

40 CFR Part 60, Subpart EEEE - Standards of Performance for Other Solid Waste Incineration Units 40 CFR Part 60, Subpart FFFF - Emission Guidelines and Compliance Times for Other Solid Waste Incineration Units §60.2956 and §60.3051 Annual Report Spreadsheet Template

Instructions for Spreadsheet Template

Purpose:

This spreadsheet template was designed by the U.S. EPA to facilitate annual reporting for Other Solid Waste Incineration (OSWI) Units. It includes information on Standards of Performance for Other Solid Waste Incineration Units and 40 CFR part 60, subpart FFFF Emission Guidelines and Compliance Times for Other Solid Waste Incineration Units.

Electronic reporting:

Electronic submission of Compliance Reports through the EPA's Compliance and Emissions Data Reporting Interface (CEDRI) is required. CEDRI is available through the EPA's Central Data Exchange (<https://cdx.epa.gov>).

Confidential Business Information:

Do not submit confidential business information (CBI) to EPA via CEDRI. EPA will make all the information submitted through CEDRI available to the public. All CBI claims must be asserted at the time of submission. Anything submitted using CEDRI cannot later be claimed to be confidential, and EPA is required to make emissions data available to the public. Thus, emissions data submitted through CEDRI will be made available to the public.

Although we do not expect persons to assert a claim of CBI, if persons wish to assert a CBI claim for some of the information included in the report, they should not use CEDRI. Instead, they should print the report, omitting the information claimed to be CBI, and submit a complete report, including any information claimed to be CBI, to EPA. The preferred method of submission is by hard copy, using attachments, File Transfer Protocol, or other online file sharing services. Electronic submissions must be transmitted directly to the attention of the Hazardous Organic Chemical Manufacturing Sector Lead. If assistance is needed with submitting large electronic files, please email oaqpscbi@epa.gov to request a file transfer link. If you cannot use a file sharing service, you may mail the report through the postal service to the following address:

OAQPS Document Control Officer (C404-02)
OAQPS, U.S. Environmental Protection Agency
Attn: Other Solid Waste Incineration Units Sector Lead
109 T.W. Alexander Drive
P.O. Box 12055
Research Triangle Park, North Carolina 27711



The mailed CBI material should be double wrapped and clearly marked. Any CBI markings should not show through the outer wrapping. Information not marked as CBI may be authorized for public release without prior notice. Information marked as CBI will be held in confidence as set forth in 40 CFR part 2.

Using this Template:

The CEDRI spreadsheet template upload feature allows you to submit data in a single report for a single site or multiple sites. Information entered into the worksheet labeled "Company_Information" in this Excel workbook. Each row in the "Company_Information" worksheet will be used to match the information on each tab to the appropriate site.

IMPORTANT: The final CEDRI upload file must be a single ZIP file, which must include this Excel workbook and any related information files found in the "Company Information" worksheet).

For each site record found in the "Company_Information" worksheet, you may reference a single file attachment that includes your report, the uploaded files may be in any format (e.g., zip, docx, PDF). If you would like to include an Excel file(s) as an attachment to the master ZIP file that will be uploaded into CEDRI.

For example, the file "2019Report.zip" uploaded into CEDRI may contain 2 files:

1. Completed_annual_reporting_spreadsheet_2019.xlsx
2. Attachments.zip

The "Attachments.zip" file could contain as many attachments of any format (xlsx, xls, docx, pdf, zip, etc.) as needed. If you only have one file to attach, you do not need to zip it unless it is an Excel file (.xlsx, .xls).

Template Navigation and Tabs to Complete:

Gray Tab: The gray tab (Company_Information) contains general information, most of which is likely to be unchanged from reports.

The other worksheets contain information required for each OSWI unit at the site(s). Some of the worksheets provide dropdown menus. See the notes above the table on each worksheet for more information.

Some worksheets have columns that do not provide a regulatory citation. These are optional columns, but providing a response in these irrelevant columns.

Within the tabs, example rows are colored light orange (rows 14 through 23), and the XML tag row (row 13) is colored green.

40 CFR Part 60, Subpart EEEE and Subpart FFFF: Other Solid Waste Incineration Units; §60.2956 and §60.3051 Annual Report Spreadsheet Template

You must submit annual reports according to the schedule in §60.2955 or §60.3050. The annual report required under §60.2955 or §60.3050 must include the items listed in paragraphs §60.2956(a) through §60.3051(a).

Note: The Company Record No. will automatically generate if you do not enter one.

SITE INFORMATION						
Company Record No. (Field value will automatically generate if a value is not entered.)	Company Name (§60.2956(a), §60.3051(a))	Address (§60.2956(a), §60.3051(a))	Address 2	City (§60.2956(a), §60.3051(a))	County (§60.2956(a), §60.3051(a))	State Abbreviation (§60.2956(a), §60.3051(a)) (Select from dropdown)
RecordId	FacilityName	AddressLine1	AddressLine2	CityName	CountyName	StateName
e.g.: 1	e.g.: ABC Company	e.g.: 123 Main Street	e.g.: Suite 100	e.g.: Brooklyn	e.g.: Kings	e.g.: NY

(k) or §60.3051(a) through (k).

		REPORTING PERIOD		ADDITIONAL INFORMATION	
Zip Code (§60.2956(a), §60.3051(a))	Responsible Agency Facility ID (State Facility Identifier)	Beginning Date of Reporting Period (§60.2956(c), §60.3051(c))	Ending Date of Reporting Period (§60.2956(c), §60.3051(c))	Please enter any additional information.	Enter associated file name reference.
ZipCode	StateFacId	PeriodStartDate	PeriodEndDate	AddInfo	AddFile
e.g.: 11221	e.g.: 9145555555	e.g.: 01/01/20	e.g.: 06/30/20	e.g.:	e.g.: addinfo.zip

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Note: Company Record No. selections appear once Company(s) are added to Company_Information worksheet. If you provide answers in Columns D and H, cells that are not relevant will be shaded in black.

Company Record No. Select from dropdown	OSWI Unit Identification (§60.2956(d), §60.2956(h), §60.3051(d), §60.3051(h))	Was a performance test conducted during the annual reporting period?	Date of the Performance Test (§60.2956(h), §60.3051(h))	Pollutant(s) Tested (§60.2956(h), §60.3051(h))	Did you meet the requirements of §60.2934(a) or (b) or § 60.3035(a) or (b) for pollutants not tested? (§60.2956(i), §60.3051(i))	Does the unit have a CO CEMS?	Lowest Recorded 12-Hour Average CO Value (oxygen corrected value in ppmv) (§60.2956(f), §60.3051(f))	Highest Recorded 12-Hour Average CO Value (oxygen corrected value in ppmv) (§60.2956(f), §60.3051(f))
RecordId	UnitId	TestFlag	TestDate	TestPollutant	NoTestRequiredFlag	CEMSFlag	LowCOValue	HighCOValue
e.g.: 1	e.g.: Incinerator 1	e.g.: Yes	e.g.: 04/20/22	e.g.: CO, PM, NOx	e.g.: I met the requirements of §60.2934(a) or (b) or §60.3035(a) or (b) and therefore I was not required to conduct a performance test during the reporting period.	e.g.: Yes	e.g.: 3	e.g.: 10
e.g.: 2	e.g.: Incinerator 2	e.g.: No			e.g.: N/A	e.g.: No		

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Note: Company Record No. selections appear once Company(s) are added to Company_Information worksheet.

Company Record No. (Select from dropdown)	OSWI Unit Identification (§60.2956(d), §60.3051(d))	Parameter Monitored (§60.2956(d), §60.3051(d))	Established Value for the Operating Limit (§60.2956(d), §60.3051(d))	Units for Operating Limit (§60.2956(d), §60.3051(d))	Lowest Recorded 3-Hour Average Value (in the units identified in Column F) (§60.2956(f), §60.3051(f))	Highest Recorded 3-Hour Average Value (in the units identified in Column F) (§60.2956(f), §60.3051(f))
RecordId	UnitId	ParameterMonitored	ParameterLimit	ParameterUnit	ParameterLowValue	ParameterHighValue
e.g.: 1	e.g.: Incinerator 1	e.g.: combustion temperature	e.g.: 1200	e.g.: degrees F	e.g.: 1300	e.g.: 1800

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Note: Company Record No. selections appear once Company(s) are added to Company_Information worksheet. If you answer "No" in Column F, Column G will be shaded black.

Company Record No. (Select from dropdown)	OSWI Unit Identification (§60.2956(d), §60.3051(d))	Have deviations from any emission limitation or operating limit occurred during the reporting period? (§60.2956(e), §60.3051(e))	Were there any periods during which any CMS was inoperative, inactive, malfunctioning or out of control during the reporting period? (§60.2956(e), §60.3051(e))	Do you comply with the continuous compliance requirements in §60.2932(d) or §60.3033(d)?	If you comply with the continuous compliance requirements in §60.2932(d) or §60.3033(d), did you have deviations from the percentage of waste burned in a waste category or established operating limits? (§60.2956(k), §60.3051(k))
RecordId	UnitId	PeriodDeviationFlag	CMSControlFlag	SmallUnitFlag	WastePercentDeviationFlag
e.g.: 1	e.g.: Incinerator 1	e.g.: There were no deviations from the emission limitations or operating limits during the reporting period.	e.g.: Yes	e.g.: Yes	e.g.: There were no deviations from the percentage of waste burned in each category and the OSWI unit has been operated within the established operating parameter limits.
e.g.: 2	e.g.: Incinerator 2	e.g.: Yes	e.g.: No monitoring system used to determine compliance with the emission limitations or operating limits was inoperative; inactive; malfunctioning or out of control.	e.g.: No	

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Note: Company Record No. selections appear once Company(s) are added to Company_Information worksheet.

Periods of Operation When All Qualified OSWI Unit Operators Were Unavailable For More Than 12 Hours, But Less Than 2 Weeks			
Company Record No. (Select from dropdown)	Start Date (§60.2956(j), §60.3051(j))	Start Time (§60.2956(j), §60.3051(j))	Duration (hours) (§60.2956(j), §60.3051(j))
RecordId	StartDateQualifiedOperator	StartTimeQualifiedOperator	DurationQualifiedOperator
e.g.: 1	e.g.: 02/02/22	e.g.: 1:00 PM	e.g.: 13

Revision Number	Date	Description
1.00		Initial Release Version