

Annual Reporting Form: Plating & Polishing Operations

AQGP- R026

1. Source Number: _____

2. Reporting period: (calendar year): _____

3. Company information:

Legal Name:	Other Company Name (if different than legal name):		
Mailing Address:	Site Address (if different than mailing address):		
City, State, Zip Code:	City:	County (required)	Zip Code:

4. Site Contact Person:

Name:	Telephone number:
Title:	Email / Fax Number:

5. For each tank that uses or has emissions of one or more plating and polishing metal HAPs (cadmium, chromium, lead, manganese, nickel), provide the total tank ampere hours:

Process tank/operation ID:	Plating and polishing metal HAPs (list all for each tank)	Total ampere hours

6. Deviations.

Did any deviations of the requirements of the permit occur during the reporting period? Yes: No:

If any deviations occurred, the annual report must also include a list of deviations from the compliance requirements of the permit and corrective actions taken; attach additional pages if necessary (see Condition 12.3b):

Process tank/operation ID:	Date:	Time:
Permit condition deviated from:	Description of deviation:	Corrective actions taken:
Process tank/operation ID:	Date:	Time:
Permit condition deviated from:	Description of deviation:	Corrective actions taken:

7. Summary of complaints relating to air quality. Did you receive any air quality/nuisance complaints during the previous calendar year? Yes: No:

- If yes, the information in the table below must be filled out for each complaint received; attach additional pages if necessary.

Date	Time	Description of complaint	Follow-up actions taken

8. Were there any permanent changes made to processes and equipment that may affect air contaminant emissions during the previous calendar year? Yes: No:

- If yes, describe each change below:

SPECIFIC EQUIPMENT SECTION.

Only fill out the sections that are applicable to the equipment on site.

9. Electrolytic process tanks (non-cyanide) controlled using a wetting agent or fume suppressant (see Condition 4.1a) – Provide the following information:

Process tank ID	Electrolytic process type	Wetting agent / fume suppressant used	Addition date	Addition was according to manufacturer's specifications and instructions (yes or no)

10. Choose one of the following which applies to your facility:

- I certify that this facility does not use and does not have on site fume suppressants or wetting agents which contain per- or polyfluoroalkyl substances. True

OR

- Per- or polyfluoroalkyl containing fume suppressants or wetting agents are used on site or are located on site. True
- If per- or polyfluoroalkyl containing fume suppressants or wetting agents are used on site or are located on site, how much of each is on site?

Wetting agent/fume suppressant name/ID	Amount on site	Units (gallons, etc.)

11. Electrolytic process tanks (non-cyanide), dry mechanical polishing operations, and thermal spraying operations controlled with an add-on control system. Provide the following information:

Process tank/ operation ID	Process/operation type	Control system used	Control system operated and maintained according to manufacturer's specifications and instructions (yes or no)

12. Flash or short-term electroplating tanks controlled by limiting operation time (see Condition 5.1a). Provide the following information:

Tank ID	Tank type	Was tank operation limited to 1 hour per day?		Was tank operation limited to 3 minutes per hour?	
		Yes	No	Yes	No

13. Batch electrolytic process tank or flash/short-term electroplating tank controlled with a tank cover. (see Conditions 4.1c.i and 5.1b). Provide the following information and indicate whether each tank is operated with the cover in place at least 95 percent of electrolytic process time:

Tank ID	Tank type	Yes	No

14. Continuous electrolytic process tank controlled with a tank cover (see Condition 4.1c.ii) – For each tank, provide the following information and indicate whether at least 75 percent of the tank’s surface area is covered during periods of electrolytic process operation:

Tank ID	Tank type	Yes	No

ALL PERMITTEES

15. Management Practices.

Certify whether you are implementing the following required management practices at all times for each plating and polishing process unit that contains, applies, or emits one or more of the plating and polishing metal hazardous air pollutant (see Condition 10.1).

Management Practice	Yes	No
The permittee must minimize bath agitation when removing any parts processed in a tank except when necessary to meet part quality requirements.		
The permittee must maximize the draining of bath solution back into the tank by extending drip time when removing parts from the tank, using drain boards (also known as drip shields), or withdrawing parts slowly from the tank.		
The permittee must optimize the design of barrels, racks, and parts to minimize dragout of bath solution (such as by using slotted barrels and tilted racks, or by designing parts with flow-through holes to allow the tank solution to drip back into the tank).		
The permittee must minimize or reduce heating of process tanks when doing so would not interrupt production or adversely affect part quality.		
The permittee must perform regular repair, maintenance, and preventive maintenance of racks, barrels, and other equipment associated with tanks, thermal spraying, and dry mechanical polishing equipment.		
The permittee must minimize bath contamination to the extent possible. Methods to be implemented may include but are not limited to: the prevention or quick recovery of dropped parts, use of distilled/de-ionized water, water filtration, pre-cleaning of parts to be plated, or thorough rinsing of pre-treated parts to be plated.		
The permittee must maintain quality control of chemicals and other bath ingredient concentrations in the tanks.		
The permittee must perform general good housekeeping, such as regular sweeping, vacuuming, or periodic washdowns.		
The permittee must minimize spills and overflow of tanks.		
The permittee must use squeegee rolls in continuous or reel-to-reel plating tanks.		
The permittee must perform regular inspections to identify leaks and other opportunities for pollution prevention.		
The permittee must employ tank covers in accordance with Condition 10.1(d).		

15a. For any 'no' answers to #15 above, provide a description of why this is not implemented on site:

15b. On which dates were the 'regular inspections' conducted during the previous calendar year?

Date	Date	Date	Date

16. By signing below, I hereby certify that I have personally examined and am familiar with the information submitted in this report and that the information contained in this report is true, accurate and complete to the best of my knowledge and belief.

Name of Responsible Official

Title of Responsible Official

Signature of Responsible Official

Date

Submit reporting form to the appropriate Regional Office by selecting the county where the facility is located.

Select County:

Oregon Department of Environmental Quality