State of Illinois
Environmental Protection Agency
Department of Commerce and Economic Opportunity

2017 Dry Cleaner's Compliance Workbook

Illinois Small Business Environmental Assistance Program

Instructions for Use

GENERAL — You may use this workbook to keep records required by Rule for air program compliance. **Keep these records at your facility for five years.** This workbook was designed for PERC dry cleaners but it may satisfy the air recordkeeping requirements for Petroleum dry cleaners. Further regulatory information is included in the back of your workbook.

NOTE: If you are a perc dry cleaner and nearing the 360 gallon/yr threshold which requires a permit from the IEPA Bureau of Air, you must apply for a construction permit/operating permit **before** using 360 gallons. *Failure to get the required permits before solvent usage reaches 360 gallons or installation of equipment may result in double fees plus fines and penalties.* (All petroleum cleaners require a permit regardless of solvent usage; operation without a permit may result in double fees plus fines and penalties.) Any addition of dry cleaning units (petroleum or perc over 360 gal/yr) also requires a construction permit and should be applied for prior to installation. For assistance with permitting requirements call, 800/252-3998.

JULY 2017
SOLVENT PURCHASES RUNNING TOTAL

TOTAL FROM LAST MONTH		55
SUBTRACT SOLVENT PURCHASED **JULY 2016**		-10
SUBTOTAL		45
PURCHASE **DATE**	PURCHASE **AMOUNT**	**12 MONTH RUNNING TOTAL**
7/17	+ 15	60
	+	

Enter running total from last month.

Enter the amount of solvent you bought during this same month last year from last year's records or workbook.

Subtract that amount.

This is your 12 month running total if you do not buy solvent this month.

This is your 12 month running total if you bought solvent this month. Record the bottom number in this column on next month's form in line **TOTAL FROM LAST MONTH.**

Record the date you bought solvent this month, if any.

If you bought solvent this month, record the amount and add it to the subtotal. Remember to record zero purchases. This amount will also go on next year's workbook for this same month under **SUBTRACT SOLVENT PURCHASED.**

CONDENSER TEMP/PRESSURE LOG — Check the outlet temperature of the refrigerated condenser every week. Record the temperature and date in the space provided. In the block marked "Is temp less than or equal to 45° F (7.2° C)?" check "Y" or "N" for "yes" or "no." If you checked "N," the machine must be repaired.

The manufacturer of each dry cleaning machine has specified an operating range for the high & low pressure of the refrigerated condenser. During the drying phase determine if the high & low pressure of the refrigeration system is in the range of the manufacturer's specifications. Record the high and low pressure.

Note: If the refrigeration system of the dry cleaning machine is not operating within pressure or temperature requirements, the dry cleaning machine must be shut down until repaired.

INSPECTIONS — If you buy **140 gallons or more** of PERC per year, you must check your machine weekly for leaks and record the results.

If you buy **less than 140 gallons** of PERC per year, you must conduct and record leak inspections at least every other week.

Record the results of the inspections on the workbook. If leaks are found, they must be repaired within 24 hours. Indicate in the "DATE REPAIRED" block when repairs are completed. If parts must be purchased, indicate the dates they are ordered and the date installed. Parts must be ordered within **two** working days of leak detection and installed within **five** working days of receipt.

How Do I Classify My Perc Dry Cleaning Facility? What Controls Do I Need? Do I Need a Permit?

Store Classification (Perc Usage Per Year)	Permitting Requirement	Machine Type & Required Control	Leak Detection And Repair Requirement	Monitoring Requirement	Recordkeeping & Reporting
Small Source *(less than 140 gallons)*	Permit is not required	**Existing Dry-to-Dry*** *(*machine installed prior to December 9, 1991)*; no control is required **New Dry-to-Dry**** *(**machine installed on or after December 9, 1991)* Control is required: Refrigerated condenser + non-vented carbon adsorber† *(†if machine was installed after Sept. 22, 1993)*	**Monthly:** use halogenated hydrocarbon detector or PCE gas analyzer to inspect for vapor leaks. **Every 2 weeks:** perceptible leak check *(smell, touch, sight)* *(Halogenated hydrocarbon detector can be used to comply with the weekly inspection for perceptible leaks)* Repair leaks within 24 hours after they are found unless parts have to be ordered; install repair parts within 5 working days after receipt	**Weekly:** if a refrigerated condenser is used to comply, monitor refrigeration system high pressure and low pressure, or use temperature sensor to monitor condenser performance If a carbon adsorber is used to comply, measure the concentration of perc in the exhaust of the carbon adsorber with a colorimetric detector tube or PCE gas analyzer	Maintain applicable records Submit Notification of Compliance Status report within 30 days of startup of a new plant, ownership/and or name change, equipment change, or a change in yearly perc usage that results a change in plant size *(see Store Classification column)*. Notification of Compliance Status report may also be required for other reasons, including for enforcement purposes
Large Source *(140 gallons up to 2,100 gallons)*	Permit is required if yearly perc usage is 360 gallons or more	**Existing Dry-to-Dry** Control is required: Refrigerated condenser, or carbon adsorber *(if installed before Sept. 22, 1993)* **New Dry-to-Dry** Control is required: Refrigerated condenser + non-vented carbon adsorber†			Maintain applicable records Submit Annual Emission Report, if applicable Submit Notification of Compliance Status *(see above)*
Major Source *(2,100 gallons or more)*	Title V Permit is required. An owner or operator may instead apply for a Federally Enforceable State Operating Permit to limit yearly perc usage to less than 2,100 gallons	**Existing or New Dry-to-Dry** Refrigerated condenser + non-vented carbon adsorber†	**Monthly:** use PCE gas analyzer operated according to Method 21 to inspect for vapor leaks. *(The use of PCE analyzer as described can be used for weekly inspections)* **Weekly:** perceptible leak check *(smell, touch, sight)*		Maintain applicable records Annual Emission Report Any report required by Title V permit Submit Notification of Compliance Status *(see above)*

This publication is intended as general guidance only and is not a substitute for the rules. The owner/operator of the emission source is encouraged to read the rules to determine all applicable requirements for their facility.

SMALL BUSINESS ENVIRONMENTAL ASSISTANCE PROGRAM
Serving Small Businesses and the Environment

The Rule Requires Regular Leak Detection and Monitoring as Denoted Above!

Questions?

Call the Illinois Small Business Environmental Assistance Program at 800/252-3998.

January 2017

Weekly Leak Detection Inspection Records

INSPECTED	Is the inspected equipment leaking?					DATE PARTS ORDERED	DATE PARTS RECEIVED	DATE REPAIRED
	Date:	Date:	Date:	Date:	Date:			
Method Used*	S D	S D	S D	S D	S D			
Hose & Pipe Connections	N Y	N Y	N Y	N Y	N Y			
Door Gaskets & Seatings	N Y	N Y	N Y	N Y	N Y			
Filter Gaskets & Seatings	N Y	N Y	N Y	N Y	N Y			
Pumps	N Y	N Y	N Y	N Y	N Y			
Solvent Tanks & Containers	N Y	N Y	N Y	N Y	N Y			
Water Separators	N Y	N Y	N Y	N Y	N Y			
Muck Cookers	N Y	N Y	N Y	N Y	N Y			
Stills	N Y	N Y	N Y	N Y	N Y			
Exhaust Dampers	N Y	N Y	N Y	N Y	N Y			
Diverter Valves	N Y	N Y	N Y	N Y	N Y			
All Filter Housings	N Y	N Y	N Y	N Y	N Y			
Hazardous Waste Containers	N Y	N Y	N Y	N Y	N Y	Are hazardous waste containers labeled & dated properly? N Y		

**Method used is either: S = sight, smell or feel or D = detector*

Weekly Refrigerated Condenser Monitoring Log*

(Record pressures of high & low gauges or condenser outlet temperatures.)

Manufacturer Specification	High Pressure:	Low Pressure:	Record Temperature Is temp less < 45°F (7.2°C)?
Date	**High Pressure**	**Low Pressure**	**Temperature**
			Y N
			Y N
			Y N
			Y N
			Y N

**** During the drying phase determine if the high & low pressure of the refrigeration system is in the range of the manufacturer's specifications.***

Before the end of the cool down or drying cycle a temperature of 7.2°C (45°F) or below must be achieved.

Solvent Purchases 12-Month Total

12-Month Total From Last Month	
Subtract Solvent Purchased from **January 2016**	—
Subtotal =	
Add Solvent Purchases for **January 2017**	+
12-Month Total =	

The sum of solvent purchases for the previous 12 months must be calculated on the 1st day of the month. Don't forget zero purchases!

JANUARY

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1 New Year's Day	2	3	4	5	6 Temp logged ☐ Inspect logged ☐	7
8	9	10	11	12	13 Temp logged ☐ Inspect logged ☐	14
15	16 Dr. Martin Luther King, Jr. Day	17	18	19	20 Temp logged ☐ Inspect logged ☐	21
22	23	24	25	26	27 Temp logged ☐ Inspect logged ☐	28
29	30	31				

December 2016

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

February 2017

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

800.252.3998

(TTY: 800/785-6055)

ILLINOIS SMALL BUSINESS ENVIRONMENTAL ASSISTANCE PROGRAM

February 2017

Weekly Leak Detection Inspection Records

INSPECTED	Is the inspected equipment leaking? Date:	Date:	Date:	Date:	Date:	DATE PARTS ORDERED	DATE PARTS RECEIVED	DATE REPAIRED
Method Used*	S D	S D	S D	S D	S D			
Hose & Pipe Connections	N Y	N Y	N Y	N Y	N Y			
Door Gaskets & Seatings	N Y	N Y	N Y	N Y	N Y			
Filter Gaskets & Seatings	N Y	N Y	N Y	N Y	N Y			
Pumps	N Y	N Y	N Y	N Y	N Y			
Solvent Tanks & Containers	N Y	N Y	N Y	N Y	N Y			
Water Separators	N Y	N Y	N Y	N Y	N Y			
Muck Cookers	N Y	N Y	N Y	N Y	N Y			
Stills	N Y	N Y	N Y	N Y	N Y			
Exhaust Dampers	N Y	N Y	N Y	N Y	N Y			
Diverter Valves	N Y	N Y	N Y	N Y	N Y			
All Filter Housings	N Y	N Y	N Y	N Y	N Y			
Hazardous Waste Containers	N Y	N Y	N Y	N Y	N Y	Are hazardous waste containers labeled & dated properly? N Y		

**Method used is either: S = sight, smell or feel or D = detector*

Weekly Refrigerated Condenser Monitoring Log*

(Record pressures of high & low gauges or condenser outlet temperatures.)

Manufacturer Specification	High Pressure:	Low Pressure:	Record Temperature Is temp less < 45°F (7.2°C)?
Date	**High Pressure**	**Low Pressure**	**Temperature**
			Y N
			Y N
			Y N
			Y N
			Y N

**** During the drying phase determine if the high & low pressure of the refrigeration system is in the range of the manufacturer's specifications.***

Before the end of the cool down or drying cycle a temperature of 7.2°C (45°F) or below must be achieved.

Solvent Purchases 12-Month Total	
12-Month Total From Last Month	
Subtract Solvent Purchased from **February 2016**	—
Subtotal =	
Add Solvent Purchases for **February 2017**	+
12-Month Total =	

The sum of solvent purchases for the previous 12 months must be calculated on the 1st day of the month. Don't forget zero purchases!

FEBRUARY

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3 Temp logged ☐ Inspect logged ☐	4
5	6	7	8	9	10 Temp logged ☐ Inspect logged ☐	11
12	13	14 Valentine's Day	15	16	17 Temp logged ☐ Inspect logged ☐	18
19	20 President's Day	21	22	23	24 Temp logged ☐ Inspect logged ☐	25
26	27	28				

800.252.3998

(TTY: 800/785-6055)

ILLINOIS SMALL BUSINESS ENVIRONMENTAL ASSISTANCE PROGRAM

January 2017

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

March 2017

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

March 2017

Weekly Leak Detection Inspection Records

INSPECTED	Is the inspected equipment leaking?					DATE PARTS ORDERED	DATE PARTS RECEIVED	DATE REPAIRED
	Date:	Date:	Date:	Date:	Date:			
Method Used*	S D	S D	S D	S D	S D			
Hose & Pipe Connections	N Y	N Y	N Y	N Y	N Y			
Door Gaskets & Seatings	N Y	N Y	N Y	N Y	N Y			
Filter Gaskets & Seatings	N Y	N Y	N Y	N Y	N Y			
Pumps	N Y	N Y	N Y	N Y	N Y			
Solvent Tanks & Containers	N Y	N Y	N Y	N Y	N Y			
Water Separators	N Y	N Y	N Y	N Y	N Y			
Muck Cookers	N Y	N Y	N Y	N Y	N Y			
Stills	N Y	N Y	N Y	N Y	N Y			
Exhaust Dampers	N Y	N Y	N Y	N Y	N Y			
Diverter Valves	N Y	N Y	N Y	N Y	N Y			
All Filter Housings	N Y	N Y	N Y	N Y	N Y			
Hazardous Waste Containers	N Y	N Y	N Y	N Y	N Y	Are hazardous waste containers labeled & dated properly? N Y		

**Method used is either: S = sight, smell or feel or D = detector*

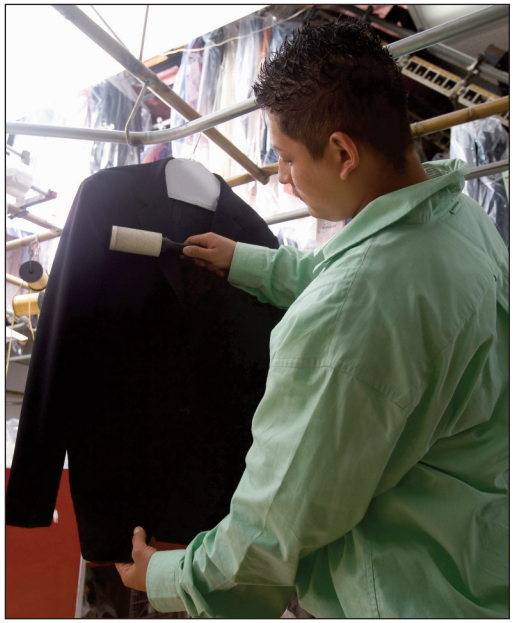
Weekly Refrigerated Condenser Monitoring Log*

(Record pressures of high & low gauges or condenser outlet temperatures.)

Manufacturer Specification	High Pressure:	Low Pressure:	Record Temperature Is temp less < 45°F (7.2°C)?
Date	**High Pressure**	**Low Pressure**	**Temperature**
			Y N
			Y N
			Y N
			Y N
			Y N

**** During the drying phase determine if the high & low pressure of the refrigeration system is in the range of the manufacturer's specifications.***

Before the end of the cool down or drying cycle a temperature of 7.2°C (45°F) or below must be achieved.



Solvent Purchases 12-Month Total

12-Month Total From Last Month	
Subtract Solvent Purchased from **March 2016**	—
Subtotal =	
Add Solvent Purchases for **March 2017**	+
12-Month Total =	

The sum of solvent purchases for the previous 12 months must be calculated on the 1st day of the month. Don't forget zero purchases!

MARCH

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
800.252.3998 (TTY: 800/785-6055) ILLINOIS SMALL BUSINESS ENVIRONMENTAL ASSISTANCE PROGRAM		*February 2017* S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28	1	2	3 Temp logged ☐ Inspect logged ☐	4
5	6	7	8	9	10 Temp logged ☐ Inspect logged ☐	11
12 Daylight Savings Time starts	13	14	15	16	17 St. Patrick's Day Temp logged ☐ Inspect logged ☐	18
19	20 Spring begins	21	22	23	24 Temp logged ☐ Inspect logged ☐	25
26	27	28	29	30	31 Temp logged ☐ Inspect logged ☐	*April 2017* S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30

April 2017

Weekly Leak Detection Inspection Records

INSPECTED	Is the inspected equipment leaking?					DATE PARTS ORDERED	DATE PARTS RECEIVED	DATE REPAIRED
	Date:	Date:	Date:	Date:	Date:			
Method Used*	S D	S D	S D	S D	S D			
Hose & Pipe Connections	N Y	N Y	N Y	N Y	N Y			
Door Gaskets & Seatings	N Y	N Y	N Y	N Y	N Y			
Filter Gaskets & Seatings	N Y	N Y	N Y	N Y	N Y			
Pumps	N Y	N Y	N Y	N Y	N Y			
Solvent Tanks & Containers	N Y	N Y	N Y	N Y	N Y			
Water Separators	N Y	N Y	N Y	N Y	N Y			
Muck Cookers	N Y	N Y	N Y	N Y	N Y			
Stills	N Y	N Y	N Y	N Y	N Y			
Exhaust Dampers	N Y	N Y	N Y	N Y	N Y			
Diverter Valves	N Y	N Y	N Y	N Y	N Y			
All Filter Housings	N Y	N Y	N Y	N Y	N Y			
Hazardous Waste Containers	N Y	N Y	N Y	N Y	N Y	Are hazardous waste containers labeled & dated properly? N Y		

**Method used is either: S = sight, smell or feel or D = detector*

Weekly Refrigerated Condenser Monitoring Log*

(Record pressures of high & low gauges or condenser outlet temperatures.)

Manufacturer Specification	High Pressure:	Low Pressure:	Record Temperature Is temp less < 45°F (7.2°C)?
Date	**High Pressure**	**Low Pressure**	**Temperature**
			Y N
			Y N
			Y N
			Y N
			Y N

**** During the drying phase determine if the high & low pressure of the refrigeration system is in the range of the manufacturer's specifications.***

Before the end of the cool down or drying cycle a temperature of 7.2°C (45°F) or below must be achieved.

Solvent Purchases 12-Month Total

12-Month Total From Last Month	
Subtract Solvent Purchased from **April 2016**	—
Subtotal =	
Add Solvent Purchases for **April 2017**	+
12-Month Total =	

The sum of solvent purchases for the previous 12 months must be calculated on the 1st day of the month. Don't forget zero purchases!

APRIL

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
March 2017 S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	*May* 2017 S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	**800.252.3998** (TTY: 800/785-6055) **ILLINOIS SMALL BUSINESS ENVIRONMENTAL ASSISTANCE PROGRAM**			Temp logged ☐ Inspect logged ☐	1
2	3 **Don't Forget Annual Emission Reports are due May 1st**	4	5	6	7 Temp logged ☐ Inspect logged ☐	8
9	10 Passover begins	11	12	13	14 Temp logged ☐ Inspect logged ☐	15
16 Easter Sunday	17	18 Passover ends	19	20	21 Temp logged ☐ Inspect logged ☐	22
23/30	24	25	26	27	28 Temp logged ☐ Inspect logged ☐	29

May 2017

Weekly Leak Detection Inspection Records

INSPECTED	Is the inspected equipment leaking? Date:	Date:	Date:	Date:	Date:	DATE PARTS ORDERED	DATE PARTS RECEIVED	DATE REPAIRED
Method Used*	S D	S D	S D	S D	S D			
Hose & Pipe Connections	N Y	N Y	N Y	N Y	N Y			
Door Gaskets & Seatings	N Y	N Y	N Y	N Y	N Y			
Filter Gaskets & Seatings	N Y	N Y	N Y	N Y	N Y			
Pumps	N Y	N Y	N Y	N Y	N Y			
Solvent Tanks & Containers	N Y	N Y	N Y	N Y	N Y			
Water Separators	N Y	N Y	N Y	N Y	N Y			
Muck Cookers	N Y	N Y	N Y	N Y	N Y			
Stills	N Y	N Y	N Y	N Y	N Y			
Exhaust Dampers	N Y	N Y	N Y	N Y	N Y			
Diverter Valves	N Y	N Y	N Y	N Y	N Y			
All Filter Housings	N Y	N Y	N Y	N Y	N Y			
Hazardous Waste Containers	N Y	N Y	N Y	N Y	N Y	Are hazardous waste containers labeled & dated properly? N Y		

**Method used is either: S = sight, smell or feel or D = detector*

Weekly Refrigerated Condenser Monitoring Log*

(Record pressures of high & low gauges or condenser outlet temperatures.)

Manufacturer Specification	High Pressure:	Low Pressure:	Record Temperature Is temp less < 45°F (7.2°C)?
Date	**High Pressure**	**Low Pressure**	**Temperature**
			Y N
			Y N
			Y N
			Y N
			Y N

**** During the drying phase determine if the high & low pressure of the refrigeration system is in the range of the manufacturer's specifications.***

Before the end of the cool down or drying cycle a temperature of 7.2°C (45°F) or below must be achieved.

Solvent Purchases 12-Month Total	
12-Month Total From Last Month	
Subtract Solvent Purchased from **May 2016**	—
Subtotal =	
Add Solvent Purchases for **May 2017**	+
12-Month Total =	

The sum of solvent purchases for the previous 12 months must be calculated on the 1st day of the month. Don't forget zero purchases!

MAY

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
April 2017 S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	1 Annual Emission Reports are due	2	3	4	5 Cinco de Mayo Temp logged ☐ Inspect logged ☐	6
7	8	9	10	11	12 Temp logged ☐ Inspect logged ☐	13
14 Mother's Day	15	16	17	18	19 Temp logged ☐ Inspect logged ☐	20
21	22	23	24	25	26 Temp logged ☐ Inspect logged ☐	27
28	29 Memorial Day	30	31	**800.252.3998** (TTY: 800/785-6055) ILLINOIS SMALL BUSINESS ENVIRONMENTAL ASSISTANCE PROGRAM		*June* 2017 S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30

June 2017

Weekly Leak Detection Inspection Records

INSPECTED	Is the inspected equipment leaking? Date:	Date:	Date:	Date:	Date:	DATE PARTS ORDERED	DATE PARTS RECEIVED	DATE REPAIRED
Method Used*	S D	S D	S D	S D	S D			
Hose & Pipe Connections	N Y	N Y	N Y	N Y	N Y			
Door Gaskets & Seatings	N Y	N Y	N Y	N Y	N Y			
Filter Gaskets & Seatings	N Y	N Y	N Y	N Y	N Y			
Pumps	N Y	N Y	N Y	N Y	N Y			
Solvent Tanks & Containers	N Y	N Y	N Y	N Y	N Y			
Water Separators	N Y	N Y	N Y	N Y	N Y			
Muck Cookers	N Y	N Y	N Y	N Y	N Y			
Stills	N Y	N Y	N Y	N Y	N Y			
Exhaust Dampers	N Y	N Y	N Y	N Y	N Y			
Diverter Valves	N Y	N Y	N Y	N Y	N Y			
All Filter Housings	N Y	N Y	N Y	N Y	N Y			
Hazardous Waste Containers	N Y	N Y	N Y	N Y	N Y	Are hazardous waste containers labeled & dated properly? N Y		

**Method used is either: S = sight, smell or feel or D = detector*

Weekly Refrigerated Condenser Monitoring Log*

(Record pressures of high & low gauges or condenser outlet temperatures.)

Manufacturer Specification	High Pressure:	Low Pressure:	Record Temperature Is temp less < 45°F (7.2°C)?
Date	**High Pressure**	**Low Pressure**	**Temperature**
			Y N
			Y N
			Y N
			Y N
			Y N

**** During the drying phase determine if the high & low pressure of the refrigeration system is in the range of the manufacturer's specifications.***

Before the end of the cool down or drying cycle a temperature of 7.2°C (45°F) or below must be achieved.

Solvent Purchases 12-Month Total	
12-Month Total From Last Month	
Subtract Solvent Purchased from **June 2016**	—
Subtotal =	
Add Solvent Purchases for **June 2017**	+
12-Month Total =	

The sum of solvent purchases for the previous 12 months must be calculated on the 1st day of the month. Don't forget zero purchases!

JUNE

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
May 2017 S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	*July* 2017 S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	**800.252.3998** (TTY: 800/785-6055) **ILLINOIS SMALL BUSINESS ENVIRONMENTAL ASSISTANCE PROGRAM**		1	2 Temp logged ☐ Inspect logged ☐	3
4	5	6	7	8	9 Temp logged ☐ Inspect logged ☐	10
11	12	13	14 Flag Day	15	16 Temp logged ☐ Inspect logged ☐	17
18 Father's Day	19	20	21 Summer begins	22	23 Temp logged ☐ Inspect logged ☐	24
25	26	27	28	29	30 Temp logged ☐ Inspect logged ☐	

July 2017

Weekly Leak Detection Inspection Records

INSPECTED	Is the inspected equipment leaking? Date:	Date:	Date:	Date:	Date:	DATE PARTS ORDERED	DATE PARTS RECEIVED	DATE REPAIRED
Method Used*	S D	S D	S D	S D	S D			
Hose & Pipe Connections	N Y	N Y	N Y	N Y	N Y			
Door Gaskets & Seatings	N Y	N Y	N Y	N Y	N Y			
Filter Gaskets & Seatings	N Y	N Y	N Y	N Y	N Y			
Pumps	N Y	N Y	N Y	N Y	N Y			
Solvent Tanks & Containers	N Y	N Y	N Y	N Y	N Y			
Water Separators	N Y	N Y	N Y	N Y	N Y			
Muck Cookers	N Y	N Y	N Y	N Y	N Y			
Stills	N Y	N Y	N Y	N Y	N Y			
Exhaust Dampers	N Y	N Y	N Y	N Y	N Y			
Diverter Valves	N Y	N Y	N Y	N Y	N Y			
All Filter Housings	N Y	N Y	N Y	N Y	N Y			
Hazardous Waste Containers	N Y	N Y	N Y	N Y	N Y	Are hazardous waste containers labeled & dated properly? N Y		

**Method used is either: S = sight, smell or feel or D = detector*

Weekly Refrigerated Condenser Monitoring Log*

(Record pressures of high & low gauges or condenser outlet temperatures.)

Manufacturer Specification	High Pressure:	Low Pressure:	Record Temperature Is temp less < 45°F (7.2°C)?
Date	**High Pressure**	**Low Pressure**	**Temperature**
			Y N
			Y N
			Y N
			Y N
			Y N

**** During the drying phase determine if the high & low pressure of the refrigeration system is in the range of the manufacturer's specifications.***

Before the end of the cool down or drying cycle a temperature of 7.2°C (45°F) or below must be achieved.

Solvent Purchases 12-Month Total

12-Month Total From Last Month	
Subtract Solvent Purchased from **July 2016**	—
Subtotal =	
Add Solvent Purchases for **July 2017**	+
12-Month Total =	

The sum of solvent purchases for the previous 12 months must be calculated on the 1st day of the month. Don't forget zero purchases!

JULY

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
June 2017 S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	*August* 2017 S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	**800.252.3998** (TTY: 800/785-6055) ILLINOIS SMALL BUSINESS ENVIRONMENTAL ASSISTANCE PROGRAM				1
2	3	4 Independence Day	5	6	7 Temp logged ☐ Inspect logged ☐	8
9	10	11	12	13	14 Temp logged ☐ Inspect logged ☐	15
16	17	18	19	20	21 Temp logged ☐ Inspect logged ☐	22
23/30	24/31	25	26	27	28 Temp logged ☐ Inspect logged ☐	29

August 2017

Weekly Leak Detection Inspection Records

INSPECTED	Is the inspected equipment leaking?					DATE PARTS ORDERED	DATE PARTS RECEIVED	DATE REPAIRED
	Date:	Date:	Date:	Date:	Date:			
Method Used*	S D	S D	S D	S D	S D			
Hose & Pipe Connections	N Y	N Y	N Y	N Y	N Y			
Door Gaskets & Seatings	N Y	N Y	N Y	N Y	N Y			
Filter Gaskets & Seatings	N Y	N Y	N Y	N Y	N Y			
Pumps	N Y	N Y	N Y	N Y	N Y			
Solvent Tanks & Containers	N Y	N Y	N Y	N Y	N Y			
Water Separators	N Y	N Y	N Y	N Y	N Y			
Muck Cookers	N Y	N Y	N Y	N Y	N Y			
Stills	N Y	N Y	N Y	N Y	N Y			
Exhaust Dampers	N Y	N Y	N Y	N Y	N Y			
Diverter Valves	N Y	N Y	N Y	N Y	N Y			
All Filter Housings	N Y	N Y	N Y	N Y	N Y			
Hazardous Waste Containers	N Y	N Y	N Y	N Y	N Y	Are hazardous waste containers labeled & dated properly? N Y		

**Method used is either: S = sight, smell or feel or D = detector*

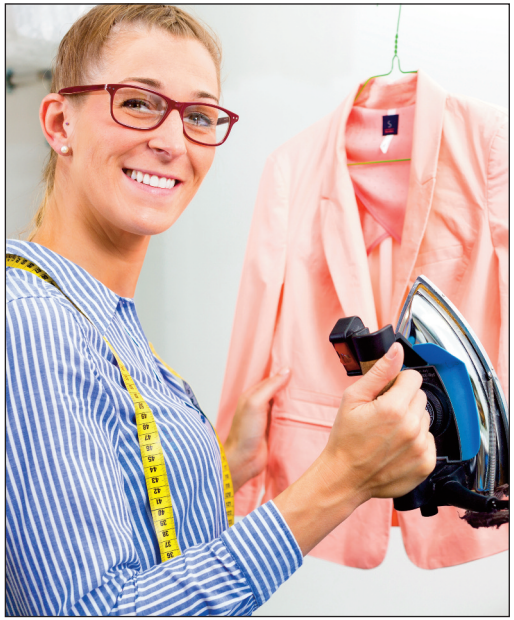
Weekly Refrigerated Condenser Monitoring Log*

(Record pressures of high & low gauges or condenser outlet temperatures.)

Manufacturer Specification	High Pressure:	Low Pressure:	Record Temperature Is temp less < 45°F (7.2°C)?
Date	**High Pressure**	**Low Pressure**	**Temperature**
			Y N
			Y N
			Y N
			Y N
			Y N

**** During the drying phase determine if the high & low pressure of the refrigeration system is in the range of the manufacturer's specifications.***

Before the end of the cool down or drying cycle a temperature of 7.2°C (45°F) or below must be achieved.



Solvent Purchases 12-Month Total

12-Month Total From Last Month	
Subtract Solvent Purchased from **August 2016**	—
Subtotal =	
Add Solvent Purchases for **August 2017**	+
12-Month Total =	

The sum of solvent purchases for the previous 12 months must be calculated on the 1st day of the month. Don't forget zero purchases!

AUGUST

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
July 2017 S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	*September* 2017 S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	1	2	3	4 Temp logged ☐ Inspect logged ☐	5
6	7	8	9	10	11 Temp logged ☐ Inspect logged ☐	12
13	14	15	16	17	18 Temp logged ☐ Inspect logged ☐	19
20	21	22	23	24	25 Temp logged ☐ Inspect logged ☐	26
27	28	29	30	31	**800.252.3998** (TTY: 800/785-6055) **ILLINOIS SMALL BUSINESS ENVIRONMENTAL ASSISTANCE PROGRAM**	

September 2017

Weekly Leak Detection Inspection Records

INSPECTED	Is the inspected equipment leaking?					DATE PARTS ORDERED	DATE PARTS RECEIVED	DATE REPAIRED
	Date:	Date:	Date:	Date:	Date:			
Method Used*	S D	S D	S D	S D	S D			
Hose & Pipe Connections	N Y	N Y	N Y	N Y	N Y			
Door Gaskets & Seatings	N Y	N Y	N Y	N Y	N Y			
Filter Gaskets & Seatings	N Y	N Y	N Y	N Y	N Y			
Pumps	N Y	N Y	N Y	N Y	N Y			
Solvent Tanks & Containers	N Y	N Y	N Y	N Y	N Y			
Water Separators	N Y	N Y	N Y	N Y	N Y			
Muck Cookers	N Y	N Y	N Y	N Y	N Y			
Stills	N Y	N Y	N Y	N Y	N Y			
Exhaust Dampers	N Y	N Y	N Y	N Y	N Y			
Diverter Valves	N Y	N Y	N Y	N Y	N Y			
All Filter Housings	N Y	N Y	N Y	N Y	N Y			
Hazardous Waste Containers	N Y	N Y	N Y	N Y	N Y	Are hazardous waste containers labeled & dated properly? N Y		

**Method used is either: S = sight, smell or feel or D = detector*

Weekly Refrigerated Condenser Monitoring Log*

(Record pressures of high & low gauges or condenser outlet temperatures.)

Manufacturer Specification	High Pressure:	Low Pressure:	Record Temperature Is temp less < 45°F (7.2°C)?
Date	**High Pressure**	**Low Pressure**	**Temperature**
			Y N
			Y N
			Y N
			Y N
			Y N

**** During the drying phase determine if the high & low pressure of the refrigeration system is in the range of the manufacturer's specifications.***

Before the end of the cool down or drying cycle a temperature of 7.2°C (45°F) or below must be achieved.

Solvent Purchases 12-Month Total

12-Month Total From Last Month	
Subtract Solvent Purchased from **September 2016**	—
Subtotal =	
Add Solvent Purchases for **September 2017**	+
12-Month Total =	

The sum of solvent purchases for the previous 12 months must be calculated on the 1st day of the month. Don't forget zero purchases!

SMALL BUSINESS ENVIRONMENTAL ASSISTANCE PROGRAMS

Serving Small Businesses and the Environment

STOP

TIME TO ORDER YOUR 2018 REPLACEMENT WORKBOOK

To order on-line: https://www.surveymonkey.com/r/2017_Dry_Cleaner_Workbook_order_form

To order by phone: 800/252-3998, if out-of-state call 217/785-6192
(TTY: 800/785-6055)

To order by mail: Please Complete, Detach and Mail or Fax this Order Form to:

Illinois Dry Cleaner Compliance Workbook
Illinois Small Business Environmental Assistance Program
500 East Monroe Street, S-4
Springfield, IL 62701

Fax: 217/557-2853

Name: _____

Company Name: _____

Address: _____

City/State/Zip: _____

Phone: (_____) _____

email address: _____

Number of Workbook Requested: _____

CUT

SEPTEMBER

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
August 2017 S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	*October* 2017 S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	**800.252.3998** (TTY: 800/785-6055) ILLINOIS SMALL BUSINESS ENVIRONMENTAL ASSISTANCE PROGRAM			1 Temp logged ☐ Inspect logged ☐	2
3	4 Labor Day	5	6	7	8 Temp logged ☐ Inspect logged ☐	9
10	11	12	13	14	15 Temp logged ☐ Inspect logged ☐	16
17	18	19	20 Rosh Hashanna	21	22 Fall begins Temp logged ☐ Inspect logged ☐	23
24	25	26	27	28	29 Temp logged ☐ Inspect logged ☐	30

October 2017

Weekly Leak Detection Inspection Records

INSPECTED	Is the inspected equipment leaking?					DATE PARTS ORDERED	DATE PARTS RECEIVED	DATE REPAIRED
	Date:	Date:	Date:	Date:	Date:			
Method Used*	S D	S D	S D	S D	S D			
Hose & Pipe Connections	N Y	N Y	N Y	N Y	N Y			
Door Gaskets & Seatings	N Y	N Y	N Y	N Y	N Y			
Filter Gaskets & Seatings	N Y	N Y	N Y	N Y	N Y			
Pumps	N Y	N Y	N Y	N Y	N Y			
Solvent Tanks & Containers	N Y	N Y	N Y	N Y	N Y			
Water Separators	N Y	N Y	N Y	N Y	N Y			
Muck Cookers	N Y	N Y	N Y	N Y	N Y			
Stills	N Y	N Y	N Y	N Y	N Y			
Exhaust Dampers	N Y	N Y	N Y	N Y	N Y			
Diverter Valves	N Y	N Y	N Y	N Y	N Y			
All Filter Housings	N Y	N Y	N Y	N Y	N Y			
Hazardous Waste Containers	N Y	N Y	N Y	N Y	N Y	Are hazardous waste containers labeled & dated properly? N Y		

**Method used is either: S = sight, smell or feel or D = detector*

Weekly Refrigerated Condenser Monitoring Log*

(Record pressures of high & low gauges or condenser outlet temperatures.)

Manufacturer Specification	High Pressure:	Low Pressure:	Record Temperature Is temp less < 45°F (7.2°C)?
Date	**High Pressure**	**Low Pressure**	**Temperature**
			Y N
			Y N
			Y N
			Y N
			Y N

**** During the drying phase determine if the high & low pressure of the refrigeration system is in the range of the manufacturer's specifications.***

Before the end of the cool down or drying cycle a temperature of 7.2°C (45°F) or below must be achieved.

Solvent Purchases 12-Month Total

12-Month Total From Last Month	
Subtract Solvent Purchased from **October 2016**	—
Subtotal =	
Add Solvent Purchases for **October 2017**	+
12-Month Total =	

The sum of solvent purchases for the previous 12 months must be calculated on the 1st day of the month. Don't forget zero purchases!

OCTOBER

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6 Temp logged ☐ Inspect logged ☐	7
8	9 Columbus Day	10	11	12	13 Temp logged ☐ Inspect logged ☐	14
15	16	17	18	19	20 Temp logged ☐ Inspect logged ☐	21
22	23	24	25	26	27 Temp logged ☐ Inspect logged ☐	28
29	30	31 Halloween				

September 2017

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

November 2017

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

800.252.3998

(TTY: 800/785-6055)

ILLINOIS SMALL BUSINESS ENVIRONMENTAL ASSISTANCE PROGRAM

November 2017

Weekly Leak Detection Inspection Records

INSPECTED	Is the inspected equipment leaking?					DATE PARTS ORDERED	DATE PARTS RECEIVED	DATE REPAIRED
	Date:	Date:	Date:	Date:	Date:			
Method Used*	S D	S D	S D	S D	S D			
Hose & Pipe Connections	N Y	N Y	N Y	N Y	N Y			
Door Gaskets & Seatings	N Y	N Y	N Y	N Y	N Y			
Filter Gaskets & Seatings	N Y	N Y	N Y	N Y	N Y			
Pumps	N Y	N Y	N Y	N Y	N Y			
Solvent Tanks & Containers	N Y	N Y	N Y	N Y	N Y			
Water Separators	N Y	N Y	N Y	N Y	N Y			
Muck Cookers	N Y	N Y	N Y	N Y	N Y			
Stills	N Y	N Y	N Y	N Y	N Y			
Exhaust Dampers	N Y	N Y	N Y	N Y	N Y			
Diverter Valves	N Y	N Y	N Y	N Y	N Y			
All Filter Housings	N Y	N Y	N Y	N Y	N Y			
Hazardous Waste Containers	N Y	N Y	N Y	N Y	N Y	Are hazardous waste containers labeled & dated properly? N Y		

**Method used is either: S = sight, smell or feel or D = detector*

Weekly Refrigerated Condenser Monitoring Log*

(Record pressures of high & low gauges or condenser outlet temperatures.)

Manufacturer Specification	High Pressure:	Low Pressure:	Record Temperature Is temp less < 45°F (7.2°C)?
Date	**High Pressure**	**Low Pressure**	**Temperature**
			Y N
			Y N
			Y N
			Y N
			Y N

**** During the drying phase determine if the high & low pressure of the refrigeration system is in the range of the manufacturer's specifications.***

Before the end of the cool down or drying cycle a temperature of 7.2°C (45°F) or below must be achieved.

Solvent Purchases 12-Month Total

12-Month Total From Last Month	
Subtract Solvent Purchased from **November 2016**	—
Subtotal =	
Add Solvent Purchases for **November 2017**	+
12-Month Total =	

The sum of solvent purchases for the previous 12 months must be calculated on the 1st day of the month. Don't forget zero purchases!

NOVEMBER

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	October 2017	*December* 2017	1	2	3 Temp logged ☐ Inspect logged ☐	4
5 Daylight Savings Time ends	6	7	8	9	10 Temp logged ☐ Inspect logged ☐	11 Veterans' Day
12	13	14	15	16	17 Temp logged ☐ Inspect logged ☐	18
19	20	21	22	23 Thanksgiving Day	24 Temp logged ☐ Inspect logged ☐	25
26	27	28	29	30	**800.252.3998** (TTY: 800/785-6055) **ILLINOIS SMALL BUSINESS ENVIRONMENTAL ASSISTANCE PROGRAM**	

October 2017

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

December 2017

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

December 2017

Weekly Leak Detection Inspection Records

INSPECTED	Is the inspected equipment leaking?					DATE PARTS ORDERED	DATE PARTS RECEIVED	DATE REPAIRED
	Date:	Date:	Date:	Date:	Date:			
Method Used*	S D	S D	S D	S D	S D			
Hose & Pipe Connections	N Y	N Y	N Y	N Y	N Y			
Door Gaskets & Seatings	N Y	N Y	N Y	N Y	N Y			
Filter Gaskets & Seatings	N Y	N Y	N Y	N Y	N Y			
Pumps	N Y	N Y	N Y	N Y	N Y			
Solvent Tanks & Containers	N Y	N Y	N Y	N Y	N Y			
Water Separators	N Y	N Y	N Y	N Y	N Y			
Muck Cookers	N Y	N Y	N Y	N Y	N Y			
Stills	N Y	N Y	N Y	N Y	N Y			
Exhaust Dampers	N Y	N Y	N Y	N Y	N Y			
Diverter Valves	N Y	N Y	N Y	N Y	N Y			
All Filter Housings	N Y	N Y	N Y	N Y	N Y			
Hazardous Waste Containers	N Y	N Y	N Y	N Y	N Y	Are hazardous waste containers labeled & dated properly? N Y		

**Method used is either: S = sight, smell or feel or D = detector*

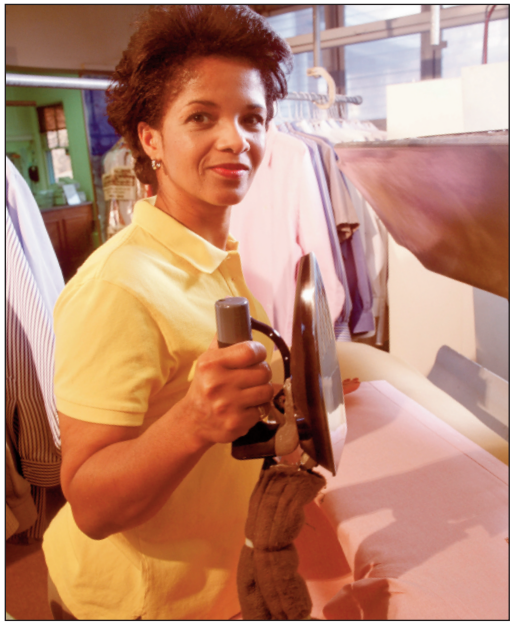
Weekly Refrigerated Condenser Monitoring Log*

(Record pressures of high & low gauges or condenser outlet temperatures.)

Manufacturer Specification	High Pressure:	Low Pressure:	Record Temperature Is temp less < 45°F (7.2°C)?
Date	**High Pressure**	**Low Pressure**	**Temperature**
			Y N
			Y N
			Y N
			Y N
			Y N

**** During the drying phase determine if the high & low pressure of the refrigeration system is in the range of the manufacturer's specifications.***

Before the end of the cool down or drying cycle a temperature of 7.2°C (45°F) or below must be achieved.



Solvent Purchases 12-Month Total

12-Month Total From Last Month	
Subtract Solvent Purchased from **December 2016**	—
Subtotal =	
Add Solvent Purchases for **December 2017**	+
12-Month Total =	

The sum of solvent purchases for the previous 12 months must be calculated on the 1st day of the month. Don't forget zero purchases!

DECEMBER

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
November 2017	*January* 2018	**800.252.3998** (TTY: 800/785-6055) ILLINOIS SMALL BUSINESS ENVIRONMENTAL ASSISTANCE PROGRAM			1 Temp logged ☐ Inspect logged ☐	2
3	4	5	6	7	8 Temp logged ☐ Inspect logged ☐	9
10	11	12 Hanukkah begins	13	14	15 Temp logged ☐ Inspect logged ☐	16
17	18	19	20 Hanukkah ends	21 Winter begins	22 Temp logged ☐ Inspect logged ☐	23
24/31	25 Christmas Day	26 Kwanzaa	27	28	29 Temp logged ☐ Inspect logged ☐	30

November 2017						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

January 2018						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
2	22	23	24	25	26	27
28	29	30	31			

Public Act 97-1057
IMPACT ON ILLINOIS DRYCLEANERS

Effective January 1, 2013, "third generation" perc drycleaning machines (defined as a machine without a secondary control system) can be operated until the end of their useful life at their existing location. However, these machines cannot be installed and operated at a new location.

Beginning January 1, 2013, the license renewal application will include a certification by the applicant that all hazardous waste stored at the drycleaning facility is stored and transported in accordance with applicable federal and state laws and regulations. The drycleaner must submit with the license application copies all hazardous waste manifests for waste transported from the facility for the previous 12 months. With the 2016 license renewal application, the Illinois Drycleaner Environmental Response Trust Fund is requesting copies of all waste manifests for the period of January 1, 2015 through December 31, 2015.

Effective January 1, 2014, all operators of perc dry cleaning machines must have completed an initial training course that focuses on environmental "best management practices." The training course was developed by the Illinois Drycleaner Environmental Response Trust Fund, the Illinois Environmental Protection Agency and industry representatives. Drycleaners will be able to register online to complete the training course and print a completion certificate at the website of the Illinois Drycleaner Environmental Response Trust Fund. Drycleaners will also be able to order a printed copy of the training course. Once every 4 years, the operator must successfully complete a refresher course. Please visit http://cleanupfund.org/ for training opportunity details.

All perc drycleaning machines and portable waste containers must have secondary containment that meets the following:

- contain a capacity of 110% of the drycleaning solvent in the largest tank within the machine,
- contain 100% of the drycleaning solvent of each item of equipment or drycleaning area,

  and
- contain 100% of the drycleaning solvent of the largest portable waste container or at least 10% of the total volume of the portable containers stored within the containment dike or structure, whichever is greater.

In addition, perc drycleaning solvent must be delivered to the drycleaning facility via a closed, direct-coupled delivery system and diked floor surfaces on which drycleaning solvent may leak or spill must be sealed or made impervious to the solvent.

Beginning January 1, 2014, manufacturers of drycleaning solvents sold in Illinois that are used as alternatives to perc must provide the Illinois Environmental Protection Agency with sufficient information to allow the Agency to determine whether the drycleaning solvents may pose negative impacts to human health or the environment. Results of the Agency's review of these solvents will be posted on the Agency's website.

Emission Standards for Perchloroethylene Dry Cleaning Facilities

Illinois Small Business Environmental Assistance Program
800-252-3998
www.ienconnect.com/enviro

Contents

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Requirements

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Definitions used:

°C – degrees Celsius.

CA - carbon adsorber - "sniffer" – bed of activated carbon into which an air-perchloroethylene gas-vapor stream is routed and which adsorbs the perchloroethylene on the carbon.

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

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

Existing – began construction or reconstruction before December 9, 1991.

°F – degrees Fahrenheit

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

Fugitive emissions – emissions that can not reasonably be collected and emitted through a stack or vent.

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

New – began construction or reconstruction on or after December 9, 1991.

Perc – perchloroethylene

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

ppm – parts per million.

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

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

RC - refrigerated condenser - "chiller" – vapor recovery system into which an air-perc gas-vapor stream is routed and the perc is condensed by cooling the gas-vapor stream.

Transfer machine system – multiple-machine dry cleaning operation in which washing and drying are performed in different machines. Examples include, but are not limited to: (1) a washer and dryer, (2) a washer and reclaimer, or (3) a dry-to-dry machine and reclaimer.

Vapor barrier enclosure – room that encloses a dry cleaning system and is constructed of vapor barrier material that is impermeable to perc.

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

Perc is suspected of causing cancer in humans.

These emission standards are different from hazardous waste regulations. They are based on use of perc, not generation of perc related drained spent cartridge filters, still bottoms, or filter muck waste.

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

Continuing Requirements			
Applicability:	**Small Area Sources**[a]	**Large Area Sources**[a]	**Major Sources**[b]
Facilities with:	Consume less than (*gallons perc/year*):	Consume equal to or between (*gallons perc/year*):	Consume more than (*gallons perc/year*):
Only Dry-to-Dry	140	140-2,100	2,100
Only Transfer Systems	200	200-1,800	1,800
Both Dry-to-Dry and Transfer Systems	140	140-1,800	1,800
Process Vent Controls:			
Existing Facilities	None	RC[c] CA installed before September 22, 1993, can remain; it does not have to be replaced by RC.	
New Facilities	Closed loop, dry-to-dry machine with RC[c]		Closed loop, dry-to-dry machine with RC[c] followed by CA[c] operated immediately before or as the door is opened
Fugitive Controls[e]**:**			
Existing Facilities	Sealed containers Leak detection/repair		Room enclosure[d] Sealed containers Leak detection/repair
New Facilities	No new transfer systems Sealed containers Leak detection/repair		
Monitoring:			
Existing Facilities	None	Meet parameters set for RC and CA	
New Facilities	Meet parameters set for RC and CA		
Compliance Dates[e]			
Existing facilities	Should already be in compliance with these continuing requirements.		
New facilities	Should comply upon start up with these continuing requirements.		
Existing Facilities *– began construction or reconstruction before December 9, 1991* ***New Facilities*** *– began construction or reconstruction on or after December 9, 1991*			

a Area sources are permanently exempted from Title V permitting requirements. Perc dry cleaners using 360 gallons /yr require a permit from the Illinois EPA Bureau of Air. Note: You must apply for a construction/operating permit before usage reaches 360 gallons. Failure to get the required permits prior to solvent usage reaching 360 gallons or prior to installation of equipment may result in double fees plus fines and penalties. ***(All petroleum based cleaners are required to either have a permit or register under Registration of Smaller Sources (ROSS) program, regardless of solvent usage; operating without a permit may result in double fees plus fines and penalties.) More information concerning ROSS can be found online at www.ienconnect.com/enviro.***

b **All major sources need Title V air permits.**

c or equivalent control

d The room enclosure must be constructed of materials impermeable to perc, must be designed and operated to maintain a negative pressure at each opening while the dry cleaning machine is operating, and must exhaust to a carbon adsorber. The room enclosure must be vented to a separate carbon adsorber or equivalent device and not share a carbon adsorber in common with a dry cleaning machine.

e Please refer to the Regulatory Update in the front of this workbook for further information regarding controls and compliance.

Requirements since July 27, 2006		
Process Vent Controls		
	Small Area Sources* *(Small and Large)*	**Major Sources**
	By July 27, 2006, or immediately upon start up, whichever is later.	
Constructed or reconstructed on or after December 21, 2005	Closed loop, dry-to-dry machine with RC* followed by CA* operated immediately before the door is opened	Closed loop, dry-to-dry machine with RC* followed by CA* operated immediately before the door is opened

Fugitive Controls:

By July 28, 2009
Eliminate transfer machines. (The only exceptions are transfer machines that qualify as Small Area Sources and were installed between December 9, 1991, and September 22, 1993.)

Monitoring:

By July 27, 2006, or immediately upon start up, whichever is later.
Monitor high pressure and low pressure on RC, when pressure gauges are available, rather than temperature. Use a calorimetric detector tube or a perc gas analyzer to monitor CA.

If located in a building with a residence:

When your current perc machine wears out, you must not replace it with another perc machine.

You must not install a perc machine, including relocating a used machine, after December 21, 2005.

By July 27, 2006
If you did install a perc machine on or after December 21, 2005, but before July 13, 2006, you must meet these requirements:

- Operate the dry cleaning system inside a vapor barrier enclosure. Operate the exhaust system for the enclosure at all times the dry cleaning system is in operation and during maintenance. Ensure that the entry door to the enclosure is open only when a person is entering or exiting the enclosure.
- Route the air-perc gas-vapor stream through a RC and pass the air-perc gas-vapor stream from inside the dry cleaning drum through a CA* immediately before the door of the dry cleaning machine is opened. Desorb according to manufacturer's instructions.
- Inspect for vapor leaks on a weekly basis using a halogenated hydrocarbon detector or a perc gas analyzer. Follow the manufacturer's instructions. Place the probe at the surface where leakage could occur and move it slowly along the surface.

By July 27, 2009
You must eliminate perc machines installed (including the relocation of a used machine) on or after December 21, 2005.

After December 21, 2020
You must eliminate perc machines installed before December 21, 2005.

"Third generation" perc drycleaning machines (defined as a machine without a secondary control system) **can** be operated until the end of their useful life at their **existing** location. However, these machines **cannot** be installed and operated at a **new** location.

** or equivalent control device*

Inspections

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

Continuing Requirements

	Small Area Sources	Large Area Sources	Major Sources
Existing Facilities	Inspect biweekly for perceptible leaks. Repair leaks and maintain records.	Inspect weekly for perceptible leaks. Repair leaks and maintain records.	
New Facilities	Inspect weekly for perceptible leaks. Repair leaks and maintain records.		

Requirements since July 27, 2006

	Area Sources	Major Sources
New Facilities By July 28, 2009, if installed before December 21, 2005. **By July 27, 2006, if installed on or after December 21, 2005.**	Inspect weekly for perceptible leaks. Inspect for vapor leaks on a monthly basis using a halogenated hydrocarbon detector or a perc gas analyzer. Follow the manufacturer's instructions. Place the probe at the surface where leakage could occur and move it slowly along the surface. Repair leaks and maintain records.	Inspect weekly for perceptible leaks. Inspect for vapor leaks on a monthly basis using a perc gas analyzer and operate it according to EPA Method 21. Repair leaks and maintain records.

Existing Facilities *– began construction or reconstruction before December 9, 1991*
New Facilities *– began construction or reconstruction on or after December 9, 1991*

Compliance Steps Required of All Perc Dry Cleaners

Reporting

Illinois perc dry cleaners must send reports to both the Illinois Environmental Protection Agency and USEPA. Each perc dry cleaner must submit an initial notification report and compliance reports. The initial notification report lets regulators know that you are affected by this rule. These were due on June 18, 1994, for existing machines. For new machines, they are due 30 days after installation. Compliance reports let regulators know if you are meeting the requirements of this rule. Compliance Reports for Pollution Prevention were due on June 18, 1994, for existing machines. For new machines, they are due 30 days after installation. Compliance Reports for Control Requirements were due by October 23, 1996, for existing machines. For new machines, they are due 30 days after installation.

New Training Requirements

Effective January 1, 2014, all operators of perc drycleaning machines must have completed an initial environmental training course that focuses on "best management practices". These training requirements were developed by the Illinois Drycleaner Environmental Response Trust Fund, the Illinois Environmental Protection Agency and industry representatives. Fund approved seminars focusing on "best management practices" can be used to meet some of the initial training requirements. When the training requirements have been finalized, they will be communicated to all licensed drycleaning facilities. Once every 4 years, the operator must successfully complete a refresher course.

Other

The license renewal application will include a certification by the applicant that all hazardous waste stored at the drycleaning facility is stored and transported in accordance with applicable federal and state laws and regulations. The drycleaner must submit with the license application copies all hazardous waste manifests for waste transported from the facility for the previous 12 months. With the 2016 license renewal application, the Illinois Drycleaner Environmental Response Trust Fund is requesting copies of all waste manifests for the period of January 1, 2015 through December 31, 2015.

Whenever a new machine is installed new forms must be submitted within 30 days.
Call the ILSBEAP 800/252-3998 for questions about reporting or for copies of reporting forms. To find available forms on-line go to: **www.ienconnect.com/enviro**. Mailing addresses are given on the forms.

Monitoring: Required monitoring must begin immediately for new installations and was required to begin November 23, 1996, for existing facilities.

1. Refrigerated Condenser (RC): Monitor weekly.

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

If the machine is not equipped with refrigeration system pressure gauges, monitor temperature. Use the temperature sensor according to manufacturer's instructions.

Measure the temperature of the air-perc gas-vapor stream on the outlet side of the RC on a dry-to-dry machine, dryer, or reclaimer to determine if it is equal to or less than 7.2 °C (45 °F) before the end of the cool down or drying cycle while the gas-vapor stream is flowing through the condenser. The temperature sensor should be designed to measure a temperature of 7.2°C (45°F) to an accuracy of ±1.1°C (2°F).

Measure the inlet and outlet temperature of the RC on a washer. Calculate the difference. It must be greater than 11.1°C (20°F). The temperature sensor should be designed to measure at least a temperature range from 0°C (32°F) to 48.9 °C (120 °F) to an accuracy of ±1.1°C (2°F).

2. Carbon Adsorber (CA): Monitor weekly. Follow the manufacturer's instructions.

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

A sampling port for monitoring within the exhaust outlet of the CA must be provided in a place that is easily accessible; located at least eight times the diameter of the stack or duct downstream from any flow disturbance (bend, expansion, contraction, or outlet); not downstream from any other inlet; and two times the diameters of the stack or duct upstream from any flow disturbance.

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

If required monitoring detects values that do not meet the parameters set in the standard, make adjustments or repairs to the dry cleaning system or control device to meet those values. If repair parts are needed, make a written or verbal order within two working days of detecting the value. Install repair parts within five working days after receipt.

Inspection Requirements:

Inspection requirements dictate that dry cleaners inspect the following components for leaks while the dry cleaning system is operating.

1. Hose and pipe connections, fittings, couplings, and valves;
2. Door gaskets and seatings;
3. Filter gaskets and seatings;
4. Pumps;
5. Solvent tanks and containers;
6. Water separators;
7. Muck cookers;
8. Stills;
9. Exhaust dampers;
10. Diverter valves; and
11. All filter housings.

Repair all leaks detected during inspections within 24 hours. If repair parts are needed, make a written or verbal order within 2 working days of detecting the leak. Install repair parts within 5 working days after receipt.

Inspect for leaks while the dry cleaning system is operating

Other Requirements for All Perc Dry Cleaning Facilities*:

Fugitive Controls

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

Operation/Maintenance

- Close the door of each dry cleaning machine immediately after transferring articles to or from the machine; keep the door closed at all other times.
- Operate and maintain dry cleaning systems according to manufacturer's specifications and recommendations.
- Operate each RC to not vent or release the air-perc gas-vapor stream contained within the dry cleaning machine to the atmosphere while the dry cleaning drum is rotating. The air-perc vapor should be recirculating back through the machine without venting to the atmosphere (closed loop).
- Operate each RC to prevent air drawn into the dry cleaning machine when the door of the machine is open from passing through the RC.
- Do not bypass a CA at any time.
- Desorb each CA according to manufacturer's instructions.

Records

Retain on site a copy of the design specifications and the operating manuals for each dry cleaning system and each emission control device located at your facility.

Keep receipts of perc purchases and a log of the following information, maintain such information on site, and show it upon request for a period of five years:

1. Volume of perc purchased each month.
2. Calculation and result of the yearly perc consumption as shown. Perform the following calculation on the first day of every month:
   a) Sum the volume of all perc purchases made in each of the previous 12 months
   b) If no perc purchases were made in a given month, then the perc consumption for that month is 0 gallons.
   c) The total sum calculated is the yearly perc consumption at the facility.
3. Dates when the dry cleaning system components are inspected for leaks, as specified, and the name or location of dry cleaning system components where leaks are detected.
4. Dates of repair and records of written or verbal orders for repair parts.
5. Date and high and low pressure or temperature sensor monitoring results of RC, if required.
6. Date and colorimetric detector tube or perc gas analyzer monitoring results of CA, if required.

* Please refer to the Regulatory Update in the front of this workbook for further information regarding controls and compliance.

Illinois Permits:

If you are a perc dry cleaner and nearing the 360 gallon/yr threshold which requires a permit from the Illinois EPA Bureau of Air, you must apply for a construction/operating permit before using 360 gallons. Failure to get the required permits prior to solvent usage reaching 360 gallons or installation of equipment may result in double fees plus fines and penalties. (All petroleum based cleaners are required to register with the Registration of Smaller Sources (ROSS) program or have a permit depending on amount of solvent usage or emissions; operations without a permit or under ROSS program, may result in double fees plus fines and penalties.)

Call the ILSBEAP at 800-252-3998 if you have questions or would like a copy of this emission standard. To find this rule on-line or to find other information concerning this rule go to: **http://www.epa.gov/ttn/atw/dryperc/dryclpg.html** .

Watch Your Perc*!

State of Illinois
Environmental Protection Agency
Office of Small Business

The purpose of this fact sheet is to provide a general overview of the environmental regulations affecting dry cleaners that use perchloroethylene (perc) in dry-to-dry systems. It does not replace the actual regulations and does not eliminate any person's responsibility to fulfill any legal obligation under the Illinois Environmental Protection Act or the promulgated regulations.

HAZARDOUS WASTE REGULATIONS

What is Hazardous Waste?

Some dry cleaning wastes pose a potential hazard to human health and the environment when improperly handled. The most commonly generated hazardous wastes in the dry cleaning industry include the following:

- Spent perc
- Used filters and filter media
- Spent carbon and cartridges from carbon adsorbers
- Still residues (evaporator or cooker sludge)

FACT
Nationally, dry cleaners are the largest source of perc emissions.

What Type of Hazardous Waste Generator Am I?

The hazardous waste regulations that apply to you depend upon the amount of hazardous waste you generate per month. You fall under one of the following categories of hazardous waste generators:

- Conditionally exempt small quantity generators (CESQG) generate less than 100 kilograms (220 pounds) per month of hazardous wastes
- Small-quantity generators (SQG) generate 100 to 1,000 kilograms (220 to 2,200 pounds) per month of hazardous wastes
- Large-quantity generators (LQG) generate over 1,000 kilograms (2,200 pounds) per month of hazardous wastes

To determine your hazardous waste generator category, add up the weight or volume of all your hazardous wastes generated for the month. This information can be verified by comparing the amount to your waste manifests. The total gives you your generator category for the month.

What Requirements Apply to CESQGs?

- Identify all hazardous wastes that you generate
- Hire a licensed special waste hauler to transport your hazardous wastes to a facility permitted to receive hazardous waste
- Do not accumulate more than 1,000 kilograms (2,200 pounds) of hazardous wastes on your property at any time

TIP
30 gallons (about half of a 55 gallon drum) of special waste with a density similar to perc weighs about 400 lbs.

What Requirements Apply to SQGs?

- Accumulate hazardous wastes in containers such as 55-gallon drums or tanks.
- Do not store hazardous wastes on your property more than 180 days unless it will be transported greater than 200 miles from your business, in which case you may store the wastes for up to 270 days.
- Do not accumulate more than 6,000 kilograms (13,200 pounds) of hazardous waste on your property at any time.

* Please refer to the "Regulatory Update" in the front of this workbook for further information regarding new requirements for Perc facilities.

- Register with the Illinois Environmental Protection Agency (Illinois EPA) using a Notification of Hazardous Waste Activity form.
- Make sure all your hazardous wastes are packaged and labeled correctly prior to transport. Although you are responsible for packaging and labeling your wastes, ask your transporter for assistance with this requirement.
- Hire a licensed special waste hauler to transport your hazardous wastes to a permitted hazardous waste facility using the Illinois Uniform Waste Manifest or the manifest of the state you are shipping the wastes to or sign a tolling agreement with a recycling facility.

TIP

Although a licensed transporter ships your wastes, YOU are responsible for ensuring that the transporter and the facility that accepts your waste manage your wastes properly. Call the Office of Small Business at 1-888-EPA-1996 for tips on how to make this determination.

Are There Any Requirements for the Containers I Use to Accumulate Hazardous Waste?

- Label each container with the words "HAZARDOUS WASTE," and mark each container with the date the container becomes full.
- Use a container made of or lined with a material that is compatible with the hazardous waste stored in it.
- Keep all containers of hazardous waste closed during storage except when adding or removing waste.
- Do not open, handle, or store containers in a way that might rupture them, cause them to leak, or otherwise fail.
- Inspect areas where containers are stored at least weekly. Look for leaks and for deterioration caused by corrosion or other factors.
- Maintain the containers in good condition. If a container leaks, put the hazardous waste in another container, or contain it in some other way that complies with U.S. Environmental Protection Agency regulations.
- Do not mix incompatible hazardous wastes or materials unless precautions are taken to prevent potential hazards.

Should I Be Prepared for an Emergency?

YES, all SQGs must establish safety guidelines and emergency response procedures. SQGs must also be equipped with the following:

- An internal communication or alarm system capable of providing immediate emergency instructions to all personnel
- A telephone or two-way radio capable for use in requesting emergency assistance from local police and fire departments
- Portable fire extinguishers, fire control devices, spill control materials, and decontamination supplies
- Adequate water volume and pressure to supply water hoses, foam-producing equipment, and automatic sprinklers

What Requirements Apply to LQGs?

If you are an LQG, call the Office of Small Business at 1-888-EPA-1996 to obtain a complete list of requirements that apply to you.

WATER REGULATIONS

Generally, the process wastewater of concern at perc dry cleaners is separator water that contains small amounts of perc. If your business is connected to a septic tank, you should never discharge your process wastewater, such as separator water, to the septic tank. If your business is connected to the city sewer system, contact it to determine its requirements for your process wastewater discharges.

* Please refer to the "Regulatory Update" in the front of this workbook for further information regarding new requirements for Perc facilities.

Illinois Environmental Protection Agency
Bureau of Air

Fact Sheet

December 2011

How to Obtain a State Air Permit or Registration of Smaller Sources (ROSS) for Petroleum Dry Cleaning

Q Do I need an air pollution control permit for my dry cleaning operation?

A **All petroleum solvent dry cleaners require either an air pollution control permit or need to register under the Registration of Smaller Sources (ROSS) program**. Only coin operated dry cleaners are exempted from air pollution control permit requirements.

Q What are the general requirements for petroleum dry cleaners?

A The following are general requirements:

- Petroleum dry cleaners that emit actual emissions less than 10,000 lbs (use approximately 1562 gallons/yr of petroleum solvent) need to register under the ROSS program.
- State construction/operating permit from the Bureau of Air at the Illinois EPA are required if not eligible for ROSS.
- Title V permits are required for cleaners that have the potential to use over 100 tons/yr (31,104 gal/yr) of petroleum solvent.
- Limitations may be imposed on usage of petroleum product.
- Requirements for recordkeeping and reporting (e.g., petroleum usage, leak repair, etc.) should be kept on site for the most recent three years (most recent 5 years for ROSS program).
- An Annual Emission Report is required to be filed by May 1 of each year , unless under the ROSS program (then no report is required).
- An Annual Site Fee (recently raised to $235) must be paid to the Illinois EPA based on the total amount of emissions at the site or if under the ROSS program.
- The following are general requirements for cleaners that have the potential to use over 100 tons/yr (31,104 gal/yr) of petroleum solvent.
  - Emission limits
  - Requirements for leak inspections
  - Good housekeeping requirements (e.g., keep washer and dryer door closed, keep lids closed on solvent containers, etc.)

Note: Petroleum dry cleaners whose total manufacturer rated dryer capacity is equal to or greater than 84 lbs and were installed after December 14, 1982, have even stricter federal requirements. (*This is the total of all dryers at the plant. Dryers installed between December 14, 1982, and September 21, 1984, with a plant consumption of less than 4700 gallons are exempt from the federal requirements.)*

**More information concerning the ROSS program can be found at www.ienconnect.com/enviro*

If subject to the federal rules:

- Any new dryer installed after December 14, 1982, must be a solvent recovery dryer and use cartridge filters.
- Additional requirements include testing, more recordkeeping, leak detection and repair.

If you fall within this range, then it is recommended that you contact the Illinois EPA Permit Section for assistance.

AirFacts

Q ——— **How do I obtain an air permit?**

A The following forms are needed to apply for a state construction and/or operating permit for a petroleum dry cleaner.

APC-197 Fee Determination for Construction Permit Application
APC-629 Application for a Construction and/or Operating Permit for a Lifetime Source (if your potential to emit emissions of voc are less than major)
or
APC-628 Construction Permit Application for a FESOP Source (if your potential to emit emissions of voc are major, but your actual emissions can be limited to less than major)
APC-220 Data and Information Process Emission Source
APC-260 Data and Information Air Pollution Control Equipment (only if controls are used, e.g., condensers)

Mail completed forms to:

Illinois EPA
Permit Section #11
P.O. Box 19506
Springfield, IL 62794-9506

Forms can be obtained from the Illinois EPA Permit Section by calling 217-785-1705 and are available on the Internet at:

www.ienconnect.com/enviro

Q ——— **Are there other solvents available for use in dry cleaning operations?**

A There are several solvent options for dry cleaners. Some alternative solvents include: aqueous solutions, CO_2, DF-2000, siloxanes (which are silicone based solvents), and perchloroethylene (perc). Perc and DF-2000 dry cleaning operations are subject to federal and state environmental requirements.

? **For small business assistance contact:**

Illinois Small Business Environmental Assistance Program
Department of Commerce and Economic Opportunity
500 E. Monroe St.
Springfield, IL 62701
Small Business Environmental Assistance Helpline
800-252-3998

For more information about this or other fact sheets contact:

Illinois EPA
1021 N. Grand Ave. East, Box 19276
Springfield, IL 62794-9276
217-785-1705

Hearing impaired: 217-782-9143.

DRYCLEANER
ENVIRONMENTAL RESPONSE
TRUST FUND OF ILLINOIS

Frequently Asked Questions

General Information:

Q: Who do I call for information on the Fund?

A: Call the third party administrator, Williams & Company, for any questions you have regarding the Fund. The telephone number is 1-800-765-4041.

Q: Does the Fund have an Internet Web site with information about the various programs?

A: Yes, the Fund's Web site address is www.cleanupfund.org.

Licensing Information:

Q: When is the license fee due?

A: The license fee is due by December 31st of each year. Late payments or under payments may be charged a penalty of up to $5.00 per day after December 31st until the correct fee is paid.

Q: Where do I pay my annual license fee?

A: The annual license fee is paid directly to the Illinois Department of Revenue, using the DS-3 Dry-Cleaning License Fee Payment Form. Please note the Department of Revenue requires that a business check, credit card, cashier's check, money order, traveler's check or cash be used as payment of the annual license fee.

Q: Do I need to send copies of my solvent purchase invoices to the Fund with my license application?

A: Yes, the Fund requires that you send a copy of your solvent purchase invoices and solvent purchase logs for the current calendar year with your license application. To renew your license for calendar year 2016, you must submit copies of all solvent purchase invoices for calendar year 2015.

Insurance Information:

Q: How do I apply for insurance coverage from the Fund?

A: You must complete an insurance application, pay the required insurance premium, and have your dry cleaning facility in compliance with state and federal environmental regulations. Contact Williams & Company or the Fund's Web site for detail requirements.

Cleanup Information:

Q: My remedial claim has been prioritized. Can I move ahead with my cleanup?

A: Yes, you can move ahead with your cleanup but please note you will not be reimbursed for the eligible costs until your claim has been released for funding. You will be notified in writing by the Fund when this occurs. Also, all cleanup activities must be approved by the Fund to be eligible for reimbursement.

SBEAP Regulatory Tips

BUYING OR SELLING YOUR DRY CLEANER?

If you are a perc dry cleaner or petroleum dry cleaner with an Illinois EPA air permit, the permit(s) may be transferred to the new owner by completing the Ownership Change Information form.

The following should also be attached:

- ***Corporation*** – certified copy of a resolution of the corporation's board of directors authorizing the signature person(s); or
- ***Sole proprietorship or Partnership*** – a letter from the proprietor or partners authorizing the signature.

  Note: *Previously expired, denied or withdrawn permits cannot be transferred. Any unpaid site fees for the business must be paid to date and have a zero balance prior to transfer of the permits.*

CHANGING YOUR BUSINESS NAME?

If you change your company name, you are required to notify the Permit Section by sending a letter including your ID and permit number indicating the change or fill out Section A only of the APC 620 form with signature. This may result in the issuance of a revised permit with the new company name.

ADDITIONAL CONSIDERATIONS FOR PERC DRY CLEANERS: *Compliance Reporting*

An updated Compliance Report Form APC 542 (*a blank APC 542 has been included in the back of the calendar for your convenience*) must be completed and sent to the Illinois EPA Bureau of Air in the following circumstances:

- ownership change
- name change
- dry cleaning equipment change (**Note:** *If you already require a permit, then a construction permit is needed to include any new equipment prior to installation with the appropriate construction fee.*)
- increase in the amount of perchloroethylene (*perc*) purchased changes the source from a Small to a Large Area Source and vice versa or triggers Major Source thresholds (*See below*)

	SMALL AREA SOURCE	LARGE AREA SOURCE	MAJOR SOURCE*
DRY-TO-DRY	139 gal/yr or less	140 gal/yr or greater solvent usage	2100 gal/yr solvent usage

Please Note: If your perc usage triggers Major Source thresholds, there are additional requirements.

All completed forms should be mailed to: Illinois EPA, Permits Section #11
P.O. Box 19276
Springfield, IL 62794-9276

For more information on these requirements, call the DCEO Small Business Environmental Assistance Helpline at 800/252-3998, (TTY: 800/785-6055).

NAME AND/OR OWNERSHIP CHANGE INFORMATION

Please select one of the following:

☐ **Name Change (different name/Same Owner) - complete SECTION A only**
☐ **Ownership Change (different owner/same Source Name) - complete SECTION A, B and C for new ownership change**
☐ **Name Change and Ownership BOTH (new Source Name and new Source Owner) - complete SECTION A, B and C for new name and ownership change**

SECTION A: GENERAL INFORMATION

Current Date: _____ Source ID Number: _____

Previous Source Name: _____

Current Source Name: _____

Source Address (Street, City, State, Zip Code): _____

_____

Signature of Authorized Representative (Name changes only)

SECTION B: NEW OWNER INFORMATION

Date of Purchase: _____

New Owner FEIN: _____
(Federal Employer Identification Number)

Addresses:

Owner/Operator: _____
_____
_____

Contact Name: _____
Phone Number: _____
Fax Number: _____
Email Address: _____

Correspondence: _____
_____
_____

Contact Name: _____
Phone Number: _____
Fax Number: _____
Email Address: _____

Site Fee: _____
_____
_____

Contact: Name: _____
Phone Number: _____
Fax Number: _____
Email Address: _____

It should be noted if the new owner is a corporation, a certified copy of a resolution of the corporation's board of directors authorizing the signature person(s) is required. If the new owner is a sole proprietorship or partnership, a letter from the proprietor or partners authorizing the signature person(s) is required.

_____
Signature of Authorized Representative

_____
Signature of Authorized Representative

SECTION C: PREVIOUS OWNER INFORMATION

Date of Sale: _____

Transfer Permits To: _____

_____
Signature Authorizing Transfer of Permits

_____
Signature Authorizing Transfer of Permits

To complete a request for name and/or ownership change, certain information must be provided to the Illinois EPA, Division of Air Pollution Control, Air Permit Section, 1021 North Grand Avenue East, P. O. Box 19506, Springfield, Illinois 62794-9506. This information may be provided to the Illinois EPA in the form of a written letter or by completing this form. It should be noted that any unpaid site fees for the Source must be paid to date and have a zero balance prior to the transfer of permits.

SEE INSTRUCTIONS ON PAGE 2

INSTRUCTIONS FOR NAME AND/ OR OWNERSHIP CHANGE INFORMATION FORM

To complete a request for a name and/or ownership change, certain information must be provided to the Illinois EPA, Division of Air Pollution Control, Air Permit Section, 1021 North Grand Avenue East, P. O. Box 19506, Springfield, Illinois 62794-9506. This information may be provided to the Illinois EPA in the form of a written letter or by completing the "Name and/or Ownership Change Information" form. Only current granted permits can be transferred. No previous expired, denied, or withdrawn permits can be transferred. It should be noted that for all ownership changes, any unpaid site fees for the Source must be paid to date and have a zero balance prior to transfer of the permits.

SECTION A: GENERAL INFORMATION

This section is to be completed in its entirety for Name and/or Ownership change.

Current Date: The date in which the form is being completed.

Source I. D. Number: The number assigned to the Source by the Illinois EPA, Air Permit Section that identifies the source's location. This number can be found at the top of any of the air permits issued to the Source. The number consists of six (6) numbers and three letters (i.e., 123456AAA). This number is unique to the air pollution sources and should not be confused with water or land pollution numbers. This number will not change in ownership.

Previous Source Name: The name of the Source prior to the change

Current Source Name: New name of the Source

Source Address: Street address, City, State, and Zip Code

Signature of Authorized Representative: Signature of authorized person for the Source

SECTION B: NEW OWNER INFORMATION

This section is to be completed in its entirety for new ownership change.

Date of Purchase: Date the Source was purchased.

New Owner FEIN: Federal Employer Identification Number

Addresses: All information for addresses to be completed along with contact name(s), phone number(s) and fax number.

Signature of Authorized Representative: Authorized signature of person for the new Source. In signing this form the new owner is authorizing the Illinois EPA to transfer all current granted air pollution control permit(s), agrees to abide by all conditions within the transferred permit(s), and accepts any fees associated with the permit(s).

SECTION C: PREVIOUS OWNER INFORMATION

This section is to be completed in its entirety for new ownership change.

Date of Sale: Date that previous owner sold the Source to the new owner.

Transfer Permits To: Source name that permit(s) are being transferred to. The Source name must match the "Current Source Name" used by the new owner.

Signature Authorizing Transfer of Permits: Authorized signature person from previous owner. In signing this form, the previous owner is authorizing the Illinois EPA to transfer current granted air pollution control permit(s) to the new owners.

If there are any questions, please contact the Illinois Environmental Protection Agency, Air Permit Section-Records Unit at 217/785-1705.

ILLINOIS ENVIRONMENTAL PROTECTION AGENCY
DIVISION OF AIR POLLUTION CONTROL
1021 NORTH GRAND AVENUE EAST
P.O. BOX 19276
SPRINGFIELD, ILLINOIS 62794-9276

Serving Small Businesses and the Environment

NATIONAL EMISSION STANDARDS FOR HAZARDOUS AIR POLLUTANTS FOR SOURCE CATEGORIES: PERCHLOROETHYLENE (PCE) DRY CLEANING FACILITIES (40 CFR PART 63, SUBPART M)

COMPLIANCE REPORT

An updated compliance report is required to be submitted for new sources, ownership change; when a piece of equipment is changed, added or removed; or when perc usage changes source categorization. (See SBEAP Regulatory Tips)

Please check the appropriate case:

☐ New Facility or Revised Report (check all that apply)

☐ Change in Ownership/Name change

☐ Equipment Change

☐ Source Category Change

FACILITY ID #. _____ (FOR AGENCY USE ONLY)

1. Print or type the following for each separately located dry cleaning site (facility). The owner of more than one site must fill out a separate form for each site.

Name of Owner/Operator: _____

Name of Plant: _____

Mailing Address: _____

City: _____ County: _____ State: _____ Zip: _____

Phone: (_____) _____

Site Address (If Different Than Mailing Address)

Street Address: _____

City: _____ County: _____ State: _____ Zip: _____

2. Check one of the following boxes for the building type where the dry cleaning facility is located:

(a). ☐ Stand-alone: The building has no other tenants, leased space, or owner occupants

(b). ☐ Co-commercial: The building includes other businesses, but no residents

(c). ☐ Co-residential: The building includes a residence(s), even if the residence is vacant at the time this report is submitted

Note: New PCE dry cleaning machines (including relocated used machines) installed after December 21, 2005, in a building with a residence, are prohibited. Existing PCE dry cleaning machines must be removed from residential buildings by December 21, 2020.

Pursuant to 415 I.L.C.S. 5/4 (1992), the Agency is authorized to obtain this and any other information as may be required to carry out the purposes of the Illinois Environmental Protection Act. The failure to provide such information may result in the imposition of civil penalties, criminal fines or imprisonment for up to one year. This form has been approved by the Form Management Center.

3. Number of dry-to-dry cleaning machines at this site: _____

Note: Effective July 27, 2008, transfer machine systems are not allowed to operate.

Examples of transfer machines include, but are not limited to:

(a). a dry-to-dry machine and reclaimer(s);

(b). a washer and dryer(s); or

(c). a washer and reclaimer(s)

4. Write in the total volume of PCE purchased for all of the machines at this site over the past 12 months:

_____ gallons Months: ___/___/___ to ___/___/___

Note: The volume indicated above must be based upon purchase receipts and the required monthly calculations of yearly PCE purchases and as recorded in the purchase log on the first working day of every month.

5. To determine your facility size, check one of the boxes below. The total volume of PCE purchased for all the machines at this site in the previous 12-month period was:

(a). **Small Area Source**

☐ less than 140 gallons per year and the facility includes only dry-to-dry machines;

(b). **Large Area Source**

☐ equal to or between 140 - 2,100 gallons per year and the facility includes only dry-to-dry machines; or

(c). **Major Source**

☐ greater than 2,100 gallons per year and the facility includes only dry-to-dry machines.

Note: If the total yearly PCE purchased as entered in item 4 above, is initially less than the limit for a small area source or for a large area source, but later is exceeded, the owner or operator of the dry cleaning facility shall within 180 calendar days from the date the facility determines it has exceeded the applicable limit, submit to Illinois Environmental Protection Agency (Illinois EPA):

(i). An updated compliance certification that reflects control equipment and other requirements for a large area source or a major source, whichever is applicable;

(ii). Clean Air Act Permit Program (CAAPP) permit application, if the large area source limit is exceeded.

6. **Control Requirements**

Provide the following information for **EACH DRY-TO-DRY MACHINE** at this site. Check the applicable box(es) in the table below for the required control(s); if control is not required, check the box in the last row.

	Machine 1	Machine 2	Machine 3	Machine 4
Date Machine Was Installed				
Primary Control:				
Option 1: Refrigerated Condenser, or	☐	☐	☐	☐
Equivalent Control Device	☐	☐	☐	☐
Option 2: Carbon Adsorber	☐	☐	☐	☐
Secondary Control: Carbon Adsorber, or	☐	☐	☐	☐
Equivalent Control Device	☐	☐	☐	☐
☐ No control is required				

Notes:

Primary Control

Each dry cleaning machine installed on or after December 9, 1991, at a small area source, and each dry cleaning machine installed at a large area source or at a major source, shall either be equipped with a:

Option 1: Refrigerated condenser or an equivalent control device; or

Option 2: Carbon adsorber that was installed before September 22, 1993.

Each dry cleaning machine installed before December 9, 1991, at a small area source, is exempt from control requirement.

Secondary Control

In addition to primary control, each dry cleaning machine installed after December 21, 2005, at an area source, and each dry cleaning machine installed after September 23, 1993, at a major source, must be equipped with a non-vented carbon adsorber or equivalent control device.

Equivalent Control Device

Unless an approval is first obtained, the use of an alternative equipment or procedure other than the specified requirements, is not acceptable for compliance demonstration. If alternative equipment or procedures are to be used to demonstrate compliance, the owner or operator must submit an application for an equivalency determination. (See 40 CFR 63.325 for instructions)

Additions/Replacements to Dry Cleaning Machine Systems

The owner or operator is required to submit an updated compliance report to Illinois EPA when dry cleaning machine(s) are added or replacements made to previously reported number of dry cleaning systems. The updated compliance report shall be submitted on or before the 30th day following the changes.

7. **Monitoring Requirements**

If a listed control is checked in item 6 above for any machine at your facility, you must monitor the applicable control parameters to demonstrate compliance. Check the applicable boxes below for monitored parameters.

(a). A refrigerated condenser on a dry-to-dry machine is used to meet required control:

On a weekly basis (check one box):

☐ The refrigerated condenser outlet temperature is measured with a temperature sensor before the end of the cool-down or drying cycle to determine if it is equal to or less than 7.2°C (45°F); or

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

(b). A carbon adsorber installed on a dry cleaning machine before September 22, 1993, is used to route air-PCE gas-vapor stream contained within the machine; or

A carbon adsorber installed on a dry cleaning machine, at a major source, is used to pass air-PCE gas-vapor stream immediately before or as the machine door is opened:

☐ On a weekly basis, the concentration of PCE in the exhaust of the carbon adsorber is measured with a colorimetric detector tube or PCE gas analyzer. The measured PCE concentration in the exhaust is equal to or less than 100 parts per million by volume.

(c). A carbon adsorber installed on a dry cleaning machine, at a major source, is used to pass air-PCE gas-vapor before the machine door is opened.

☐ On a weekly basis, the concentration of PCE in the dry cleaning machine drum at the end of the dry cleaning cycle is measured with a colorimetric detector tube or PCE gas analyzer. The measured PCE concentration is equal to or less than 300 parts per million by volume.

8. Are the following good housekeeping practices performed at this facility:

(a). Keep all PCE and wastes containing PCE in covered containers with no leaks?

YES ☐ NO ☐

(b). Drain cartridge filters in sealed containers for a minimum of 24 hours, before removal from the facility?

YES ☐ NO ☐

(c). The non-vented carbon absorber on a dry cleaning system installed after December 21, 2005, at this area source, is desorbed according to the manufacturer's instructions?

YES ☐ NO ☐ NA ☐

(d). Keep each machine door closed when articles are not being transferred?

YES ☐ NO ☐

(e). Operate and maintain each dry cleaning system according to the manufacturer's specifications and recommendations?

YES ☐ NO ☐

9. **Leak Detection and Repair Program**

Dry cleaning system components required to be inspected for leaks

i.	Hose and pipe connections, hinges,couplings and valves	v.	Solvents tanks and containers	ix.	Exhaust dampers
ii.	Door and gaskets & seatings	vi.	Water separators	x.	Diverter valves
iii.	Filter gaskets & seatings	vii.	Muck cookers	xi.	All filter housings
iv.	Pumps	viii.	Stills		

(a). On a weekly (or biweekly) basis, are the applicable components listed above inspected for perceptible liquid leaks while the dry cleaning system is operating?

YES ☐ NO ☐

Notes: (i). Inspection for perceptible liquid leaks is required biweekly at small area sources;

(ii). Inspection with a halogenated hydrocarbon detector or PCE gas analyzer meets the requirement for inspection for perceptible liquid leaks.

(b). On a monthly basis, are the applicable components inspected for vapor leaks while the component is in operation?

YES ☐ NO ☐

Notes: (i). Area sources are required to conduct vapor leaks inspections using a halogenated hydrocarbon detector or PCE gas analyzer that is operated according to the manufacturer's instructions;

(ii). Inspections for vapor leaks at major sources are to be conducted using a PCE gas analyzer operated according EPA Method 21.

(iii). Any inspection conducted that meets the requirements for inspection for vapor leaks also fulfils the requirements for inspection for perceptible liquid leaks.

(c). If repair parts are available are the facility, are leaks repaired within 24 hours after they are detected?

YES ☐ NO ☐

(d). If repair parts must be ordered, are the parts ordered within 2 working days of detecting a leak that needs repair parts and the repair parts installed within 5 working days after they are received?

YES ☐ NO ☐

10. **Recordkeeping Requirements**

(a). Are receipts of PCE purchases kept at the facility and available for inspection and copying?

YES ☐ NO ☐

(b). Is a log of the following information maintained:

(i). The volume of PCE purchased each month?

YES ☐ NO ☐

(ii) The calculation and result of the previous 12-month PCE purchased determined on the first working day of every month?

YES ☐ NO ☐

(c). Is a log of the inspection dates, name and location of system components where leaks are detected maintained?

YES ☐ NO ☐

(d). Is a log of the dates of repair and records of written or verbal orders for needed repair parts maintained?

YES ☐ NO ☐

(e). If a refrigerated condenser is used to comply, is a log of the date and records of monitoring results (temperature sensor or pressure gauge) maintained?

YES ☐ NO ☐ NA ☐

(f). If a carbon adsorber isused to comply, is a log of the date and records of monitoring results maintained?

YES ☐ NO ☐ NA ☐

(g). Are the applicable records listed in items 9(a) - 9(f) above maintained at the facility for a minimum of 5 years from the date of entry and available for inspection and copying?

YES ☐ NO ☐

(h). Is a copy of the design specifications and the operating manuals for each dry cleaning system and each emission control device located at this facility retained onsite?

YES ☐ NO ☐

11. Does the facility have a current Illinois EPA Air Operating Permit?

YES ☐ NO ☐ NA ☐

If No, has an operating permit application been submitted to the Agency?

YES ☐ NO ☐ NA ☐

Note: A state operating permit is required if the total amount of PCE purchased for all machines at this site is equal to or greater than 30 gallons per month (or 360 gallons or more in the previous 12-month period).

12. I CERTIFY THE INFORMATION CONTAINED IN THIS REPORT TO BE ACCURATE AND TRUE TO THE BEST OF MY KNOWLEDGE.

_____

Signature Date

Print or type the name and title of the Responsible official for this dry cleaning facility:

_____

Name Title

A Responsible Official shall be one the following:

- The president, vice president, secretary, or treasurer of a corporation that owns the dry cleaning facility, or a duly authorized representative that is responsible for the overall operation of the facility;
- An owner of the dry cleaning facility;
- A principal executive officer if the dry cleaning facility is owned by the Federal, State, City, or County government;
- A ranking military officer if the dry cleaning facility is located at a military base; or
- A general partner of a partnership that owns the dry cleaning facility.

NOTE: A copy of this report is to be kept on-site for at least five years.

2016 Solvent Purchase Summary

In order to conveniently deduct usage by month for 2017 running 12-month totals, record 2016 usage by month here and post next to your 2017 workbook.

MONTH	SOLVENT PURCHASED	MONTH	SOLVENT PURCHASED
JANUARY 2016		JULY 2016	
FEBRUARY 2016		AUGUST 2016	
MARCH 2016		SEPTEMBER 2016	
APRIL 2016		OCTOBER 2016	
MAY 2016		NOVEMBER 2016	
JUNE 2016		DECEMBER 2016	

Leak Detector Options

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

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

Publication of this information does not constitute endorsement by Illinois EPA or the Illinois SBEAP of any company or organization mentioned.

Confused by Environmental Regulations?

For free, confidential help, contact Illinois Small Business Environmenta Assistance Program

800/252-3998

(out-of-state, call 217/785-6192)

www.ienconnect.com/enviro

In partnership with the Small Business Development Center

Illinois Department of Commerce and Economic Opportunity
500 East Monroe Street, Springfield, Illinois 62701

E-mail: dceo.sbeap@illinois.gov; Fax: 217/557-2853
(TDD: 800/785-6055 for the hearing impaired)

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