



State of Illinois
Department of Commerce and Economic Opportunity

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Confused by Environmental Regulations?

2018

Dry Cleaner's Compliance Workbook

Illinois Small Business Environmental Assistance Program

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2017 Solvent Purchase Summary

In order to conveniently deduct usage by month for 2018 running 12-month totals, record 2017 usage by month here and post next to your 2018 workbook.

| MONTH | SOLVENT PURCHASED | MONTH | SOLVENT PURCHASED |
|---------------|-------------------|----------------|-------------------|
| January 2017 | | July 2017 | |
| February 2017 | | August 2017 | |
| March 2017 | | September 2017 | |
| April 2017 | | October 2017 | |
| May 2017 | | November 2017 | |
| June 2017 | | December 2017 | |

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.

| Manufacturer | Model | Sensitivity |
|-----------------------|-------------------------------------------------------------------------------------------------|-------------|
| Inficon Inc |  Tek-Mate | <25 ppm |
| Inficon Inc |  The Compass | <25 ppm |
| Nova Systems Products |  BOLO Green | 5 ppm |

| Manufacturer | Model | Sensitivity |
|-----------------|----------------------------------------------------------------------------------------------------|-------------|
| TIF Instruments |  TIF8800A | 1 ppm |
| Aeroqual |  Aeroqual 200 | 1 ppm |

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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 registration or permit regardless of solvent usage; operation without a registration or 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 2018
SOLVENT PURCHASES RUNNING TOTAL

| TOTAL FROM LAST MONTH | | 55 |
|---------------------------------------------|-----------------|------------------------|
| SUBTRACT SOLVENT PURCHASED JULY 2017 | | -10 |
| SUBTOTAL | | 45 |
| PURCHASE DATE | PURCHASE AMOUNT | 12 MONTH RUNNING TOTAL |
| 7/17 | + 15 | 60 |
| | + | |

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.**

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.**

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 | Monthly: use halogenated hydrocarbon detector or PCE gas analyzer to inspect for vapor leaks. | 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 |
| | | 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) | 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 | | |
| 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) | | | Maintain applicable records Submit Annual Emission Report, if applicable Submit Notification of Compliance Status (see above) |
| | | New Dry-to-Dry Control is required: Refrigerated condenser + non-vented carbon adsorber† | | | |
| 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) |



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

Questions?

Call the Illinois Small Business Environmental Assistance Program at 800.252.3998.

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January 2018

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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 <input type="checkbox"/> D <input type="checkbox"/> | | | |
| Hose & Pipe Connections | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Door Gaskets & Seatings | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Filter Gaskets & Seatings | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Pumps | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Solvent Tanks & Containers | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Water Separators | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Muck Cookers | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Stills | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Exhaust Dampers | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Diverter Valves | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| All Filter Housings | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Hazardous Waste Containers | N <input type="checkbox"/> Y <input type="checkbox"/> | Are hazardous waste containers labeled & dated properly? N <input type="checkbox"/> Y <input type="checkbox"/> | | |

*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 <input type="checkbox"/> N <input type="checkbox"/> |
| | | | Y <input type="checkbox"/> N <input type="checkbox"/> |
| | | | Y <input type="checkbox"/> N <input type="checkbox"/> |
| | | | Y <input type="checkbox"/> N <input type="checkbox"/> |
| | | | Y <input type="checkbox"/> N <input type="checkbox"/> |
| * 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 2017 | — |
| Subtotal = | |
| Add Solvent Purchases for January 2018 | + |
| 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! | |

Sunday

Monday

Tuesday

Wednesday

Thursday

Friday

Saturday

| | | | | | | | | |
|-----------------|----|----|----|----|----|----|-------------|--|
| <i>December</i> | | | | | | | <i>2017</i> | |
| 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 | | | | | | | | |

| | | | | | |
|--------------------------------|----------|----------|----------|-------------------------------------------------------------------------------------------------|----------|
| 1 New Year's Day | 2 | 3 | 4 | 5 Temp logged <input type="checkbox"/> Inspect logged <input type="checkbox"/> | 6 |
|--------------------------------|----------|----------|----------|-------------------------------------------------------------------------------------------------|----------|

| | | | | | | |
|----------|----------|----------|-----------|-----------|--------------------------------------------------------------------------------------------------|-----------|
| 7 | 8 | 9 | 10 | 11 | 12 Temp logged <input type="checkbox"/> Inspect logged <input type="checkbox"/> | 13 |
|----------|----------|----------|-----------|-----------|--------------------------------------------------------------------------------------------------|-----------|

| | | | | | | |
|-----------|---------------------------------------------|-----------|-----------|-----------|---------------------------------------------------------------------------------------------------------------------|-----------|
| 14 | 15 Martin Luther King Jr. Day | 16 | 17 | 18 | 19 President's Day Temp logged <input type="checkbox"/> Inspect logged <input type="checkbox"/> | 20 |
|-----------|---------------------------------------------|-----------|-----------|-----------|---------------------------------------------------------------------------------------------------------------------|-----------|

| | | | | | | |
|-----------|-----------|-----------|-----------|-----------|--------------------------------------------------------------------------------------------------|-----------|
| 21 | 22 | 23 | 24 | 25 | 26 Temp logged <input type="checkbox"/> Inspect logged <input type="checkbox"/> | 27 |
|-----------|-----------|-----------|-----------|-----------|--------------------------------------------------------------------------------------------------|-----------|

| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| 28 | 29 | 30 | 31 | <table border="1"> <tr><td colspan="7"><i>February</i></td><td colspan="2"><i>2018</i></td></tr> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td><td></td><td></td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td></tr> <tr><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td></td><td></td></tr> <tr><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td></td><td></td></tr> <tr><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td></td><td></td></tr> <tr><td>25</td><td>26</td><td>27</td><td>28</td><td></td><td></td><td></td><td></td><td></td></tr> </table> | <i>February</i> | | | | | | | <i>2018</i> | | 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 | | | | | |  <p>ILLINOIS SMALL BUSINESS ENVIRONMENTAL ASSISTANCE PROGRAM Serving Small Businesses and the Environment 800.252.3998 (TTY: 800.785.6055)</p> |
| <i>February</i> | | | | | | | <i>2018</i> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| S | M | T | W | T | F | S | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| 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 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

February 2018

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|----------------------------|-------------------------------------------------------|-------------------------------------------------------|-------------------------------------------------------|-------------------------------------------------------|-------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|---------------------|---------------|
| | Date: | Date: | Date: | Date: | Date: | | | |
| Method Used* | S <input type="checkbox"/> D <input type="checkbox"/> | | | |
| Hose & Pipe Connections | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Door Gaskets & Seatings | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Filter Gaskets & Seatings | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Pumps | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Solvent Tanks & Containers | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Water Separators | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Muck Cookers | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Stills | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Exhaust Dampers | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Diverter Valves | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| All Filter Housings | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Hazardous Waste Containers | N <input type="checkbox"/> Y <input type="checkbox"/> | Are hazardous waste containers labeled & dated properly? N <input type="checkbox"/> Y <input type="checkbox"/> | | |

*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 <input type="checkbox"/> N <input type="checkbox"/> |
| | | | Y <input type="checkbox"/> N <input type="checkbox"/> |
| | | | Y <input type="checkbox"/> N <input type="checkbox"/> |
| | | | Y <input type="checkbox"/> N <input type="checkbox"/> |
| | | | Y <input type="checkbox"/> N <input type="checkbox"/> |
| * 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 2017 | — |
| Subtotal = | |
| Add Solvent Purchases for February 2018 | + |
| 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! | |

Sunday

Monday

Tuesday

Wednesday

Thursday

Friday

Saturday

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 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | | | |

1

2

3

Temp logged
Inspect logged

4

5

6

7

8

9

10

Temp logged
Inspect logged

11

12

13

14

15

16

17

Lincoln's Birthday

Valentine's Day
Ash Wednesday

Temp logged
Inspect logged

18

19

20

21

22

23

24

Presidents' Day

Temp logged
Inspect logged

25

26

27

28

March 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 | 21 | 22 | 23 | 24 |
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ILLINOIS
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ENVIRONMENTAL
ASSISTANCE
PROGRAM

Serving Small Businesses and the Environment

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(TTY: 800.785.6055)

March 2018

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|----------------------------|-------------------------------------------------------|-------------------------------------------------------|-------------------------------------------------------|-------------------------------------------------------|-------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|---------------------|---------------|
| | Date: | Date: | Date: | Date: | Date: | | | |
| Method Used* | S <input type="checkbox"/> D <input type="checkbox"/> | | | |
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| Door Gaskets & Seatings | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Filter Gaskets & Seatings | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Pumps | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Solvent Tanks & Containers | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
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| Muck Cookers | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Stills | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Exhaust Dampers | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Diverter Valves | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| All Filter Housings | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Hazardous Waste Containers | N <input type="checkbox"/> Y <input type="checkbox"/> | Are hazardous waste containers labeled & dated properly? N <input type="checkbox"/> Y <input type="checkbox"/> | | |

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| (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 <input type="checkbox"/> N <input type="checkbox"/> |
| | | | Y <input type="checkbox"/> N <input type="checkbox"/> |
| | | | Y <input type="checkbox"/> N <input type="checkbox"/> |
| | | | Y <input type="checkbox"/> N <input type="checkbox"/> |
| | | | Y <input type="checkbox"/> N <input type="checkbox"/> |
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| Solvent Purchases 12-Month Total | |
|--------------------------------------------------------------------------------------------------------------------------------------|---|
| 12-Month Total From Last Month | |
| Subtract Solvent Purchased from March 2017 | — |
| Subtotal = | |
| Add Solvent Purchases for March 2018 | + |
| 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! | |

Sunday

Monday

Tuesday

Wednesday

Thursday

Friday

Saturday



ILLINOIS



SMALL BUSINESS ENVIRONMENTAL ASSISTANCE PROGRAM

Serving Small Businesses and the Environment

800.252.3998

(TTY: 800.785.6055)

February 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 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | | | |

April 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 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | | | | | |

1

2

3

Temp logged
Inspect logged

4

5

6

7

8

9

10

Temp logged
Inspect logged

11

12

13

14

15

16

17

Daylight Savings Time Begins

Temp logged
Inspect logged

St. Patrick's Day

18

19

20

21

22

23

24

Spring Begins

Temp logged
Inspect logged

25

26

27

28

29

30

31

Temp logged
Inspect logged
Passover Begins

MARCH

April 2018

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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 <input type="checkbox"/> D <input type="checkbox"/> | | | |
| Hose & Pipe Connections | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Door Gaskets & Seatings | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Filter Gaskets & Seatings | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Pumps | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Solvent Tanks & Containers | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Water Separators | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Muck Cookers | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Stills | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Exhaust Dampers | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Diverter Valves | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| All Filter Housings | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Hazardous Waste Containers | N <input type="checkbox"/> Y <input type="checkbox"/> | Are hazardous waste containers labeled & dated properly? N <input type="checkbox"/> Y <input type="checkbox"/> | | |

*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 <input type="checkbox"/> N <input type="checkbox"/> |
| | | | Y <input type="checkbox"/> N <input type="checkbox"/> |
| | | | Y <input type="checkbox"/> N <input type="checkbox"/> |
| | | | Y <input type="checkbox"/> N <input type="checkbox"/> |
| | | | Y <input type="checkbox"/> N <input type="checkbox"/> |

* 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 2017 | — |
| Subtotal = | |
| Add Solvent Purchases for April 2018 | + |
| 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! | |

Sunday

Monday

Tuesday

Wednesday

Thursday

Friday

Saturday

1

2

3

4

5

6

7

Easter Sunday

Temp logged
Inspect logged

Passover Ends

8

9

10

11

12

13

14

*Don't Forget!
Annual Emission
Reports are due
May 1st*

Temp logged
Inspect logged

15

16

17

18

19

20

21

Temp logged
Inspect logged

22

23

24

25

26

27

28

Temp logged
Inspect logged

29

30

| <i>March</i> | | | | | | | <i>2018</i> | | | | | | |
|--------------|----|----|----|----|----|----|-------------|----|----|----|----|----|----|
| S | M | T | W | T | F | S | S | M | T | W | T | F | S |
| | | | | 1 | 2 | 3 | | | | | | | |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 | 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 | 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 | 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 | 27 | 28 | 29 | 30 | 31 | | |

| <i>May</i> | | | | | | | <i>2018</i> | | | | | | |
|------------|---|---|---|---|---|---|-------------|----|----|----|----|----|----|
| S | M | T | W | T | F | S | 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 |



ILLINOIS
SMALL BUSINESS ENVIRONMENTAL ASSISTANCE PROGRAM
Serving Small Businesses and the Environment

800.252.3998
 (TTY: 800.785.6055)

May 2018

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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 <input type="checkbox"/> D <input type="checkbox"/> | | | |
| Hose & Pipe Connections | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Door Gaskets & Seatings | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Filter Gaskets & Seatings | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Pumps | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Solvent Tanks & Containers | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Water Separators | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Muck Cookers | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Stills | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Exhaust Dampers | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Diverter Valves | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| All Filter Housings | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Hazardous Waste Containers | N <input type="checkbox"/> Y <input type="checkbox"/> | Are hazardous waste containers labeled & dated properly? N <input type="checkbox"/> Y <input type="checkbox"/> | | |

*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 <input type="checkbox"/> N <input type="checkbox"/> |
| | | | Y <input type="checkbox"/> N <input type="checkbox"/> |
| | | | Y <input type="checkbox"/> N <input type="checkbox"/> |
| | | | Y <input type="checkbox"/> N <input type="checkbox"/> |
| | | | Y <input type="checkbox"/> N <input type="checkbox"/> |
| * 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 2017 | — |
| Subtotal = | |
| Add Solvent Purchases for May 2018 | + |
| 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! | |

Sunday

Monday

Tuesday

Wednesday

Thursday

Friday

Saturday

| April 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 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | | | | | |

| June 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 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |

1

National Small Business Week

Annual Emission Reports are due!

2

3

4

April 29 –

Temp logged
Inspect logged

5

May 5

Cinco de Mayo

6

7

8

9

10

11

Temp logged
Inspect logged

12

13

14

15

16

17

18

19

Mother's Day

Temp logged
Inspect logged

20

21

22

23

24

25

26

Temp logged
Inspect logged

27

28

29

30

31

Memorial Day



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June 2018

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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 <input type="checkbox"/> D <input type="checkbox"/> | | | |
| Hose & Pipe Connections | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Door Gaskets & Seatings | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Filter Gaskets & Seatings | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Pumps | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Solvent Tanks & Containers | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Water Separators | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Muck Cookers | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Stills | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Exhaust Dampers | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Diverter Valves | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| All Filter Housings | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Hazardous Waste Containers | N <input type="checkbox"/> Y <input type="checkbox"/> | Are hazardous waste containers labeled & dated properly? N <input type="checkbox"/> Y <input type="checkbox"/> | | |

*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 <input type="checkbox"/> N <input type="checkbox"/> |
| | | | Y <input type="checkbox"/> N <input type="checkbox"/> |
| | | | Y <input type="checkbox"/> N <input type="checkbox"/> |
| | | | Y <input type="checkbox"/> N <input type="checkbox"/> |
| | | | Y <input type="checkbox"/> N <input type="checkbox"/> |
| * 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 2017 | — |
| Subtotal = | |
| Add Solvent Purchases for July 2018 | + |
| 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! | |

Sunday

Monday

Tuesday

Wednesday

Thursday

Friday

Saturday



ILLINOIS



SMALL BUSINESS ENVIRONMENTAL ASSISTANCE PROGRAM

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May 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 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 | | |

July 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 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | | | | |

1

Temp logged
Inspect logged

2

3

4

5

6

7

8

9

Temp logged
Inspect logged

10

11

12

13

14

15

16

Flag Day

Temp logged
Inspect logged

17

18

19

20

21

22

23

Father's Day

Summer Begins

Temp logged
Inspect logged

24

25

26

27

28

29

30

Temp logged
Inspect logged

July 2018

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

*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 <input type="checkbox"/> N <input type="checkbox"/> |
| | | | Y <input type="checkbox"/> N <input type="checkbox"/> |
| | | | Y <input type="checkbox"/> N <input type="checkbox"/> |
| | | | Y <input type="checkbox"/> N <input type="checkbox"/> |
| | | | Y <input type="checkbox"/> N <input type="checkbox"/> |
| * 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 2017 | — |
| Subtotal = | |
| Add Solvent Purchases for July 2018 | + |
| 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! | |

Sunday

Monday

Tuesday

Wednesday

Thursday

Friday

Saturday

1

2

3

4

5

6

7

Independence Day

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

24

25

26

27

28

Temp logged
Inspect logged

29

30

31

June 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 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |

August 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 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 | |



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August 2018

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

*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 <input type="checkbox"/> N <input type="checkbox"/> |
| | | | Y <input type="checkbox"/> N <input type="checkbox"/> |
| | | | Y <input type="checkbox"/> N <input type="checkbox"/> |
| | | | Y <input type="checkbox"/> N <input type="checkbox"/> |
| | | | Y <input type="checkbox"/> N <input type="checkbox"/> |

* 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 2017 | — |
| Subtotal = | |
| Add Solvent Purchases for August 2018 | + |
| 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! | |

Sunday

Monday

Tuesday

Wednesday

Thursday

Friday

Saturday



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July *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 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | | | | |

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

September *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 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | | | | | | |

Temp logged
Inspect logged

AUGUST

September 2018

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

*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 <input type="checkbox"/> N <input type="checkbox"/> |
| | | | Y <input type="checkbox"/> N <input type="checkbox"/> |
| | | | Y <input type="checkbox"/> N <input type="checkbox"/> |
| | | | Y <input type="checkbox"/> N <input type="checkbox"/> |
| | | | Y <input type="checkbox"/> N <input type="checkbox"/> |
| * 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 2017 | — |
| Subtotal = | |
| Add Solvent Purchases for September 2018 | + |
| 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! | |



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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, S4
Springfield, IL 62701

Fax: 217.557.2853

Name: _____

Company Name: _____

Address: _____

City/State/Zip: _____

Phone: (_____) _____

email address: _____

Number of Workbook Requested: _____

CUT



Sunday

Monday

Tuesday

Wednesday

Thursday

Friday

Saturday



ILLINOIS
 SMALL BUSINESS
 ENVIRONMENTAL
 ASSISTANCE
 PROGRAM
Serving Small Businesses and the Environment
800.252.3998
 (TTY: 800.785.6055)

| August 2018 | | | | | | | October 2018 | | | | | | | |
|-------------|----|----|----|----|----|----|--------------|----|----|----|----|----|----|---|
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| 26 | 27 | 28 | 29 | 30 | 31 | | 28 | 29 | 30 | 31 | | | | |

1

2

3

Labor Day

4

5

6

7

Temp logged
Inspect logged

8

9

Rosh Hashanah Begins

10

11

Rosh Hashanah Ends

12

13

14

Temp logged
Inspect logged

15

16

17

18

19

20

21

Temp logged
Inspect logged

22

Fall Begins

23/30

24

25

26

27

28

Temp logged
Inspect logged

29

October 2018

NOTE: Information presented in this publication is intended to provide a general understanding of the statutory and regulatory requirements for dry cleaning operations. This information is not intended to replace, limit or expand upon the complete statutory and regulatory requirements found in the Illinois Environmental Protection Act, Title 35 of the Illinois Administrative Code, or other state and federal regulations.

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 <input type="checkbox"/> D <input type="checkbox"/> | | | |
| Hose & Pipe Connections | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Door Gaskets & Seatings | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Filter Gaskets & Seatings | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Pumps | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Solvent Tanks & Containers | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Water Separators | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Muck Cookers | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Stills | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Exhaust Dampers | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Diverter Valves | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| All Filter Housings | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Hazardous Waste Containers | N <input type="checkbox"/> Y <input type="checkbox"/> | Are hazardous waste containers labeled & dated properly? N <input type="checkbox"/> Y <input type="checkbox"/> | | |

*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 <input type="checkbox"/> N <input type="checkbox"/> |
| | | | Y <input type="checkbox"/> N <input type="checkbox"/> |
| | | | Y <input type="checkbox"/> N <input type="checkbox"/> |
| | | | Y <input type="checkbox"/> N <input type="checkbox"/> |
| | | | Y <input type="checkbox"/> N <input type="checkbox"/> |
| * 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 2017 | — |
| Subtotal = | |
| Add Solvent Purchases for October 2018 | + |
| 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! | |

Sunday

Monday

Tuesday

Wednesday

Thursday

Friday

Saturday

September 2018

| S | M | T | W | T | F | S |
|----|----|----|----|----|----|----|
| | | | | | | 1 |
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| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | | | | | | |

1

2

3

4

5

6

Temp logged
Inspect logged

7

8

9

10

11

12

13

Columbus Day

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

November 2018

| S | M | T | W | T | F | S |
|----|----|----|----|----|----|-----|
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| 25 | 26 | 27 | 28 | 29 | 30 | |



ILLINOIS



SMALL BUSINESS ENVIRONMENTAL ASSISTANCE PROGRAM

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November 2018

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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 <input type="checkbox"/> D <input type="checkbox"/> | | | |
| Hose & Pipe Connections | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Door Gaskets & Seatings | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Filter Gaskets & Seatings | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Pumps | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Solvent Tanks & Containers | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Water Separators | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Muck Cookers | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Stills | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Exhaust Dampers | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Diverter Valves | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| All Filter Housings | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Hazardous Waste Containers | N <input type="checkbox"/> Y <input type="checkbox"/> | Are hazardous waste containers labeled & dated properly? N <input type="checkbox"/> Y <input type="checkbox"/> | | |

*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 <input type="checkbox"/> N <input type="checkbox"/> |
| | | | Y <input type="checkbox"/> N <input type="checkbox"/> |
| | | | Y <input type="checkbox"/> N <input type="checkbox"/> |
| | | | Y <input type="checkbox"/> N <input type="checkbox"/> |
| | | | Y <input type="checkbox"/> N <input type="checkbox"/> |

* 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 2017 | — |
| Subtotal = | |
| Add Solvent Purchases for November 2018 | + |
| 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! | |

Sunday

Monday

Tuesday

Wednesday

Thursday

Friday

Saturday



ILLINOIS



SMALL BUSINESS ENVIRONMENTAL ASSISTANCE PROGRAM

Serving Small Businesses and the Environment

800.252.3998

(TTY: 800.785.6055)

October 2018

| S | M | T | W | T | F | S |
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| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | | | |

1

2

3

Temp logged
Inspect logged

4

5

6

7

8

9

10

Daylight Savings Time Ends

Temp logged
Inspect logged

11

12

13

14

15

16

17

Veterans' Day

Temp logged
Inspect logged

18

19

20

21

22

23

24

Thanksgiving Day

Temp logged
Inspect logged

25

26

27

28

29

30

December 2018

| S | M | T | W | T | F | S |
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| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 | | | | | |

Temp logged
Inspect logged

NOVEMBER

December 2018

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|----------------------------|-------------------------------------------------------|-------------------------------------------------------|-------------------------------------------------------|-------------------------------------------------------|-------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|---------------------|---------------|
| | Date: | Date: | Date: | Date: | Date: | | | |
| Method Used* | S <input type="checkbox"/> D <input type="checkbox"/> | | | |
| Hose & Pipe Connections | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Door Gaskets & Seatings | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Filter Gaskets & Seatings | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Pumps | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Solvent Tanks & Containers | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Water Separators | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Muck Cookers | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Stills | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Exhaust Dampers | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Diverter Valves | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| All Filter Housings | N <input type="checkbox"/> Y <input type="checkbox"/> | | | |
| Hazardous Waste Containers | N <input type="checkbox"/> Y <input type="checkbox"/> | Are hazardous waste containers labeled & dated properly? N <input type="checkbox"/> Y <input type="checkbox"/> | | |

*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 <input type="checkbox"/> N <input type="checkbox"/> |
| | | | Y <input type="checkbox"/> N <input type="checkbox"/> |
| | | | Y <input type="checkbox"/> N <input type="checkbox"/> |
| | | | Y <input type="checkbox"/> N <input type="checkbox"/> |
| | | | Y <input type="checkbox"/> N <input type="checkbox"/> |

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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 | |
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| Subtract Solvent Purchased from December 2017 | — |
| Subtotal = | |
| Add Solvent Purchases for December 2018 | + |
| 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! | |

Sunday

Monday

Tuesday

Wednesday

Thursday

Friday

Saturday



ILLINOIS



SMALL BUSINESS ENVIRONMENTAL ASSISTANCE PROGRAM

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November 2018

| S | M | T | W | T | F | S |
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January 2019

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1

2

3

Hanukkah Begins

4

5

6

7

Temp logged
Inspect logged

8

9

10

Hanukkah Ends

11

12

13

14

Temp logged
Inspect logged

15

16

17

18

19

20

21

Winter Begins

Temp logged
Inspect logged

22

23/30

24/31

25

Christmas Day

26

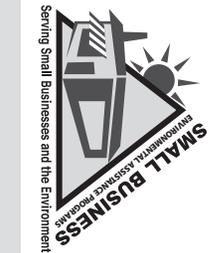
Kwanzaa

27

28

Temp logged
Inspect logged

29



**Illinois Small Business
Environmental Assis-
tance Program**
800-252-3998
www.ildeo.net/enviro

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Emission Standards for Perchloroethylene Dry Cleaning Facilities

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, burton 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 reclaimers, or (3) a dry-to-dry machine and reclaimers.

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 per/year): | Consume equal to or between (gallons per/year): | Consume more than (gallons per/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. | | |
| <i>Existing Facilities – began construction or reconstruction before December 9, 1991</i> | | | |
| <i>New Facilities – began construction or reconstruction on or after December 9, 1991</i> | | | |

^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.illdeco.net/enr/wa.

^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* <i>(Small and Large)</i> | 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: | | |
| <i>By July 28, 2009</i> | | |
| 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. | | |
| <i>By July 27, 2006</i> | | |
| If you did install a perc machine on or after December 21, 2005, but before July 13, 2006, you must meet these requirements: | | |
| <ul style="list-style-type: none"> ● 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 | | |
| <u>You must eliminate perc machines installed before December 21, 2005.</u> | | |

“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. | 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. | 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. | |
| 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 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. 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 2018 license renewal application, the Illinois Drycleaner Environmental Response Trust Fund is requesting copies of all waste manifests for the period of January 1, 2017 through December 31, 2017.

Whenever a new machine is installed new forms must be submitted within 30 days.

Call the ILSBEAD 800/252-3998 for questions about reporting or for copies of reporting forms. To find available forms on-line go to: www.ildceo.net/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.

| | |
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| <p>1. Refrigerated Condenser (RC): Monitor weekly.</p> <p>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.</p> <p>If the machine is not equipped with refrigeration system pressure gauges, monitor temperature. Use the temperature sensor according to manufacturer's instructions.</p> <p>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).</p> <p>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).</p> <p>2. Carbon Adsorber (CA): Monitor weekly. Follow the manufacturer's instructions.</p> <p>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</p> | <p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p> |
| <p>Inspection Requirements:</p> | |
| <p>Inspection requirements dictate that dry cleaners inspect the following components for leaks while the dry cleaning system is operating.</p> <ol style="list-style-type: none"> 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; | <ol style="list-style-type: none"> 7. Muck cookers; 8. Stills; 9. Exhaust dampers; 10. Diverter valves; and 11. All filter housings. <p>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.</p> <p>Inspect for leaks while the dry cleaning system is operating</p> |

Other Requirements for All Perc Dry Cleaning Facilities*:

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|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>Fugitive Controls</p> <ul style="list-style-type: none"> ● 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. | <p>Records</p> <p>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.</p> <p>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:</p> <ol style="list-style-type: none"> 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: <ol style="list-style-type: none"> 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. |
| <p>Operation/Maintenance</p> <ul style="list-style-type: none"> ● 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. | |

* 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*!



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

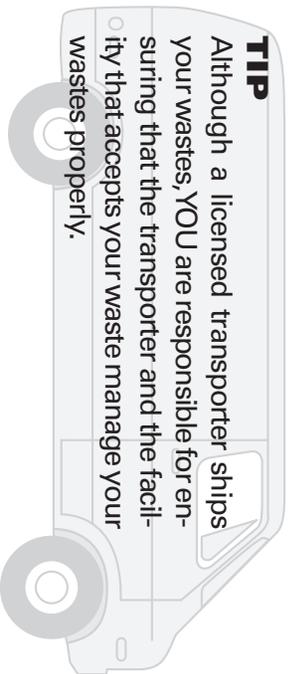
30 gallons (about half of a 55 gallon drum) of special waste with a density similar to perc weighs about 400 lbs.



What Requirements Apply to SOGs?

- 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.

- 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.



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 SOGs must establish safety guidelines and emergency response procedures. SOGs 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 LOGs?

If you are an LOG, 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.

How to Register under the Registration of Smaller Sources (ROSS) Program or Obtain an Air Permit for Petroleum Dry Cleaning

Q — Do I need to register under ROSS or apply for an air pollution control permit for my dry cleaning operation?

A All petroleum solvent dry cleaners are required to register under the Registration of Smaller Sources (ROSS) program or obtain an air permit depending on their solvent usage. Most petroleum solvent dry cleaners in the state will meet the emissions criteria to register under the ROSS program. Only coin operated dry cleaners are exempted from air pollution control permit requirements.

Q — How do I determine if I am a ROSS source or need an air pollution control permit?

A The following are general requirements:

ROSS

- Petroleum dry cleaners that emit actual emissions less than 10,000 lbs (use approximately 1562 gallons/yr of petroleum solvent or less) need to register under the ROSS program.
- An Annual Site Fee of \$235 is required annually.
- Requirements for recordkeeping and reporting (e.g., petroleum usage, leak repair, etc.) should be kept on site for the most recent five years.
- More information concerning the ROSS program can be found at www.ilidceo.net/enviro.

PERMITS

- 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 five years.
- An Annual Emission Report is required to be filed by May 1 of each year (no report is required under ROSS).
- An Annual Site Fee of \$235 must be paid to the Illinois EPA annually.
- 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.)

Federal New Source Performance Standards

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 under 40 CFR 60 Subpart JJJ Petroleum Dry Cleaners: New Source Performance Standards (NSPS). *(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.)*

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.

Q — **How do I register under ROSS or obtain an air permit?**

A **The following forms are required::**

ROSS

ROSS-200 Form- Registration of Smaller Sources Form

PERMITS

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)

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-197 Fee Determination for Construction Permit Application

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 are available on the Internet at: **www.ildceo.net/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, CO₂, 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.

A — **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

Email: deco.sbeap@illinois.gov



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.cleannupfund.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 2018, you must submit copies of all solvent purchase invoices for calendar year 2017.

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: _____ <small>(Federal Employer Identification Number)</small> |
| Addresses: _____ | Contact Name: _____ |
| Owner/Operator: _____ | 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.

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



**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.

IL 532 2503

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 reclaimers(s);
- (b) a washer and dryer(s); or
- (c) a washer and reclaimers(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.

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 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Option 2: Carbon Adsorber | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Secondary Control: Carbon Adsorber, or Equivalent Control Device | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> 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 adsorber 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 is used 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.

Sustainability Tips

"With rising energy costs, utility bills can reach up to 25% of total operating costs for a dry cleaning facility."

– Minnesota Technical Assistance Program

ENERGY

For starters:

- Receive an energy audit.
- Measure energy use for baseline numbers.
- Set a goal for energy reduction.

Lighting:

- Retrofit incandescent bulbs with halogen par lamps or compact fluorescent lamps.
- Replace T-12 with T-8 fluorescent electric bulb lamps.
- Change 'EXIT' sign from incandescent bulbs to LED.
- Clean light bulbs regularly.
- Turn off lights when not in use.

Maintenance:

- Regularly maintain boilers, steam traps, chillers and air compressors.
- Turn off appliances and machinery when not in use.

Upgrades:

- Request 'Energy Star' for new equipment purchases.
- Use energy-saving thermal windows, insulation and roofing.
- Install programmable thermostats, sensors and timers.
- Insulate boilers, piping, steam traps, water heaters and solvent machinery.

In addition to preventing contamination, there are other steps a dry cleaning facility can take to make the business more environmentally friendly. These voluntary recommendations can help save time and money.

"Losses from steam systems account for roughly 35% of potential energy savings in dry cleaning."

– Business Energy Advisor

REDUCE, REUSE, RECYCLE

Garment bags:

- Utilize and offer reusable garment bags.
- Switch to a biodegradable plastic garment bag or those made from 100% post-consumer waste.
- Purchase bags on a large roll rather than boxed.
- Use returned plastic bags as garbage liners or recycle them, check with the waste hauler about options.

Hangers:

- Reuse hangers.
- Implement a hanger recycling program.
- Invest in and offer customers eco-friendly hangers.

"3.5 billion wire hangers are discarded in the US annually, a steel equivalent of 60,000 cars."

– Chemical & Engineering News, 2007

Additionally:

- Donate unclaimed clothes to charity.
- Reuse clothing tags.

"Wastewater recovery is the most promising source of energy conservation."

– Laundry Today, 2004

WATER

For starters:

- Recycle or reuse water whenever possible.
- Check for water leaks and insulate hot water lines.
- Turn off cooling units in cool weather.

Investments:

- Install low-flow aerators for sink faucets and toilets.
- Replace once-through water cooling systems with looped systems and invest in air cooled equipment.
- Purchase water-recycling or ozone equipment and tunnel washers when laundry volume is sufficient.

TRANSPORTATION

For starters:

- Keep tires properly inflated and check pressure often.
- Encourage carpooling and ride sharing and provide bike racks for employees.
- Plan trips for efficiency.

Investments:

- Evaluate opportunities to minimize material and product transportation impact.
- Buy from local suppliers when possible.
- Invest in more efficient vehicles.

Thank you to the Wisconsin Small Business Environmental Assistance Program for compiling these sustainability tips for the dry cleaning industry.



ILLINOIS



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