Instructions for Completing the Monthly Record of VOC Emissions for Automotive Refinishing Operations

This log is used for compliance with recordkeeping requirements of PCAPCD Rule 234, Section 501. All VOC-containing products that are used on-site in the automotive refinishing operations must be included in this monthly record. Cleaning solvents used in an enclosed approved gun cleaner need not be reported. Also, note that:

- These monthly record forms must be kept available on-site for 3 years.
- If total VOC emissions are greater than 10,000 lb in any 12 month period, additional recordkeeping is required under PCAPCD Rule 511.

The log is provided as an Microsoft Excel spreadsheet, and may be completed electronically using this application. It also may be printed and filled out by-hand.

For each product (each to be entered separately in a different row of the record), include the following information:

- Col. (a) Product Name / Code Enter the name of the product, and the code as referred to by the manufacturer on the container label.
- Col. (b) <u>Type / Use</u> Provide a description of the type of product and its use, for example, primer/surfacer, precoat, speciality coating, or surface cleaner.
- Col. (c) <u>VOC Content</u> Enter the total product VOC Content "as applied, including water and exempt compounds", where the concentration is determined as the ratio of the weight of VOC (excluding water and exempt compounds) to the total volume of product (as applied, including water and exempt compounds):

$$VOC_{AsApplied} = \frac{W_S - W_W - W_{EC}}{V_M}$$

where: W_s : weight of volatile compounds; W_w : weight of water; W_{EC} : weight of exempt VOC compounds; V_m : volume of material as applied

Enter as either pounds/gallon (lb/gal) or grams/liter (g/L). If entered as grams/liter, the spreadsheet will calculate an equivalent pounds/gallon by dividing grams/liter by 120.

Note that this "as applied, including water and exempt compounds" VOC content may be different from the VOC content that is provided in the Coating and Miscellaneous VOC Products Lists (and is used to compare with District VOC concentration limits) which does not include water and exempt compounds in the volume of the product.

- Col. (d) Monthly Usage Enter the total volume of product used over the month (as applied, including water and exempt compounds), as either gallons or ounces. If entered as ounces, the spreadsheet will calculate gallons by dividing ounces by 128.
- Col. (e) <u>VOC Emissions</u> If prepared electronically, no entry here is required. The spreadsheet is set up to automatically calculate the total monthly VOC emissions based on your entries in columns (c) and (d). If prepared by hand, multiply the values in columns (c) and (d) to get the total monthly amount of VOC emissions.

At the bottom of the sheet, calculate and enter the monthly product usage totals (gal/month) for the various subcategories:

- All Products
- Primer Surfacers
- Precoats
- Speciality Coatings (not including antiglare/safety coatings)
- All Coatings

Also calculate the following percentages using the subcategory totals (the spreadsheet is also setup to automatically calculate these values):

- The percentage of speciality coatings (not including antiglare or safety coatings) to all coatings, by volume. The percentage must be below 5% (PCAPCD Rule 234.305).
- The percentage of precoat to primer surfacer, by volume. The percentage must be below 25% (PCAPCD Rule 234.307).