

## Texas Commission on Environmental Quality

### CHECKLIST WORKSHEET

#### MSW COMPOST CHECKLIST B - FACILITIES WHICH REQUIRE A REGISTRATION

**Regulating Entity Name**

**Date :**

**Additional I D:**

**Investigator Name:**

Item Number	Description	Requirements Applicable to All Compost Facilities	Answer	Citations	Notes
Item Number 1	Description	Are composting activities conducted in a manner as not to create a nuisance?	Answer	Citations	Notes
				332.4	
Item Number 2	Description	Are site activities conducted in a manner that prevents the discharge of material to or the pollution of surface water or groundwater?	Answer	Citations	Notes
				332.4(3)	
Item Number 3	Description	Is the facility compliant with Federal Laws? (Refer to specific violation).	Answer	Citations	Notes
Item Number 4	Description	Is the facility compliant with State Laws? (Refer to specific violation).	Answer	Citations	Notes
Item Number 5	Description	Do compost operations prevent endangerment?	Answer	Citations	Notes
				332.4(6)	
Item Number 6	Description	Are unauthorized or prohibited materials removed and disposed of in a timely manner?	Answer	Citations	Notes
				332.4(8)	
Item Number 7	Description	Is leachate being used in the composting process? "Prohibited, except at permitted operations".	Answer	Citations	Notes
				332.4(9)	
Item Number 8	Description	Is industrial and hazardous waste prohibited?	Answer	Citations	Notes
				332.4(11)	
Item Number 9	Description	Has a request for a variance in writing been submitted?	Answer	Citations	Notes
				332.5(b)	
Item Number 10	Description	Have air quality requirements been met or Ch. 116 authorization been obtained?	Answer	Citations	Notes
				332.8(a)(2)	
Item Number 11	Description	Compliant with Ch. 116? (Applies to New Major Sources or Major Modifications in Non-Attainment Areas Only)	Answer	Citations	Notes
				332.8(a)(3)	
Item Number 12	Description	Is the Air Quality Standard Permit available for review?	Answer	Citations	Notes
				332.8(a)(7)	
Item Number	Description	Operations Located at MSW Facilities	Answer	Citations	Notes
Item Number 13	Description	Has prior approval been received to operate at a landfill?	Answer	Citations	Notes
				332.4(7)	
Item Number 14	Description	Has a modification been submitted for exempt, notification or registration , or, are the operations authorized by a landfill permit? 332.6(A)	Answer	Citations	Notes
Item Number	Description	Resgistration Tier Requirements: Includes sewage sludge, positively-sorted organic materials, source-separated organic materials, diapers and paper products soiled with human excreta. End product standards also apply	Answer	Citations	Notes

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Item Number 15	<b>Description</b> Is dust control being implemented?	<b>Answer</b>	<b>Citations</b> 332.8(d)(1)	<b>Notes</b>
Item Number 16	<b>Description</b> Is the volume of bulking material adequate?, and is the material processed in a manner to prevent nuisance?	<b>Answer</b>	<b>Citations</b> 332.8(d)(2)	<b>Notes</b>
Item Number 17	<b>Description</b> Are pneumatic conveyors venting conveying air through fabric filter?	<b>Answer</b>	<b>Citations</b> 332.8(d)(3)	<b>Notes</b>
Item Number 18	<b>Description</b> Are grinders enclosed or outside?	<b>Answer</b>	<b>Citations</b>	<b>Notes</b>
Item Number A	<b>Description</b> filled during operation?	<b>Answer</b>	<b>Citations</b>	<b>Notes</b>
Item Number B	<b>Description</b> equipped with fog nozzle?	<b>Answer</b>	<b>Citations</b> 332.8(d)(4)	<b>Notes</b>
Item Number 19	<b>Description</b> Is water or mechanical dust suppression available for conveyors?	<b>Answer</b>	<b>Citations</b> 332.8(d)(5)	<b>Notes</b>
Item Number 20	<b>Description</b> Has the operator obtained certification by a Registered PE and certification maintained?	<b>Answer</b>	<b>Citations</b> 332.32(a)	<b>Notes</b>
Item Number 21	<b>Description</b> Has property ownership been established using affidavit?	<b>Answer</b>	<b>Citations</b> 332.32(b)	<b>Notes</b>
Item Number 22	<b>Description</b> Has a pre-opening inspection been conducted by TCEQ?	<b>Answer</b>	<b>Citations</b> 332.32(c)	<b>Notes</b>
Item Number 23	<b>Description</b> Has Compost Form #2 been submitted 30 days prior to construction?	<b>Answer</b>	<b>Citations</b> 332.33(a)(1)	<b>Notes</b>
Item Number 24	<b>Description</b> Has a registration application been submitted?	<b>Answer</b>	<b>Citations</b> 332.33(a)(2)	<b>Notes</b>
Item Number 25	<b>Description</b> Has an annual report been submitted and maintained?	<b>Answer</b>	<b>Citations</b> 332.33(a)(3)	<b>Notes</b>
Item Number 26	<b>Description</b> Is the final product testing report being submitted semi-annually?	<b>Answer</b>	<b>Citations</b> 332.33(a)(4)	<b>Notes</b>
Item Number 27	<b>Description</b> Has approval to process sludge byproduct of paper production been obtained from the executive director?	<b>Answer</b>	<b>Citations</b>	<b>Notes</b>
Item Number 28	<b>Description</b> Is the registration application complete?	<b>Answer</b>	<b>Citations</b>	<b>Notes</b>
Item Number 29	<b>Description</b> Does the facility meet all location criteria?	<b>Answer</b>	<b>Citations</b>	<b>Notes</b>
Item Number 30	<b>Description</b> Is leachate controlled and contained?	<b>Answer</b>	<b>Citations</b> 332.37(1)	<b>Notes</b>
Item Number 31	<b>Description</b> Is the facility designed, constructed, maintained and operated to protect groundwater?	<b>Answer</b>	<b>Citations</b>	<b>Notes</b>
Item Number 32	<b>Description</b> Are unauthorized or prohibited materials precluded from entering the composting process?	<b>Answer</b>	<b>Citations</b> 332.37(3)	<b>Notes</b>
Item Number 33	<b>Description</b> Is access to the facility controlled by a fence?	<b>Answer</b>	<b>Citations</b> 332.37(4)	<b>Notes</b>
Item Number 34	<b>Description</b> Are nuisance and fire hazard conditions being prevented?	<b>Answer</b>	<b>Citations</b>	<b>Notes</b>

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Item Number 35	<b>Description</b>	<b>Answer</b>	<b>Citations</b>	332.37(5)	<b>Notes</b>
		Is the facility utilizing functional aerobic composting methods?			
Item Number 36	<b>Description</b>	<b>Answer</b>	<b>Citations</b>	332.37(6)	<b>Notes</b>
		Are "Site Sign" requirements being met?			
Item Number 37	<b>Description</b>	<b>Answer</b>	<b>Citations</b>	332.37(7)	<b>Notes</b>
		Is access road all-weather?			
Item Number 38	<b>Description</b>	<b>Answer</b>	<b>Citations</b>	332.37(8)	<b>Notes</b>
		Prior authorization required for significant changes?			
Item Number 39	<b>Description</b>	<b>Answer</b>	<b>Citations</b>	332.37(9)	<b>Notes</b>
		Are fungicides, herbicides, insecticides and other pesticides prohibited?			
Item Number 40	<b>Description</b>	<b>Answer</b>	<b>Citations</b>	332.37(10)	<b>Notes</b>
		Are end-product standards being met?			
Item Number 41	<b>Description</b>	<b>Answer</b>	<b>Citations</b>		<b>Notes</b>
		Does the facility have at least one TCEQ certified compost operator?			
Item Number 42	<b>Description</b>	<b>Answer</b>	<b>Citations</b>	332.37(12)	<b>Notes</b>
		Is facility registration maintained on-site?			
Item Number 43	<b>Description</b>	<b>Answer</b>	<b>Citations</b>	332.38(b)(1)(A)	<b>Notes</b>
		Is a log of abnormal events maintained on-site?			
Item Number 44	<b>Description</b>	<b>Answer</b>	<b>Citations</b>	332.38(b)(1)(B)	<b>Notes</b>
		Is final product testing results maintained on-site?			
Item Number 45	<b>Description</b>	<b>Answer</b>	<b>Citations</b>	332.38(b)(1)(C)	<b>Notes</b>
		Is annual report maintained on-site?			
Item Number 46	<b>Description</b>	<b>Answer</b>	<b>Citations</b>	332.38(b)(2)	<b>Notes</b>
		Chemical & Physical Analysis: Analytical method must utilize SW-846, EPA-600, or Composting Council recommendations?			
Item Number 47	<b>Description</b>	<b>Answer</b>	<b>Citations</b>	332.71(b)(1)	<b>Notes</b>
		Pathogen Analysis: Analytical method must utilize Standard Methods for the Examination of Water & Waste Water?			
Item Number 48	<b>Description</b>	<b>Answer</b>	<b>Citations</b>	332.71(b)(2)	<b>Notes</b>
		Foreign Matter Analysis: Analytical method must utilize Composting Council recommendations?			
Item Number 49	<b>Description</b>	<b>Answer</b>	<b>Citations</b>	332.71(b)(3)	<b>Notes</b>
		Salinity & pH Analysis: Analytical method must utilize NCR Method 14 for SME?			
Item Number 50	<b>Description</b>	<b>Answer</b>	<b>Citations</b>	332.71(b)(4)	<b>Notes</b>
		Total Fixed & Volatile Solids Analysis: Analytical method shall utilize Method 2540 G?			
Item Number 51	<b>Description</b>	<b>Answer</b>	<b>Citations</b>	332.71(b)(5)	<b>Notes</b>
		Maturity Analysis: Analytical method shall utilize ROM Calculation Method [described in 332.71(d)] or method described in QAQC Plan?			
Item Number 52	<b>Description</b>	<b>Answer</b>	<b>Citations</b>	332.71(b)(6)	<b>Notes</b>
		Is sample collection, preservation & analysis conducted according to Approved QAQC Plan?			
Item Number 53	<b>Description</b>	<b>Answer</b>	<b>Citations</b>	332.71(c)	<b>Notes</b>
		Is the Maturity Testing Protocol approved and followed?			
Item Number 54	<b>Description</b>	<b>Answer</b>	<b>Citations</b>	332.71(d)	<b>Notes</b>
		Are the batch numbers identifying the final product sampling batch maintained?			
		<b>Answer</b>	<b>Citations</b>	332.71(e)(1)(A)	<b>Notes</b>

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Item Number 55	<b>Description</b> Are the quantities, types and sources of feedstocks received and the dates received maintained?	<b>Answer</b>	<b>Citations</b> 332.71(e)(1)(B)	<b>Notes</b>
Item Number 56	<b>Description</b> Is the quantity and final product grade maintained?	<b>Answer</b>	<b>Citations</b> 332.71(e)(1)(C)	<b>Notes</b>
Item Number 57	<b>Description</b> Is the date of sampling recorded?	<b>Answer</b>	<b>Citations</b> 332.71(e)(1)(D)	<b>Notes</b>
Item Number 58	<b>Description</b> Is the analytical data used to characterize the final product maintained?	<b>Answer</b>	<b>Citations</b> 332.71(e)(1)(E)	<b>Notes</b>
Item Number 60	<b>Description</b> Are records available for inspection?	<b>Answer</b>	<b>Citations</b> 332.71(e)(3)	<b>Notes</b>
Item Number 61	<b>Description</b> Is the facility sampling once every 5000 cy (or annually) with 9 grab samples?	<b>Answer</b>	<b>Citations</b> 332.71(f)(1)	<b>Notes</b>
Item Number 62	<b>Description</b> Are grab samples taken from the base of the stockpile 12" in; from the exposed surface; and 2' in from the exposed surface?	<b>Answer</b>	<b>Citations</b> 332.71(g)(1)	<b>Notes</b>
Item Number 63	<b>Description</b> If sampling from stopped conveyors, are samples taken along the entire width and depth of the belt?	<b>Answer</b>	<b>Citations</b> 332.71(g)(2)(A)	<b>Notes</b>
Item Number 64	<b>Description</b> If sampling from moving conveyors, are samples taken from the end in "D" shape?	<b>Answer</b>	<b>Citations</b> 332.71(g)(2)(B)	<b>Notes</b>
Item Number 65	<b>Description</b> Is the final product tested for Total Metals?	<b>Answer</b>	<b>Citations</b> 332.71(h)(1)	<b>Notes</b>
Item Number 66	<b>Description</b> Do pathogen analytical results include, salmonella and fecal coliform?	<b>Answer</b>	<b>Citations</b> 332.71(h)(6)(A)	<b>Notes</b>
Item Number 67	<b>Description</b> Are batch numbers identifying the final product submitted twice annually?	<b>Answer</b>	<b>Citations</b> 332.71(j)(1)(A)	<b>Notes</b>
Item Number 68	<b>Description</b> Are the quantities, types and sources of feedstocks received submitted twice annually?	<b>Answer</b>	<b>Citations</b> 332.71(j)(1)(B)	<b>Notes</b>
Item Number 69	<b>Description</b> Is the quantity of final product required by 332.71(e)(1)(C) submitted twice annually?	<b>Answer</b>	<b>Citations</b> 332.71(j)(1)(C)	<b>Notes</b>
Item Number 70	<b>Description</b> Is the Permit # of disposal facility submitted twice annually, if product not Grades 1 or 2?	<b>Answer</b>	<b>Citations</b> 332.71(j)(1)(D)	<b>Notes</b>
Item Number 71	<b>Description</b> Are all analytical results submitted twice annually?	<b>Answer</b>	<b>Citations</b> 332.71(j)(1)(E)	<b>Notes</b>
Item Number 72	<b>Description</b> Is the date of sampling submitted twice annually?	<b>Answer</b>	<b>Citations</b> 332.71(j)(1)(F)	<b>Notes</b>
Item Number 73	<b>Description</b> Are reports submitted within 2 months after reporting period ends?	<b>Answer</b>	<b>Citations</b> 332.71(j)(2)	<b>Notes</b>
Item Number 74	<b>Description</b> Are compost labeling requirements being met?	<b>Answer</b>	<b>Citations</b> 332.74	<b>Notes</b>
Item Number 75	<b>Description</b> Other Violations	<b>Answer</b>	<b>Citations</b>	<b>Notes</b>