

**SUPPORTING STATEMENT
ENVIRONMENTAL PROTECTION AGENCY**

NESHAP - Reporting and Recordkeeping for the Friction Materials Manufacturing (40 CFR Part 63, Subpart QQQQ) (Renewal)

1. Identification of the Information Collection

1(a) Title of the Information Collection

NESHAP - Reporting and Recordkeeping for the Friction Materials Manufacturing (40 CFR Part 63, Subpart QQQQ) (Renewal), EPA ICR Number 2025.04, OMB Control Number 2060-0481

1(b) Short Characterization/Abstract

The National Emissions Standards for Hazardous Air Pollutants (NESHAP) for Friction Materials Manufacturing (40 CFR part 63, subpart QQQQ), were proposed on October 4, 2001, (66 FR 50768) and promulgated on October 18, 2002 (67 FR 64506). Respondents are owners or operators of each new, reconstructed, or existing affected source. Friction materials manufacturing facilities manufacture friction material using a solvent-based process. Friction material is subsequently used to manufacture friction products that include, but are not limited to, disc brake pucks, disc brake pads, brake linings, brake shoes, brake segments, brake blocks, brake discs, clutch facings, and clutches. The NESHAP contains an emission limitation for solvent mixers at friction materials manufacturing facilities. Solvent mixers are the affected source.

A friction materials manufacturing facility is only subject to the regulation if it is a major source of hazardous air pollutant (HAP) emissions and emits, or has the potential to emit, any single HAP at a rate of 9.07 megagrams (10 tons) or more per year or any combination of HAP at a rate of 22.68 megagrams (25 tons) or more per year. Consistent with the General Provisions for National Emission Standards for Hazardous Air Pollutants (NESHAP) for Source Categories (40 CFR part 63, subpart A), respondents do not include the owner or operator of any facility that is not a major source of HAP emissions or any facility that does not operate affected solvent mixers, even if the facility is a major source.

The friction materials manufacturing NESHAP require respondents to reduce the total organic HAP emissions from their solvent mixers by preventing emission of no more than 15 percent (based on a 7-day block average) of the HAP solvent that is loaded into the solvent mixer. Respondents will likely use a solvent recovery system to reduce the amount of HAP solvent that is emitted. To show compliance with the HAP solvent emission limitation, respondents are required to use a weight measurement system (e.g., floor scale system for measuring weight of liquid contained in a small tank) to measure and record the weight of HAP solvent loaded into the solvent mixer and the weight of HAP solvent recovered for each mix batch. No performance testing is required. However, respondents are required to conduct an initial compliance demonstration, which consists of measuring and recording the weight of HAP solvent loaded into each solvent mixer, and the weight of HAP solvent recovered for each mix

batch over the first seven consecutive days after the compliance date. Respondents also must maintain records of specific information needed to determine that the standards are being achieved and maintained.

In general, all NESHAP standards require initial notifications, performance tests, and periodic reports by the owners/operators of the affected facilities. They are also required to maintain records of the occurrence and duration of any startup, shutdown, or malfunction in the operation of an affected facility, or any period during which the monitoring system is inoperative. These notifications, reports, and records are essential in determining compliance and are required of all affected facilities subject to NESHAP. Semiannual reports for periods of operation during which the emission limitation is exceeded (or reports certifying that no exceedances have occurred) also are required.

Approximately four respondents are currently subject to the regulation, and it is estimated that no additional respondents per year will become subject to the regulation in the next three years.

There are approximately four friction materials manufacturing facilities in the United States, which are owned and operated by the friction material manufacturing industry. None of the four facilities in the United States are owned by state, local, tribal or the Federal government. They are owned and operated by privately owned for-profit businesses. You can find the burden to the “Affected Public” listed below in Table 1: Annual Industry Burden and Cost – NESHAP – Reporting and Recordkeeping Requirements for the Friction Materials Manufacturing (40 CFR Part 63, Subpart QQQQ) (Renewal). The Federal government burden does not include work performed by Federal employees. The burden refers only to work performed by contractors, which could be found listed below in Table 2: Average Annual EPA Burden - NESHAP – Reporting and Recordkeeping Requirements for the Friction Materials Manufacturing (40 CFR Part 63, Subpart QQQQ).

The Office of Management and Budget (OMB) approved the currently active Information Collection Request (ICR) without any “Terms of Clearance.”

2. Need for and Use of the Collection

2(a) Need/Authority for the Collection

The EPA is charged under section 112 of the Clean Air Act, as amended, to establish standards of performance for each category or subcategory of major sources and area sources of hazardous air pollutants (HAP). These standards are applicable to new or existing sources of HAP and shall require the maximum degree of emission reduction. In addition, section 114(a) states that the Administrator may require any owner or operator subject to any requirement of this Act to:

- (A) Establish and maintain such records;
- (B) make such reports;
- (C) install, use, and maintain such monitoring equipment, and use such audit procedures, or methods;
- (D) sample such emissions (in

accordance with such procedures or methods, at such locations, at such intervals, during such periods, and in such manner as the Administrator shall prescribe); (E) keep records on control equipment parameters, production variables or other indirect data when direct monitoring of emissions is impractical; (F) submit compliance certifications in accordance with Section 114(a)(3); and (G) provide such other information as the Administrator may reasonably require.

In the Administrator's judgment, HAP emissions from affected solvent mixers cause or contribute to air pollution that may reasonably be anticipated to endanger public health or welfare. Therefore, the NESHAP was promulgated for this source category at 40 CFR part 63, subpart QQQQ.

2(b) Practical Utility/Users of the Data

The recordkeeping and reporting requirements in the standard ensure compliance with the applicable regulations which were promulgated in accordance with the Clean Air Act. The collected information is also used for targeting inspections and as evidence in legal proceedings.

Performance tests are required in order to determine an affected facility's initial capability to comply with the emission standard. Continuous emission monitors are used to ensure compliance with the standard at all times. During the performance tests, a record of the operating parameters under which compliance was achieved may be recorded and used to determine compliance in place of a continuous emission monitor.

The notifications required in the standard are used to inform the Agency or delegated authority when a source becomes subject to the requirements of the regulations. The reviewing authority may then inspect the source to ensure that the pollution control devices are properly installed and operated, that leaks are being detected and repaired, and that the standards are being met. The performance test may also be observed.

3. Non-duplication, Consultations, and Other Collection Criteria

The requested recordkeeping and reporting are required under 40 CFR part 63, subpart QQQQ.

3(a) Non-duplication

If the subject standards have not been delegated, the information is sent directly to the appropriate EPA regional office. Otherwise, the information is sent directly to the delegated state or local agency. If a state or local agency has adopted their own similar standards to implement the Federal standards, a copy of the report submitted to the state or local agency can be sent to the Administrator in lieu of the report required by the Federal standards. Therefore, no duplication exists.

3(b) Public Notice Required Prior to ICR Submission to OMB

An announcement of a public comment period for the renewal of this ICR was published in the Federal Register (72 FR 10736) on March 9, 2007. No comments were received on the burden published in the Federal Register.

3(c) Consultations

The Agency's industry experts have been consulted, and the Agency's internal data sources and projections of industry growth over the next three years have been considered. The primary source of information as reported by industry, in compliance with the recordkeeping and reporting provisions in the standard, is the Online Tracking Information System (OTIS) which is operated and maintained by the EPA Office of Compliance. OTIS is the EPA database for the collection, maintenance, and retrieval of all compliance data. The growth rate for the industry is based on our consultations with the Agency's internal industry experts. Approximately four respondents will be subject to the standard over the three-year period covered by this ICR.

Industry trade associations and other interested parties were provided an opportunity to comment on the burden associated with the standard as it was being developed, and the standard has been previously reviewed to determine the minimum information needed for compliance purposes.

It is our policy to respond after a thorough review of comments received since the last ICR renewal as well as those submitted in response to the First Federal Register Notice.

3(d) Effects of Less Frequent Collection

Less frequent information collection would decrease the margin of assurance that facilities are continuing to meet the standards. Requirements for information gathering and recordkeeping are useful techniques to ensure that good operation and maintenance practices are applied and emission limitations are met. If the information required by these standards was collected less frequently, the proper operation and maintenance of control equipment and the possibility of detecting violations would be less likely.

3(e) General Guidelines

None of these reporting or recordkeeping requirements violate any of the regulations established by OMB at 5 CFR part 1320, section 1320.5.

These standards require the respondents to maintain all records, including reports and notifications for at least five years. This is consistent with the General Provisions as applied to the standards. EPA believes that the five-year records retention requirement is consistent with the Part 70 permit program and the five-year statute of limitations on which the permit program is based. The retention of records for five years allows EPA to establish the compliance history of a source, any pattern of non-compliance and to determine the appropriate level of enforcement action. EPA has found that the most flagrant violators have violations extending beyond the five

years. In addition, EPA would be prevented from pursuing the violators due to the destruction or nonexistence of essential records.

3(f) Confidentiality

Any information submitted to the Agency for which a claim of confidentiality is made will be safeguarded according to the Agency policies set forth in title 40, chapter 1, part 2, subpart B - Confidentiality of Business Information (see 40 CFR 2; 41 FR 36902, September 1, 1976; amended by 43 FR 40000, September 8, 1978; 43 FR 42251, September 20, 1978; 44 FR 17674, March 23, 1979).

3(g) Sensitive Questions

None of the reporting or recordkeeping requirements contain sensitive questions.

4. The Respondents and the Information Requested

4(a) Respondents/SIC Codes

The respondents to the recordkeeping and reporting requirements are friction materials manufacturing facilities. The United States Standard Industrial Classification (SIC) codes for the respondents affected by the standards, which corresponds to The North American Industry Classification System (NAICS) codes, are listed below for source category description.

Standard (40 CFR part 63, Subpart QQQQQ)	SIC Codes	NAICS Codes
Motor Vehicle Brake System Manufacturing	3714	336340
All Other Miscellaneous Nonmetallic Mineral Product Manufacturing	3299	327999
Mechanical Power Transmission Equipment Manufacturing	3568	333613

4(b) Information Requested

None of these reporting or recordkeeping requirements violate any of the regulations established by OMB at 5 CFR part 1320, section 1320.5.

(i) Data Items

In this ICR, all the data recorded or reported is required by National Emission Standards for Hazardous Air Pollutants – Reporting and Recordkeeping Requirements for the Friction Materials Manufacturing (40 CFR Part 63, Subpart QQQQQ).

A source must make the following reports:

Notification Reports	
Initial notifications (including construction/reconstruction)	63.9535(a)(b)(c)(d), 63.05, and 63.09(b)
Notification of compliance status	63.9535(e) and 63.09(h)
Performance of sludge test and determine mercury emissions.	61.54(a), (c), (d), (e)

Reports	
Semiannual compliance report on startup, shutdown, and malfunction	63.9540(b)(4) and (d), 63.10(d)(5)
Semiannual compliance report on no deviations	63.9540(b)(5) and (6)
Annual report on deviations	63.9540(c)

A source must keep the following records:

Recordkeeping	
Maintain records of all reports and notifications	63.9550 and 63.10(b)(1)
Maintain records for initial notification and notification of compliance status	63.9545(a)(1) and 63.10(b)(xiv)
Maintain records related to startup, shutdown or malfunction	63.9545(1)(2)
Monitor records showing solvent mixers meeting the emission limitation	63.9530, 63.9545(b) and 63.10(b)(2)(vi), (x) and (xi)

Electronic Reporting

Some of the respondents are using monitoring equipment that automatically records parameter data. Although personnel at the affected facility must still evaluate the data, internal automation has significantly reduced the burden associated with monitoring and recordkeeping at a plant site.

Also, regulatory agencies in cooperation with the respondents continue to create reporting systems to transmit data electronically. However, electronic reporting systems are still not widely used. At this time, it is estimated that approximately 10 percent of the respondents use electronic reporting.

Respondent Activities
Read instructions.
Install, calibrate, maintain, and operate solvent mixers at fiction material manufacturing facility.
Write the notification and reports listed above.
Enter information required to be recorded above.

Respondent Activities
Submit the required reports developing, acquiring, installing, and utilizing technology and systems for the purpose of collecting, validating, and verifying information.
Develop, acquire, install, and utilize technology and systems for the purpose of processing and maintaining information.
Develop, acquire, install and utilize technology and systems for the purpose of disclosing and providing information.
Adjust the existing ways to comply with any previously applicable instructions and requirements.
Train personnel to be able to respond to a collection of information.
Transmit, or otherwise disclose the information.

Currently, sources are using monitoring equipment that provides parameter data in an automated way e.g., continuous parameter monitoring system. Although personnel at the source still need to evaluate the data, this type of monitoring equipment has significantly reduced the burden associated with monitoring and recordkeeping.

5. The Information Collected: Agency Activities, Collection Methodology, and Information Management

5(a) Agency Activities

EPA conducts the following activities in connection with the acquisition, analysis, storage, and distribution of the required information.

Agency Activities
Review notifications and reports, including performance test reports, and excess emissions reports, required to be submitted by industry.
Audit facility records.
Input, analyze, and maintain data in the Online Tracking Information System (OTIS).

5(b) Collection Methodology and Management

Following notification of startup, the reviewing authority might inspect the source to determine whether the pollution control devices are properly installed and operational. Performance test reports are used by the Agency to discern a source's initial capability to comply with the emission standard, and note the operating conditions under which compliance was achieved. Data and records maintained by the respondents are tabulated and published for use in compliance and enforcement programs.

Information contained in the reports is entered into OTIS which is operated and maintained by the EPA Office of Compliance. OTIS is the EPA database for the collection, maintenance, and retrieval of compliance data for approximately 125,000 industrial and government-owned facilities. EPA uses OTIS for tracking air pollution compliance and

enforcement by local and state regulatory agencies, EPA regional offices, and EPA headquarters. EPA delegated Authorities can edit, store, retrieve and analyze the data.

The records required by this regulation must be retained by either the owner or operator for five years.

5(c) Small Entity Flexibility

The majority of the respondents are large entities (i.e., large businesses). However, the impact on small entities (i.e., small businesses) was taken into consideration during the development of the regulation. Due to technical considerations involving the process operations and the types of control equipment employed, the recordkeeping and reporting requirements are the same for both small and large entities. The EPA considers these to be the minimum requirements needed to ensure compliance and, therefore, cannot reduce them further for small entities. To the extent that larger businesses can use economies of scale to reduce their burden, the overall burden will be reduced.

5(d) Collection Schedule

The specific frequency for each information collection activity within this request is shown in Table 1: Annual Industry Burden for NESHAP – Reporting and Recordkeeping Requirements for the Friction Materials Manufacturing (40 CFR Part 63, Subpart QQQQQ) (Renewal), below.

6. Estimating the Burden and Cost of the Collection

Table 1 documents the computation of individual burdens for the recordkeeping and reporting requirements applicable to the industry for the subpart included in this ICR. The individual burdens are expressed under standardized headings believed to be consistent with the concept of burden under the Paperwork Reduction Act. Wherever appropriate, specific tasks and major assumptions have been identified. Responses to this information collection are mandatory.

The Agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB Control Number.

6(a) Estimating Respondent Burden

The average annual burden to industry over the next three years from these recordkeeping and reporting requirements is estimated to be 1,296 (Total Labor Hours from Table 1). These hours are based on Agency studies and background documents from the development of the regulation, Agency knowledge and experience with the NESHAP program, the previously approved ICR, and any comments received.

6(b) Estimating Respondent Costs

(i) Estimating Labor Costs

This ICR uses the following labor rates:

Managerial	\$96.41	(\$45.91 + 110%)
Technical	\$82.74	(\$39.40 + 110%)
Clerical	\$42.25	(\$20.12 + 110%)

These rates are from the United States Department of Labor, Bureau of Labor Statistics, September 2004, "Table 10: Private industry, by occupational and industry group." The rates are from column 1, "Total compensation." The rates have been increased by 110 percent to account for the benefit packages available to those employed by private industry.

(ii) Estimating Capital/Startup and Operation and Maintenance Costs

The type of industry costs associated with the information collection activities in the subject standard are both labor costs which are addressed elsewhere in this ICR and the costs associated with continuous monitoring. The capital/startup costs are one-time costs when a facility becomes subject to the regulation. The annual operation and maintenance costs are the ongoing costs to maintain the monitors and other costs such as photocopying and postage.

(iii) Capital/Startup vs. Operation and Maintenance (O&M) Costs

Capital/Startup vs. Operation and Maintenance (O&M) Costs						
(A) Continuous Monitoring Device	(B) Capital/Startup Cost for One Respondent	(C) Number of New Respondents	(D) Total Capital/Startup Cost, (B X C)	(E) Annual O&M Costs for One Respondent	(F) Number of Respondents with O&M	(G) Total O&M, (E X F)
Monitoring Control Device	\$2,139	0	\$0	\$272	4	\$1,088

The total capital/startup costs for this ICR are \$0. This is the total of column D in the above table.

The total operation and maintenance (O&M) costs consists of photocopying, and postage are \$1,088. This is the total of column G.

The average annual cost for capital/startup and operation and maintenance costs to industry over the next three years of the ICR is estimated to be \$1,088.

6(c) Estimating Agency Burden and Cost

The only costs to the Agency are those costs associated with analysis of the reported information. The EPA compliance and enforcement program includes activities such as: the examination of records maintained by the respondents, periodic inspection of sources of emissions, and the publication and distribution of collected information.

The average annual Agency cost during the three years of the ICR is estimated to be \$2,387.

This cost is based on the average hourly labor rate as follows:

Managerial	\$56.02	(GS-13, Step 5, \$35.01 + 60%)
Technical	\$41.57	(GS-12, Step 1, \$25.98 + 60%)
Clerical	\$22.50	(GS-6, Step 3, \$14.06 + 60%)

These rates are from the Office of Personnel Management (OPM) “2004 General Schedule” which excludes locality rates of pay. The rates have been increased by 60 percent to account for the benefit packages available to government employees. Details upon which this estimate is based appear in Table 2: Average Annual EPA Burden, NESHAP – Reporting and Recordkeeping Requirements for the Friction Materials Manufacturing (40 CFR Part 63, Subpart QQQQ) (Renewal), below.

6(d) Estimating the Respondent Universe and Total Burden and Costs

Based on our research for this ICR, on average over the next three years, approximately four respondents will be subject to the standard. It is estimated that no additional sources per year will become subject in the next three years. The overall average number of respondents, as shown in the table below is four per year.

The number of respondents is calculated using the following table which addresses the three years covered by this ICR.

Number of Respondents					
Year	(A) Number of New Respondents ¹	(B) Number of Existing Respondents	(C) Number of Existing Respondents That Keep Records But Do Not Submit Reports	(D) Number of Existing Respondents That Are Also New Respondents	(E) Number of Respondents (E=A+B+C-D)
1	0	4	0	0	4
2	0	4	0	0	4
3	0	4	0	0	4
Average	0	4	0	0	4

¹ New respondent include sources with constructed, reconstructed and modified affected facilities. In this standard existing respondents submit initial notifications.

To avoid double-counting respondents, column D is subtracted. As shown above, the average Number of Respondents over the three-year period of this ICR is four.

The total number of annual responses per year is calculated using the following table:

Total Annual Responses				
(A) Information Collection Activity	(B) Number of Respondents	(C) Number of Responses	(D) Number of Existing Respondents That Keep Records But Do Not Submit Reports	(E) Total Annual Responses $E=(B \times C)+D$
Notification of applicability	0	1	N/A	0
Notification of construction/reconstruction	0	1	N/A	0
Notification of anticipated startup	0	1	N/A	0
Notification of actual startup	0	1	N/A	0
Notification of compliance status	0	1	N/A	0
Annual report of deviation	0.6	1	N/A	0.6
Semiannual report with no deviation	3.4	2	N/A	6.8
Unplanned startup, shutdown, malfunction report	0.4	2	N/A	0.8
			Total (rounded)	8

The number of Total Annual Responses is eight.

The total annual labor costs are \$103,424. Details regarding these estimates may be found in Table 1: Annual Industry Burden and Cost: NESHAP – Reporting and Recordkeeping Requirements for the Friction Materials Manufacturing (40 CFR Part 63, Subpart QQQQ) (Renewal), below.

6(e) Bottom Line Burden Hours Burden Hours and Cost Tables

The detailed bottom line burden hours and cost calculations for the respondents and the Agency are shown in Tables 1 and 2, respectively, and summarized below.

(i) Respondent Tally

The total annual labor costs are \$103,424. Details regarding these estimates may be found in Table 1. Annual Respondent Burden and Cost: NESHAP – Reporting and Recordkeeping Requirements for the Friction Materials Manufacturing (40 CFR Part 63, Subpart QQQQ) (Renewal), below. Furthermore, the annual public reporting and recordkeeping burden for this collection of information is estimated to average 162 hours per response.

The total annual capital/startup and O&M costs to the regulated entity are \$1,088.

(ii) The Agency Tally

The average annual Agency burden and cost over next three years is estimated to be 59 labor hours at a cost of \$2,387. See Table 2: Annual Agency Burden and Cost: NESHAP – Reporting and Recordkeeping Requirements for the Friction Materials Manufacturing (40 CFR Part 63, Subpart QQQQQ) (Renewal), below.

6(f) Reasons for Change in Burden

There is no change in the labor hours or cost in the ICR compared to the previous ICR, except for the correction of a small mathematical error in the previous ICR. This situation is due to two considerations: 1) the regulations have not changed over the past three years and are not anticipated to change over the next three years; and 2) the growth rate for the industry is very low, negative or non-existent, so there is no significant change in the overall burden.

Since there are no changes in the regulatory requirements and there is no significant industry growth, the labor hours and cost figures in the previous ICR are used in this ICR, and there is no change in burden to industry.

6(g) Burden Statement

The annual public reporting and recordkeeping burden for this collection of information is estimated to average 162 hours per response. Burden means the total time, effort, or financial resources expended by persons to generate, maintain, retain, or disclose or provide information to or for a Federal agency. This includes the time needed to review instructions; develop, acquire, install, and utilize technology and systems for the purposes of collecting, validating, and verifying information, processing and maintaining information, and disclosing and providing information; adjust the existing ways to comply with any previously applicable instructions and requirements; train personnel to be able to respond to a collection of information; search data sources; complete and review the collection of information; and transmit or otherwise disclose the information.

An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB Control Number. The OMB Control Numbers for EPA's regulations are listed at 40 CFR part 9 and 48 CFR chapter 15.

To comment on the Agency's need for this information, the accuracy of the provided burden estimates, and any suggested methods for minimizing respondent burden, including the use of automated collection techniques, EPA has established a public docket for this ICR under Docket ID Number EPA-HQ-OECA-2007-0061. An electronic version of the public docket is available at <http://www.regulations.gov/> which may be used to obtain a copy of the draft collection of information, submit or view public comments, access the index listing of the content of the docket, and to access those documents in the public docket that are available electronically. When in the system, select "search" than key in the docket ID number identified in this document. The documents are also available for public viewing at the Enforcement and Compliance Docket and Information Center in the EPA Docket Center (EPA/DC), EPA West, Room 3334, 1301 Constitution Avenue, N.W., Washington, DC. The EPA Docket Center Public

Reading Room is open from 8:30 a.m. to 4:30 p.m., Monday through Friday, excluding legal holidays. The telephone number for the Reading Room is (202) 566-1744, and the telephone number for the Enforcement and Compliance Docket and Information Center Docket is (202) 566-1927. Also, you can send comments to the Office of Information and Regulatory Affairs, Office of Management and Budget, 725 17th Street, N.W., Washington, DC 20503, Attention: Desk Officer for EPA. Please include the EPA Docket ID Number EPA-HQ-OECA-2007-0061 and OMB Control Number 2060-0481 in any correspondence.

Part B of the Supporting Statement

This part is not applicable because no statistical methods were used in collecting this information.

Table 1: Annual Respondent Burden and Cost – NESHAP – Reporting and Recordkeeping Requirements for the Friction Materials Manufacturing (40 CFR Part 63, Subpart QQQQ) (Renewal).

Burden item	(A) Person hours per occurrence	(B) No. of occurrences per respondent per year	(C) Person hours per respondent per year (C=AxB)	(D) Respondents per year	(E) Technical person- hours per year (E=CxD)	(F) Management person hours per year (Ex0.05)	(G) Clerical person hours per year (Ex0.1)	(H) Cost, \$ ^a
1. Applications	N/A							
2. Survey and Studies	N/A							
3. Acquisition, installation and utilization of technology and systems	54	1	51	0	0	0	0	\$0
4. Reporting requirements								
A. Read instructions	0.5	1	0.5	0	0	0	0	\$0
B. Required activities								
Startup, shutdown, malfunction plan	32	1	32	0	0	0	0	\$0
C. Create information	See 4B							
D. Gather existing information	See 4E							
E. Write Report								
Notification of applicability	2	1	2	0	0	0	0	\$0
Notification of construction/ Reconstruction	2	1	2	0	0	0	0	\$0
Notification of anticipated startup	2	1	2	0	0	0	0	\$0
Notification of actual startup	2	1	2	0	0	0	0	\$0
Notification of compliance status	4	1	4	0	0	0	0	\$0
Annual report of deviation ^c	8	1	8	0.6	4.8	0.24	0.48	\$440.57
Semiannual report of no deviation ^d	8	2	16	3.4	54.4	2.72	5.44	\$4,993.14
Startup, shutdown, malfunction report ^e	8	2	16	0.4	6.4	0.32	0.64	\$587.43
5. Recordkeeping requirements								
A. Read instructions	4	1	4	0	0	0	0	\$0
B. Plan activities	See 5E							
C. Implement activities	See 5E							
D. Develop record system	See 5E							
E. Time to enter information								
Records of solvent weight Measurements ^f	0.033	2,600	85.8	4	343.2	17.16	34.32	\$31,500.79

Burden item	(A) Person hours per occurrence	(B) No. of occurrences per respondent per year	(C) Person hours per respondent per year (C=AxB)	(D) Respondents per year	(E) Technical person- hours per year (E=CxD)	(F) Management person hours per year (Ex0.05)	(G) Clerical person hours per year (Ex0.1)	(H) Cost, \$ ^a
Records of block average solvent weight ^g	2	52	104	4	416	20.8	41.6	\$38,182.77
Records of startup, shutdown, malfunction ^g	1	52	52	4	208	10.4	20.8	\$19,091.38
Copies of notifications/reports ^h	0.25	7	1.75	4	7	0.35	0.7	\$642.50
F. Time to train personnel ⁱ	20	2	20	4	80	4	8	\$7,342.84
G. Time to transmit or disclose information ^h	0.25	7	1.75	4	7	0.35	0.7	\$642.50
H. Time to audit	N/A							
Subtotals Labor Burden and cost					1,126.8	56.34	112.68	\$103,423.92
TOTAL LABOR BURDEN AND COST (rounded)						1,295.82 1,296 (rounded)		\$103,424

Assumptions:

^a This ICR uses the following labor rates: \$96.41 per hour for Executive, Administrative, and Managerial labor; \$82.74 per hour for Technical labor, and \$42.25 per hour for Clerical labor. These rates are from the United States Department of Labor, Bureau of Labor Statistics, December, 2004, ATable 10. Private industry, by occupational and industry group. ©

^b We have assumed that there are 4 existing sources, and that no additional new or reconstructed sources will become subject to the rule over the next three years. Within those four existing sources, there is a total of seven existing solvent mixers for an average of (7/4=1.75) 1.75 mixers per source, with no additional new or reconstructed solvent mixers expected to be constructed over the three-years of the ICR.

^c We have assumed that 15 percent of respondents will report deviation.

^d We have assumed that 85 percent of respondents will report no deviation.

^e We have assumed that 10 percent of respondents will have a startup, shutdown, or malfunction occur that is not managed according to the regulation.

^f We have assumed that solvent weights are recorded once per hour (2 minutes [0.033 hr] per record) for 2,600 hours per year. This is the industry average solvent mixer annual operating hours.

^g It is assumed that information would be entered once per week for 52 weeks per year.

^h We have assumed that a typical plant transmits one-time notification of applicability and compliance status; startup, shutdown, and malfunction plan semiannually; deviation report once a year; and no deviation report semiannually for a total of seven times per year.

ⁱ We have assumed that it will take 20 hours per plant once a year to train personnel.

Table 2: Average Annual EPA Burden - NESHAP – Reporting and Recordkeeping Requirements for the Friction Materials Manufacturing (40 CFR Part 63, Subpart QQQQ) (Renewal).

Activity	(A) EPA person- hours per occurrence	(B) No. of occurrences per plant per year	(C) EPA person- hours per plant per year (C=AxB)	(D) Plants per year ^b	(E) Technical person- hours per year (E=CxD)	(F) Management person-hours per year (Ex0.05)	(G) Clerical person- hours per year (Ex0.1)	(H) Cost, \$ ^a
1. Excess emissions enforcement activities ^c	48	1	48	0.2	9.6	0.48	0.96	\$447.56
2. Report review								
Notification of applicability	2	1	2	0	0	0	0	\$0
Notification of construction/reconstruction	2	1	2	0	0	0	0	\$0
Notification of anticipated startup	2	1	2	0	0	0	0	\$0
Notification of actual startup	2	1	2	0	0	0	0	\$0
Notification of compliance status	40	1	40	0	0	0	0	\$0
Annual report of deviation ^d	20	1	20	0.6	12	0.6	1.2	\$559.45
Semiannual report of no deviation ^e	2	2	4	3.4	13.6	0.68	1.36	\$634.04
Startup, shutdown, malfunction report ^f	20	2	40	0.4	16	0.8	1.6	\$745.94
Subtotals Labor Burden and cost					51.2	2.56	5.12	\$2,386.99
TOTAL ANNUAL BURDEN AND COST (rounded)					58.88 59 (rounded)			\$2,387

Assumptions:

^a This cost is based on the following hourly labor rates times a 1.6 benefits multiplication factor to account for government overhead expenses: \$56.02 for Managerial (GS-13, Step 5, \$35.01 x 1.6), \$41.57 for Technical (GS-12, Step 1, \$25.98 x 1.6) and \$22.50 Clerical (GS-6, Step 3, \$14.06 x 1.6). These rates are from the Office of Personnel Management (OPM) A2004 General Schedule@ which excludes locality rates of pay.

^b We have assumed that there are 4 existing sources, and that no additional new or reconstructed sources will become subject to the rule over the next three years. Within those four existing sources, there is a total of seven existing solvent mixers for an average of (7/4=1.75) 1.75 mixers per source, with no additional new

or

reconstructed solvent mixers expected to be constructed over the three-years of the ICR.

^c We have assumed that 5 percent of plants will be involved in excess emission enforcement activities.

^d We have assumed that 15 percent of respondents will report deviation.

^e We have assumed that 85 percent of respondents will report no deviation.

^f It is assumed that 10 percent of respondents will have a startup, shutdown, or malfunction occur that is not managed according to the regulation.