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## 40 C.F.R. § 62.16025

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### What records must I keep?

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You must maintain the items (as applicable) specified in paragraphs (a) through (n) of this section for a period of at least 5 years. All records must be available on site in either paper copy or computer-readable format that can be printed upon request, unless an alternative format is approved by the Administrator.

- (a) *Date*. Calendar date of each record.
- (b) *Final control plan and final compliance*. Copies of the final control plan and any additional notifications, reported under § 62.16030.
- (c) *Operator training*. Documentation of the operator training procedures and records specified in paragraphs (c)(1) through (4) of this section. You must make available and readily accessible at the facility at all times for all SSI unit operators the documentation specified in paragraph (c)(1) of this section.
  - (1) Documentation of the following operator training procedures and information:
    - (i) Summary of the applicable standards under this subpart.
    - (ii) Procedures for receiving, handling and feeding sewage sludge.
    - (iii) Incinerator startup, shutdown, and malfunction preventative and corrective procedures.
    - (iv) Procedures for maintaining proper combustion air supply levels.
    - (v) Procedures for operating the incinerator and associated air pollution control systems within the standards established under this subpart.
    - (vi) Monitoring procedures for demonstrating compliance with the incinerator operating limits.
    - (vii) Reporting and recordkeeping procedures.
    - (viii) Procedures for handling ash.
    - (ix) A list of the materials burned during the performance test, if in addition to sewage sludge.
    - (x) For each qualified operator and other plant personnel who may operate the unit according to the provisions of § 62.15945(a), the phone and/or pager number at which they can be reached during operating hours.

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