

## Appendix 5. Checklist of Materials to Submit with Your Survey Response

√	Item	Submit by...
<input type="checkbox"/>	<b>Exemption form in Appendix 1A if your facility is not a major or synthetic area source of HAP emissions, is closed, or does not manufacture PCWP</b>	Emailing the form to pcwpicr@epa.gov
<input type="checkbox"/>	<b>Form in Appendix 1B for synthetic area sources</b>	Emailing the form to pcwpicr@epa.gov if not CBI. If CBI, mail* the form to Tiffany Purifoy, Document Control Officer (See section C2 for addresses)
<input type="checkbox"/>	<b>Non-CBI materials:</b>	Uploading the materials into CEDRI (See Appendix 6 for instructions)
<input type="checkbox"/>	PCWP_survey.xlsx and PCWP_CEMS.xlsx spreadsheets with CBI data removed as described in section C of the instructions.	
<input type="checkbox"/>	Electronic copy of the facility operating permit in searchable format	
<input type="checkbox"/>	Process flow diagram(s)	or
<input type="checkbox"/>	Emissions release point map	
<input type="checkbox"/>	For facilities using the emissions averaging compliance option, a copy of the Emission Averaging Plan (if not included in the facility permit)	mail* the files on a disk (CD or DVD) or flash drive to John Bradfield (See section C1 for address)
<input type="checkbox"/>	OPTIONAL--Copy of TANKS or related emission estimates, if available (requested in the <i>Tank</i> tab)	
<input type="checkbox"/>	Copy of lumber dry kiln schedules used OR reference the schedule followed in the USDA Forest Products Lab Dry Kiln Operators Manual (Agriculture Handbook # 188). For kilns with multiple kiln schedules, reference each here separately. (Requested in the <i>LKiln</i> tab)	
<input type="checkbox"/>	Copies of the 2016 semiannual compliance reports required under §63.2281(b) and Table 9 of Subpart DDDD to Part 63 (requested in the <i>SSM</i> and <i>APCD</i> tabs)	
<input type="checkbox"/>	Recommendations for a standard that would apply during startup or shutdown of any process unit or APCD, if you have any (in response to this question in the <i>SSM</i> tab)	
<input type="checkbox"/>	Wastewater effluent limit permits and any case-by-case BPT/BAT analyses (requested in the <i>WW</i> tab)	
<input type="checkbox"/>	Wastewater treatment plant (WWTP) flow diagram showing each wastewater handling/treatment unit if your facility has obtained a wastewater permit establishing an effluent limit (requested in the <i>WW</i> tab)	
<input type="checkbox"/>	Plan required under Tables 5 and 7 of the PCWP rule to demonstrate how HAP captured by a wet control device are destroyed, if your facility uses a wet control device as the only means of HAP control (requested in the <i>WW</i> tab)	
<input type="checkbox"/>	WWTP emission estimates from measurements, fenceline monitoring, or modeling, if available, requested in the <i>WW</i> tab.	
<input type="checkbox"/>	Electronic, searchable copies of previous air emission test reports requested in Section D4a and <b>Appendix 3</b> of these instructions	
<input type="checkbox"/>	<b>Disk (CD or DVD) or flash drive containing only the portions of your response claimed as CBI:</b>	Tiffany Purifoy, Document Control Officer (See section C2 for addresses)*
<input type="checkbox"/>	Confidential version of PCWP_survey.xlsx spreadsheet	
<input type="checkbox"/>	Confidential version of PCWP_CEMS.xlsx spreadsheet (if applicable)	
<input type="checkbox"/>	Any additional materials claimed CBI	

\*The EPA recommends using Registered U.S. Mail with a return receipt requested, Federal Express, or any other method for which a receipt signature is required.