Parts and Products Surface Coating. This coating regulation for miscellaneous metal parts is not applicable if the source is major and subject to Subpart VVVV. http://www.epa.gov/ttn/atw/misc/miscpg.html

40 CFR Part 63 Subpart II: National Emission Standards for Shipbuilding and Ship Repair (Surface Coating). The provisions of this subpart apply to shipbuilding and ship repair operations at any facility that is a major source. http://www.epa.gov/ttn/atw/shipb/shipbpg.html

40 CFR Part 63 Subpart VVVV: National Emission Standards for Hazardous Air Pollutants for Boat Manufacturing. This regulation limits Hazardous Air Pollutants for Boat Manufacturing [Open Molding Resin and Gel Coat Operations using the Compliant Materials Option] http://www.epa.gov/ttn/atw/boat/boatpg.html

Maine Department of Environmental Protection
Air Compliance Tool (Part 2)
All Materials

VOC Emissions		Licensing/Regulatory Threshold Levels
Highest Monthly VOC Emission Rate (pounds/month)	400.00	
Highest Monthly VOC Emission Rate (tons/month)	0.20	
Highest Daily VOC Emission Rate (pounds/day)	40.00	100
Highest Hourly VOC Emission Rate (pounds/hour)	5.00	10
Maximum Projected Annual VOC Emissions (tons/year)	2.40	50
HAP Emissions		
Styrene		
Highest Monthly Styrene Emission Rate (pounds/month)	80.00	
Highest Monthly Styrene Emission Rate (tons/month)	0.04	
Highest Daily Styrene Emission Rate (pounds/day)	8.00	100
Highest Hourly Styrene Emission Rate (pounds/hour)	1.00	10
Maximum Projected Annual Styrene Emissions (tons/year)	0.48	10
Methyl Methacrylate (MMA)		
Highest Monthly MMA Emission Rate (pounds/month)	32.00	
Highest Monthly MMA Emission Rate (tons/month)	0.02	
Highest Daily MMA Emission Rate (pounds/day)	3.20	100
Highest Hourly MMA Emission Rate (pounds/hour)	0.40	10
Maximum Projected Annual MMA Emissions (tons/year)	0.19	10
Miscellaneous HAPs		
Highest Monthly Misc. HAP Emission Rate (pounds/month)	16.00	
Highest Monthly Misc. HAP Emission Rate (tons/month)	0.01	
Highest Daily Misc. HAP Emission Rate (pounds/day)	1.60	100
Highest Hourly Misc. HAP Emission Rate (pounds/hour)	0.20	10
Maximum Projected Annual Misc. HAP Emissions (tons/year)	0.10	10
Combined HAPs		
Highest Monthly Combined HAP Emission Rate (pounds/month)	128.00	
Highest Monthly Combined HAP Emission Rate (tons/month)	0.06	
Highest Daily Combined HAP Emission Rate (pounds/day)	12.80	100
Highest Hourly Combined HAP Emission Rate (pounds/hour)	1.60	10
Maximum Projected Annual Combined HAP Emissions (tons/year)	0.77	25

Note: Emission calculations performed in this air compliance tool do not take into account "Unified Emission Factors" (UEF) published and accepted by the EPA and marine manufacturer associations for use with closed molding processes which could significantly reduce the calculated emissions for these types of processes.
If emissions using this compliance tool are above the licensing/regulatory threshold levels and closed molding processes are in use at the facility, it is recommended that other methods be used to calculate emissions using the appropriate UEFs.
Contact the Bureau of Air Quality at 207-287-2437 with any questions.

Material #1

Material Name	Paint	Hazardous Air Pollutant (HAP)	HAP Content (%, by weight)
Material Type	Paint	Styrene	5%
Application Method	Brush	Methyl Methacrylate (MMA)	2%
VOC Content (%, by weight)	25%	Miscellaneous HAP Ingredients	1%
Highest Number of Gallons Used in any Month	200		
Highest Number of Gallons Used in any Day	10		
Density of Material (pounds per gallon)	8		
Number of Days Spent Applying Materials During Month with Highest Usage	10		
Number of Hours Spent Applying Materials During Day with Highest Usage	8		
VOC Emissions			
Highest Monthly VOC Emission Rate (pounds/month)	400.00		
Highest Monthly VOC Emission Rate (tons/month)	0.20		
Highest Daily VOC Emission Rate (pounds/day)	40.00		
Highest Hourly VOC Emission Rate (pounds/hour)	5.00		
Maximum Projected Annual VOC Emissions (tons/year)	2.40		
HAP Emissions			
Styrene			
Highest Monthly Styrene Emission Rate (pounds/month)	80.00		
Highest Monthly Styrene Emission Rate (tons/month)	0.04		
Highest Daily Styrene Emission Rate (pounds/day)	8.00		
Highest Hourly Styrene Emission Rate (pounds/hour)	1.00		
Maximum Projected Annual Styrene Emissions (tons/year)	0.48		
Methyl Methacrylate (MMA)			
Highest Monthly MMA Emission Rate (pounds/month)	32.00		
Highest Monthly MMA Emission Rate (tons/month)	0.02		
Highest Daily MMA Emission Rate (pounds/day)	3.20		
Highest Hourly MMA Emission Rate (pounds/hour)	0.40		
Maximum Projected Annual MMA Emissions (tons/year)	0.19		
Miscellaneous HAPs			
Highest Monthly Misc. HAP Emission Rate (pounds/month)	16.00		
Highest Monthly Misc. HAP Emission Rate (tons/month)	0.01		
Highest Daily Misc. HAP Emission Rate (pounds/day)	1.60		
Highest Hourly Misc. HAP Emission Rate (pounds/hour)	0.20		
Maximum Projected Annual Misc. HAP Emissions (tons/year)	0.10		
Combined HAPs			
Highest Monthly Combined HAP Emission Rate (pounds/month)	128.00		
Highest Monthly Combined HAP Emission Rate (tons/month)	0.06		
Highest Daily Combined HAP Emission Rate (pounds/day)	12.80		
Highest Hourly Combined HAP Emission Rate (pounds/hour)	1.60		
Maximum Projected Annual Combined HAP Emissions (tons/year)	0.77		

Material #2

Material Name		Hazardous Air Pollutant (HAP)	HAP Content (%, by weight)
Material Type		Styrene	
Application Method		Methyl Methacrylate (MMA)	
VOC Content (%, by weight)		Miscellaneous HAP Ingredients	
Highest Number of Gallons Used in any Month			
Highest Number of Gallons Used in any Day			
Density of Material (pounds per gallon)			
Number of Days Spent Applying Materials During Month with Highest Usage			
Number of Hours Spent Applying Materials During Day with Highest Usage			
VOC Emissions			
Highest Monthly VOC Emission Rate (pounds/month)	0.00		
Highest Monthly VOC Emission Rate (tons/month)	0.00		
Highest Daily VOC Emission Rate (pounds/day)	0		
Highest Hourly VOC Emission Rate (pounds/hour)	0		
Maximum Projected Annual VOC Emissions (tons/year)	0.00		
HAP Emissions			
Styrene			
Highest Monthly Styrene Emission Rate (pounds/month)	0.00		
Highest Monthly Styrene Emission Rate (tons/month)	0.00		
Highest Daily Styrene Emission Rate (pounds/day)	0		
Highest Hourly Styrene Emission Rate (pounds/hour)	0		
Maximum Projected Annual Styrene Emissions (tons/year)	0.00		
Methyl Methacrylate (MMA)			
Highest Monthly MMA Emission Rate (pounds/month)	0.00		
Highest Monthly MMA Emission Rate (tons/month)	0.00		
Highest Daily MMA Emission Rate (pounds/day)	0		
Highest Hourly MMA Emission Rate (pounds/hour)	0		
Maximum Projected Annual MMA Emissions (tons/year)	0.00		
Miscellaneous HAPs			
Highest Monthly Misc. HAP Emission Rate (pounds/month)	0.00		
Highest Monthly Misc. HAP Emission Rate (tons/month)	0.00		
Highest Daily Misc. HAP Emission Rate (pounds/day)	0		
Highest Hourly Misc. HAP Emission Rate (pounds/hour)	0		
Maximum Projected Annual Misc. HAP Emissions (tons/year)	0.00		
Combined HAPs			
Highest Monthly Combined HAP Emission Rate (pounds/month)	0.00		
Highest Monthly Combined HAP Emission Rate (tons/month)	0.00		
Highest Daily Combined HAP Emission Rate (pounds/day)	0.00		
Highest Hourly Combined HAP Emission Rate (pounds/hour)	0.00		
Maximum Projected Annual Combined HAP Emissions (tons/year)	0.00		

Material #3

Material Name		Hazardous Air Pollutant (HAP)	HAP Content (%, by weight)
Material Type		Styrene	
Application Method		Methyl Methacrylate (MMA)	
VOC Content (%, by weight)		Miscellaneous HAP Ingredients	
Highest Number of Gallons Used in any Month			
Highest Number of Gallons Used in any Day			
Density of Material (pounds per gallon)			
Number of Days Spent Applying Materials During Month with Highest Usage			
Number of Hours Spent Applying Materials During Day with Highest Usage			
VOC Emissions			
Highest Monthly VOC Emission Rate (pounds/month)	0.00		
Highest Monthly VOC Emission Rate (tons/month)	0.00		
Highest Daily VOC Emission Rate (pounds/day)	0		
Highest Hourly VOC Emission Rate (pounds/hour)	0		
Maximum Projected Annual VOC Emissions (tons/year)	0.00		
HAP Emissions			
Styrene			
Highest Monthly Styrene Emission Rate (pounds/month)	0.00		
Highest Monthly Styrene Emission Rate (tons/month)	0.00		
Highest Daily Styrene Emission Rate (pounds/day)	0		
Highest Hourly Styrene Emission Rate (pounds/hour)	0		
Maximum Projected Annual Styrene Emissions (tons/year)	0.00		
Methyl Methacrylate (MMA)			
Highest Monthly MMA Emission Rate (pounds/month)	0.00		
Highest Monthly MMA Emission Rate (tons/month)	0.00		
Highest Daily MMA Emission Rate (pounds/day)	0		
Highest Hourly MMA Emission Rate (pounds/hour)	0		
Maximum Projected Annual MMA Emissions (tons/year)	0.00		
Miscellaneous HAPs			
Highest Monthly Misc. HAP Emission Rate (pounds/month)	0.00		
Highest Monthly Misc. HAP Emission Rate (tons/month)	0.00		
Highest Daily Misc. HAP Emission Rate (pounds/day)	0		
Highest Hourly Misc. HAP Emission Rate (pounds/hour)	0		
Maximum Projected Annual Misc. HAP Emissions (tons/year)	0.00		
Combined HAPs			
Highest Monthly Combined HAP Emission Rate (pounds/month)	0.00		
Highest Monthly Combined HAP Emission Rate (tons/month)	0.00		
Highest Daily Combined HAP Emission Rate (pounds/day)	0.00		
Highest Hourly Combined HAP Emission Rate (pounds/hour)	0.00		
Maximum Projected Annual Combined HAP Emissions (tons/year)	0.00		

Material #4

Material Name		Hazardous Air Pollutant (HAP)	HAP Content (%, by weight)
Material Type		Styrene	
Application Method		Methyl Methacrylate (MMA)	
VOC Content (%, by weight)		Miscellaneous HAP Ingredients	
Highest Number of Gallons Used in any Month			
Highest Number of Gallons Used in any Day			
Density of Material (pounds per gallon)			
Number of Days Spent Applying Materials During Month with Highest Usage			
Number of Hours Spent Applying Materials During Day with Highest Usage			
VOC Emissions			
Highest Monthly VOC Emission Rate (pounds/month)	0.00		
Highest Monthly VOC Emission Rate (tons/month)	0.00		
Highest Daily VOC Emission Rate (pounds/day)	0		
Highest Hourly VOC Emission Rate (pounds/hour)	0		
Maximum Projected Annual VOC Emissions (tons/year)	0.00		
HAP Emissions			
Styrene			
Highest Monthly Styrene Emission Rate (pounds/month)	0.00		
Highest Monthly Styrene Emission Rate (tons/month)	0.00		
Highest Daily Styrene Emission Rate (pounds/day)	0		
Highest Hourly Styrene Emission Rate (pounds/hour)	0		
Maximum Projected Annual Styrene Emissions (tons/year)	0.00		
Methyl Methacrylate (MMA)			
Highest Monthly MMA Emission Rate (pounds/month)	0.00		
Highest Monthly MMA Emission Rate (tons/month)	0.00		
Highest Daily MMA Emission Rate (pounds/day)	0		
Highest Hourly MMA Emission Rate (pounds/hour)	0		
Maximum Projected Annual MMA Emissions (tons/year)	0.00		
Miscellaneous HAPs			
Highest Monthly Misc. HAP Emission Rate (pounds/month)	0.00		
Highest Monthly Misc. HAP Emission Rate (tons/month)	0.00		
Highest Daily Misc. HAP Emission Rate (pounds/day)	0		
Highest Hourly Misc. HAP Emission Rate (pounds/hour)	0		
Maximum Projected Annual Misc. HAP Emissions (tons/year)	0.00		
Combined HAPs			
Highest Monthly Combined HAP Emission Rate (pounds/month)	0.00		
Highest Monthly Combined HAP Emission Rate (tons/month)	0.00		
Highest Daily Combined HAP Emission Rate (pounds/day)	0.00		
Highest Hourly Combined HAP Emission Rate (pounds/hour)	0.00		
Maximum Projected Annual Combined HAP Emissions (tons/year)	0.00		

Material Types and Application Methods

List of Material Types	List of Application Methods
Paint	Roller
Coating	Brush
Adhesive	Spray Gun
Sealant	HVLP Spray Gun
Release Agent	Open Molding
Resin	Closed Molding
Gelcoat	Dip Tank
Cleaning Solvent	Other
Stripping Solvent	
Thinner	
Other	

Hazardous Waste Generator Fact Sheet

Maine DEP Office of Innovation and Assistance

Hazardous Waste Generator Categories

Small Quantity Generator (SQG)	Small Quantity Generator Plus (SQG +)	Large Quantity Generator (LQG)
• Generates less than 100 kg or 220 pounds/month (~ 27 gallons or ½ 55-gallon drum, based on the weight of water) • Accumulates a total of but no more than 55 gallons/440 pounds (1 drum) on site at any one time, and accumulates 1 kilogram or less, or 20 liters or less of acute hazardous waste at any one time	• Generates less than 100 kg or 220 pounds/**month** (~ 27 gallons or ½ 55-gallon drum, based on the weight of water) • Accumulates 1-3 drums but no more than 1320 pounds/600 kg (3 drums) on site at any one time, and accumulates 1 kilogram or less, or 20 liters or less of acute hazardous waste at any one time	• Generates more than 100 kg or 220 pounds/month • Accumulates more than 1320 pounds/600 kg (3 drums) on site at any one time, and accumulates more than 1 kilogram of acute hazardous waste at any one time, or accumulates acute hazardous waste in a container that is larger than 20 liters in capacity

Hazardous Waste

[2]**Hazardous Waste** is a waste that exhibits a **Hazardous Characteristic** or is a **Listed Waste**

Hazardous Characteristic	Listed Waste
1. Ignitability (waste code D001) liquid & flash point of less than 140°F, or is an ignitable compressed gas, or is an oxidizer (EG. solvents and paint thinners) 2. Corrosivity (waste code D002) pH less than or equal to 2.0, or greater than or equal to 12.5 (EG. acids and caustics) 3. Reactivity (waste code D003) reactive with water, shock, heat, pressure, or is unstable and reacts rapidly or explosively (EG. peroxides, cyanides, perchlorates) 4. Toxicity (waste code D004 – D017) Toxicity Characteristic Leaching Procedure (TCLP) – heavy metals or one of 6 pesticides. EPA includes 26 additional D018-D043 wastes.	1. Non-specific sources (waste codes F001-F028)- halogenated & non- halogenated solvents 2. Specific sources (wastes codes K001-K087) - such as bottom sludge from wastewater treatment of wood preserving processes that use creosote and/or pentachlorophenol 3. Commercial chemical products, intermediates or off-specification products (2 sources): acute wastes (waste codes P001-P158) examples include copper cyanide, chlorine, and epinephrine. Non-acute wastes (waste codes U001-U359) examples include phenol, ethanol, and naphthalene. 4. Polychlorinated biphenyl (PCB's) (waste code M002) Maine regulates PCBs as hazardous wastes if the concentration is greater than 50 parts per million (ppm) and have been identified in dielectric fluids, waste oils, and transformers.

For more information or technical assistance please contact:

Julie Churchill, Maine DEP Small Business Ombudsman

207-287-7881 | julie.m.churchill@maine.gov

Hazardous Waste Generator Fact Sheet

Maine DEP Office of Innovation and Assistance

Requirements[1]

Small Quantity Generator (SQG)	Small Quantity Generator Plus (SQG +)	Large Quantity Generator (LQG)
Determine which of your wastes are hazardous[2] • Store hazardous wastes in containers of 55-gallon size or less • Label each container "Hazardous Waste" • Label each container with the date you first deposit waste in it and date the container becomes full • Ship each full container off site within 180 days of filling • Use a hazardous waste manifest form • Use a hazardous waste transporter, licensed by the state of Maine • Send waste to a licensed, authorized hazardous waste facility • Do not treat hazardous waste unless licensed to do so	*Must Do all SQG Requirements plus below* • Obtain an U.S. EPA Hazardous Waste Generator Identification Number • Label & package hazardous waste containers in accordance with DOT requirements before shipping • Inspect containers of hazardous waste weekly and keep a log • Store ignitable and reactive waste at least 50 feet from your property line • Store incompatible hazardous wastes separately • Store in containers which are damage free of rust, dents, bulges or leaks • Keep containers closed except when adding or removing waste • Follow appropriate closure procedures when hazardous waste generation activities cease	*Must Do all SQG Plus Requirements plus below* • The hazardous waste must be transported off site within 90 days of the Accumulation Start Date • Provide secondary containment sufficient to contain all leaks: The containment must be designed to hold 20% of all the waste in storage, or 110% of the largest container in storage, whichever is the greater amount • Provide certified closure, as required, when generation activity ceases • Allow 36" access aisles to container. Containers larger than 10 gallons cannot be stacked more than two (2) high. Store containers next to a wall one row deep. Store containers in the middle of a storage area in rows up to four (4) wide • Hazardous waste storage areas must be kept behind a locked door or fence • Post a sign reading "Danger- Unauthorized Personnel Keep Out" • Inspect internally/externally hazardous waste tanks and valves and pressure test waste pipelines and valves annually • Develop a Hazardous Waste Contingency Plan to prepare for a hazardous waste-related event • Request mutual aid agreements from local fire department, police department, hospital, and hazardous waste contractor • File a Maine DEP Annual Hazardous Waste Report with the DEP by March 1 each year

Rev. August 2017

[1] Please reference State of Maine Hazardous Waste Management rules 06-096 Department of Environmental Protection Chapters 850-857

Inspection Checklist for Hazardous Waste Container Storage Areas

INSPECTION CHECKLIST FOR
HAZARDOUS WASTE CONTAINER STORAGE AREAS

DATE: _____ **TIME:** _____

INSPECTOR: _____

OBSERVATION	YES	NO
ARE ANY CONTAINERS OF WASTE OPEN?		
DO ALL CONTAINERS HAVE A HAZARDOUS WASTE LABEL?		
DO YOU HAVE ACCESS TO EACH CONTAINER AND CAN YOU READ THE LABEL? (36" AISLE)		
WHAT DATE WERE 90 DAYS PRIOR TO TODAY'S INSPECTION DATE?		
IS EACH CONTAINER MARKED WITH THE DATE ACCUMULATION BEGAN, OR IF, FROM A SATELLITE ACCUMULATION AREA, THE DATE THE CONTAINER BECAME FULL?		
IS THE DATE ON ANY CONTAINER MORE THAN 90 DAYS OLD?		
ARE CONTAINERS DENTED, BULGING, RUSTED OR LEAKING		
ARE ALL CONTAINERS ON A FIRM WORKING SURFACE?		
IS THERE SUFFICIENT CONTAINMENT TO HOLD 20% OF ALL WASTE OR 110% OF THE LARGEST CONTAINER?		
WAS THE STORAGE AREA LOCKED WHEN YOU ARRIVED?		
DOES THE STORAGE AREA HAVE SIGNS THAT READ "DANGER UNAUTHORIZED PERSONNEL KEEP OUT"?		
WAS LAST WEEK'S INSPECTION COMPLETED?		

PROBLEMS:

REFERRAL TO:	
FOLLOW UP:	
ALL PROBLEMS CORRECTED ON (DATE)	(DATE)

Universal Waste Notification Form

Maine Department of Environmental Protection
BRWM, Division of Materials Management, 17 State House Station, Augusta, Maine 04333-0017

Type of Facility:

[ ] Large Universal Waste Generator (but less than 5000 kg accumulation)
[ ] Generator Owned Central Accumulation Facility
[ ] Small Service Central Accumulation Facility (less than 200 items)
[ ] Municipal/Regional Central Accumulation Facility (mark which applies):
[ ] Recycling Center [ ] Transfer Station

A. Facility Name:

_____

B. Facility Location:

_____
Street

_____
City/Town State Zip Code

C. Facility Mailing Address: **___ Same as above.**

_____
Street

_____
City/Town State Zip Code

D. Contact Person:

_____/_____/_____-____-_____
Name Job Title Phone

E. Facility Owner: **___Same as Above**

_____/_____-____-_____
Name Phone

_____
Street

_____
City State Zip Code

F. Waste Type: (check all that apply): [ ] (CR) Cathode Ray Tube; **[ ]** (PC) PCB Ballasts; **[ ]** (TH) Mercury Thermostats; **[ ]** (MD) Mercury Devices (includes thermometers); **[ ]** (MS) Motor Vehicle Mercury Switches; **[ ]** (BT) Batteries; **[ ]** (H) Lamps; **[ ]** (P - pounds) Architectural Paint

G. Certification:

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I further certify that I handle less than 5000kg of universal waste at any one time. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

H. Name and Official Title (Type or Print): _____
Signed:_____ Date:_____

Weekly Checklist for Universal Waste Storage Areas

WEEKLY CHECKLIST FOR UNIVERSAL WASTE STORAGE AREAS

DATE: _____ TIME: _____

INSPECTOR: _____

OBSERVATION	YES	NO
ARE ANY CONTAINERS OF WASTE OPEN?		
DO ALL CONTAINERS HAVE A UNIVERSAL WASTE LABEL?		
DO YOU HAVE ACCESS TO EACH CONTAINER AND CAN YOU READ THE LABEL?		
IS EACH CONTAINER MARKED WITH THE DATE ACCUMULATION BEGAN?		
ARE ANY OF THE ACCUMULATION START DATES OVER 365 DAYS OLD?		
IS THE FULL DATE MARKED ON ALL FULL CONTAINERS?		
IS THE FULL DATE MORE THAN 90 DAYS OLD?		
CONTAINERS SHIPPED OFF WITHIN 365 DAYS OF START DATE OR 90 DAYS FROM FULL DATE, WHICHEVER IS LONGER??		
ARE THE CONTAINERS IN GOOD CONDITION AND INTACT?		
WAS THE STORAGE AREA LOCKED WHEN YOU ARRIVED?		
WHAT IS THE TOTAL NUMBER OF UNIVERSAL WASTE ITEMS IN THE STORAGE AREA?		

PROBLEMS:

REFERRAL TO:	
FOLLOW UP:	
ALL PROBLEMS CORRECTED ON	(DATE) - -

Maine's Multi-Sector General Permit for Stormwater Discharge Associated with Industrial Activity (MSGP)

Multi-Sector General Permit for industrial stormwater

Maine's Multi-Sector General Permit (MSGP) is a waste discharge permit which authorizes the direct discharge of stormwater associated with an industrial activity to surface waters of the state such as wetlands, rivers, streams, lakes, or to a municipal separate storm sewer system that discharges to surface waters of the state. The MSGP includes 29 industrial sectors which are listed below and are itemized in detail in the permit. The MSGP requirements are designed to reduce or eliminate pollutants in stormwater discharges from these industrial activities. The MSGP includes permit requirements that apply to all industrial sectors and additional permit requirements that apply to each specific type of industrial activity.

Industrial Sectors Covered by the MSGP

Industrial activities covered under the permit are categorized into Sectors using applicable Standard Industrial Classification (SIC) Code. Information on Standard Industrial Codes are available through the U.S. Department of Labor at the following web site: http://www.osha.gov/pls/imis/sicsearch.html. .

* timber products
* paper and paper products manufacturing
* chemical or chemical products manufacturing
* asphalt paving and roofing materials manufactures or lubricant manufacturing
* glass, clay, cement, concrete and gypsum product manufacturing
* primary metals
*metal mining (ore mining and dressing)
*coal mines and coal mining related facilities
*oil and gas extraction
*hazardous waste treatment, storage or disposal facilities
*landfill, land application site
*automobile salvage yards
*scrap recycling facilities
*steam electric generating facilities
*land transportation
*water transportation
*ship and boat building and repair yards
*air transportation facilities
*treatment works
*food and kindred products
* textile mills, apparel, and other fabric products manufacturing
* furniture and fixture
* printing and publishing
* rubber, miscellaneous plastic products, miscellaneous manufacturing industries
* leather tanning and finishing
* fabricated metal products
* transportation equipment, industrial or commercial machinery
* electronic, electrical, photographic, and optical goods

Exclusion from MSGP Coverage

A facility may qualify for exclusion from the MSGP when activities and materials are not exposed to rain or snow or ice melt. "No exposure" means that all industrial materials and activities are protected by a storm-resistant shelter that prevents exposure to rain, snow, snowmelt, ice-melt, run-on, and runoff. As long as the condition of "no exposure" exists at a facility, the operator is excluded from MSGP requirements provided that the operator files a No Exposure Certification (NEC) form with the Department. The NEC must be refiled every five years when the Department re-issues subsequent permits. These facilities are not required to submit an annual fee but are subject to DEP inspection at least once every five years.

General Requirements of the Multi-Sector General Permit (for complete details on requirements below please see text of the MSGP, applicable Sector and Visual or Analytical Monitoring Standard Operating Procedures):

File a Notice of Intent to comply with Maine's MSGP which includes an annual fee. The NOI must be refiled every five years when the Department re-issues subsequent permits. Develop and implement of a Stormwater Pollution Prevention Plan (SWPPP) which describes how a facility operates utilizing Best Management Practices (BMPs) to prevent or eliminate potential pollutants from coming into contact with stormwater. BMPs may be structural such as stormwater treatment ponds or operational such as good housekeeping practices. The text of the MSGP describes general control measures required to be implemented for permit and a facility's Sector may include additional control measures.

- Conduct & document quarterly visual monitoring to ensure no discharge of potential pollutants
- Conduct & document quarterly site evaluations to ensure proper BMP implementation
- Conduct & document corrective actions to ensure proper function of BMPs
- Conduct & document annual employee training to ensure employees are familiar with the facility's SWPPP and BMPs implemented onsite to meet permit requirements.

Some additional Sector-Specific requirements may include quarterly analytical sampling (benchmark monitoring) or annual analytical sampling (numeric monitoring) and weekly or monthly site evaluations. Please see text of the MSGP and your applicable Sector for complete details.

DEP Technical Assistance:

DEP's Industrial Stormwater Unit administers this program as an inspection-based and technical assistance program with a goal of preventing pollution to waterbodies from stormwater runoff from industrial activities. Inspectors will conduct compliance inspections and will assist you in determining if your facility needs coverage, answer any permit questions or further explain the permit requirements, and provide technical assistance in reviewing your SWPPP when requested. To request technical assistance please contact one of the regional inspectors listed below.

Central Maine Regional Office - Augusta
Chase Main 207-446-2693
Chase.main@maine.gov

Southern Maine Regional Office - Portland
Alison Moody 207-615-8936
Alison.r.moody@maine.gov

Eastern Maine Regional Office - Bangor
Jana Wood 207-215-7869 Jana.wood@maine.gov

Northern Maine Regional Office - Presque Isle
Sean Bernard 207-760-3135
Sean.l.bernard@maine.gov

Solvent Wipes Table

Solvent-Contaminated Wipes Final Rule
Summary Chart

This chart summarizes the federal regulations in regards to managing solvent-contaminated wipes under 40 CFR 261.4(a)(26), which conditionally excludes from the definition of solid waste solvent-contaminated wipes that are cleaned and reused ("reusable wipes"), and under 40 CFR 261.4(b)(18), which conditionally excludes from the definition of hazardous waste solvent-contaminated wipes that are disposed ("disposable wipes").

This summary chart is a guidance document provided by the U.S. Environmental Protection Agency (EPA). This is not a regulation and, therefore, does not add, eliminate, or change any existing regulatory requirements. The statements in this document are intended solely as guidance. Additionally, state regulations may be different from the federal program.

<table>
<tr><th></th><th>Solvent-Contaminated Reusable Wipes</th><th>Solvent-Contaminated Disposable Wipes</th></tr>
<tr><td>Regulation Citation</td><td>40 CFR 261.4(a)(26)
(Solid Waste Exclusion)</td><td>40 CFR 261.4(b)(18)
(Hazardous Waste Exclusion)</td></tr>
<tr><td>Description</td><td>Solvent-contaminated wipes that are sent for cleaning and reuse are not solid wastes, provided the conditions of the exclusion are met.</td><td>Solvent-contaminated wipes that are sent for disposal are not hazardous wastes, provided the conditions of the exclusion are met.</td></tr>
<tr><td>Includes</td><td colspan="2">➢ Wipes containing one or more F001-F005 listed solvents listed in § 261.31 or the corresponding P- or U- listed solvents found in § 261.33, including:

- Acetone
- Benzene
- n-Butanol
- Chlorobenzene
- Creosols
- Cyclohexanone
- 1,2-Dichlorobenzene
- Ethyl acetate
- Ethyl benzene
- 2-Ethoxyethanol
- Isobutyl alcohol
- Methanol
- Methyl ethyl ketone
- Methyl isobutyl ketone
- Methylene chloride
- Tetrachloroethylene
- Toluene
- 1,1,2- Trichloroethane
- Trichloroethylene (*For reusable wipes only.)
- Xylenes

➢ Wipes that exhibit a hazardous characteristic resulting from a solvent listed in part 261.
➢ Wipes that exhibit only the hazardous characteristic of ignitability when containing one or more non-listed solvents.</td></tr>
<tr><td>Does not include</td><td>➢ Wipes that contain listed hazardous waste other than solvents.
➢ Wipes that exhibit the characteristic of toxicity, corrosivity, or reactivity due to non-listed solvents or contaminants other than solvents.</td><td>➢ Wipes that contain listed hazardous waste other than solvents.
➢ Wipes that exhibit the characteristic of toxicity, corrosivity, or reactivity due to non-listed solvents or contaminants other than solvents.
➢ Wipes that are hazardous waste due to the presence of trichloroethylene.</td></tr>
</table>

Storage Requirements	Wipes must be accumulated, stored, and transported in non-leaking, closed containers that can contain free liquids, should they occur.	
Labeling	Containers must be labeled "Excluded Solvent-Contaminated Wipes."	
Accumulation Time Limits	Generators may accumulate wipes up to 180 days from the start date of accumulation prior to being sent for cleaning or disposal.	
Recordkeeping	Generators must maintain documentation that includes: ➢ name and address of the laundry, dry cleaner, landfill, or combustor ➢ documentation that the 180-day accumulation time limit is being met ➢ description of the process the generator is using to meet the "no free liquids" condition.	
Condition of Wipes Prior to Transport	Wipes must contain no free liquids prior to being sent for cleaning or disposal and there may not be free liquid in the container holding the wipes. "No free liquids" condition is defined in 40 CFR 260.10 and is based on the EPA Methods Test 9095B (Paint Filter Liquids Test) or other authorized state standard.	
Management of Free Liquids	Free liquids removed from the wipes or from the wipes container must be managed according to applicable hazardous waste regulations in 40 CFR parts 260 through 273.	
Eligible Handling Facilities	Must go to a laundry or dry cleaner whose discharge, if any, is regulated under sections 301 and 402 or section 307 of the Clean Water Act.	Must go to a combustor regulated under section 129 of the Clean Air Act or to a hazardous waste combustor, boiler, or industrial furnace regulated under 40 CFR parts 264, 265, or 266 subpart H. Must go to a municipal solid waste landfill regulated under 40 CFR part 258 (including § 258.40) or to a hazardous waste landfill regulated under 40 CFR parts 264 or 265.
Storage at Handling Facilities	Must store wipes in non-leaking, closed containers that are labeled "Excluded Solvent-Contaminated Wipes." Containers must be able to contain free liquids should they occur.	
Management of Free Liquids by Handling Facilities	Free liquids removed from the wipes or from the container holding the wipes must be managed according to applicable hazardous waste regulations in 40 CFR parts 260 through 273.	

U.S. ENVIRONMENTAL PROTECTION AGENCY
TIER I QUALIFIED FACILITY SPCC PLAN TEMPLATE

Please note: Editorial comments for the purposes of this guidance document are identified by red italicized text to distinguish this information from the template text.

Instructions to Complete this Template

This template is intended to help the owner or operator of a Tier I qualified facility develop a self-certified Spill Prevention, Control, and Countermeasure (SPCC) Plan. To use this template, your facility must meet all of the applicability criteria of a Tier I qualified facility listed under §112.3(g)(1) of the SPCC rule. This template provides every SPCC rule requirement necessary for a Tier I qualified facility, which you must address and implement.

You may use this template to comply with the SPCC regulation or use it as a model and modify it as necessary to meet your facility-specific needs. If you modify the template, your Plan must include a section cross-referencing the location of each applicable requirement of the SPCC rule and you must ensure that your Plan is an equivalent Plan that meets all applicable rule requirements of 40 CFR 112.6(a)(3).

You may complete this template either electronically or by hand on a printed copy. This document is a reformatted version of the template found in Appendix G of 40 CFR part 112.[a] No substantive changes have been made. Please note that a "Not Applicable" ("N/A") column has been added to both Table G-10 (General Rule Requirements for Onshore Facilities) and Table G-11 (General Rule Requirements for Onshore Oil Production Facilities). The "N/A" column should help you complete your self-certification when a required rule element does not apply to your facility. Use of the "N/A" column is optional and is not required by rule.

All Tier I qualified facility self-certifiers must complete Sections I, II, and III. Additionally, the owner or operator of an:

- Onshore facility (excluding production) must complete Section A.
- Onshore oil production facility (excluding drilling and workover facilities) must complete Section B.
- Onshore oil drilling and workover facility must complete Section C.

This example Plan does not include Sections B and C. These sections are not applicable to the facility addressed in this sample Plan.

Complete and include with your Plan the appropriate attachments. You should consider printing copies of the attachments for use in implementing the SPCC Plan (e.g. Attachment 3.1 - Inspection Log & Schedule; Attachment 4 - Discharge Notification Form).

To complete the template, check the box next to the requirement to indicate that it has been adequately addressed. Either write "N/A" in the column or check the box under the "N/A" column to indicate those requirements that are not applicable to the facility. Where a section requires a description or listing, write in the spaces provided (or attach additional descriptions if more space is needed).

Below is a key for the colors used in the section headers:

Sections I, II, and III: Required for all Tier I qualified facilities
Section A: Onshore facilities (excluding production)
Section B: Onshore oil production facilities (excluding drilling and workover facilities)
Section C: Onshore oil drilling and workover facilities
Attachments: 1 - Five Year Review and Technical Amendment Logs 2 - Oil Spill Contingency Plan and Checklist 3 - Inspections, Dike Drainage and Personnel Training Logs 4 - Discharge Notification Form

After you have completed all appropriate sections, certify and date your Plan, and then implement it by the compliance date. If your facility was in operation before August 16, 2002, and you do not already have a Plan, then implement this template immediately. Conduct inspections and tests in accordance with the written procedures that you have developed for your facility. You must keep with the SPCC Plan a record of these inspections and tests, signed by the appropriate supervisor or inspector, for a period of three years.

Do not forget to periodically review your Plan (at least once every five years) or to update it when you make changes to your facility. You must prepare amendments within six months of the facility change, and implement them as soon as possible, but not later than six months following any amendment.

[a] Please note that the use of this template is not mandatory for a Tier I qualified facility. You may also meet the SPCC Plan requirement by preparing a satisfactory Tier II qualified facility Plan, preparing a satisfactory Plan that is certified by a Professional Engineer, or by developing an equivalent Plan for a Tier I qualified facility. Further information on the requirements of these methods can be found in 40 CFR part 112.6(a)(1). If you use any of these alternative methods you must include a cross reference in your Plan that shows how the equivalent Plan meets all applicable 40 CFR part 112 requirements.

In the event that your facility releases oil to navigable waters or adjoining shorelines, immediately call the National Response Center (NRC) at 1-800-424-8802. The NRC is the federal government's centralized reporting center, which is staffed 24 hours

Tier I Qualified Facility SPCC Plan

per day by U.S. Coast Guard personnel.

Facility information in this example SPCC Plan is identified by blue text to distinguish this information from the template text.

This template constitutes the SPCC Plan for the facility, when completed and signed by the owner or operator of a facility that meets the applicability criteria in §112.3(g)(1). This template addresses the requirements of 40 CFR Part 112. Maintain a complete copy of the Plan at the facility if the facility is normally attended at least four hours per day, or for a facility attended fewer than four hours per day, at the nearest field office. When making operational changes at a facility that are necessary to comply with the rule requirements, the owner/operator should follow state and local requirements (such as for permitting, design and construction) and obtain professional assistance, as appropriate.

Facility Description

Facility Name: Gas and Care Express

Facility Address: 345 Anywhere Street

City: Malham State: PA ZIP: 17400

County: York Tel. Number: (717) 888 – 7777

Owner or Operator Name: Jack Smith

Owner or Operator Address: 18 Anywhere Street

City: Malham State: PA ZIP: 17400

County: York Tel. Number: (717) 888 – 6060

Owner or operator Name: Same as above

Owner or Operator Address: Same as above

City: State: ZIP:

County: Tel. Number:

I. Self-Certification Statement (§112.6(a)(1))

The owner or operator of a facility certifies that each of the following is true in order to utilize this template to comply with the SPCC requirements:

I Jack Smith certify that the following is accurate:

1. I am familiar with the applicable requirements of 40 CFR part 112;
2. I have visited and examined the facility;
3. This Plan was prepared in accordance with accepted and sound industry practices and standards;
4. Procedures for required inspections and testing have been established in accordance with industry inspection and testing standards or recommended practices;
5. I will fully implement the Plan;
6. This facility meets the following qualification criteria (under §112.3(g)(1)):
   a. The aggregate aboveground oil storage capacity of the facility is 10,000 U.S. gallons or less; and
   b. The facility has had no single discharge as described in §112.1(b) exceeding 1,000 U.S. gallons and no two discharges as described in §112.1(b) each exceeding 42 U.S. gallons within any twelve month period in the three years prior to the SPCC Plan self-certification date, or since becoming subject to 40 CFR part 112 if the facility has been in operation for less than three years (not including oil discharges as described in §112.1(b) that are the result of natural disasters, acts of war, or terrorism); and
   c. There is no individual oil storage container at the facility with an aboveground capacity greater than 5,000 U.S. gallons.
7. This Plan does not deviate from any requirement of 40 CFR part 112 as allowed by §112.7(a)(2) (environmental equivalence) and §112.7(d) (impracticability of secondary containment) or include any measures pursuant to §112.9(c)(6) for produced water containers and any associated piping;

8. This Plan and individual(s) responsible for implementing this Plan have the full approval of management and I have committed the necessary resources to fully implement this Plan.

I also understand my other obligations relating to the storage of oil at this facility, including, among others:

1. To report any oil discharge to navigable waters or adjoining shorelines to the appropriate authorities. Notification information is included in this Plan.
2. To review and amend this Plan whenever there is a material change at the facility that affects the potential for an oil discharge, and at least once every five years. Reviews and amendments are recorded in an attached log. [See Five Year Review Log and Technical Amendment Log in Attachments 1.1 and 1.2.]
3. Optional use of a contingency plan. A contingency plan:
   a. May be used in lieu of secondary containment for qualified oil-filled operational equipment, in accordance with the requirements under §112.7(k), and;
      This sample Tier I template SPCC Plan contains an oil spill contingency plan in Attachment 2 that follows the provisions of 40 CFR 109. However, the facility does not have oil-filled operational equipment that are 55 gallons or greater in capacity; therefore, the contingency plan is not applicable for this scenario (so the checkboxes in Attachment 2 are not filled in). If the facility had regulated oil-filled operational equipment with containers that are 55 gallons or greater and the equipment met the criteria under §112.7(k), the facility has the option to use the contingency plan in Attachment 2 instead of general secondary containment for the equipment.
   b. Must be prepared for flowlines and/or intra-facility gathering lines which do not have secondary containment at an oil production facility, and;
   c. Must include an established and documented inspection or monitoring program; must follow the provisions of 40 CFR part 109; and must include a written commitment of manpower, equipment and materials to expeditiously remove any quantity of oil discharged that may be harmful. If applicable, a copy of the contingency plan and any additional documentation will be attached to this Plan as Attachment 2.

I certify that I have satisfied the requirement to prepare and implement a Plan under §112.3 and all of the requirements under §112.6(a). I certify that the information contained in this Plan is true.

Signature *Jack Smith* Title: Owner
Name Jack Smith Date: 07 / 15 / 2011

II. Record of Plan Review and Amendments

Five Year Review (§112.5(b)):

Complete a review and evaluation of this SPCC Plan at least once every five years. As a result of the review, amend this Plan within six months to include more effective prevention and control measures for the facility, if applicable. Implement any SPCC Plan amendment as soon as possible, but no later than six months following Plan amendment. Document completion of the review and evaluation, and complete the Five Year Review Log in Attachment 1.1. If the facility no longer meets Tier I qualified facility eligibility, the owner or operator must revise the Plan to meet Tier II qualified facility requirements, or complete a full PE certified Plan.

Table G-1 Technical Amendments (§§112.5(a), (c) and 112.6(a)(2))	
This SPCC Plan will be amended when there is a change in the facility design, construction, operation, or maintenance that materially affects the potential for a discharge to navigable waters or adjoining shorelines. Examples include adding or removing containers, reconstruction, replacement, or installation of piping systems, changes to secondary containment systems, changes in product stored at this facility, or revisions to standard operating procedures.	☒
Any technical amendments to this Plan will be re-certified in accordance with Section I of this Plan template. *[§112.6(a)(2)]* **[See Technical Amendment Log in Attachment 1.2]**	☒

III. Plan Requirements

1. Oil Storage Containers (§112.7(a)(3)(i)):

Table G-2 Oil Storage Containers and Capacities		
This table includes a complete list of all oil storage containers (aboveground containers[a] and completely buried tanks[b]) with capacity of 55 U.S. gallons or more, unless otherwise exempt from the rule. For mobile/portable containers, an estimated number of containers, types of oil, and anticipated capacities are provided. ☒		
Oil Storage Container *(indicate whether aboveground (A) or completely buried (B))*	**Type of Oil**	**Shell Capacity (gallons)**
A – Horizontal, single wall, cylindrical UL-142 steel tank #1 on concrete saddles and pad	Waste oil	1,500
A – Steel drums #1 to # 6, each 65 gallons in shell capacity	Lube oil	390
A – Steel drums #7, #8, and #9, each 65 gallons in shell capacity	Automatic transmission fluid	195
A – Steel drum #10	Gear oil	65
A – Steel drums #11 and #12, each 65 gallons in shell capacity	Hydraulic oil	130
A – Rectangular, double-walled tank #2 consisting of a polyethylene inner tank enclosed with a steel outer jacket	Heating oil	275
A – Horizontal, double-walled, cylindrical UL-142 and F921 fire resistant steel tank #3 with on-tank dispenser and on steel saddles	Kerosene	500

Total Aboveground Storage Capacity [c] 3,055 gallons
Total Completely Buried Storage Capacity 0 gallons
Facility Total Oil Storage Capacity 3,055 gallons

[a] Aboveground storage containers that must be included when calculating total facility oil storage capacity include: tanks and mobile or portable containers; oil-filled operational equipment (e.g., transformers); other oil-filled equipment**,** such as flow-through process equipment. Exempt containers that are not included in the capacity calculation include: any container with a storage capacity of less than 55 gallons of oil; containers used exclusively for wastewater treatment; permanently closed containers; motive power containers; hot-mix asphalt containers; heating oil containers used solely at a single-family residence; and pesticide application equipment or related mix containers.

Please note that the owner or operator is still responsible to respond to spills that threaten water from any oil containers (including those that are exempt) and report any spills that reach navigable waters; consequently, the owner or operator may want to consider providing secondary containment for these containers. Facilities with oil containers should also consult with state or local authorities or agencies to determine whether there are regulatory or code requirements, for instance fire and worker safety codes, that apply to the containers. Also, note that exempt containers and any other object stored in secondary containment structures, e.g., dikes and berm, for tanks regulated by the SPCC rule reduce their containment capacity, increasing the potential for a reportable oil discharge and may violate fire and safety code requirements.

[b] Although the criteria to determine eligibility for qualified facilities focuses on the aboveground oil storage containers at the facility, the completely buried tanks at a qualified facility are still subject to the rule requirements and must be addressed in the template; however, they are not counted toward the qualified facility applicability threshold.

[c] Counts toward qualified facility applicability threshold.

2. Secondary Containment and Oil Spill Control (§§112.6(a)(3)(i) and (ii), 112.7(c) and 112.9(c)(2)):

Table G-3 Secondary Containment and Oil Spill Control	
Appropriate secondary containment and/or diversionary structures or equipment[a] is provided for all oil handling containers, equipment, and transfer areas to prevent a discharge to navigable waters or adjoining shorelines. The entire secondary containment system, including walls and floor, is capable of containing oil and is constructed so that any discharge from a primary containment system, such as a tank or pipe, will not escape the containment system before cleanup occurs.	☒

[a] Use one of the following methods of secondary containment or its equivalent: (1) Dikes, berms, or retaining walls sufficiently impervious to contain oil; (2) Curbing; (3) Culverting, gutters, or other drainage systems; (4) Weirs, booms, or other barriers; (5) Spill diversion ponds; (6) Retention ponds; or (7) Sorbent materials.

At an SPCC-regulated facility, all areas with the potential for discharging oil must comply with the general secondary containment requirements specified in §112.7(c). In this scenario, the following areas are subject to the general secondary containment requirements:

- *Oil transfer areas (e.g., the gasoline dispenser islands, the kerosene dispenser, the tank truck fuel unloading areas, and the filling of service oil dispensing drums inside the shop),*
- *Aboveground transfer equipment (e.g., the fuel and automotive service oil dispensing hoses and appurtenances), and*
- *Oil storage containers with a capacity of 55 gallons or greater and associated appurtenances (e.g., overfill vents on double-walled tanks)*

Secondary containment structures, e.g., dikes or berms, can be constructed with various materials such as: metal, concrete, earthen materials, liners, asphalt, and other coatings. Although different materials can be used, the material and containment construction must enable the secondary containment structure to prevent discharges to navigable waters or adjoining shorelines. For the secondary containment structure to serve this purpose, it must be able to contain the oil spill until it is cleaned up. Whether it can do this depends primarily on the ability of the containment material to slow down or prevent the flow of the spill through the material, (i.e., the material's imperviousness to the spill). Note that the rule does not specify how to design the secondary containment system to meet the impervious standard. The facility owner or operator determines how best to provide secondary containment based on good industry practices, oil product properties, and other specific factors and conditions at the facility.

Appropriate general secondary containment for these areas must address the most likely oil discharge from the equipment and prevent the discharge from escaping containment until it is cleaned up. A facility owner or operator can use active containment measures that require deployment of response equipment or other specific action by the facility personnel to prevent the discharge from reaching navigable waters or adjoining shorelines. These measures must be able to contain the most likely oil discharge volume, and personnel and equipment must be available to timely and effectively carry out the active containment measure measures to contain the most likely oil discharge volume.

In the scenario, the facility uses active containment measures for several areas that have a potential for discharging oil. Personnel attend and monitor all oil transfer operations, spill kits are available and maintained within easy reach at each transfer area, and the containment equipment can contain the most likely discharge volumes at each area.

Note that EPA considers that shop-fabricated double-walled tanks that employ overfill and leak detection measures and are constructed to industry standards address the secondary containment requirements in the SPCC rule. This clarification can be found in EPA Memorandum, Subject: Use of Alternative Secondary Containment Measures at Facilities Regulated under the Oil Pollution Prevention Regulation (40 CFR Part 112), OSWER 9360.8-38, More detailed information on secondary containment, including design and construction, is available in the SPCC Guidance for Regional Inspectors, EPA 550-B-05-001, at www.epa.gov/emergencies/content/spcc/spcc_guidance.htm.

SECTION 1: FACILITY DESCRIPTION AND CONTACT INFORMATION.

1.1 Facility Information.

Instructions:

- You will need the information from this section to complete your NOI.
- For further instruction, refer to the 2015 MSGP NOI form and instructions – specifically sections C and D of the NOI. A copy of the 2015 MSGP NOI is available at www.epa.gov/npdes/stormwater/msgp (Appendix G of the permit)
- You must include a copy of the 2015 MSGP, or a reference or link to where a copy can be found, in Attachment C of your SWPPP.

Facility Information

Name of Facility: _____

Street: _____

City: _____ State: _____ ZIP Code: _____

County or Similar Subdivision: _____

NPDES ID (i.e., permit tracking number): _____ (if covered under a previous permit)

Primary Industrial Activity SIC code, and Sector and Subsector (2015 MSGP, Appendix D and Part 8):

_____

Co-located Industrial Activity(s) SIC code(s), Sector(s) and Subsector(s) (2015 MSGP, Appendix D):

_____

Latitude/Longitude

Latitude: _ _ . _ _ _ _ ° N (decimal degrees)

Longitude: _ _ _. _ _ _ _ ° W (decimal degrees)

Method for determining latitude/longitude (check one):

☐USGS topographic map (specify scale:_____) ☐GPS

☐Other (please specify):

_____

Horizontal Reference Datum (check one):

☐NAD 27 ☐NAD 83 ☐WGS 84

Is the facility located in Indian country? ☐Yes ☐No

If yes, name of Reservation, or if not part of a Reservation, indicate "not applicable."_____

_____

Are you considered a "federal operator" of the facility?

Federal Operator – an entity that meets the definition of "operator" in this permit and is either any department, agency or instrumentality of the executive, legislative and judicial branches of the Federal government of the United States, or another entity, such as a private contractor, operating for any such department, agency, or instrumentality.

☐Yes ☐No

Estimated area of industrial activity at site exposed to stormwater: _____ (acres)

Discharge Information

Does this facility discharge stormwater into a municipal separate storm sewer system

(MS4)? ☐Yes ☐No

If yes, name of MS4 operator: _____

Name(s) of surface water(s) that receive stormwater from your facility:

_____

_____

Does this facility discharge industrial stormwater directly into any segment of an "impaired water" (see definition in 2015 MSGP, Appendix A)? ☐Yes ☐No

If Yes, identify name of the impaired water(s) (and segment(s), if applicable):

_____

Identify the pollutant(s) causing the impairment(s):

_____

Which of the identified pollutants may be present in industrial stormwater discharges from this facility?

_____

Has a Total Maximum Daily Load (TMDL) been completed for any of the identified pollutants? If yes, please list the TMDL pollutants:

_____

Does this facility discharge industrial stormwater into a receiving water designated as a Tier 2, Tier 2.5 or Tier 3 water (see definitions in 2015 MSGP, Appendix A)? ☐Yes ☐No

Are any of your stormwater discharges subject to effluent limitation guidelines (ELGs) (2015 MSGP Table 1-1)? ☐Yes ☐No

If Yes, which guidelines apply?

_____

6. Contact List (§112.7(a)(3)(vi)):

Table G-8 Contact List	
Contact Organization / Person	**Telephone Number**
National Response Center (NRC)	1-800-424-8802
Cleanup Contractor(s) RO Co. (Waste Oil Disposal Contractor) *Owners or operators of SPCC-regulated facilities are not required to have signed contracts or agreements with cleanup contractors under the SPCC rule. Although no formal written agreement to respond is required by the SPCC rule, the owner or operator must identify phone numbers for the facility response coordinator, National Response Center, cleanup contractors with whom you have an agreement for response, and all appropriate Federal, State, and local agencies who must be contacted in case of a discharge to navigable waters or adjoining shorelines.*	 717-888-8000
Key Facility Personnel	
Designated Person Accountable for Discharge Prevention: James Fixer, Head Mechanic	Office: 717-888-7777
	Emergency: 717-555-9190 (cell phone)
	Office:
	Emergency:
	Office:
	Emergency:
	Office:
	Emergency:
State Oil Pollution Control Agencies South Central Region PA Department of Environmental Protection (DEP)	 877-333-1904 1-800-541-2050 (Backup)
Other State, Federal, and Local Agencies EPA Region III York County Department of Emergency Services	 Office: 215-814-5000 Emergency: 1-800-424-8802 (NRC) 911
Local Fire Department	911
Local Police Department	911
Hospital Malham General Hospital, 1700 Patient Blvd., Malham, PA 17402	717-888-0811
Other Contact References (e.g., downstream water intakes or neighboring facilities) Wayne Storey, Construction Tools and Lumber Tonney Smart, Smart Auto Paint and Detailing	 717-888-6921 (Office) 717-888-0055 (Office)

7. NRC Notification Procedure (§112.7(a)(4) and (a)(5)):

Table G-9 NRC Notification Procedure	
In the event of a discharge of oil to navigable waters or adjoining shorelines, the following information identified in Attachment 4 will be provided to the National Response Center immediately following identification of a discharge to navigable waters or adjoining shorelines **[See Discharge Notification Form in Attachment 4]**: *[§112.7(a)(4)]*	☒
• The exact address or location and phone number of the facility; • Date and time of the discharge; • Type of material discharged; • Estimate of the total quantity discharged; • Estimate of the quantity discharged to navigable waters; • Source of the discharge; • Description of all affected media; • Cause of the discharge; • Any damages or injuries caused by the discharge; • Actions being used to stop, remove, and mitigate the effects of the discharge; • Whether an evacuation may be needed; and • Names of individuals and/or organizations who have also been contacted.	

8. SPCC Spill Reporting Requirements (Report within 60 days) (§112.4):

Submit information to the EPA Regional Administrator (RA) and the appropriate agency or agencies in charge of oil pollution control activities in the State in which the facility is located within 60 days from one of the following discharge events:

- A single discharge of more than 1,000 U.S. gallons of oil to navigable waters or adjoining shorelines or
- Two discharges to navigable waters or adjoining shorelines each more than 42 U.S. gallons of oil occurring within any twelve month period

You must submit the following information to the RA (Region VI)

(1) Name of the facility;
(2) Your name;
(3) Location of the facility;
(4) Maximum storage or handling capacity of the facility and normal daily throughput;
(5) Corrective action and countermeasures you have taken, including a description of equipment repairs and replacements;
(6) An adequate description of the facility, including maps, flow diagrams, and topographical maps, as necessary;
(7) The cause of the reportable discharge, including a failure analysis of the system or subsystem in which the failure occurred;
(8) Additional preventive measures you have taken or contemplated to minimize the possibility of recurrence; and
(9) Such other information as the Regional Administrator may reasonably require pertinent to the Plan or discharge.

* * * * *

NOTE: Complete one of the following sections (A, B or C) as appropriate for the facility type.

Note that notifying the NRC of oil discharges and reporting specified oil spill information to the EPA Regional Administrator are two different requirements. 40 CFR part 110, Discharge of Oil regulation, requires any person in charge of a facility or vessel that discharges a reportable harmful quantity of oil to immediately notify the NRC of the discharge. The rule identifies a harmful quantity as one that violates applicable water quality standards; or causes a film or sheen upon or discoloration of the surface of the water or adjoining shorelines or cause a sludge or emulsion to be deposited beneath the surface of the water or upon adjoining shorelines (see subsection 7 above). In addition, a facility regulated by the SPCC rule must report specific discharge information to the EPA when the facility has certain types of reportable discharges as prescribed in the rule (see Item 8 above).

This sample plan does not include Sections B and C. These sections are not applicable to the facility addressed in this sample plan.

A. Onshore Facilities (excluding production) (§§112.8(b) through (d), 112.12(b) through (d)):

The owner or operator must meet the general rule requirements as well as requirements under this section. Note that not all provisions may be applicable to all owners/operators. For example, a facility may not maintain completely buried metallic storage tanks installed after January 10, 1974, and thus would not have to abide by requirements in §§112.8(c)(4) and 112.12(c)(4), listed below. In cases where a provision is not applicable, write "N/A".

Table G-10 General Rule Requirements for Onshore Facilities		N/A
Drainage from diked storage areas is restrained by valves to prevent a discharge into the drainage system or facility effluent treatment system, except where facility systems are designed to control such discharge. Diked areas may be emptied by pumps or ejectors that must be manually activated after inspecting the condition of the accumulation to ensure no oil will be discharged. *[§§112.8(b)(1) and 112.12(b)(1)]*	☒	☐
Valves of manual, open-and-closed design are used for the drainage of diked areas. *[§§112.8(b)(2) and 112.12(b)(2)]*	☐	☒
The containers at the facility are compatible with materials stored and conditions of storage such as pressure and temperature. *[§§112.8(c)(1) and 112.12(c)(1)]*	☒	☐
Secondary containment for the bulk storage containers (including mobile/portable oil storage containers) holds the capacity of the largest container plus additional capacity to contain precipitation. Mobile or portable oil storage containers are positioned to prevent a discharge as described in §112.1(b). *[§112.6(a)(3)(ii)]*	☒	☐
If uncontaminated rainwater from diked areas drains into a storm drain or open watercourse the following procedures will be implemented at the facility: *[§§112.8(c)(3) and 112.12(c)(3)]*		
• Bypass valve is normally sealed closed	☐	☒
• Retained rainwater is inspected to ensure that its presence will not cause a discharge to navigable waters or adjoining shorelines	☒	☐
• Bypass valve is opened and resealed under responsible supervision	☐	☒
• Adequate records of drainage are kept **[See Dike Drainage Log in Attachment 3.3]**	☒	☐
For completely buried metallic tanks installed on or after January 10, 1974 at this facility *[§§112.8(c)(4) and 112.12(c)(4)]*:		
• Tanks have corrosion protection with coatings or cathodic protection compatible with local soil conditions.	☐	☒
• Regular leak testing is conducted.	☐	☒
For partially buried or bunkered metallic tanks *[§112.8(c)(5) and §112.12(c)(5)]*:		
• Tanks have corrosion protection with coatings or cathodic protection compatible with local soil conditions.	☐	☒
Each aboveground bulk container is tested or inspected for integrity on a regular schedule and whenever material repairs are made. Scope and frequency of the inspections and inspector qualifications are in accordance with industry standards. Container supports and foundations are regularly inspected. **[See Inspection Log and Schedule and Bulk Storage Container Inspection Schedule in Attachments 3.1 and 3.2]** *[§112.8(c)(6) and §112.12(c)(6)(i)]*	☒	☐
Outsides of bulk storage containers are frequently inspected for signs of deterioration, discharges, or accumulation of oil inside diked areas. **[See Inspection Log and Schedule in Attachment 3.1]** *[§§112.8(c)(6) and 112.12(c)(6)]*	☒	☐
For bulk storage containers that are subject to 21 CFR part 110 which are shop-fabricated, constructed of austenitic stainless steel, elevated and have no external insulation, formal visual inspection is conducted on a regular schedule. Appropriate qualifications for personnel performing tests and inspections are documented. **[See Inspection Log and Schedule and Bulk Storage Container Inspection Schedule in Attachments 3.1 and 3.2]** *[§112.12(c)(6)(ii)]*	☐	☒

Table G-10 General Rule Requirements for Onshore Facilities		N/A
Each container is provided with a system or documented procedure to prevent overfills for the container. Describe: Tank truck gasoline*, heating oil, and kerosene delivery procedures: 1) Manually gauge receiving tank to confirm liquid level in tank and quantity to be delivered to prevent tank overfill; reconcile with inventory records and ATG, as applicable. Tanks will not be filled beyond 90% of their capacity. 2) Set parking brake and use chock blocks to prevent movement; inspect fittings and fueling hose for damage before starting fuel transfer operation. The fuel delivery person makes all hook-ups. 3) Place drip pans under valve-hose fitting connections. 4) The person responsible for monitoring the delivery will remain attentive and observe the entire fuel delivery, be prepared to stop the flow of fuel from the truck to the tank at any time, and respond to any unusual condition, leak, or spill which may occur during delivery. During heating oil and kerosene unloading, monitor the tank vent whistle on the heating oil tank and the liquid high-level alarm on the kerosene tank prior to initiating and during transfer. For delivery to the fuel oil tank, shutdown delivery if the vent whistle cannot be heard or the vent whistle stops sounding. For delivery to the kerosene tank, shutdown delivery when high-level alarm goes off. Secure all valves on tank truck before truck departure and inspect for leakage. 5) Following complete delivery, the fuel delivery person is responsible for disconnecting all hook-ups. 6) Record accurate readings for product and water in tank after fuel delivery, verify the amount of fuel received and make sure fill ports are properly secured. 7) If an oil spill occurs, the spill kit will be used to contain the spill. The main spill kit is located in the gasoline sales and customer service area. The maximum spill that would occur during an overfill while unloading gasoline is estimated at 20 gallons (a 4-inch truck fuel delivery hose, 30 feet in length, holds about 20 gallons). The maximum heating oil and kerosene unload rate is 25 gallons per minute (gpm) or 0.4 gallons per second (gps); the expected maximum amount to be spilled in an overfill incident during heating oil or kerosene unloading is about 3 gallons (0.4 gps x 8 seconds maximum to shutdown fuel transfer pump). Gasoline dispenser customer fueling procedures: 1) Before dispenser filling, shutoff engine and cell phone. 2) Do not top off tank after automatic shut-off. 3) If an oil spill occurs, the spill kit will be used to contain the spill. The maximum dispenser pumping rate is 10 gpm or less than 0.2 gps. In the event of a dispenser equipment failure such as a filling hose rupture or a vehicle fuel tank overfill, the expected maximum amount to be spilled is about 2 gallons (0.2 gps x 10 seconds maximum to shutdown dispenser fuel delivery pump). Kerosene dispenser fuel transfers: 1) Customers are prohibited from operating the kerosene dispenser, including transferring kerosene into their containers; employees will transfer kerosene into only authorized containers. 2) Do not top off container when filling; shutoff and lock the dispenser pump after completing transfer. 3) If an oil spill occurs, the spill kit will be used to contain the spill. The maximum dispenser pumping rate is 5 gpm or less than 0.1 gps. In the event of a dispenser equipment failure such as a filling hose rupture or a container overfill, the expected maximum amount to be spilled is less than 0.5 gallon (0.1 gps x 5 seconds maximum to shutdown dispenser fuel delivery pump). Transfers into waste oil AST: Gauge AST (manually or via visual gauge) to confirm liquid level in tank to prevent tank overfill. Transfers into waste oil tote: Transfer all waste oil into the tote fill port using a funnel. If an oil spill occurs, the spill kit in the shop will be used to contain the spill. Transfers into oil dispensing system drums: Confirm liquid level in drum glass sight gauge before transferring oil product into drum from supplier's tote and monitor sight gauge during filling to prevent drum overfill; a drum will not be filled beyond 55 gallons. The maximum transfer rate of the supplier's pump is 7.5 gpm or 0.1 gps. In the event of an overfill incident during the transfer, the expected maximum amount to be spilled is 0.5 gallons (0.1 gps maximum transfer rate x 5 seconds maximum to shutdown transfer pump). ** For more information on operating and maintaining completely buried storage tanks, including safe practices, see www.epa.gov/oust/pubs/ommanual.htm*	☒	☐
Liquid level sensing devices are regularly tested to ensure proper operation **[See Inspection Log and Schedule in Attachment 3.1]**. *[§112.6(a)(3)(iii)]*	☒	☐
Visible discharges which result in a loss of oil from the container, including but not limited to seams, gaskets, piping, pumps, valves, rivets, and bolts are promptly corrected and oil in diked areas is promptly removed. *[§§112.8(c)(10) and 112.12(c)(10)]*	☒	☐
Aboveground valves, piping, and appurtenances such as flange joints, expansion joints, valve glands and bodies, catch pans, pipeline supports, locking of valves, and metal surfaces are inspected regularly. **[See Inspection Log and Schedule in Attachment 3.1]** *[§§112.8(d)(4) and 112.12(d)(4)]*	☒	☐
Integrity and leak testing are conducted on buried piping at the time of installation, modification, construction, relocation, or replacement. **[See Inspection Log and Schedule in Attachment 3.1]** *[§§112.8(d)(4) and 112.12(d)(4)]*	☐	☒

ATTACHMENT 1 – Five Year Review and Technical Amendment Logs

ATTACHMENT 1.1 – Five Year Review Log

By signing below, I am certifying that I have completed a review and evaluation of the SPCC Plan for this facility, and will/will not amend this Plan as a result.

An owner or operator must review and evaluate the SPCC Plan at least once every five years from the signature date of the Plan. A review of the Plan must also be completed whenever there is a change in the facility which affects the potential for a discharge of oil. In addition, the owner or operator has to amend the Plan within six months of review to include more effective prevention and control technology if the technology has been field-proven at the time of the review and will significantly reduce the likelihood of a discharge to navigable waters or adjoining shorelines. The owner or operator must implement any Plan amendment resulting from the review as soon as possible, but no longer than six months after the amendment.

Table G-13 Review and Evaluation of SPCC Plan for Facility			
Review Date	Plan Amendment		Name and signature of person authorized to review this Plan
	Will Amend	Will Not Amend	
	☐	☐	
	☐	☐	
	☐	☐	
	☐	☐	
	☐	☐	
	☐	☐	
	☐	☐	
	☐	☐	
	☐	☐	
	☐	☐	

ATTACHMENT 1.2 – Technical Amendment Log

Any technical amendments to this Plan will be re-certified in accordance with Section I of this Plan template.

Table G-15 Description and Certification of Technical Amendments		
Review Date	Description of Technical Amendment	Name and signature of person certifying this technical amendment

ATTACHMENT 2 – Oil Spill Contingency Plan and Checklist;

An oil spill contingency plan and written commitment of resources is required for:

- Flowlines and intra-facility gathering lines at oil production facilities; and
- Qualified oil-filled operational equipment which has no secondary containment. NOT APPLICABLE

The SPCC Guidance for Regional Inspectors, EPA 550-B-05-001 provides further details on the use of the oil spill contingency plan to meet specific regulatory requirements and options.

An oil spill contingency plan meeting the provisions of 40 CFR part 109, as described below, and a written commitment of manpower, equipment and materials required to expeditiously control and remove any quantity of oil discharged that may be harmful is attached to this Plan.	☐

Complete the checklist below to verify that the necessary operations outlined in 40 CFR part 109 - Criteria for State, Local and Regional Oil Removal Contingency Plans - have been included.

Table G-15 Checklist of Development and Implementation Criteria for State, Local and Regional Oil Removal Contingency Plans (§109.5)[a]	
(a) Definition of the authorities, responsibilities and duties of all persons, organizations or agencies which are to be involved in planning or directing oil removal operations.	☐
(b) Establishment of notification procedures for the purpose of early detection and timely notification of an oil discharge including:	
(1) The identification of critical water use areas to facilitate the reporting of and response to oil discharges.	☐
(2) A current list of names, telephone numbers and addresses of the responsible persons (with alternates) and organizations to be notified when an oil discharge is discovered.	☐
(3) Provisions for access to a reliable communications system for timely notification of an oil discharge, and the capability of interconnection with the communications systems established under related oil removal contingency plans, particularly State and National plans (e.g., NCP).	☐
(4) An established, prearranged procedure for requesting assistance during a major disaster or when the situation exceeds the response capability of the State, local or regional authority.	☐
(c) Provisions to assure that full resource capability is known and can be committed during an oil discharge situation including:	
(1) The identification and inventory of applicable equipment, materials and supplies which are available locally and regionally.	☐
(2) An estimate of the equipment, materials and supplies which would be required to remove the maximum oil discharge to be anticipated.	☐
(3) Development of agreements and arrangements in advance of an oil discharge for the acquisition of equipment, materials and supplies to be used in responding to such a discharge.	☐
(d) Provisions for well defined and specific actions to be taken after discovery and notification of an oil discharge including:	
(1) Specification of an oil discharge response operating team consisting of trained, prepared and available operating personnel.	☐
(2) Predesignation of a properly qualified oil discharge response coordinator who is charged with the responsibility and delegated commensurate authority for directing and coordinating response operations and who knows how to request assistance from Federal authorities operating under existing national and regional contingency plans.	☐
(3) A preplanned location for an oil discharge response operations center and a reliable communications system for directing the coordinated overall response operations.	☐
(4) Provisions for varying degrees of response effort depending on the severity of the oil discharge.	☐
(5) Specification of the order of priority in which the various water uses are to be protected where more than one water use may be adversely affected as a result of an oil discharge and where response operations may not be adequate to protect all uses.	☐
(6) Specific and well defined procedures to facilitate recovery of damages and enforcement measures as provided for by State and local statutes and ordinances.	☐

[a] The contingency plan must be consistent with all applicable state and local plans, Area Contingency Plans, and the National Contingency Plan (NCP)

ATTACHMENT 3 – Inspections, Dike Drainage and Personnel Training Logs

ATTACHMENT 3.1 – Inspection Log and Schedule

Table G-16 Inspection Log and Schedule
This log is intended to document compliance with §§112.6(a)(3)(iii), 112.8(c)(6), 112.8(d)(4), 112.9(b)(2), 112.9(c)(3), 112.9(d)(1), 112.9(d)(4), 112.12.(c)(6), and 112.12(d)(4), as applicable.

Date of Inspection	Container / Piping / Equipment	Describe Scope (or cite Industry Standard)	Observations	Name/ Signature of Inspector	Records maintained separately[a]
	ASTs • 1,500-gal. waste oil tank #1 • 275-gal. heating oil tank #2 • 500-gal. kerosene tank #3 • 65-gal. drums #1 to #12	Monthly and annual visual inspections as all containers meet Category 1 criteria (STI SP001, Standard for the Inspection of Aboveground Storage Tanks)			☐
	Secondary containment dike	Weekly visual inspections and after heavy rainfall			☐
	Liquid level gauges and high-level alarms	Gauges- Annual inspections and calibration following manufacturer's procedures Vent whistle- test with each delivery and at least annual inspections following manufacturer's procedures High-level alarm- monthly inspections and annual functional test following manufacturer's procedures			☐
	Dispensers	Daily visual inspections of the dispenser sumps, fill nozzles, hoses, and fittings (manufacturer instructions)			☐
	Spill kits	Monthly visual inspections and equipment/supply inventory			☐

[a] Indicate in the table above if records of facility inspections are maintained separately at this facility.

The scope of STI SP001 Standard for the Inspection of Aboveground Storage Tanks by the Steel Tank Institute (STI) includes the inspection and testing of aboveground shop-fabricated tanks, small field-erected tanks, portable containers, and associated secondary containment. The standard is copyrighted. However, the periodic tank inspection checklists in Appendix C of the standard are not copyrighted. These checklists are attached to this example template SPCC Plan. Utilization of the checklists alone does not constitute compliance with the standard. The standard is available from STI at the following web address: https://www.steeltank.com/Publications/PublicationsIndex/tabid/108/Default.aspx.

ATTACHMENT 3.2 – Bulk Storage Container Inspection Schedule – onshore facilities (excluding production):

To comply with integrity inspection requirement for bulk storage containers, inspect/test each shop-built aboveground bulk storage container on a regular schedule in accordance with a recognized container inspection standard based on the minimum requirements in the following table.

Table G-17 Bulk Storage Container Inspection Schedule

Container Size and Design Specification	Inspection requirement
Portable containers (including drums, totes, and intermodal bulk containers (IBC)):	Visually inspect monthly for signs of deterioration, discharges or accumulation of oil inside containment pallets.
55 to 1,100 gallons with sized secondary containment: 65-gal. steel lube and other oil product drums #1 to #12 275-gal. heating oil AST #2 500-gal. kerosene AST #3	Visually inspect monthly for signs of deterioration, discharges or accumulation of oil inside bermed area plus any annual inspection elements per industry inspection standards
1,101 to 5,000 gallons with sized secondary containment and a means of leak detection[a]: 1,500-gal. waste oil AST #1	
1,101 to 5,000 gallons with sized secondary containment and no method of leak detection[a]:	Visually inspect monthly for signs of deterioration, discharges or accumulation of oil inside diked areas, plus any annual inspection elements and other specific integrity tests that may be required per industry inspection standards

[a] Examples of leak detection include, but are not limited to, double-walled tanks and elevated containers where a leak can be visually identified.

In this example, the Gas and Care Express owner has elected to use STI's SP001, tank inspection and testing standard; this standard is an example of an industry inspection standard that can be used to conduct inspections and formal tank testing. Under this standard, inspection and integrity test requirements depend on the spill risk posed by the tank; tanks posing higher spill risks have more inspection and integrity test requirements. Take the example of a 1,500-gallon AST that rests on the ground within an earthen berm. As the tank bottom is in direct contact with the ground, it is not likely that a leak from the tank bottom would be seen. Note that a metal tank in direct contact with the ground soil is subject to corrosion. According to STI SP001, the earthen berm provides a method of spill control but not a method of continuous release detection due to the tank being in direct contact with the ground. This standard defines continuous release detection as a method that allows the facility operator to visually detect releases. Examples are double-wall or double-bottom ASTs with the space between the walls capable of being tested and monitored for releases. Other examples include ASTs that are raised above the ground with supports, grating or without or with release prevention barriers under the tank, such as liners, steel, and/or concrete. Consequently, the 1,500-gallon tank in this note example poses a higher spill risk than a 1,500-gallon tank elevated on supports in the berm. According to STI SP001, in addition to monthly and annual visual inspections in the standard, this example tank also requires formal external inspections by a certified tank inspector and leak tests by the facility every 10 years.

ATTACHMENT 3.3 – Dike Drainage Log

2

Table G-18 Dike Drainage Log

Date	Bypass valve sealed closed	Rainwater inspected to be sure no oil (or sheen) is visible	Open bypass valve and reseal it following drainage	Drainage activity supervised	Observations	Signature of Inspector
	☐	☐	☐	☐		
	☐	☐	☐	☐		
	☐	☐	☐	☐		
	☐	☐	☐	☐		
	☐	☐	☐	☐		
	☐	☐	☐	☐		
	☐	☐	☐	☐		
	☐	☐	☐	☐		

ATTACHMENT 3.4 – Oil-handling Personnel Training and Briefing Log

2

Table G-19 Oil-Handling Personnel Training and Briefing Log		
Date	**Description / Scope**	**Attendees**

In the event of a discharge of oil to navigable waters or adjoining shorelines, the following information will be provided to the National Response Center **[also see the notification information provided in Section 7 of the Plan]**:

Table G-20 Information provided to the National Response Center in the Event of a Discharge			
Discharge/Discovery Date		Time	
Facility Name			
Facility Location (Address/Lat-Long/Section Township Range)			
Name of reporting individual		Telephone #	
Type of material discharged		Estimated total quantity discharged	Gallons/Barrels
Source of the discharge		Media affected	☐ Soil ☐ Water (specify) ☐ Other (specify)
Actions taken			
Damage or injuries	☐ No ☐ Yes (specify)	Evacuation needed?	☐ No ☐ Yes (specify)
Organizations and individuals contacted	☐ National Response Center 800-424-8802 Time ☐ Cleanup contractor (Specify) Time ☐ Facility personnel (Specify) Time ☐ State Agency (Specify) Time ☐ Other (Specify) Time		

Industrial SWPPP Template

Introduction

To help you develop a Stormwater Pollution Prevention Plan (SWPPP) that is consistent with the 2015 Multi-Sector General Permit (MSGP), the U.S Environmental Protection Agency (EPA) has created this Industrial SWPPP Template (or, "the Template"). Use of the Template will help ensure that your SWPPP addresses all the necessary elements required in Part 5 of the 2015 MSGP. Part 2 of the 2015 MSGP includes requirements (or effluent limits) that tell what you must physically do on-site to control pollutants in your stormwater discharges and that drive some of what is documented in your SWPPP.

Before completing the Template, make sure you read and understand the requirements in the 2015 MSGP. A copy of the MSGP is available at www.epa.gov/npdes/stormwater/msgp.

Using the Industrial SWPPP Template

Tips for completing the Template:

- **This Template is designed for use by all facilities eligible for coverage under the 2015 MSGP. The Template is NOT tailored to your individual industrial sector. Depending upon your industrial sector (see Appendix D of the 2015 MSGP) and where your facility is located (see Appendix C of the 2015 MSGP), you may need to address additional SWPPP requirements outlined in Part 8 (Sector Specific Requirements) and/or Part 9 (State/Tribal Specific Requirements) of the permit, respectively.**
- **Complete a SWPPP *before* submitting your Notice of Intent (NOI) for permit coverage.**
- **Each section includes "instructions" and space for your facility's specific information. You should read the instructions for each section before you complete that section.**
- **The Template was developed in *Microsoft Word* so that you can easily add tables and additional text. Some sections may require only a brief description while others may require several pages of explanation.**
- **To make it easier to complete, the Template generally uses blue text where the operator is expected to enter information.**

EPA notes that while EPA has made every effort to ensure the accuracy of all instructions and guidance contained in the Template, the actual obligations of regulated industrial facilities are determined by the relevant provisions of the permit, not by the Template. In the event of a conflict between the Template and any corresponding provision of the MSGP, the permit controls. EPA welcomes comments on the Template at any time and will consider those comments in any future revision of this document.

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Stormwater Pollution Prevention Plan

for:

Insert Facility Name
Insert Facility Address
Insert City, State, Zip Code
Insert Facility Telephone Number (if applicable)

SWPPP Contact(s):

Insert Facility Operator
Insert Name
Insert Address
Insert City, State, Zip Code
Insert Telephone Number
Insert Fax/Email

SWPPP Preparation Date:

__ __/ __ __/ __ __ __ __

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Contents

Table of Contents

SECTION 1: FACILITY DESCRIPTION AND CONTACT INFORMATION.

1.1 Facility Information.

Instructions:

- You will need the information from this section to complete your NOI.
- For further instruction, refer to the 2015 MSGP NOI form and instructions – specifically sections C and D of the NOI. A copy of the 2015 MSGP NOI is available at www.epa.gov/npdes/stormwater/msgp (Appendix G of the permit)
- You must include a copy of the 2015 MSGP, or a reference or link to where a copy can be found, in Attachment C of your SWPPP.

Facility Information

Name of Facility: _____

Street: _____

City: _____ State: _____ ZIP Code: _____

County or Similar Subdivision: _____

NPDES ID (i.e., permit tracking number): _____ (if covered under a previous permit)

Primary Industrial Activity SIC code, and Sector and Subsector (2015 MSGP, Appendix D and Part 8):

_____

Co-located Industrial Activity(s) SIC code(s), Sector(s) and Subsector(s) (2015 MSGP, Appendix D):

_____

Latitude/Longitude

Latitude: _ _ . _ _ _ _ ° N (decimal degrees)

Longitude: _ _ _. _ _ _ _ ° W (decimal degrees)

Method for determining latitude/longitude (check one):

☐USGS topographic map (specify scale:_____) ☐GPS

☐Other (please specify):

_____

Horizontal Reference Datum (check one):

☐NAD 27 ☐NAD 83 ☐WGS 84

Is the facility located in Indian country? ☐Yes ☐No

If yes, name of Reservation, or if not part of a Reservation, indicate "not applicable."_____

_____

Are you considered a "federal operator" of the facility?

Federal Operator – an entity that meets the definition of "operator" in this permit and is either any department, agency or instrumentality of the executive, legislative and judicial branches of the Federal government of the United States, or another entity, such as a private contractor, operating for any such department, agency, or instrumentality.

☐Yes ☐No

Estimated area of industrial activity at site exposed to stormwater: _____ (acres)

Discharge Information

Does this facility discharge stormwater into a municipal separate storm sewer system

(MS4)? ☐Yes ☐No

If yes, name of MS4 operator: _____

Name(s) of surface water(s) that receive stormwater from your facility:

_____

_____

Does this facility discharge industrial stormwater directly into any segment of an "impaired water" (see definition in 2015 MSGP, Appendix A)? ☐Yes ☐No

If Yes, identify name of the impaired water(s) (and segment(s), if applicable):

_____

Identify the pollutant(s) causing the impairment(s):

_____

Which of the identified pollutants may be present in industrial stormwater discharges from this facility?

_____

Has a Total Maximum Daily Load (TMDL) been completed for any of the identified pollutants? If yes, please list the TMDL pollutants:

_____

Does this facility discharge industrial stormwater into a receiving water designated as a Tier 2, Tier 2.5 or Tier 3 water (see definitions in 2015 MSGP, Appendix A)? ☐Yes ☐No

Are any of your stormwater discharges subject to effluent limitation guidelines (ELGs) (2015 MSGP Table 1-1)? ☐Yes ☐No

If Yes, which guidelines apply?

_____

1.2 Contact Information/Responsible Parties.

Instructions:

- List the facility operator(s), facility owner and SWPPP contact(s). Indicate respective responsibilities, where appropriate.
- You will need the information from this section of the SWPPP Template for your NOI.
- Refer to Section B of the NOI instructions (available in Appendix G of the 2015 MSGP).

Facility Operator(s):

Name: Insert Name

Address: Insert Address

City, State, Zip Code: Insert City, State, Zip Code

Telephone Number: Insert Telephone Number

Email address: Insert email address

Fax number: Insert fax number (optional)

(repeat for multiple operators by copying and pasting the above rows)

Facility Owner(s):

Name: Insert Name

Address: Insert Address

City, State, Zip Code: Insert City, State, Zip Code

Telephone Number: Insert Telephone Number

Email address: Insert email address

Fax number: Insert fax number (optional)

(repeat for multiple operators by copying and pasting the above rows)

SWPPP Contact(s):

SWPPP Contact Name (Primary): Insert SWPPP Contact Name, Primary

Telephone number: Insert Telephone Number

Email address: Insert email address

Fax number: Insert fax number (optional)

SWPPP Contact Name (Backup): Insert SWPPP Contact Name, Backup

Telephone number: Insert Telephone Number

Email address: Insert email address

Fax number: Insert fax number (optional)

1.3 Stormwater Pollution Prevention Team.

Instructions (see 2015 MSGP Part 5.2.1):

The stormwater pollution prevention team is responsible for overseeing development of and any modifications to the SWPPP, implementing and maintaining control measures/BMPs, and taking corrective actions when required. Each member of the stormwater pollution prevention team must have ready access to the 2015 MSGP, the most updated copy of the facility SWPPP, and other relevant documents.

- Identify the staff members (by name and/or title) that comprise the facility's stormwater pollution prevention team as well as their individual responsibilities.
- EPA recommends, but does not require, the stormwater pollution prevention team include at least one individual from each shift to ensure that there is always a stormwater pollution prevention team member on-site.

Staff Names	Individual Responsibilities
Insert name and/or title of SWPPP team member	Insert explanation of that staff person's responsibilities relating to compliance with the permit
[Repeat as necessary]	[Repeat as necessary]
[Repeat as necessary]	[Repeat as necessary]
[Repeat as necessary]	[Repeat as necessary]
[Repeat as necessary]	[Repeat as necessary]
[Repeat as necessary]	[Repeat as necessary]

1.4 Site Description.

Instructions (see 2015 MSGP Part 5.2.2):

Provide a general description of the "industrial activities" conducted at your facility. For the MSGP industrial activities consist of: manufacturing and processing; material handling activities including storage, loading and unloading, transportation, or conveyance of any raw material, intermediate product, final product, by-product or waste product; and vehicle and equipment fueling, maintenance and cleaning.

Industrial activities may occur at any of the following areas (list not exhaustive): industrial plant yards; immediate access roads and rail lines used or traveled by carriers of raw materials, manufactured products, waste material, or by-products used or created by the facility; material handling sites; refuse sites; sites used for the application or disposal of process waste waters sites used for the storage and maintenance of material handling equipment; sites used for residual treatment, storage, or disposal; shipping and receiving areas; manufacturing buildings; storage areas (including tank farms) for raw materials, and intermediate and final products; and areas where industrial activity has taken place in the past and significant materials remain and are exposed to stormwater.

EPA recommends that you differentiate activities that occur indoors from those that occur outdoors and could be exposed to stormwater, or under cover but that could be exposed to run-on. Don't overlook processes that are vented and may contribute pollutants to the roof.

LIST AND DESCRIBE FACILITY INDUSTRIAL ACTIVITIES HERE.

1.5 General Location Map.

Instructions (see 2015 MSGP Part 5.2.2):

Provide a general location map (e.g., U.S. Geological Survey (USGS) quadrangle map or aerial image from the internet) with enough detail to identify the location of your facility and all receiving waters for your stormwater discharges (include as Attachment A of this SWPPP Template).

The general location map for this facility can be found in Attachment A.

1.6 Site Map.

Instructions (see 2015 MSGP Part 5.2.2):

Prepare a site map showing the following information. The site map will be included as Attachment B of the finished SWPPP.

- Boundaries of the property and the size of the property in acres;
- Location and extent of significant structures and impervious surfaces;
- Directions of stormwater flow (use arrows);
- Locations of all stormwater control measures;
- Locations of all receiving waters, including wetlands, in the immediate vicinity of your facility. Indicate which waterbodies are listed as impaired and which are identified by your state, tribe or EPA as Tier 2, Tier 2.5, or Tier 3 waters;
- Locations of all stormwater conveyances including ditches, pipes and swales;
- Locations of potential pollutant sources identified under Part 5.2.3.2;
- Locations where significant spills or leaks identified under Part 5.2.3.3 have occurred;
- Locations of all stormwater monitoring points;
- Locations of stormwater inlets and discharge points, with a unique identification code for each discharge point (e.g., Discharge points001, 002), indicating if you are treating one or more discharge points as "substantially identical" under Parts 3.2.3, 5.2.5.3, and 6.1.1, and an approximate outline of the areas draining to each discharge point;
- If applicable, MS4s and where your stormwater discharges to them;
- Areas of designated critical habitat for endangered or threatened species, if applicable.
- Locations of the following activities where such activities are exposed to precipitation:
    - fueling stations;
    - vehicle and equipment maintenance and/or cleaning areas;
    - loading/unloading areas;
    - locations used for the treatment, storage or disposal of wastes;
    - liquid storage tanks;
    - processing and storage areas;
    - immediate access roads and rail lines used or traveled by carriers of raw materials, manufactured products, waste material, or by-products used or created by the facility;
    - transfer areas for substances in bulk;
    - machinery; and
    - locations and sources of run-on to your site from adjacent property that contains significant quantities of pollutants.

The site map for this facility can be found in Attachment B.

SECTION 2: POTENTIAL POLLUTANT SOURCES.

Section 2 will describe all areas at your facility where industrial materials or activities are exposed to stormwater or from which allowable non-stormwater discharges originate. Industrial materials or activities include, but are not limited to: material handling equipment or activities; industrial machinery; raw materials; industrial production and processes; and intermediate products, by-products, final products, and waste

products. Material handling activities include, but are not limited to: the storage, loading and unloading, transportation, disposal or conveyance of any raw material, intermediate product, final product or waste product. For structures located in areas of industrial activity, you must be aware that the structures themselves are potential sources of pollutants. This could occur, for example, when metals such as aluminum or copper are leached from the structures as a result of acid rain.

For each area identified, the SWPPP must include industrial activities, potential pollutants, spills and leaks, unauthorized non-stormwater discharges, salt storage, stormwater sampling data and descriptions of control measures.

2.1 Potential Pollutants Associated with Industrial Activity.

Instructions (see 2015 MSGP Parts 5.2.3.1 and 5.2.3.2):

For the industrial activities identified in section 1.4 above, list the potential pollutants or pollutant constituents (e.g., motor oil, fuel, battery acid, and cleaning solvents).

In your list of pollutants associated with your industrial activities, include all significant materials that have been handled, treated, stored, or disposed, and that have been exposed to stormwater in the three years prior to the date you prepare your SWPPP.

Industrial Activity	Associated Pollutants
Insert specific industrial activity	Insert names of pollutants or pollutant constituents that could be associated with this activity and released in stormwater
[Repeat as necessary]	[Repeat as necessary]
[Repeat as necessary]	[Repeat as necessary]
[Repeat as necessary]	[Repeat as necessary]
[Repeat as necessary]	[Repeat as necessary]
[Repeat as necessary]	[Repeat as necessary]
[Repeat as necessary]	[Repeat as necessary]

2.2 Spills and Leaks.

Instructions (See 2015 MSGP Part 5.2.3.3):

Include the following in this section:

- **Potential spills and leaks:** A description of where potential spills and leaks could occur at your site that could contribute pollutants to your stormwater discharge, and specify which discharge points are likely to be affected by such spills and leaks.
- **Past spills and leaks:** A description of significant spills and leaks in the past three years of oil or toxic or hazardous substances that actually occurred at exposed areas, or that drained to a stormwater conveyance.

Note: Significant spills and leaks include, but are not limited to, releases of oil or hazardous substances in excess of quantities that are reportable under CWA Section 311 (see 40 CFR 110.6 and 40 CFR 117.21) or Section 102 of the Comprehensive Environmental Response, Compensation and Liability Act (CERCLA), 42 USC §9602.

Areas of Site Where Potential Spills/Leaks Could Occur

Location	Discharge Points
Insert description of area where spill/leak could occur	Specify which discharge point(s) would be affected
[Repeat as necessary]	[Repeat as necessary]
[Repeat as necessary]	[Repeat as necessary]
[Repeat as necessary]	[Repeat as necessary]

Description of Past Spills/Leaks

Date	Description	Discharge Points
Insert date of spill/leak	Insert description of spill/leak (where it occurred, what happened, types of pollutants, extent of damage)	Specify which discharge point(s) were affected
[Repeat as necessary]	[Repeat as necessary]	[Repeat as necessary]
[Repeat as necessary]	[Repeat as necessary]	[Repeat as necessary]
[Repeat as necessary]	[Repeat as necessary]	[Repeat as necessary]

2.3 Unauthorized Non-stormwater Discharges Documentation.

Instructions (see 2015 MSGP Part 5.2.3.4):

Part 1.1.3 of the 2015 MSGP identifies allowable non-stormwater discharges. The questions below require you to provide documentation of the following:

- Evaluation for the presence of unauthorized non-stormwater discharges at your site; and
- Elimination of any unauthorized non-stormwater discharges.

Description of this facility's unauthorized non-stormwater discharge evaluation:

- Date of evaluation: Insert the date(s) of your evaluation.
- Description of the evaluation criteria used: Describe the method used to conduct the evaluation and determine which non-stormwater discharges are authorized or unauthorized.
- List of the drainage points that were directly observed during the evaluation: Insert drainage points observed.
- Action(s) taken, such as a list of control measures used to eliminate unauthorized discharge(s), or documentation that a separate NPDES permit was obtained. For example, a floor drain was sealed, a sink drain was re-routed to the sanitary sewer or an NPDES permit application was submitted for an unauthorized cooling water discharge: Describe actions taken to eliminate unauthorized non-stormwater discharges and the corresponding drainage point affected.

2.4 Salt Storage.

Instructions (see 2015 MSGP Part 5.2.3.5):

Document the location of any storage piles containing salt used for deicing or other commercial or industrial purposes.

Note: you will be asked additional questions concerning salt storage in Section 3.1.7 of this SWPPP template, below.

INSERT DESCRIPTION OF THE LOCATION OF ANY STORAGE PILES CONTAINING SALT.

2.5 Sampling Data Summary.

Instructions (See 2015 MSGP Part 5.2.3.6):

Summarize all stormwater sampling data collected from your permitted discharge points during the previous permit term. Include a narrative description that summarizes the collected data to support identification of potential pollution sources. Note that data tables and/or figures may be used to aid the summary.

INSERT SUMMARY OF STORMWATER SAMPLING DATA COLLECTED FOR THE PAST PERMIT, AND/OR ATTACH DISCHARGE MONITORING REPORTS OR LABORATORY RESULTS.

SECTION 3: STORMWATER CONTROL MEASURES.

Instructions (See 2015 MSGP Parts 2.1.2, Part 8, and 5.2.4):

In Sections 3.1 - 3.11 of this SWPPP template, you are asked to describe the stormwater control measures that you have installed at your site to meet each of the permit's

- Non-numeric technology-based effluent limits in Part 2.1.2;
- Applicable numeric effluent limitations guidelines-based limits in Part 2.1.3 and Part 8;
- Water quality-based effluent limits in Part 2.2;
- Any additional measures that formed the basis of eligibility regarding threatened and endangered species, historic properties, and/or federal CERCLA site requirements in Part 2.3; and
- Applicable effluent limits in Parts 8 and 9.

In addition to your control measure descriptions, include explanations of how the controls fulfill the following requirements (see 2015 MSGP Part 2.1.1):

- The selection and design considerations; and
- How they address the pollutant sources identified in section 2.1 of the Template.

3.1 Non-numeric Technology-based Effluent Limits (BPT/BAT/BCT)

You must comply with the following non-numeric effluent limits (except where otherwise specified in Part 8) as well as any sector-specific non-numeric effluent limits in Part 8.

3.1.1 Minimize Exposure.

Instructions (see 2015 MSGP Part 2.1.2.1):

Describe any structural controls or practices used to minimize the exposure of industrial activities to rain, snow, snowmelt and runoff. Describe where the controls or practices are being implemented at your site.

INSERT DESCRIPTION OF CONTROL MEASURES USED TO MINIMIZE EXPOSURE.

3.1.2 Good Housekeeping.

Instructions (see 2015 MSGP Parts 2.1.2.2 and 5.2.5.1):

Describe any practices you are implementing to keep exposed areas of your site clean. Describe where each practice is being implemented at your site. Include here your schedule for: (1) regular pickup and disposal of waste materials, and (2) routine inspections for leaks and of the condition of drums, tanks and containers. Note: There are specific requirements for facilities that handle pre-production plastic.

INSERT DESCRIPTION OF GOOD HOUSEKEEPING PRACTICES.

3.1.3 Maintenance.

Instructions (see 2015 MSGP Parts 2.1.2.3 and 5.2.5.1):

Describe procedures (1) to maintain industrial equipment so that spills/leaks are avoided and (2) to keep control measures in effective operating condition. Include the schedule you will follow for such maintenance activities. Describe where each applicable procedure is being implemented at the site.

INSERT DESCRIPTION OF MAINTENANCE PROCEDURES.

3.1.4 Spill Prevention and Response.

Instructions (see 2015 MSGP Parts 2.1.2.4 and 5.2.5.1):

Describe any structural controls or procedures used to minimize the potential for leaks, spills and other releases. You must implement the following at a minimum:

- Plainly label containers (e.g., "Used Oil," "Spent Solvents," "Fertilizers and Pesticides") that could be susceptible to spillage or leakage to encourage proper handling and facilitate rapid response if spills or leaks occur;*
- Implement procedures for material storage and handling, including the use of secondary containment and barriers between material storage and traffic areas, or a similarly effective means designed to prevent the discharge of pollutants from these areas;
- Develop training and train all staff on procedures to quickly stop, contain and clean up leaks, spills, and other releases. As appropriate, execute such procedures as soon as possible;
- Keep spill kits on-site, located near areas where spills may occur or where a rapid response can be made; and
- Notify appropriate facility personnel when a leak, spill or other release occurs.

Describe where each control is to be located or where applicable procedures will be implemented.

Note: some facilities may be required to develop a Spill Prevention Control and Countermeasure (SPCC) plan under a separate regulatory program (40 CFR 112). If you are required to develop an SPCC plan, or you already have one, you should include references to the relevant requirements from your plan.

EPA recommends you include:

Where a leak, spill or other release containing a hazardous substance or oil in an amount equal to or in excess of a reportable quantity established under either 40 CFR Part 110, 40 CFR Part 117, or 40 CFR Part 302 occurs during a 24-hour period, you must notify the National Response Center (NRC) at (800) 424-8802 or, in the Washington, DC, metropolitan area, call (202) 267-2675 in accordance with the requirements of 40 CFR Part 110, 40 CFR Part 117, and 40 CFR Part 302 as soon as you have knowledge of the discharge. State or local requirements may necessitate reporting spills or discharges to local emergency response, public health, or drinking water supply agencies. Contact information must be in locations that are readily accessible and available.

INSERT DESCRIPTION OF SPILL PREVENTION AND RESPONSE MEASURES.

3.1.5 Erosion and Sediment Controls.

Instructions (see 2015 MSGP Parts 2.1.2.5 and 5.2.5.1):

Describe activities and processes for stabilizing exposed soils to minimize erosion. Describe flow velocity dissipation devices placed at all discharge locations and all structural and non-structural control measures to prevent the discharge of sediment. If applicable, describe the type and purpose of any polymers and/or chemical treatments used to control erosion and the location at your site where each control is implemented.

INSERT DESCRIPTION OF EROSION AND SEDIMENT CONTROLS.

3.1.6 Management of Runoff.

Instructions (See 2015 MSGP Part 2.1.2.6):

Describe controls used at your site to divert, infiltrate, reuse, contain or otherwise reduce stormwater runoff. Describe the location at your site where each control is implemented.

INSERT DESCRIPTION OF HOW RUNOFF FROM YOUR SITE WILL BE MANAGED.

3.1.7 Salt Storage Piles or Piles Containing Salt.

Instructions (see 2015 MSGP Part 2.1.2.7):

If applicable, describe structures at your site that either cover or enclose salt storage piles or piles containing salt, and any controls that minimize or prevent the discharge of stormwater from such piles. Also, describe any controls or procedures used to minimize exposure resulting from adding to or removing materials from the pile. Describe the location at your site where each control and/or procedure is implemented.

INSERT DESCRIPTION OF HOW SALT STORAGE PILES OR PILES CONTAINING SALT WILL BE MANAGED.

3.1.8 Dust Generation and Vehicle Tracking of Industrial Materials.

Instructions (see 2015 MSGP Part 2.1.2.10):

Describe controls and procedures that will be used at your site to minimize generation of dust and off-site tracking of raw, final or waste materials in order to minimize pollutant discharges.

INSERT DESCRIPTION OF CONTROL MEASURES TO MINIMIZE DUST GENERATION AND VEHICLE TRACKING.

3.2 Sector-Specific Non-Numeric Effluent Limits.

Instructions (see 2015 MSGP Part 8):

Describe any controls or procedures that will be used at your site to comply with any sector-specific requirements that apply to you in Part 8 of the 2015 MSGP. Describe the location at your site where each control and/or procedure will be implemented.

Note: Sector-specific effluent limits apply to Sectors A, E, F, G, H, I, J, L, M, N, O, P, Q, R, S, T, U, V, X, Y, Z and AA.

INSERT DESCRIPTION OF CONTROL MEASURES THAT WILL BE USED TO COMPLY WITH SECTOR-SPECIFIC REQUREMENTS.

3.3 Numeric Effluent Limitations Based on Effluent Limitations Guidelines.

Instructions (see 2015 MSGP Part 2.1.3):

If you are in an industrial category subject to one of the effluent limitations guidelines identified in the table below (Table 2-1 of the 2015 MSGP), describe controls or procedures that will be implemented at your site to meet these effluent limitations guidelines.

INSERT DESCRIPTION OF CONTROL MEASURES TO MEET ELG(S).

Regulated Activity	40 CFR Part/Subpart	Effluent Limit
Discharges resulting from spray down or intentional wetting of logs at wet deck storage areas	Part 429, Subpart I	See Part 8.A.7
Runoff from phosphate fertilizer manufacturing facilities that comes into contact with any raw materials, finished product, by-products or waste products (SIC 2874)	Part 418, Subpart A	See Part 8.C.4
Runoff from asphalt emulsion facilities	Part 443, Subpart A	See Part 8.D.4
Runoff from material storage piles at cement manufacturing facilities	Part 411, Subpart C	See Part 8.E.5
Mine dewatering discharges at crushed stone, construction sand and gravel, or industrial sand mining facilities	Part 436, Subparts B, C, or D	See Part 8.J.9
Runoff from hazardous waste landfills	Part 445, Subpart A	See Part 8.K.6
Runoff from non-hazardous waste landfills	Part 445, Subpart B	See Part 8.L.10
Runoff from coal storage piles at steam electric generating facilities	Part 423	See Part 8.O.8
Runoff containing urea from airfield pavement deicing at existing and new primary airports with 1,000 or more annual non-propeller aircraft departures	Part 449	See Part 8.S.8

3.4 Water Quality-based Effluent Limitations and Water Quality Standards.

Instructions (see 2015 MSGP Part 2.2.1):

Describe the measures that will be implemented at your site to control industrial stormwater discharge as necessary to meet applicable water quality standards of all affected states (i.e., your discharge must not cause or contribute to an exceedance of applicable water quality standards in any affected state).

EPA expects that compliance with the conditions in this permit will control discharges as necessary to meet applicable water quality standards. If at any time you become aware, or EPA determines, that your discharge does not meet applicable water quality standards, you must take corrective action(s) as required in Part 4.1 of the 2015 MSGP and document the corrective actions as required in Part 4.3 of the 2015 MSGP. You must also comply with any additional requirements required by your state or tribe.

EPA may also require that you undertake additional control measures (to meet the narrative water quality-based effluent limit above) on a site-specific basis, or require you to obtain coverage under an individual permit, if information in your NOI, required reports, or from other sources indicates that your discharges are not controlled as necessary to meet applicable water quality standards. You must implement all measures necessary to be consistent with an available wasteload allocation in an EPA-established or approved TMDL.

INSERT DESCRIPTION OF CONTROL MEASURES TO MEET WATER QUALITY STANDARDS.

SECTION 4: SCHEDULES AND PROCEDURES.

4.1 Good Housekeeping.

Instructions (see 2015 MSGP Part 5.2.5.1):

Document a schedule or the process used for determining when pickup and disposal of waste materials occurs (e.g., roll off dumpsters are collected when full). Provide a schedule for routine inspections for leaks and conditions of drums, tanks and containers.

INSERT GOOD HOUSEKEEPING SCHEDULES AND PROCEDURES.

4.2 Maintenance.

Instructions (see 2015 MSGP Part 5.2.5.1):

Document preventative maintenance procedures, including regular inspections, testing, maintenance and repair of all control measures to avoid situations that may result in leaks, spills, and other releases, and any back-up practices in place should a runoff event occur while a control measure is off-line. Include the schedule or frequency for maintaining all control measures used to comply with the effluent limits in Part 2 of the 2015 MSGP.

INSERT MAINTENANCE SCHEDULES AND PROCEDURES.

4.3 Spill Prevention and Response Procedures.

Instructions (see 2015 MSGP Part 5.2.5.1):

Document procedures for preventing and responding to spills and leaks, including notification procedures. For preventing spills, include control measures for material handling and storage, and the procedures for preventing spills that can contaminate stormwater. Also specify cleanup equipment, procedures and spill logs, as appropriate, in the event of spills. You may reference the existence of other plans for Spill Prevention Control and Countermeasure (SPCC) developed for the facility under Section 311 of the CWA or BMP programs otherwise required by an NPDES permit for the facility.

DESCRIBE SPILL PREVENTION AND RESPONSE PROCEDURES.

4.4 Erosion and Sediment Control.

Instructions (see 2015 MSGP Part 5.2.5.1):

Document if polymers and/or other chemical treatments are used for erosion and sediment control and identify the polymers and/or chemicals used and the purpose.

DESCRIBE POLYMERS AND CHEMICALS USED FOR EROSION AND SEDIMENT CONTROL.

4.5 Employee Training.

Instructions (see 2015 MSGP Part 2.1.2.8 and Part 5.2.5.1):

Instructions (see 2015 MSGP Part 2.1.2.8 and 5.2.5.1):

Provide the elements of your training plan, including:

- The content of the training;
- The frequency/schedule of training for employees who work in areas where industrial materials or activities are exposed to stormwater, or who are responsible for implementing activities necessary to meet the conditions of the permit.

The following personnel, at a minimum, must receive training, and therefore should be listed out individually in the table below:

- Personnel who are responsible for the design, installation, maintenance, and/or repair of controls (including pollution prevention measures);
- Personnel responsible for the storage and handling of chemicals and materials that could become contaminants in stormwater discharges;
- Personnel who are responsible for conducting and documenting monitoring and inspections as required in Parts 3 and 6; and
- Personnel who are responsible for taking and documenting corrective actions as required in Part 4.

2015 MSGP Part 2.1.2.8 requires that the personnel who are required to be trained must also be trained to understand the following if related to the scope of their job duties (e.g., only personnel responsible for conducting inspections need to understand how to conduct inspections):

- An overview of what is in the SWPPP;
- Spill response procedures, good housekeeping, maintenance requirements, and material management practices;
- The location of all controls on the site required by this permit, and how they are to be maintained;

DESCRIBE EMPLOYEE TRAINING PLAN AND SCHEDULES.

4.6 Inspections and Assessments.

Instructions (see 2015 MSGP Part 3):

Document procedures for performing the types of inspections specified by this permit, including:

- Routine facility inspections (see Part 3.1) and;
- Quarterly visual assessment of stormwater discharges (see Part 3.2).

Note: If you are invoking the exception for inactive and unstaffed sites proceed to 4.6.3 below.

4.6.1 Routine Facility Inspections.

Instructions (see 2015 MSGP Part 3.1):

Describe the procedures you will follow for conducting routine facility inspections in accordance with Part 3.1 of the 2015 MSGP. Document any findings of your facility inspections and maintain this report with your SWPPP as required in Part 5.5 of the 2015 MSGP. Summarize your findings in the annual report per Part 7.5 of the 2015 MSGP. Any corrective action required as a result of a routine facility inspection must be performed consistent with Part 4 of the 2015 MSGP.

DESCRIBE FACILITY INSPECTION PROCEDURES.

For routine facility inspections to be performed at your site, your SWPPP must include a description of the following:

1. **Person(s) or positions of person(s) responsible for inspection.** IDENTIFY ALL PERSONS AND TITLES WITH ROUTINE FACILITY INSPECTION RESPONSIBILITIES.

   Note: Inspections must be performed by qualified personnel with at least one member of your stormwater pollution prevention team participating. Inspectors must consider the results of visual and analytical monitoring (if any) for the past year when planning and conducting inspections. Qualified personnel are those who possess the knowledge and skills to assess conditions and activities that could impact stormwater quality at your facility, and who can also evaluate the effectiveness of control measures.

2. **Schedules for conducting inspections.** DESCRIBE THE PLANNED SCHEDULE FOR CONDUCTING ROUTINE FACILITY INSPECTIONS

   Note: Inspections must be conducted at least quarterly (i.e., once each calendar quarter), or in some instances more frequently (e.g., monthly), as appropriate. Increased frequency may be appropriate for some types of equipment, processes and stormwater control measures, or areas of the facility with significant activities and materials exposed to stormwater. At least one of your routine inspections must be conducted during a period when a stormwater discharge is occurring.

3. **List areas where industrial materials or activities are exposed to stormwater**. INSERT TEXT HERE

4. **List areas identified in the SWPPP (section 1 of the SWPPP Template) and any others that are potential pollutant sources (see Part 5.2.3).** INSERT TEXT HERE

5. **Areas where spills and leaks have occurred in the past 3 years.** INSERT TEXT HERE

6. **Inspection information for discharge points.** DESCRIBE DISCHARGE POINTS, INCLUDING GPS COORDINATES AND SAFETY CONSIDERATIONS, IF ANY.

7. **List the control measures used to comply with the effluent limits contained in this permit.** INSERT TEXT HERE

8. **Other site-specific inspection objectives.** DESCRIBE ANY OTHER ITEMS TO BE COVERED BY THE INSPECTION.

4.6.2 Quarterly Visual Assessment of Stormwater Discharges.

Instructions (see 2015 MSGP Part 3.2):

Describe the procedures you will follow for conducting quarterly visual assessments in accordance with Part 3.2 of the 2015 MSGP. The visual assessment must be made:

- Of a discharge sample contained in a clean, colorless glass or plastic container, and examined in a well-lit area;
- On samples collected within the first 30 minutes of an actual discharge from a storm event. If it is not possible to collect the sample within the first 30 minutes of discharge, the sample must be collected as soon as practicable after the first 30 minutes and you must document why it was not possible to take the sample within the first 30 minutes. In the case of snowmelt, samples must be taken during a period with a measurable discharge from your site; and
- For storm events, on discharges that occur at least 72 hours (3 days) from the previous discharge. The 72-hour (3-day) storm interval does not apply if you document that less than a 72-hour (3-day) interval is representative for local storm events during the sampling period.

Document the results of your visual assessments and maintain this documentation onsite with your SWPPP as required in Part 5.5 of the 2015 MSGP. Any corrective action required as a result of a quarterly visual assessment must be performed consistent with Part 4 of the 2015 MSGP.

DESCRIBE VISUAL ASSESSMENT PROCEDURES.

For quarterly visual assessments to be performed at your site, your SWPPP must include a description of the following:

1. **Person(s) or positions of person(s) responsible for assessments.** IDENTIFY ALL PARTIES RESPONSIBLE FOR CONDUCTING QUARTERLY VISUAL ASSESSMENTS.
2. **Schedules for conducting assessments.** INCLUDE THE SCHEDULES FOR CONDUCTING ASSESSMENTS, INCLUDING A TENTATIVE SCHEDULE FOR FACILITIES IN CLIMATES WITH IRREGULAR STORMWATER RUNOFF DISCHARGES.
3. **Specific assessment activities.** DESCRIBE THE VISUAL ASSESSMENT PROCEDURES INCLUDING SAMPLING EQUIPMENT, DISCHARGE POINTS, AND DOCUMENTATION.

4.6.3 Exception to Routine Facility Inspections and Quarterly Visual Assessments for Inactive and Unstaffed Sites.

Instructions (see 2015 MSGP Parts 3.1.1 and 3.2.3):

If you are invoking the exception for inactive and unstaffed sites relating to routine facility inspections and/or quarterly visual assessments, you must include documentation to support your claim that your facility has changed its status from active to inactive and unstaffed.

To invoke this exception you must also include a statement in your SWPPP per Part 5.2.5.2 indicating that the site is inactive and unstaffed, and that there are no industrial materials or activities exposed to stormwater, in accordance with the substantive requirements in 40 CFR 122.26(g)(4)(iii). The statement must be signed and certified in accordance with Appendix B, Subsection 11.

Note: If circumstances change and industrial materials or activities become exposed to stormwater or your facility becomes active and/or staffed, this exception no longer applies and you must immediately resume routine facility inspections. If you are not qualified for this exception at the time you become authorized under the 2015 MSGP, but during the permit term you become qualified because your facility becomes inactive and unstaffed, and there are no industrial materials or activities that are exposed to stormwater, you must include the same signed and certified statement as above and retain it with your records pursuant to Part 5.5.

Inactive and unstaffed facilities covered under Sectors G (Metal Mining), H (Coal Mines and Coal Mining-Related Facilities), and J (Non-Metallic Mineral Mining and Dressing) are not required to meet the "no industrial materials or activities exposed to stormwater" standard to be eligible for this exception from routine inspections, per Parts 8.G.8.4, 8.H.8.1, and 8.J.8.1.

☐ **This site is inactive and unstaffed, and has no industrial materials or activities exposed to stormwater, in accordance with the substantive requirements in 40 CFR 122.26(g)(4)(iii) as signed and certified in Section 7 below.**

If you are invoking the exception for inactive and unstaffed sites for your routine facility inspections and/or quarterly visual assessments, include information to support this claim.

INSERT TEXT HERE OR ATTACH DOCUMENTATION.

4.7 Monitoring.

Instructions (see 2015 MSGP Part 5.2.5.3):

Describe your procedures for conducting the five types of analytical monitoring specified by the 2015 MSGP, where applicable to your facility, including:

- Benchmark monitoring (2015 MSGP Part 6.2.1 and relevant requirements in Part 8 and/or Part 9);
- Effluent limitations guidelines monitoring (2015 MSGP Part 6.2.2 and relevant requirements in Part 8);
- State- or tribal-specific monitoring (2015 MSGP Part 6.2.3 and relevant requirements in Part 9);
- Impaired waters monitoring (2015 MSGP Part 6.2.4);
- Other monitoring as required by EPA (2015 MSGP Part 6.2.5).

Depending on the type of facility you operate, and the monitoring requirements to which you are subject, you must collect and analyze stormwater samples and document monitoring activities consistent with the procedures described in 2015 MSGP Part 6 and Appendix B, Subsections 10 – 12, and any additional sector-specific or state/tribal-specific requirements in 2015 MSGP Parts 8 and 9, respectively. Refer to 2015 MSGP Part 7 for reporting and recordkeeping requirements. *Note: All monitoring must be conducted in accordance with the relevant sampling and analysis requirements at 40 CFR Part 136*. Include in your description procedures for ensuring compliance with these requirements.

If you are invoking the exception for inactive and unstaffed sites for benchmark monitoring, you must include in your SWPPP the information to support this claim as required by 2015 MSGP Part 6.2.1.3.

If you plan to use the substantially identical discharge point exception for your benchmark monitoring requirements, impaired waters monitoring requirements, and/or your quarterly visual assessment, you must include the following documentation:

- Location of each of the substantially identical discharge points;
- Description of the general industrial activities conducted in the drainage area of each discharge point;
- Description of the control measures implemented in the drainage area of each discharge point;
- Description of the exposed materials located in the drainage area of each discharge point that are likely to be significant contributors of pollutants to stormwater discharges;
- An estimate of the runoff coefficient of the drainage areas (low = under 40%; medium = 40 to 65%; high = above 65%);
- Why the discharge points are expected to discharge substantially identical effluents.

Check the following monitoring activities applicable to your facility:

☐Quarterly benchmark monitoring

☐Effluent limitations guidelines monitoring

☐State- or tribal-specific monitoring

☐Impaired waters monitoring

☐Other monitoring required by EPA

For each type of monitoring checked above, your SWPPP must include the following information:

Select type of monitoring activity from drop-down list below (*if subject to more than one type of monitoring activity, you will need to copy and paste the items below for each monitoring activity*):

Click here to select monitoring activity type

1. **Sample location(s).** Describe where samples will be collected, including any determination that two or more discharge points are substantially identical.
2. **Pollutants to be sampled**. Include a list of the pollutants that will be sampled and the frequency of sampling for each pollutant.
3. **Monitoring Schedules.** Include the schedule you will follow for monitoring your stormwater discharge, including where applicable any alternate monitoring periods to be used for facilities in climates with irregular stormwater runoff (2015 MSGP Part 6.1.6) or airport deicing monitoring.
4. **Numeric Limitations**. List here any pollutants subject to numeric limits (effluent limitations guidelines), and which discharge points are subject to such limits. Note that numeric limits are only included for Sectors A, C, D, E, J, K, L, and O.
5. **Procedures**. Describe procedures you will follow for collecting samples, including responsible staff who will be involved, logistics for taking and handling samples, laboratory to be used, etc.

Note: it may be helpful to create a table with columns corresponding to # 1 - 5 above for each type of monitoring you are required to conduct.

Inactive and unstaffed sites exception (if applicable)

☐**This site is inactive and unstaffed, and has no industrial materials or activities exposed to stormwater, in accordance with the substantive requirements in 40 CFR 122.26(g)(4)(iii) as signed and certified in Section 7 below.**

Substantially identical discharge point (outfall) exception (if applicable)

If you plan to use the substantially identical discharge point exception for your benchmark monitoring and/or quarterly visual assessment requirements, include the following information here to substantiate your claim that these discharge points are substantially identical (2015 MSGP Part 5.2.5.3):

- Location of each of the substantially identical discharge points: INSERT TEXT HERE
- List the general industrial activities conducted in the drainage area of each discharge point: INSERT TEXT HERE
- List the control measures implemented in the drainage area of each discharge point: INSERT TEXT HERE
- List the exposed materials located in the drainage area of each discharge point that are likely to be significant contributors of pollutants to stormwater discharges: INSERT TEXT HERE
- An estimate of the runoff coefficient of the drainage areas (low=under 40%; medium=40 to 65%; high =above 65%): INSERT TEXT HERE
- Why the discharge points are expected to discharge substantially identical effluents: INSERT TEXT HERE

SECTION 5: DOCUMENTATION TO SUPPORT ELIGIBILITY CONSIDERATIONS UNDER OTHER FEDERAL LAWS.

5.1 Documentation Regarding Endangered Species.

Instructions (see 2015 MSGP Part 5.2.6.1):
Include any documentation you have that supports your determination of eligibility consistent with 2015 MSGP, Part 1.1.4.5 (Endangered and Threatened Species and Critical Habitat Protection). Refer to Appendix E of the 2015 MSGP for specific instructions for establishing eligibility.

INSERT TEXT HERE OR ATTACH DOCUMENTATION .

5.2 Documentation Regarding Historic Properties.

Instructions (see 2015 MSGP Part 5.2.6.2):
Include any documentation you have that supports your determination of eligibility consistent with 2015 MSGP Part 1.1.4.6 (Historic Properties Preservation). Refer to 2015 MSGP, Appendix F for specific instructions for establishing eligibility.

INSERT TEXT HERE OR ATTACH DOCUMENTATION.

SECTION 6: CORRECTIVE ACTIONS.

Instructions (see 2015 MSGP Part 4):
Describe the procedures for taking corrective action in compliance with Part 4 of the 2015 MSGP.

INSERT TEXT HERE OR ATTACH DOCUMENTATION.

SECTION 7: SWPPP CERTIFICATION.

Instructions (see 2015 MSGP Part 5.2.7):

The following certification statement must be signed and dated by a person who meets the requirements of Appendix B, Subsection 11.A, of the 2015 MSGP.

Note: this certification must be re-signed in the event of a SWPPP modification in response to a Part 4.1 trigger for corrective action.

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Name: _____ Title: _____

Signature: _____ Date: _____

SECTION 8: SWPPP MODIFICATIONS.

Instructions (see 2015 MSGP Part 5.3):

Your SWPPP is a "living" document and is required to be modified and updated, as necessary, in response to corrective actions. See Part 4 of the 2015 MSGP.

- If you need to modify the SWPPP in response to a corrective action required by Part 4.1 or 4.2 of the 2015 MSGP, then the certification statement in section 7 of this SWPPP template must be re-signed in accordance with 2015 MSGP Appendix B, Subsection 11.A.
- For any other SWPPP modification, you should keep a log with a description of the modification, the name of the person making it, and the date and signature of that person. See 2015 MSGP Appendix B, Subsection 11.C.

SWPPP ATTACHMENTS

Attach the following documentation to the SWPPP:

Attachment A – General Location Map

Include a copy of your general location map in Attachment A.

Attachment B – Site Map

Include a copy of your site map(s) in Attachment B.

Attachment C –2015 MSGP

Note: it is helpful to keep a printed-out copy of the 2015 MSGP so that it is accessible to you for easy reference. However, you do not need to formally incorporate the entire 2015 MSGP into your SWPPP. As an alternative, you can include a reference to the permit and where it is kept at the site.

HAZARDOUS WASTE
CONTINGENCY PLAN DEFICIENCY LIST

Company Name: _____

Contact Person: _____

Address: _____

Your Contingency Plan has been reviewed and found to be deficient. Below are listed all of the components of a complete Contingency Plan. The federal citations from the Code of Federal Regulations (40 CFR) are noted in the left margin for each Contingency Plan requirement. Those topics checked below must be included in your Contingency Plan before it is resubmitted to the Department of Environmental Protection for further review.

264.51(a) The purpose of a Hazardous Waste Contingency Plan is to minimize hazards to human health or the environment from an unplanned release of hazardous waste, such as a leak or fire. It is best to make your Contingency Plan specific to your facility. Start by identifying what hazardous wastes you have on site, in what volume, and where on the premises that waste is stored.

264.51(b) The provisions of the Plan must be carried out immediately whenever there is fire,
264.56(a) explosion or a release of hazardous waste.

I. Emergency Coordinator

264.52 It is the Emergency Coordinator's (EC) job to coordinate all emergency response efforts. The EC must be familiar with all aspects of your Contingency Plan,
264.55 facility operations, the location and characteristics of hazardous waste on site, the location of emergency equipment and the location of pertinent records. The EC must also have the authority to commit the resources needed to carry out the Contingency Plan. The primary EC must be listed first, followed by substitutes in the order they will assume responsibilities as alternates. Clearly indicate if an emergency coordinator is only for a particular shift or department. At all times there must be at least one employee on the premises, or on call and able to reach the facility quickly, to coordinate emergency response efforts.

264.52(d) ___ A. The name of your emergency coordinator (EC) and substitutes
___ B. The office and home addresses for each EC
___ C. The office and home phone numbers for each EC
264.55 ___ D. EC has authority to commit resources

II. Emergency Equipment

264.52(e) The contingency plan must include a list of **all emergency equipment** at the facility (such as fire extinguishing systems, spill control equipment, communications and alarm systems (internal and external), and decontamination equipment), where this equipment is required. This list must be kept up to date. **In addition, the plan must include the location and a physical description of each item on the list, and a brief outline of its capabilities**.

264.32(a) ___A. Describe the internal communication system or alarm system your facility uses to communicate emergency instructions to facility personnel (i.e. intercom system or siren alarm codes). Describe the equipment and its location.

264.32(b) ___ B. List and describe the communication equipment that is immediately available for hazardous waste handlers to summon emergency response (i.e. a telephone to call for an ambulance, or a two way radio to request assistance from the fire department). The communication system must be immediately accessible to personnel who pour, mix, spread, or otherwise handle hazardous waste. Describe the location of this equipment.

264.34 ___ C. If there is ever just one employee on the premises, that employee must have immediate access to a communication system capable of summoning external emergency assistance. Describe that equipment and its location.

264.32(c) ___ D. List the spill control equipment you have on site (i.e. absorbents, shovels, empty drums). After listing the equipment, describe where it is stored.

264.32(c) ___ E. List the fire control equipment you have on site (i.e. the type of fire extinguishers you keep in stock, and how often they are inspected). After listing each piece of equipment, describe its storage location.

264.32(c) ___ F. List the decontamination equipment you have on site (i.e. disposable gloves, neutralizing solution, and bottles of rinse water). After listing the equipment, describe its location.

264.32(d) ___ G. Describe the volume and pressure of the source of water you would use to fight a fire (i.e. automatic sprinkler system is tested annually by the fire department, or three 20 pound canisters of foam producing equipment are located in a shed on the south end of the hazardous waste storage building). List the equipment and describe its location.

264.33 ___ H. Include a statement that all communication systems or alarms, fire protection equipment, spill control equipment, and decontamination equipment are tested and maintained on a regular basis to assure their proper operation.

III. Emergency Procedures

Describe the actions to be taken by facility personnel in response to fire, explosion, or release of hazardous waste. (A release has occurred any time include the following, at a minimum:

264.52(d) ___ A. How to notify the EC of a release

264.56(b) ___ B. Characterize the nature and extent of the release

___ C. How to activate internal alarms or communication systems

S1318-B (1) ___ D. Include procedures to immediately report releases of hazardous waste to the Department of Environmental Protection or the public safety authority (at 1-800-452-4664). NOTE: Federal Reportable Quantities (RQ) does not apply to spill reporting in Maine unless a Spill Prevention Control & Clean-up Plan (SPCC) has been filed with the Department.

264.56(e) ___ E. How to contain and collect released waste

264.56(g) ___ F. What to do with recovered waste and contaminated materials after the clean-up

265.56(j) ___ G. A written report must also be submitted to the Department within fifteen (15) days of the incident, including the following information:

-1. Name and telephone number of the reporter
-2. Name and address of facility
-3. Time and type of incident
-4. Name and quantity of materials released
-5. Injuries if any, and
-6. Possible hazards to human health or the environment

IV. Evacuation Plan

264.52(f) Prepare an evacuation plan for facility personnel including:

___ A. Signals used to begin evacuation

___ B. Evacuation routes

___ C. Alternate evacuation routes

V. Aid Agreements

264.37(a) ___ A. Submit a copy of your Contingency Plan, with a cover letter to the local fire department, police department, nearby hospital, and emergency response contractors.

264.53(b) The cover letter must request that the agency provide support to your company in the case of fire, explosion or release of hazardous waste. A copy of your letter of request or the aid agreement must be included in your Contingency Plan. Your letter documents that assistance has been requested from each agency in the event that an agency does not respond or enter an aid agreement. The agreements must be renewed, in writing, annually or sooner if your Contingency Plan is amended.

264.37(b) ___ B. Include copies of the responses from the local fire department, police department, and hospital. If an agency declines to enter into such an arrangement, document their refusal. If you receive no response to your request

of support, document that a letter was sent to the agency. These Aid Agreements must be updated annually to keep your Contingency Plan current.

264.52(c) ___ C. The Contingency Plan must describe the arrangements agreed to by the local police department, fire department, and hospital (i.e. the fire department may agree to assist with evacuation, but refuse to fight fires in the hazardous waste storage area; the hospital may agree to treat only patients that have been previously decontaminated).

264.52(a) ___ D. An updated copy of your Contingency Plan must be kept at your facility.

264.54 ___ E. Your Contingency Plan must be amended if your facility permit is revised, or your Plan fails in an emergency, or your facility changes in design, construction, operation, or maintenance, or if the emergency coordinators change, or the emergency equipment list changes, or other circumstances change in a way that increases the chances of a fire, explosion, release, or changes the response necessary in an emergency.

Program Overview

How to Maintain or Rebuild Engines Certified to EPA Standards

The U.S. Environmental Protection Agency (EPA) has adopted requirements that apply to the process of maintaining or rebuilding engines. These requirements generally describe how to avoid violating the prohibition against tampering with a certified engine; it therefore applies broadly to all types of certified engines and vehicles. Separate provisions apply for rebuilding and remanufacturing locomotive engines and some marine diesel engines.

What is the general principle behind EPA's rebuilding requirements?

As someone who maintains or rebuilds engines, you must generally restore the engine to its original configuration. This keeps the engine running the way the manufacturer originally designed it to operate, both for controlling emissions and for achieving the best overall performance. This adds an assurance that each engine will continue to control emissions, consistent with the manufacturer's original design, throughout its lifetime.

What does EPA consider "rebuilding"?

Rebuilding refers to a partial or complete rebuild of an engine or engine system. This includes a major overhaul in which you replace the engine's pistons or power assemblies or make other changes that significantly increase the service life of the engine. It also includes replacement or rebuilding of an engine's turbocharger/aftercooler system or its fuel injection/electronic control system if it increases the service life of the engine. For these provisions, rebuilding may or may not involve removing the engine from the vehicle or equipment. Usually rebuilding does not include following the manufacturer's maintenance instructions or other routine maintenance; for these simpler service items you still need to avoid making changes that might increase emissions, but you don't need to keep records.

EPA United States Environmental Protection Agency

Office of Transportation and Air Quality
EPA-420-F-18-003
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How do I meet the rebuilding requirements?

You must have a reasonable technical basis for knowing that you are rebuilding the engine to its original certified configuration for all the relevant tolerances, calibrations, and specifications that might affect emissions. You may use new, used, or rebuilt parts, but you should have a reasonable technical basis for knowing that the parts perform the same function as the original parts. You should follow the original engine manufacturer's instructions if you change any parameter or design element. Also, be sure to check, clean, adjust, repair, or replace all critical emission-related components as needed according to the original manufacturer's recommended practice. This includes any installed catalytic converters or other aftertreatment devices.

What is a "reasonable technical basis"?

You have a reasonable basis if you do two main things. First, you must install parts (new, used, or rebuilt) so a person familiar with the engine's design and function would reasonably believe that the engine with those parts will control emissions to the same degree as with the original parts. For example, it would be reasonable to believe that parts performing the same function as the original parts (and to the same degree) would control emissions to the same degree as the original parts. Second, adjust parameters or change design elements only according to the original engine manufacturer's instructions. Or, if you differ from these instructions, you must have data or some other technical basis to show you should not expect in-use emissions to increase for any pollutant.

What about diagnostic codes in the engine's computers?

Don't erase or reset emission-related codes or signals without diagnosing and responding appropriately to the diagnostic codes. Clear all codes from diagnostic systems when you return the rebuilt engine to service. Don't disable a diagnostic signal without addressing the problem. This doesn't apply to an engine if it has no onboard computer.

May I make any changes to improve the engine?

Yes. You may make changes if you have data or some other technical basis to show that emissions will not increase. Also, you may use different than original parts or make other adjustments if they make the engine operate like one of the engine manufacturer's newer certified models.

Does the rebuilt engine need to meet emission standards?

There is an expectation that the engine will continue to meet the emission standards that applied when it was new, as long as it is restored to its original configuration. Rebuilders do not need to perform emission testing to demonstrate that rebuilt engines meet emission standards.

In the case of locomotives and some marine diesel engines, additional requirements apply when engines are remanufactured. Under the regulations, remanufacturing is a type of rebuilding that generally involves replacing all of an engine's cylinder liners, whether during a single maintenance event or cumulatively within a five-year period.

May the rebuilt engine go into any vehicle, equipment, or vessel?

No, some restrictions apply. Rebuilt engines should return to the same type of service (highway, land-based nonroad, locomotive, or marine). Also, the engine may not go into vehicles or equipment that were originally powered by engines certified to a more stringent standard. Contact us at complianceinfo@epa.gov if this is not clear from the engine's emission control information label.

What records do I need to keep?

Recordkeeping requirements apply for all types of engines except nonroad spark-ignition engines with total cylinder displacement below 225 cc. Keep the following records for at least two years:

- the hours of operation (or mileage or other indication of age) at time of rebuild
- the work performed on the engine
- emission-related control components you worked on, including a listing of parts and components you used
- engine parameter adjustments
- emission-related codes or signals you responded to and reset

You may keep records based on engine families rather than individual engines if that's the way you do business. Keep the records in any format that allows us to review them if we ask. If you are a "backyard mechanic" working on your own engines, we don't require you to keep any records.

What records are not required?

You don't need to keep information that is not reasonably available through normal business practices. We don't expect you to have information that you can't reasonably access. Also, you don't need to keep any records of what other companies do.

What rules apply for engines built before there were emission standards?

The tampering prohibition does not apply for engines built before EPA emission standards started to apply. You can therefore take any steps to maintain or rebuild those older engines. Note that the restrictions described above would apply if anyone installs such engines into vehicles or equipment from a different sector (highway, land-based nonroad, locomotive, or marine).

For More Information

See the following regulations for a more detailed description:

40 CFR 1068.120

You can access documents related to emission standards for nonroad and highway engines on EPA's Office of Transportation and Air Quality (OTAQ) website at:

www.epa.gov/vehicles-and-engines

You can also contact the OTAQ library for document information at:

(734) 214-4311
Email: Group_AALibrary@epa.gov

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Maine Department of Environmental Protection
17 State House Station
28 Tyson Drive
Augusta, Maine 04333
www.maine.gov/dep

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