

§ 62.15285

40 CFR Ch. I (7-1-07 Edition)

RECORDKEEPING

§ 62.15285 **What records must I keep?**

You must keep four types of records:

- (a) Operator training and certification.
- (b) Stack tests.
- (c) Continuously monitored pollutants and parameters.
- (d) Carbon feed rate.

§ 62.15290 **Where must I keep my records and for how long?**

- (a) Keep all records onsite in paper copy or electronic format unless the Administrator approves another format.
- (b) Keep all records on each municipal waste combustion unit for at least 5 years.
- (c) Make all records available for submittal to the Administrator, or for onsite review by an inspector.

§ 62.15295 **What records must I keep for operator training and certification?**

You must keep records of six items:

- (a) *Records of provisional certifications.* Include three items:
 - (1) For your municipal waste combustion plant, names of the chief facility operator, shift supervisors, and control room operators who are provisionally certified by the American Society of Mechanical Engineers.
 - (2) Dates of the initial provisional certifications.
 - (3) Documentation showing current provisional certifications.
- (b) *Records of full certifications.* Include three items:
 - (1) For your municipal waste combustion plant, names of the chief facility operator, shift supervisors, and control room operators who are fully certified by the American Society of Mechanical Engineers or an equivalent State-approved certification program.
 - (2) Dates of initial and renewal full certifications.
 - (3) Documentation showing current full certifications.
- (c) *Records showing completion of the operator training course.* Include three items:
 - (1) For your municipal waste combustion plant, names of the chief facility operator, shift supervisors, and control

room operators who have completed the EPA or State municipal waste combustion operator training course.

- (2) Dates of completion of the operator training course.
- (3) Documentation showing completion of operator training course.
- (d) *Records of reviews for plant-specific operating manuals.* Include three items:
 - (1) Names of persons who have reviewed the operating manual.
 - (2) Date of the initial review.
 - (3) Dates of subsequent annual reviews.
- (e) *Records of when a certified operator is temporarily offsite.* Include two main items:

- (1) If the certified chief facility operator and certified shift supervisor are offsite for more than 12 hours but for 2 weeks or less and no other certified operator is onsite, record the dates that the certified chief facility operator and certified shift supervisor were offsite.
- (2) When all certified chief facility operators and certified shift supervisors are offsite for more than 2 weeks and no other certified operator is onsite, keep records of four items:
 - (i) Your notice that all certified persons are offsite.
 - (ii) The conditions that cause these people to be offsite.
 - (iii) The corrective actions you are taking to ensure a certified chief facility operator or certified shift supervisor is onsite.
 - (iv) Copies of the written reports submitted every 4 weeks that summarize the actions taken to ensure that a certified chief facility operator or certified shift supervisor will be onsite.
- (f) *Records of calendar dates.* Include the calendar date on each record.

§ 62.15300 **What records must I keep for stack tests?**

For stack tests required under § 62.15230, you must keep records of four items:

- (a) The results of the stack tests for eight pollutants or parameters recorded in the appropriate units of measure specified in tables 2 or 4 of this subpart:
 - (1) Dioxins/furans.
 - (2) Cadmium.
 - (3) Lead.
 - (4) Mercury.

- (5) Opacity.
- (6) Particulate matter.
- (7) Hydrogen chloride.
- (8) Fugitive ash.

(b) Test reports including supporting calculations that document the results of all stack tests.

(c) The maximum demonstrated load of your municipal waste combustion units and maximum temperature at the inlet of your particulate matter control device during all stack tests for dioxins/furans emissions.

(d) The calendar date of each record.

§ 62.15305 What records must I keep for continuously monitored pollutants or parameters?

You must keep records of eight items.

(a) *Records of monitoring data.* Document six parameters measured using continuous monitoring systems:

(1) All 6-minute average levels of opacity.

(2) All 1-hour average concentrations of sulfur dioxide emissions.

(3) For Class I municipal waste combustion units only, all 1-hour average concentrations of nitrogen oxides emissions.

(4) All 1-hour average concentrations of carbon monoxide emissions.

(5) All 1-hour average load levels of your municipal waste combustion unit.

(6) All 1-hour average flue gas temperatures at the inlet of the particulate matter control device.

(b) *Records of average concentrations and percent reductions.* Document five parameters:

(1) All 24-hour daily block geometric average concentrations of sulfur dioxide emissions or average percent reductions of sulfur dioxide emissions.

(2) For Class I municipal waste combustion units only, all 24-hour daily arithmetic average concentrations of nitrogen oxides emissions.

(3) All 4-hour block or 24-hour daily block arithmetic average concentrations of carbon monoxide emissions.

(4) All 4-hour block arithmetic average load levels of your municipal waste combustion unit.

(5) All 4-hour block arithmetic average flue gas temperatures at the inlet of the particulate matter control device.

(c) *Records of exceedances.* Document three items:

(1) Calendar dates whenever any of the five pollutants or parameter levels recorded in paragraph (b) of this section or the opacity level recorded in paragraph (a)(1) of this section did not meet the emission limits or operating levels specified in this subpart.

(2) Reasons you exceeded the applicable emission limits or operating levels.

(3) Corrective actions you took, or are taking, to meet the emission limits or operating levels.

(d) *Records of minimum data.* Document three items:

(1) Calendar dates for which you did not collect the minimum amount of data required under §§ 62.15205 and 62.15280. Record these dates for five types of pollutants and parameters:

(i) Sulfur dioxide emissions.

(ii) For Class I municipal waste combustion units only, nitrogen oxides emissions.

(iii) Carbon monoxide emissions.

(iv) Load levels of your municipal waste combustion unit.

(v) Temperatures of the flue gases at the inlet of the particulate matter control device.

(2) Reasons you did not collect the minimum data.

(3) Corrective actions you took or are taking to obtain the required amount of data.

(e) *Records of exclusions.* Document each time you have excluded data from your calculation of averages for any of the following five pollutants or parameters and the reasons the data were excluded:

(1) Sulfur dioxide emissions.

(2) For Class I municipal waste combustion units only, nitrogen oxides emissions.

(3) Carbon monoxide emissions.

(4) Load levels of your municipal waste combustion unit.

(5) Temperatures of the flue gases at the inlet of the particulate matter control device.

(f) *Records of drift and accuracy.* Document the results of your daily drift tests and quarterly accuracy determinations according to Procedure 1 of appendix F of 40 CFR part 60. Keep these records for the sulfur dioxide, nitrogen oxides (Class I municipal waste