



INDUSTRIAL COMPLIANCE PORTFOLIO

- Three-ring notebook with section dividers – one notebook for WalCoMet and one for the Industry to keep on hand for viewing by WalCoMet, DNR or EPA control authorities.
- Baseline Monitoring Report (BMR) or a cover letter describing the business and facility in as much detail as possible which includes but not limited to: type of business, items produced, types of processes, type and amount of wastes, responsible officials, and hours of operation, number of employees, number and times of shifts and any permits held by the company.
- Spill prevention plan under a separate title.
- Solvent management plan under a separate title.
- Slug discharge control plan under a separate title.
- MSDS summary sheet on solvents and chemicals that pertain to any process or any pretreatment system. Include the following information: solid or liquid, pH, hazardous substances and is it flammable, corrosive or toxic.
- Chemical usage list: List how much of each chemical is stored on-site and what process it is used for.
- Process flow diagram/schematic identifying each manufacturing process waste stream that produces a liquid waste as they may flow through the system.
- Scale size plans and/or specifications on all equipment that is used in conjunction with any pretreatment system; i.e., pH meters, flow meters, pumps, sampling equipment, sampling manholes, etc.
- Scale drawing of the entire facility showing all plumbing lines. Include locations of different departments and processes and storage areas for raw materials and wastes.
- Most recent one year of waste manifests. Include materials that are sold for recycling or refining.
- The latest wastewater effluent test results, any TCLP test results and the chain of custody documents and any reporting forms sent to the State of Wisconsin DNR.
- Amount of new products manufactured per year in total number, weight and/or square feet, and/or number of equipment repaired per year.
- This portfolio will be updated for both WalCoMet and the Industry every reporting period if changes have occurred or at least once per calendar year.