

3745-65-73

Operating record.

- (A) The owner or operator must keep a written operating record at the facility.
- (B) The following information must be recorded, as it becomes available, and maintained in the operating record ~~until closure of the facility~~ for three years unless otherwise noted:

(1) A description and the quantity of each hazardous waste received, and the method(s) and date(s) of its treatment, storage, or disposal at the facility as required by the appendix to this rule; This information must be maintained in the operating record until closure of the facility;

(2) The location of each hazardous waste within the facility and the quantity at each location. For disposal facilities, the location and quantity of each hazardous waste must be recorded on a map or diagram of each cell or disposal area. For all facilities, this information must include cross-references to specific manifest document numbers, if the waste was accompanied by a manifest; This information must be maintained in the operating record until closure of the facility

[Comment: See rules 3745-66-19, 3745-67-79, and 3745-68-09 of the Administrative Code for related requirements.]

(3) Records and results of waste analyses and trial tests performed as specified in paragraph (A) of rule 3745-270-04 and rules 3745-65-13, 3745-66-100, 3745-67-25, 3745-67-52, 3745-67-73, 3745-68-14, 3745-68-41, 3745-68-75, 3745-69-02, and 3745-270-07 of the Administrative Code;

(4) Summary reports and details of all incidents that require implementing the contingency plan as specified in paragraph (J) of rule 3745-65-56 of the Administrative Code;

(5) Records and results of inspections as required by paragraph (D) of rule 3745-65-15 of the Administrative Code (except this data need be kept only three years);

(6) Monitoring, testing, or analytical data, and corrective action where required by rules 3745-65-90 to 3745-65-94 of the Administrative Code, and rules 3745-65-19, ~~3745-65-90~~, 3745-65-94, 3745-66-91, 3745-66-93, 3745-66-95, ~~3745-67-22, 3745-67-23, 3745-67-24~~, 3745-67-26, 3745-67-55, ~~3745-67-59~~, 3745-67-60, 3745-67-76, 3745-67-78, 3745-68-02, ~~3745-68-03~~, to 3745-68-04, 3745-68-47, 3745-68-77, and paragraph (D)(1) of rule 3745-67-80 of the Administrative Code; Maintain in the operating record for

three years, except for records and results pertaining to ground water monitoring and cleanup, and response action plans for surface impoundments, waste piles, and landfills, which must be maintained in the operating record until closure of the facility.

[Comment: As required by rule 3745-65-94 of the Administrative Code, monitoring data at disposal facilities must be kept throughout the post-closure period.]

- (7) All closure cost estimates under rule 3745-66-42 of the Administrative Code and for disposal facilities all post-closure cost estimates under rule 3745-66-44 of the Administrative Code must be maintained in the operating record until closure of the facility;
- (8) Records of the quantities (and date of placement) for each shipment of hazardous waste placed in land disposal units under an extension to the effective date of any land disposal restriction granted pursuant to rule 3745-270-05 of the Administrative Code, monitoring data required pursuant to a petition under rule 3745-270-06 of the Administrative Code, and the applicable notice required by a generator under paragraph (A) of rule 3745-270-07 of the Administrative Code. All of this information must be maintained in the operating record until closure of the facility.
- (9) For an off-site treatment facility, a copy of the notice required by the generator or the owner or operator under rule 3745-270-07 of the Administrative Code;
- (10) For an on-site treatment facility, the information contained in the notice (except the manifest number) required by the generator or the owner or operator under rule 3745-270-07 of the Administrative Code;
- (11) For an off-site land disposal facility, a copy of the notice required by the generator or the owner or operator of a treatment facility under rule 3745-270-07 of the Administrative Code;
- (12) For an on-site land disposal facility, the information contained in the notice (except the manifest number) required by the generator or the owner or operator of a treatment facility under rule 3745-270-07 of the Administrative Code.
- (13) For an off-site storage facility, a copy of the notice required by the generator or the owner or operator under rule 3745-270-07 of the Administrative Code; and

- (14) For an on-site storage facility, the information contained in the notice (except the manifest number) required by the generator or the owner or operator of a treatment facility under rule 3745-270-07 of the Administrative Code.
- (15) Monitoring, testing or analytical data, and corrective action where required by rule 3745-65-90, paragraph (D)(2) of rule 3745-65-93, and paragraph (D)(5) of rule 3745-65-93 of the Administrative Code, and the certification as required by paragraph (F) of rule 3745-66-96 of the Administrative Code, must be maintained in the operating record until closure of the facility.

Effective: 09/05/2010

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CERTIFIED ELECTRONICALLY

Certification

07/23/2010

Date

Promulgated Under: 119.03
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02/11/1992, 09/02/1997, 12/07/2000, 12/07/2004

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AMENDED APPENDIX

1

Appendix to rule 3745-65-73 of the Administrative Code

Recordkeeping Instructions

The recordkeeping provisions of rule 3745-65-73 of the Administrative Code specify that an owner or operator must keep a written operating record at his facility. This ~~Appendix~~ appendix provides additional instructions for keeping portions of the operating record. See paragraph (B) of rule ~~3745-54-73~~ 3745-65-73 of the Administrative Code for additional recordkeeping requirements.

The following information must be recorded, as it becomes available, and maintained in the operating record until closure of the facility in the following manner:

Records of each hazardous waste received, treated, stored, or disposed of at the facility which include the following:

- (1) A description by its common name and the EPA hazardous waste number(s) from Chapter 3745-51 of the Administrative Code which apply to the waste. The waste description also must include the waste's physical form, i.e., liquid, sludge, solid, or contained gas. If the waste is not listed as a hazardous waste in rules 3745-51-30 to 3745-51-35 of the Administrative Code, the description also must include the process that produced it (for example, solid filter cake from production of ----, EPA hazardous waste number W051).

Each hazardous waste listed in rules 3745-51-30 to 3745-51-35 of the Administrative Code and each hazardous waste characteristic defined in rules 3745-51-20 to 3745-51-24 of the Administrative Code, has a four-digit EPA hazardous waste number assigned to it. This number must be used for recordkeeping and reporting purposes. Where a hazardous waste contains more than one listed hazardous waste, or where more than one hazardous waste characteristic applies to the waste, the waste description must include all applicable EPA hazardous waste numbers.

Table 1	
Unit of measure	Code ¹
Gallons	G
Gallons per hour	E
Gallons per day	U
Liters	L
Liters per hour	H
Liters per day	V
Short tons per hour	D
Metric tons per hour	W
Short tons per day	N
Metric tons per day	S
Pounds per hour	J
Kilograms per hour	R
Cubic yards	Y

Table 1	
Unit of measure	Code ¹
Cubic meters	C
Acres	B
Acre-feet	A
Hectares	Q
Hectare-meter	F
Btu's per hour	I
<u>Pounds</u>	<u>P</u>
<u>Short tons</u>	<u>T</u>
<u>Kilograms</u>	<u>K</u>
<u>Tons</u>	<u>M</u>
1 Single digit symbols are used here for data processing purposes.	

- (2) The estimated or manifest-reported weight, or volume and density, where applicable, in one of the units of measure specified in Table 1;
- (3) The method(s) [by handling code(s) as specified in Table 2] and date(s) of treatment, storage, or disposal.

TABLE 2 Handling Codes for Treatment, Storage, and Disposal Methods	
Enter the handling code(s) listed below that most closely represents the technique(s) used at the facility to treat, store, or dispose of each quantity of hazardous waste received.	
1. Storage	
S01	Container (barrel, drum, etc.)
S02	Tank
S03	Waste pile
S04	Surface impoundment
S05	Other (specify)
S06	Containment building (storage)
S99	Other storage (specify)

TABLE Table 2 Handling Codes for Treatment, Storage, and Disposal Methods	
2.	Treatment
(a)	Thermal Treatment
	T06 Liquid injection incinerator
	T07 Rotary kiln incinerator
	T08 Fluidized bed incinerator
	T09 Multiple hearth incinerator
	T10 Infrared furnace incinerator
	T11 Molten salt destructor
	T12 Pyrolysis
	T13 Wet Air oxidation
	T14 Calcination
	T15 Microwave discharge
	T18 Other (specify)
(b)	Chemical Treatment
	T19 Absorption mound
	T20 Absorption field
	T21 Chemical fixation
	T22 Chemical oxidation
	T23 Chemical precipitation
	T24 Chemical reduction
	T25 Chlorination
	T26 Chlorinolysis
	T27 Cyanide destruction
	T28 Degradation
	T29 Detoxification
	T30 Ion exchange
	T31 Neutralization
	T32 Ozonation
	T33 Photolysis
	T34 Other (specify)

TABLE Table 2
Handling Codes for Treatment, Storage, and Disposal Methods

(c)	Physical Treatment
(1)	Separation of components
	T35 Centrifugation
	T36 Clarification
	T37 Coagulation
	T38 Decanting
	T39 Encapsulation
	T40 Filtration
	T41 Flocculation
	T42 Flotation
	T43 Foaming
	T44 Sedimentation
	T45 Thickening
	T46 Ultrafiltration
	T47 Other (specify)
(2)	Removal of Specific Components
	T48 Absorption-molecular sieve
	T49 Activated carbon
	T50 Blending
	T51 Catalysis
	T52 Crystallization
	T53 Dialysis
	T54 Distillation
	T55 Electrodialysis
	T56 Electrolysis
	T57 Evaporation
	T58 High gradient magnetic separation
	T59 Leaching
	T60 Liquid ion exchange
	T61 Liquid-liquid extraction
	T62 Reverse osmosis
	T63 Solvent recovery

TABLE Table 2 Handling Codes for Treatment, Storage, and Disposal Methods	
	T64 Stripping
	T65 Sand filter
	T66 Other (specify)
(d)	Biological Treatment
	T67 Activated sludge
	T68 Aerobic lagoon
	T69 Aerobic tank
	T70 Anaerobic lagoon
	T71 Composting
	T72 Septic tank
	T73 Spray irrigation
	T74 Thickening filter
	T75 Fricking Trickling filter
	T76 Waste stabilization pond
	T77 Other (specify)
	T78 [Reserved]
	T79 [Reserved]
(e)	Boilers and Industrial Furnaces
	T80 Boiler
	T81 Cement kiln
	T82 Lime kiln
	T83 Aggregate kiln
	T84 Phosphate kiln
	T85 Coke oven
	T86 Blast furnace
	T87 Smelting, melting, or refining furnace
	T88 Titanium dioxide chloride process oxidation reactor
	T89 Methane reforming furnace
	T90 Pulping liquor recovery furnace
	T91 Combustion device used in the recovery of sulfur values from spent sulfuric acid
	T92 Halogen acid furnaces

TABLE 2 Handling Codes for Treatment, Storage, and Disposal Methods	
	T93 Other industrial furnaces listed in rule 3745-50-10 of the Administrative Code (specify)
(f)	Other treatment
	T94 Containment building (treatment)
3.	Disposal
	D79 Underground injection
	D80 Landfill
	D81 Land treatment
	D82 Ocean disposal
	D83 Surface impoundment (to be closed as a landfill)
	D99 Other disposal (specify)
4.	Miscellaneous (Subpart X)
	X01 Open burning/Open detonation
	X02 Mechanical processing
	X03 Thermal unit
	X04 Geologic repository
	X99 Other Subpart X (specify)