



Small Business & Local Government Assistance Wood Products Compliance Checklist

This checklist is for guidance purposes only. It is not a substitute for the rules and regulations. The Small Business & Local Government Assistance (SBLGA) Program is an independent section, separate from enforcement of the Texas Commission on Environmental Quality (TCEQ). Contact SBLGA on its toll-free hotline 800-447-2827 or on the SBLGA Web site <www.texasenvirohelp.org>.

Company Information ___ 1st visit ___ 2nd visit ___ C2 Renewal Site Visit Date: _____

Company Name		Facility Contact	
Mailing Address		Physical Address County	
Owner's Name		Business Phone	
Date of Construction		Primary SIC	
Start of Operation		Secondary SIC	
Latitude		Longitude	

IMPORTANT NOTES:

- Compliance-related questions are denoted with an asterisk (*). Answering "no" to a question with an asterisk may mean the facility is out of compliance with state or federal environmental rules.
- Have there been any process changes since the last site visit?* YES/NO

*If yes, explain the changes and include the date of changes in the comments.

Air Regulations – Authorizations can be obtained in one of three ways:

- De Minimis Status
- Permit by Rule (PBR)
- Standard Permit
- New Source Review (NSR) Permit

		Yes	No	N/A
1	Does this facility claim De Minimis status?			
2*	<i>In order to claim de minimis, you must answer yes to either (a) and (b), or (c).</i>			
	a.* Does the facility meet the material useage limits found in 30 TAC §116.119(a)(2)?			
	b.* Does the facility maintain records demonstrating compliance with the useage limits in 30 TAC §116.119(a)(2)?			
	c.* Or, are sources at the facility claimed as de minimis included on the "De Minimis Facilities and Sources" list? http://www.tceq.state.tx.us/permitting/air/guidance/newsourcereview/list-of-de-minimis-facilities.html			

3	Does this facility have an RN/CN number? If yes, RN _____ CN _____			
4	Does this facility have an air account number? If yes, Account No. _____			
5*	Does this facility have an air permit? If yes, Permit No. _____			
6*	If yes: Does the facility comply with all permit conditions? (Use comments section)			
7*	Does the facility claim a Permit by Rule (PBR)?			
8*	If yes, Does the facility meet all requirements of the PBR(s) claimed?			
	* 106.223 – Saw Mills (not available unless registered on or before February 1, 2008)			
	* 106.231 – Manufacturing, Refinishing and Restoring Wood Products			
	* 106.265 – Handheld and Manually Operated Machines			
	* 106.412 – Fuel Dispensing			
	* 106.433 – Surface Coating Facilities			
	* 106.472 – Organic & Inorganic Liquid Loading & Unloading			
	* 106.473 – Organic Liquid Loading and Unloading			
	* 106.512 – Stationary Engines and Turbines			
	* Other/Previous PBR: _____			
	* Other/Previous PBR: _____			
9*	Does the facility maintain records that demonstrate compliance as required by 30 TAC 106.8 for all PBRs?			
10	Is the facility a major source?			
11*	If yes, does the facility have a federal operating permit?			
12*	Does the facility comply with any applicable 30 TAC 111 requirements? (Control of Air Pollutants from Visible Emissions and Particulate Matter)			
13*	Does the facility avoid being a nuisance (noise, dust, odor, etc)?			

Air Regulations – Standard Permit for Sawmills		Yes	No	N/A
14	Does the sawmill produce no more than 25 million board feet of lumber in any 12-month period?			
15*	Has the facility filed their name and address or location of the site with the TCEQ central office, the appropriate TCEQ regional office and any local air pollution control agency having jurisdiction and indicate whether there is a drying kiln on site?			
16*	Does the facility operate only from one hour before sunrise to one hour after sunset? (Drying operations naturally by air or using natural gas, LPG, electricity, and infrared radiation may be conducted 24 hours per day.)			
17*	Does the sawmill operator(s) take the steps described in part (2)(c) of the standard permit to prevent and to extinguish accidental fires or fires resulting from spontaneous combustion?			
18*	Does all the production equipment at the sawmill (including debarkers, saws, planers, conveyors, stockpiles, dryers, and boilers) meet the minimum distance requirement of 150 feet from the sawmill property line and the setback distance requirements based on hardwood production? (Graph of hardwood production vs. setback distance provided in the standard permit.)			
19*	Are all in-plant roads, truck loading and unloading areas, parking areas, and other traffic areas sprinkled with water, treated with effective dust suppressants, covered, or paved with a cohesive, hard surface or cleaned as necessary to maintain compliance with all TCEQ rules and regulations?			
20*	Does the facility maintain records of annual throughput of hardwood and softwood lumber (converted to board-feet) and records of fuel use, including any hours firing fuel oil or fuel oil purchases at the site, for a rolling 24-month period?			
21*	Are all sawmill residues (sawdust, shavings, or bark) watered, removed, or stored as necessary to minimize fugitive particulate emissions?			
22*	Are all sawmill residue loading (with a front end loader or similar heavy equipment) work areas sprinkled with water, treated with effective dust suppressants, covered, or paved with a cohesive, hard surface and cleaned as necessary to maintain compliance with all TCEQ rules and regulations?			

23*	Are all sawmill residues conveyed by belts or drag chains to a collection area for disposal? (If using a pneumatic collection system the air must exhaust to a control device meeting requirements in the permit.)			
24*	Does the facility comply with the visible emissions and opacity requirements found in sections 2(I) and 2(J) of the standard permit?			
25*	Have all boilers and drying ovens met the conditions of operation outlined in the standard permit?			
26*	Have the annual operating hours for all internal combustion engines and electric generator sets (used only for portable, emergency or standby services at the facility) not exceeded 10 percent of the normal annual operating schedule of the primary equipment?			
Air Regulations (Federal and 30 TAC 113 Requirements)		Yes	No	N/A
27*	If the facility is a source of hazardous air pollutants (HAPs), do they comply with application National Emission Standards for Hazardous Air Pollutants (NESHAP)? http://epa.gov/ttn/atw/mactfnlalph.html (A list of Hazardous Air Pollutants can be found at http://www.epa.gov/ttn/atw/orig189.html)			
28*	Does the facility comply with applicable 30 TAC 113 requirements? (Standards of Performance for HAPs)			
Air Regulations (Federal Requirements)		Yes	No	N/A
Wood Manufacturing				
29*	Do any of the National Emission Standards for Hazardous Air Pollutants (NESHAP) for wood manufacturing operations apply to this facility?			
30*	a. * Does the facility demonstrate compliance with applicable emission limits?			
	b. * Has the facility submitted an Initial Notification to the TCEQ and EPA?			
	c. * Has the facility prepared a work practice implementation plan?			
	d. * Does the facility adhere to the work practice implementation plan?			
	e. * Does the facility comply with monitoring, recordkeeping and reporting requirements?			
Wood Preserving				
31	Does the facility conduct wood preserving operations?			

32	Is the facility subject to 40 CFR 63 Subpart QQQQQQ: National Emission Standards for Hazardous Air Pollutants for Wood Preserving Area Sources?			
33*	If yes:			
	a.* Has the facility submitted an Initial Notification by the required date?			
	b.* Has the facility submitted the Notification of Compliance Status?			
	c.* Is the facility compliant with all the record-keeping, reporting requirements and standards in the rule?			
Paint Stripping				
34	Is the facility subject to 40 CFR Part 63, Subpart HHHHHH National Emissions Standards for Hazardous Air Pollutants (NESHAP): Paint Stripping and Miscellaneous Surface Coating Operations at Area Sources? http://epa.gov/ttn/atw/mactfnlalph.html			
35*	If the facility is an existing source as defined in 40 Code of Federal Regulation (CFR) § 63.11171(e), has the owner or operator submitted the Initial Notification Report: Existing Sources (commenced prior to 9/17/2007) (Form TCEQ-20454)?			
36*	If the facility is a new source as defined in 40 Code of Federal Regulation (CFR) § 63.11171(e), has the owner or operator submitted the Initial Notification Report: Existing Sources (commenced after 9/17/2007) (Form TCEQ-20453)?			
37*	Is the facility in compliance with the requirements of 40 CFR Part 63, Subpart HHHHHH National Emissions Standards for Hazardous Air Pollutants (NESHAP): Paint Stripping and Miscellaneous Surface Coating Operations at Area Sources?			
38*	Has the facility kept adequate records to demonstrate compliance?			
39*	If anything has changed from the notice given in the "Initial Notification and Compliance Certification" form, has the facility also submitted the required "Annual Notification of Changes Report"?			
Waste Regulations (General Requirements)		Yes	No	N/A
40*	Has the facility performed a hazardous waste determination on all solid waste streams?			
41*	Does the facility maintain documentation to support all hazardous waste determinations?			

42*	Has the facility reconciled their manifests with their records of generation to verify the amounts of waste transported off-site and disposed of? (335.9, 335.69)				
43*	Does the facility have records of monthly waste generation to support its claimed generator status? Indicate the generator status claimed.				
Generator Status		Hazardous Waste/Month	Acute Waste¹	Amount²	Storage Time
Y/N					
	CESQG	Up to 220 lbs.	Up to 2.2 lbs.	Up to 2,200 lbs.	No time limit
	SQG	220-2200 lbs.	Up to 2.2 lbs.	Up to 13,200 lbs.	180 days ³
	LQG	Over 2200 lbs.	Over 2.2 lbs.	Any amount	90 days
¹ Pounds of acute hazardous waste generated per month ² Accumulation of hazardous waste per month ³ The limit is 270 days if the treatment, storage, and disposal facility is more than 200 miles away					
44*	Is this facility registered with the TCEQ as a hazardous waste generator? (not required for CESQG) TCEQ Registration No. _____ EPA ID _____				
45	Is the facility an industrial waste generator?				
46*	If yes, is all non-hazardous waste classified as Class 1, Class 2, and Class 3?				
47*	If this facility generates greater than 220 lbs of Class 1 waste are they registered with the TCEQ? (Only required if not already registered as a SQG or LQG)				
48*	Is the facility's Notice of Registration (NOR) up to date, including all waste streams and waste management units? (Not required for CESQG)				
49*	Has the facility submitted an Annual Waste Summary each year? (Not required for CESQG)				
50*	Does the facility fulfill all other recordkeeping and reporting requirements for its generator status?				
Waste Regulations (On-Site Accumulations Requirements)			Yes	No	N/A
51*	Does the facility comply with appropriate accumulation time requirements?				
52*	Does the facility comply with appropriate accumulation quantity requirements?				

53	Is hazardous waste accumulated in tanks at the facility?			
54*	a. * Has the tank system's integrity been assessed and certified by an independent, qualified, registered professional engineer? (Applies to LQG only)			
	b. * Are tanks labeled with the words "hazardous waste"?			
	c. * Are records kept of daily tank inspections?			
	d. * Do tanks have a secondary containment system designed to contain 100% of the largest tank within its boundaries? (Applies to LQG only – 40 CFR 265.193(e))			
	e. * If yes, is the secondary containment either designed or operated to prevent run-on or infiltration of precipitation into the secondary containment system or have sufficient excess capacity to contain run-on or infiltration of precipitation from a 25 year 24 hour rainfall event? (Applies to LQG only – 40 CFR 265.193(e))			
55	Is hazardous waste accumulated in container storage areas at the facility?			
56*	If yes, are waste containers labeled, dated, closed, and compatible with their contents? (Required for LQG and SQG only, although CESQG may want to adhere to also)			
57*	If the facility is a SQG or LQG:			
	a. * Does the facility conduct weekly container inspections?			
	b. * Does the facility document weekly container inspections?			
	c. * Have employees been trained in the handling of hazardous waste, with regards to their job duties?			
	d. * Has an emergency response coordinator and alternative been designated, available 24 hours a day to respond to on-site spills and accidents?			
	e. * Have emergency numbers been posted by the telephone at the facility?			
58	Is hazardous waste accumulated in satellite accumulation areas at the facility?			

59*	If yes: (required for SQG and LQG)			
	a. * Are waste containers labeled, closed and compatible with their contents?			
	b. * Is the amount of accumulated waste at each satellite accumulation point less than 55 gallons (or 1 quart of acutely hazardous waste)?			
	c. * Is waste from the satellite area moved to a waste management unit within 3 days once the 55 gallon limit (or 1 quart of acutely hazardous waste) is exceeded?			
	d. * Is the location of the satellite accumulation area documented?			
60*	Have all on-site and off-site hazardous waste recycling activities been registered with the TCEQ? (entered on NOR or TCEQ 0525, SQG and LQG only)			
61*	If hazardous waste is treated, stored, or disposed on-site, has the facility compiled a waste analysis plan (WAP) or obtained a permit for that activity?			
Waste Regulations (Transportation and Disposal Requirements)		Yes	No	N/A
62*	Does the facility use a TCEQ/EPA registered transporter? (CESQGs may transport their own waste, without a manifest, to an authorized disposal facility)			
63*	Does the facility use a TCEQ/EPA permitted treatment, storage, disposal (TSD) facility?			
64*	Does the facility manifest all hazardous and Class I waste that is transported? (SQG, LQG, and CESQGs that generate more than 220 lbs of Class I waste. Class I waste sent for recycling does not require a manifest.)			
65*	Does the facility have all applicable copies (generator/transporter/disposal) of manifests for the last 3 years? (SQG and LQG only)			
66*	Does the facility have Land Disposal Restriction (LDR) certification statements per waste stream and disposal facility for the last 3 years? (SQG and LQG only)			
Used Oil Regulations		Yes	No	N/A
67	Does the facility collect used oil from the public?			
68*	If yes, is the facility registered with the TCEQ as a used oil collection center?			
69*	Are all containers labeled with the words "USED OIL"?			
70*	Are containers kept closed?			

71*	Are any hazardous fluids mixed with the used oil? (CESQG exempt)			
72*	If yes, is this mixture managed as a hazardous waste?			
73*	Does the facility use a TCEQ/EPA registered transporter to remove used oil? (Not necessary if transporting one 55 gallon drum or less)			
74*	Does the owner avoid transporting more than one 55 gallon drum of used oil to an authorized disposal/recycling facility at any time?			
Used Oil Filter Regulations		Yes	No	N/A
75*	Are all containers labeled with the words "USED OIL FILTERS"?			
76*	Are containers kept closed?			
77*	Are filters drained before recycling?			
78*	Does the facility store 6 or fewer 55 gallon drums of filters at any time?			
79*	Does the facility use a TCEQ registered transporter to remove the filters? (Not necessary if transporting two 55 gallon drums or less)			
80*	Does the facility use a bill of lading when having the filters transported?			
81*	Does the facility keep used oil filters separate from other type of filters (e.g. fuel)?			
Lead Acid Battery Regulations		Yes	No	N/A
82*	If the facility sells batteries, is it registered with the state comptroller and collecting the appropriate fee?			
83*	Are all used batteries sent to an authorized facility for recycling or reclamation?			
84*	If the facility reclaims batteries on-site, has the TCEQ been notified?			
Universal Waste Regulations		Yes	No	N/A
85	Does the facility currently manage any of its hazardous waste streams as "universal waste"?			
86*	If yes: Are the waste streams appropriately classified and eligible for coverage under the universal waste rule?			
87*	Are all containers holding universal waste properly labeled per 30 TAC 335.261?			
88*	Are containers kept closed?			

89*	Are all universal waste streams shipped to a Treatment, Storage Disposal (TSD) facility or universal waste handler within 1 year of their initial generation date?			
90*	If not, does the facility have appropriate documentation on hand to show that an extended time limit is needed to facilitate proper recovery, treatment or disposal?			
91*	If the facility is a Large Quantity Handler of universal waste, are all universal waste shipments accompanied by a bill of lading or other shipping document?			
92*	If you are a Large-Quantity Handler of universal waste, have you sent written notification of universal waste management to the TCEQ and obtained an EPA identification number before accumulating or exceeding the 5,000 kg storage limit? If you already have notified the TCEQ about your other solid waste management activities, you are not required to renotify the Agency.			
93*	Does the facility use a TCEQ/EPA permitted recycling or TSD facility?			
Discharge to Publicly Owned Treatment Works (POTW) (Sanitary Sewer System)		Yes	No	N/A
94	Does the facility discharge process wastewater to the sewer system? If no, questions 95 through 97 do not apply.			
95*	If yes, has the facility obtained permission from the POTW to discharge process wastewater?			
96*	a. Does the POTW have an approved pretreatment program?			
	b.* Does the facility have a permit to discharge process wastewater to the POTW?			
	c.* Does the facility comply with the requirements of this permit?			
97*	If the POTW does not have an approved pretreatment program,			
	a. Is the facility a categorical industrial user subject to the requirements of any category in 40 CFR Parts 405 – 471?			
	b. *If yes, does the facility submit monitoring reports to the TCEQ each June and December?			
	c. * If no, does the facility submit semi-annual monitoring reports to the TCEQ as a significant non-categorical industrial user? (If so it is also recommended that the facility contact the city and inform them of the nature of their discharge.)			

Discharges to Water in the State		Yes	No	N/A
98	Does the facility discharge wastewater into surface water (via outfall, run-off, storm drains, rivers, creeks, dry waterways etc)?			
99*	If yes, does the facility have a Texas Pollutant Discharge Elimination System (TPDES) Permit?			
100*	a. * If yes, does the facility meet the daily average flow from each outfall?			
	b. * Does the facility meet the daily maximum flow from each outfall?			
	c. * Does the facility meet the discharge limitation for each parameter?			
	d. * Does the facility conduct monitoring and sampling as required by their discharge permit?			
	e. * Does the facility submit discharge monitoring reports (DMRs) as required by their permit?			
	f. * Does the facility submit non-compliance reports as required by 40 CFR 122.41 and 30 TAC 305.125?			
	g. * Does the facility's TPDES wastewater permit discharge permit include storm water discharges?			
	h. * Is the facility in compliance with storm water discharge requirements listed in their TPDES wastewater discharge permit?			
101	Does the facility dispose of wastewater adjacent to surface water (by irrigation, evaporation pond, subsurface injection, or another approved method)?			
102*	If yes, does the facility have a Texas Land Application Permit? (Note: If hazardous or Class I industrial waste is being disposed of, then multiple other regulations apply.)			
103*	Discharges to on-site septic facilities Does the facility avoid discharging any process wastewater to a septic system? (Note: On-site septic systems can only be used for domestic sewage)			

Storm Water Discharges		Yes	No	N/A	
104*	Does the facility have coverage under the Multi-Sector General Permit (MSGP) for discharges from Industrial Activities or the No Exposure Certification (NEC)?				
For facilities covered under the MSGP for Discharges from Industrial Activities					
105*	Has the facility developed and implemented a Storm Water Pollution Prevention Plan (SWP3)?				
106*	Does the facility adhere to the SWP3 requirements outlined in the MSGP?				
Does the facility follow sampling, monitoring, and reporting requirements in the MSGP for:					
107*	a. * Annual hazardous metal monitoring? (facilities can opt out of all or part of this requirement if they meet certain requirements)				
	b. *Quarterly visual monitoring? (applies to all facilities)				
	c. * Analytical monitoring (aka benchmarks) twice per year. Benchmark sampling is not required for facilities in Sectors I, P, R, V, W, X, Z, AB, AC.				
	* Is the facility within benchmark limits? If not, have appropriate actions been taken to improve the quality of discharges?				
	d. *Sector specific numeric effluent limitation monitoring? (this applies only to Sectors A, C, D, E, J, O)				
	e. * Quarterly facility inspections? (this applies to all facilities)				
	Does the facility:				
	f. *Maintain and update records as required?				
	g.* Submit DMRs to the TCEQ by March 31 of each year for annual hazardous metals, benchmarks and sector-specific effluent limits?				
	h.* Maintain a rain gauge on-site or utilize one in the immediate vicinity of the site?				
i. * At a minimum monitor the rain gauge once per week, and once per day during a rain event?					
j.* Maintain a log for their rain gauge monitoring?					

For facilities covered under the NEC		Yes	No	N/A
108*	Does the facility avoid storing any industrial materials or conducting activities in areas exposed to storm water? This includes activities where exposed industrial machinery or equipment at the facility are used, stored or cleaned and areas where residuals are or may be deposited from the usage, storage, or cleaning of industrial machinery or equipment.			
109*	No materials or residuals are on the ground or in storm water inlets from spills/leaks exposed to storm water.			
110*	No materials or products from past industrial activity are exposed to storm water.			
111*	No material handling equipment (except adequately maintained vehicles) is exposed to storm water.			
112*	There are no materials or products during loading/unloading or transporting activities that may be exposed to storm water.			
113*	No materials or products are stored outdoors that may be exposed to storm water. (Exception - final products intended for outside use [e.g., new cars] where exposure to storm water does not result in the discharge of pollutants).			
114*	No materials are contained in open, deteriorated or leaking storage drums, barrels, tanks, and similar containers that may be exposed to storm water.			
115*	No materials or products are handled/stored on roads or railways owned or maintained by the operator that may be exposed to storm water.			
116*	There is no waste material (except waste in covered, non-leaking containers [e.g., dumpsters]) that may be exposed to storm water.			
117*	There are no activities including application or disposal of process wastewater that are not otherwise permitted that may be exposed to storm water.			
118*	There is no particulate matter or visible deposits of residuals from roof stacks and/or vents not otherwise regulated (i.e., under an air quality control permit) and evident in the storm water discharge.			
Public Water Supply		Yes	No	N/A

119	Does the facility use a private well to supply drinking water to employees and customers? If no, questions 121 through 128 do not apply.			
120	Does the facility provide drinking water from a private well to 25 individuals a day for at least 60 days a year?			
121	What type of PWS system does the facility have?			
	a. transient, non-community – serves at least 25 people at least 60 days of the year and does not include residential service connections.			
	b. non-transient, non-community – serves at least 25 of the same people at least 6 months out of the year and does not include residential service connections.			
122	What is the water source for the PWS?			
	a. ground water			
	b. surface water			
	c. ground water under the influence of surface water			
123*	Is the facility registered with the TCEQ as a PWS?			
124*	Does the facility have a licensed operator? (applies to non-transient, non-community system only)			
125*	Does the facility conduct monthly microbiological testing?			
126*	Does the facility conduct chlorine residual testing?			
127*	Does the facility conduct other contaminant testing as required for their system?			
	Indicate what contaminants the facility is testing for: _____ _____ _____			
128*	*Does the facility conduct water pressure testing?			
Other Requirements		Yes	No	N/A
129	Section 313 of EPCRA - Requirements, Annual Toxic Release Inventory (TRI) Reporting - Federal and State			

	<p>If the facility meets in a calendar year all three of the below criteria, then the facility is required to report on Form R all toxic chemicals that have exceeded the threshold for reporting, and all releases and other waste management activities for toxic chemicals.</p>			
	<p>a. Did the facility employ more than 10 full-time employees during the year(s) in question? If less than 10 full-time employees were employed during the year in question, the facility should check to see if more than 20,000 hours was worked by all full-time, part-time, and contract employees for the facility. Personnel do not have to be located at the facility itself to be counted.</p>			
	<p>b. Does the Business SIC/NAICS code trigger TRI reporting?</p>			
	<p>c. During the year in question, did the facility use, on an annual basis, more than the threshold amounts of a toxic chemical? It should be noted that thresholds for reporting of PBT toxic chemicals are significantly lower than for non-PBT's (see 40 C.F.R. §372.28 for PBT thresholds), and the PBT thresholds are not "activity" dependent. Usages should only be tabulated and summed in a single TRI activity, i.e., do not add across activities.</p>			
	<p>That is:</p> <p>i. Did the facility "manufacture" (covered TRI activity) more than 25,000 pounds of non-PBT (persistent bioaccumulative toxin) toxic chemical, or more than the threshold amount of a PBT toxic chemical?</p>			
	<p>ii. Did the facility "process" (covered TRI activity) more than 25,000 pounds of non-PBT (persistent bioaccumulative toxin) toxic chemical, or more than the threshold amount of a PBT toxic chemical?</p>			
	<p>iii. Did the facility "otherwise use" (covered TRI activity) more than 10,000 pounds of non-PBT (persistent bioaccumulative toxin) toxic chemical, or more than the threshold amount of a PBT toxic chemical?</p>			
130*	<p>Does the facility comply with the Texas Department of State Health Services' requirements for Tier II?</p>			
131	<p>Is the facility subject to the Waste Reduction Policy Act (WRPA)?</p>			
132*	<p>If yes:</p>			

	a. * Has a Source Reduction Waste Minimization Plan (SR/WM) been developed? (SQGs, LQGs, and TRI reporters submit once every 5 years)				
	b. * Has an Executive Summary of the SR/WM Plan and a Certificate of Completeness and Correctness been submitted? (SQGs, LQGs and TRI reporters only)				
	c. * Has an Annual Progress Report been submitted? (SQGs, LQGs and TRI reporters only)				
133*	Does the facility have Material Safety Data Sheets (MSDS) or other information for all chemicals used in the past 24 months?				
134	Have there been any spills at the facility?				
135*	If yes, has the facility taken appropriate reporting and abatement actions?				
136*	Does the facility practice good housekeeping?				
Air Regulations (Chapter 101)		Yes	No	N/A	
137*	Does the facility track all reportable and non-reportable emission events and report them to TCEQ by March. 31 of each year? (101.201)				
138*	Does the facility track all reportable and non-reportable scheduled maintenance, start-up, and shut-down activities and report them to TCEQ by March 31 of each year? (101.211)				
139	Is the facility required to submit an annual emissions inventory as specified in 30 TAC 101.10?				
140*	Are all records maintained for a minimum of 5 years?				
Air Regulations (30 TAC 115 Requirements)					
In addition to any other requirements, coating, solvent using, and degreasing processes in the following counties must meet the requirements outlined in this section.					
El Paso Area	Dallas/Ft. Worth Area	Houston/Galveston Area	Beaumont/Port Arthur Area	Other	
El Paso	Johnson Kaufman Parker Rockwall Collin Denton Dallas Tarrant Ellis	Brazoria Chambers Fort Bend Galveston Harris Liberty Montgomery Waller	Hardin Orange Jefferson	Bastrop Bexar Caldwell Comal Gregg Guadalupe Hays Nueces Travis Victoria Williamson Wilson	
Air Regulations (30 TAC 115 Requirements)			Yes	No	N/A

141*	Does the facility comply with applicable 30 TAC 115 requirements? (Control of Air Pollutants from Volatile Organic Compounds)			
142*	Does the facility have daily usage records to demonstrate that it emits less than 3 lbs/hr VOC and less than 15 lbs/24 hrs? (If you meet this minimum requirement, you are exempt from 115.421(a) and 115.423(a))			
143*	Is the VOC content of coatings as applied (lbs. of VOC/gal of coating minus water and exempt solvents) below the following VOC limits? NOTE: The limits are for each product "as applied". That means if the facility mixes part A and part B, then the mixed result ("as applied") must meet the limit. Is the VOC content below the following quantities for the following constituents:			
	a. * Clear topcoats (5.9 lbs/gal VOC)			
	b. * Wash coats (6.5 lbs/gal VOC)			
	c. * Final repair coat (6.0 lbs/gal VOC)			
	d. * Semi-transparent wiping and glazing stains (6.6 lbs/gal VOC)			
	e. * Semi-transparent spray stains and toners (6.9 lbs/gal VOC)			
	f. * Opaque ground coats and enamels (5.5 lbs/gal VOC)			
	g. * Clear sealers (6.2 lbs/gal VOC)			
	h. * Clear shellac (5.4 lbs/gal VOC)			
	i. * Opaque shellac (5.0 lbs/gal VOC)			
	j. * Varnish (5.0 lbs/gal VOC)			
	k. * All other coatings (7.0 lbs/gal VOC)			
144*	Does the facility direct solvents from cleaning into closed containers that prevent evaporation into the atmosphere? (If yes, these emissions do not count toward emission rates.)			
145*	Is a MSDS or other product information that provides VOC content, composition, solids content, solvent density, and other relevant information available for each coating/solvent?			
146*	Are all required records available and maintained for at least 2 years?			
Air Curtain Incinerator General Operating Permit				
147	Does the facility operate an Air Curtain Incinerator?			

148*	If yes, has the facility applied for the Air Curtain Incinerator Permit By Rule 106.496 and the Air Curtain Incinerator General Operating Permit No. 518?			
149*	Does the facility burn only 100% woodwaste, 100% clean lumber, or 100 % mixture of only wood waste and/or clean lumber?			
150*	Has the facility's authorization to operate under the General Operating permit been granted or renewed within 5 years of the current date?			
151*	Has the facility kept adequate records to demonstrate compliance?			
152*	Has the facility submitted all required monitoring, deviation, and annual compliance reports?			
153*	Is the facility in compliance with all the applicable requirements in the Permit By Rule for Air Curtain Incinerators (106.496)?			

Air Regulations (30 TAC 117 Requirements – Dallas/Fort Worth Area)

In addition to other requirements, facilities located in the counties in the **Dallas/Ft. Worth Ozone Nonattainment Area** listed above must meet the requirements in this section.

Air Regulations 117 Requirements – DFW		Yes	No	N/A
154*	Is the facility a major source of NO _x as defined in 117.10(29)?			
	* If yes, is the facility compliant with all applicable parts of 117 Subchapter B?			
155*	Is the facility a minor source of NO _x , operating a stationary internal combustion engine?			
	a.* If yes, is the facility meeting an exemption listed in 117.2103?			
	b.* If yes, does the facility have records showing compliance with the exemption and 117.2130(c), 117.2135(e), and 117.2145(b) and (c)?			
156*	If the facility is not meeting an exemption, does the engine meet the associated emission specification and does the facility comply with the applicable operational, testing, reporting and recordkeeping requirement in 117 Subchapter D?			

Air Regulations (30 TAC 117 Requirements – Houston/Galveston Area)

In addition to other requirements, facilities located in the counties in the **Houston/Galveston Ozone Nonattainment Area** listed above must meet the requirements of this section.

Air Regulations 117 Requirements – HGB		Yes	No	N/A
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157*	Is the facility a major source of NO _x as defined in 117.10(29)?			
	* If yes, is the facility compliant with all applicable parts of 117 Subchapter B?			
158*	Is the facility a minor source of NO _x , operating a boiler, process heater, gas turbine, or stationary internal combustion engine?			
	a.* If yes, is the facility meeting an exemption listed in 117.2003?			
	b.* If yes, does the facility have records showing compliance with the exemption and 117.2030(c), 117.2035(g), and 117.2045(b) and (c)?			
159*	If the facility is not meeting an exemption, does the equipment meet the associated emission specification and does the facility comply with the applicable operational, testing, reporting and recordkeeping requirement in 117 Subchapter D?			
Multimedia Recordkeeping Review				
160	Can the facility demonstrate adequate recordkeeping with all applicable rules and permits? Note: A minimum of 25% of all required records must be reviewed during the site visit. List records reviewed in the comment section below.			
Comments:				
<p>This checklist is for guidance purposes only. It is not a substitute for the rules and regulations. The Small Business & Local Government Assistance (SBLGA) Program is an independent section, separate from enforcement of the Texas Commission on Environmental Quality (TCEQ). Contact SBLGA on its toll-free hotline 800-447-2827 or on the SBLGA Web site.</p>				