**Section 721.964 Recordkeeping Requirements**

a) Lumping Units.

1) A remanufacturer or other person that stores or treats the hazardous secondary material subject to the provisions of this Subpart BB must comply with the recordkeeping requirements of this Section.

2) A remanufacturer or other person that stores or treats the hazardous secondary material in more than one hazardous secondary material management unit subject to the provisions of this Subpart BB may comply with the recordkeeping requirements for these hazardous secondary material management units in one recordkeeping system if the system identifies each record by each hazardous secondary material management unit.

b) A person that stores or treats a hazardous secondary material must record and keep the following information at the facility:

1) For each piece of equipment to which this Subpart BB applies:

A) The equipment identification number and hazardous secondary material management unit identification.

B) The approximate locations within the facility (e.g., identify the hazardous secondary material management unit on a facility plot plan).

C) The type of equipment (e.g., a pump or pipeline valve).

D) The percent-by-weight total organics in the hazardous secondary material stream at the equipment.

E) The hazardous secondary material state at the equipment (e.g., gas/vapor or liquid).

F) A method of compliance with the standard (e.g., "monthly leak detection and repair" or "equipped with dual mechanical seals").

2) For facilities that comply with the provisions of Section 721.933(a)(2), an implementation schedule, as specified in Section 721.933(a)(2).

3) When a remanufacturer or other person that stores or treats the hazardous secondary material chooses to use test data to demonstrate the organic removal efficiency or total organic compound concentration achieved by the control device, a performance test plan, as specified in Section 721.935(b)(3).

4) Documentation of compliance with Section 721.960, including the detailed design documentation or performance test results specified in Section 721.935(b)(4).

c) When each leak is detected, as specified in Sections 721.952, 721.953, 721.957, and 721.958, the following requirements apply:

1) A weatherproof and readily visible identification, marked with the equipment identification number, the date evidence of a potential leak was found in accordance with Section 721.958(a), and the date the leak was detected, must be attached to the leaking equipment.

2) The identification on equipment, except on a valve, may be removed after it has been repaired.

3) The identification on a valve may be removed after it has been monitored for two successive months as specified in Section 721.957(c) and no leak has been detected during those two months.

d) When each leak is detected, as specified in Sections 721.952, 721.953, 721.957, and 721.958, the following information must be recorded in an inspection log and must be kept at the facility:

1) The instrument and operator identification numbers and the equipment identification number.

2) The date evidence of a potential leak was found in accordance with Section 721.958(a).

3) The date the leak was detected and the dates of each attempt to repair the leak.

4) Repair methods applied in each attempt to repair the leak.

5) "Above 10,000" if the maximum instrument reading measured by the methods specified in Section 721.963(b) after each repair attempt is equal to or greater than 10,000 ppm.

6) "Repair delayed" and the reason for the delay if a leak is not repaired within 15 calendar days after discovery of the leak.

7) Documentation supporting the delay of repair of a valve in compliance with Section 721.959(c).

8) The signature of the remanufacturer or other person that stores or treats the hazardous secondary material (or designate) whose decision it was that repair could not be effected without a hazardous secondary material management unit shutdown.

9) The expected date of successful repair of the leak if a leak is not repaired within 15 calendar days.

10) The date of successful repair of the leak.

e) Design documentation and monitoring, operating, and inspection information for each closed-vent system and control device required to comply with the provisions of Section 721.960 must be recorded and kept up-to-date at the facility, as specified in Section 721.935(c). Design documentation is specified in Section 721.935(c)(1) and (c)(2) and monitoring, operating, and inspection information in Section 721.935(c)(3) through (c)(8).

f) For a control device other than a thermal vapor incinerator, catalytic vapor incinerator, flare, boiler, process heater, condenser, or carbon adsorption system, the Agency must specify in writing the appropriate recordkeeping requirements.

g) The following information pertaining to all equipment subject to the requirements in Sections 721.952 through 721.960 must be recorded in a log that is kept at the facility:

1) A list of identification numbers for equipment (except welded fittings) subject to the requirements of this Subpart BB.

2) List of Equipment.

A) A list of identification numbers for equipment that the remanufacturer or other person that stores or treats the hazardous secondary material elects to designate for no detectable emissions, as indicated by an instrument reading of less than 500 ppm above background, under the provisions of Sections 721.952(e), 721.953(i), and 721.957(f).

B) The designation of this equipment as subject to the requirements of Sections 721.952(e), 721.953(i), or 721.957(f) must be signed by the remanufacturer or other person that stores or treats the hazardous secondary material.

3) A list of equipment identification numbers for pressure relief devices required to comply with Section 721.954(a).

4) Compliance Tests.

A) The dates of each compliance test required in Sections 721.952(e), 721.953(i), 721.954, and 721.957(f).

B) The background level measured during each compliance test.

C) The maximum instrument reading measured at the equipment during each compliance test.

5) A list of identification numbers for equipment in vacuum service.

6) Identification, either by list or location (area or group) of equipment that contains or contacts hazardous secondary material with an organic concentration of at least 10 percent by weight for less than 300 hours per calendar year.

h) The following information pertaining to all valves subject to the requirements of Section 721.957(g) and (h) must be recorded in a log that is kept at the facility:

1) A list of identification numbers for valves that are designated as unsafe to monitor, an explanation for each valve stating why the valve is unsafe to monitor, and the plan for monitoring each valve.

2) A list of identification numbers for valves that are designated as difficult to monitor, an explanation for each valve stating why the valve is difficult to monitor, and the planned schedule for monitoring each valve.

i) The following information must be recorded in a log that is kept at the facility for valves complying with Section 721.962:

1) A schedule of monitoring.

2) The percent of valves found leaking during each monitoring period.

j) The following information must be recorded in a log that is kept at in the facility:

1) Criteria required in Sections 721.952(d)(5)(B) and 721.953(e)(2) and an explanation of the design criteria.

2) Any changes to these criteria and the reasons for the changes.

k) The following information must be recorded in a log that is kept at the facility for use in determining exemptions, as provided in the applicability Section of this Subpart BB and other specific Subparts:

1) An analysis determining the design capacity of the hazardous secondary material management unit.

2) A statement listing the hazardous secondary material influent to and effluent from each hazardous secondary material management unit subject to the requirements in Sections 721.952 through 721.960 and an analysis determining whether these hazardous secondary materials are heavy liquids.

3) An up-to-date analysis and the supporting information and data used to determine whether or not equipment is subject to the requirements in Sections 721.952 through 721.960. The record must include supporting documentation as required by Section 721.963(d)(3) when application of the knowledge of the nature of the hazardous secondary material stream or the process by which it was produced is used. If the remanufacturer or other person that stores or treats the hazardous secondary material takes any action (e.g., changing the process that produced the material) that could result in an increase in the total organic content of the material contained in or contacted by equipment determined not to be subject to the requirements in Sections 721.952 through 721.960, then a new determination is required.

l) Records of the equipment leak information required by subsection (d) and the operating information required by subsection (e) need be kept only three years.

m) The remanufacturer or other person that stores or treats the hazardous secondary material at a facility with equipment that is subject to this Subpart BB and to regulations in 40 CFR 60 (Standards of Performance for New Stationary Sources), 61 (National Emission Standards for Hazardous Air Pollutants), or 63 (National Emission Standards for Hazardous Air Pollutants for Source Categories), incorporated by reference in 35 Ill. Adm. Code 720.111, may elect to determine compliance with this Subpart BB either by documentation pursuant to Section 721.964, or by documentation of compliance with the regulations in 40 CFR 60, 61, or 63 pursuant to the relevant provisions of the regulations in 40 CFR 60, 61, or 63. The documentation of compliance under regulations in 40 CFR 60, 61, or 63 must be kept with or made readily available at the facility.

BOARD NOTE: 415 ILCS 5/9.1(b) and (d) make the federal new source performance standards and national emission standards for hazardous air pollutants directly applicable in Illinois and prohibit operation of an emission source without a permit issued by the Agency. The Agency issues permits that incorporate the federal new source performance standards and national emission standards for hazardous air pollutants pursuant to 415 ILCS 5/39.5.

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