

San Diego APCD
Emissions Inventory Request Form Instructions

DEGREASING AND SOLVENT CLEANING

Please refer to the general instructions for guidance regarding the following sections: Reporting Year, Facility Identification, Permit Information, Device Information, Stack / Ducted Emissions and Fugitive Release Emissions.

MATERIAL/ PROCESS INFORMATION

Fill in all the data fields. Complete all blanks using the specified units and answer yes or no where requested. Use a separate form to report each material used for each device. Copy the blank form as needed to report each material used. On forms with pre-printed process information from a previously submitted inventory, asterisks (*) highlight data fields that must be updated.

Material Name: Provide the name of the material (solvent) used. If solvents are used in small amounts (less than 10 gallons), you may group these low usage solvents together and report them as "Miscellaneous Solvents" with an average VOC content.

Waste Shipped Off-Site: If the amount of material reported under "Annual Material Usage" has already been adjusted to reflect liquid waste shipped off-site, then report zero here. If the gross material usage was reported, then report waste amounts here. Report only LIQUID waste. Do not include paint skins, still bottoms or rags as waste. Waste manifests may be requested by the District at a later date. The District will subtract the waste amount reported from Annual Material Usage to calculate net material usage.

Density and VOC Content: Provide the density and VOC content from the MSDS for each material (solvent) used. Please include an up-to-date copy of the MSDS for each solvent whose usage exceeds 50 gallons.

Process Type: Indicate if solvent material reported is used for surface preparing, hand wiping, equipment clean-up, or other (please describe).

Device Operating Schedule:

Daily Operation (hours/day): Report the average amount of hours the device operates in a typical day.

Weekly Operation (days/week): Report the average number of days the device operates in a typical week.

Annual Operation (days/year): Report the number of days the device operated during the Reporting Year.

POLLUTANT NAME (weight percent)

Provide the weight percent of each pollutant in each material used (i.e., acetone, chlorofluorocarbons, methylene chloride, perchloroethylene, 1,1,1-trichloroethane, etc). The District will complete this section if you provide an up-to-date MSDS for each reported material used.

