## **Miscellaneous VOC-Containing Products List**

Group I Vehicles O	nl۱	۷
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Facility Name		Address			
Product (Name / Code / Manufacturer)	Use / Type	Application Method	Mixing Ratio	VOC Content <sup>1</sup> (lb/gal)	Rule 234 VOC Content Limit <sup>1</sup> (lb/gal)
Col. 1	Col. 2	Col. 3	Col. 4	Col. 5	Col. 6
1 : As applied, excludin	g water and exempt comp	ounds			
Certifying Name and Title			ı	Phone No. (	) -
I do hereby certify that informa 234 Auto Refinishing Operatio	tion listed is a true representa	ation of the products used	d at this site and are a	accurate and co	mpliant with PCAPCD Rule
Signature				Date	

## Instructions for Completing the Miscellaneous VOC-Containing Products List

Include the following information for each separate "Miscellaneous VOC-Containing Product". Miscellaneous VOC-containing products are used for automotive refinishing operations, but are not considered part of the coating system. Examples of miscellaneous materials that are required to be listed include aerosols that do not have pigments or resins, like strippers, or bulk solvent. Cleaning solvents used in an enclosed approved gun cleaner need not be reported. This list is required for all Automotive Refinishing Operations under Placer County Air Pollution District Rule 234, Section 501. Note that:

- 1. The list must be prepared by <u>all</u> Automotive Refinishing Operations, regardless of size (VOC product usage).
- 2. The list applies to refinishing operations for "Group I" vehicles, which include passenger cars, light and medium duty trucks and vans, motorcycles, and heavy duty truck cabs and chassis.
- 3. Information contained in the forms must be legible.
- 4. <u>All</u> VOC-containing products kept on-site that are used in the automotive refinishing process (used and stored) must be identified in either this "Coating System Products Line List", or alternatively in the "Miscellaneous VOC-Containing Products List".
- 5. The list needs to be updated on an on-going basis to reflect current coating product use. The list must account for all new or modified products.
- 6. A copy of the list with currently used and stored products must be kept on-site in a readily accessible location.
- 7. Information must be based on the most current technical data product information sheet.
- 8. A copy of every different version of the list must be retained in on-site records for the previous 3 year period.
- 9. VOC-containing aerosols that do not contain pigments or resins must be included.

The form may be completed either by-hand or electronically. The file with the name "PCAPCD\_Rule\_234\_Miscellaneous\_Product\_List.pdf" is in "Portable Document Format" and may be opened and printed with Adobe Reader©, a copy of which is available at no cost at <a href="http://www.adobe.com/products/acrobat/readstep2.html">http://www.adobe.com/products/acrobat/readstep2.html</a>. The printed copy may then be completed by-hand.

Alternatively, the file with the name "PCAPCD\_Rule\_234\_Miscellaneous\_Product\_List.doc" is created with Microsoft Word© and may be filled out electronically. To fill out the form, open the file and click in the shaded areas of the form, and type the entry directly into the shaded area. The tab button, the keyboard arrows, or a click of the mouse can be used to move within the different form boxes. Extra rows may be added to the table as needed by selecting the menu option under "Tools / unprotect document"; then click in the row you would like rows to be added to below, and then select the menu option under "Table / Insert / Rows Below".

- Col. 1 <u>Product Name / Code</u> Enter the name of the product, and the code as referred to by the manufacturer on the container label.
- Col. 2 <u>Use / Type</u> Provide a description of the type of product (for example, solvent, undercoater, aerosol stripper) and its use (for example, gun cleaner).
- Col. 3 Application Method Describe how the product is applied, for example spray or hand wipe.
- Col. 4 <u>Mixing Ratio</u> Enter the mixing ratio determined as the amount of any additives that are required to be mixed with the product.
- Col. 5 <u>VOC Content</u> Enter the final product VOC Content as applied, <u>excluding water or exempt solvents</u>. The VOC Content must be determined from the following:
  - Distributor or manufacturer "technical data" information sheet. A written copy of the distributor or manufacturer technical data sheet that documents the VOC Content must be included with these forms (the forms must be kept on-site and readily available).
  - Analysis of samples of the product using EPA Method 24. This involves sending a sample of the product to a certified laboratory, who will use Method 24 ("Determination of the Volatile Matter

Content, Water Content, Density, Volume Solids, and Weight Solids of Surface Coatings") to determine the VOC content.

Col. 6 PCAPCD VOC Content Limit – Provide the appropriate Placer County Air Pollution Control District VOC Content limits for comparison with the VOC Content of product used on-site provided in previous Column 5. The VOC Content of each product must be less than the applicable District limit.

## Recommendations to Aid in District Inspections

- Operating personnel should know where the records are kept.
- The paint room inventory should only contain products used in the "Coating Product Line List", or other products on the "Miscellaneous VOC-Containing Products List".
- Any unnecessary products should be recycled or returned to the distributor, and not stored on-site.
- The shop should be kept clean and well-organized.