Chapter NR 664
APPENDIX I
RECORDKEEPING INSTRUCTIONS

The recordkeeping provisions of s. NR 664.0073 specify that an owner or operator shall keep a written operating record at the facility. This appendix provides additional instructions for keeping portions of the operating record. See s. NR 664.0073(2) for additional recordkeeping requirements.

The following information shall be recorded, as it becomes available, and maintained in the operating record until closure of the facility in the following manner:

Records of each hazardous waste received, treated, stored or disposed of at the facility which include all of the following:

1. A description by its common name and the EPA hazardous waste numbers from ch. NR 661 which apply to the waste. The waste description also shall include the waste’s physical form, i.e., liquid, sludge, solid or contained gas. If the waste is not listed in subch. D of ch. NR 661, the description also shall include the process that produced it (for example, solid filter cake from production of ___ EPA hazardous waste number W051).

Each hazardous waste listed in subch. D of ch. NR 661, and each hazardous waste characteristic defined in subch. C of ch. NR 661, has a 4-digit EPA hazardous waste number assigned to it. This number shall be used for recordkeeping and reporting purposes. Where a hazardous waste contains more than one listed hazardous waste, or where more than one hazardous waste characteristic applies to the waste, the waste description shall include all applicable EPA hazardous waste numbers.

2. The estimated or manifest-reported weight, or volume and density, where applicable, in one of the units of measure specified in Table 1.

Enter the following handling codes that most closely represent the techniques used at the facility to treat, store or dispose of each quantity of hazardous waste received.

(a) Storage
S01 Container (barrel, drum, etc.)
S02 Tank
S03 Waste Pile
S04 Surface Impoundment
S05 Drip Pad
S06 Containment Building (Storage)
S99 Other Storage (specify)

(b) Treatment
1. Thermal Treatment—
T06 Liquid injection incinerator
T07 Rotary kiln incinerator
T08 Fluidized bed incinerator
T09 Multiple hearth incinerator
T10 Infrared furnace incinerator
T11 Molten salt destructor
T12 Pyrolysis
T13 Wet air oxidation
T14 Calcination
T15 Microwave discharge
T18 Other (specify)

2. Chemical Treatment—
T19 Absorption mound
T20 Absorption field
T21 Chemical fixation
T22 Chemical oxidation
T23 Chemical precipitation
T24 Chemical reduction
T25 Chlorination
T26 Chlorinolysis
T27 Cyanide destruction
T28 Degradation
T29 Detoxification
T30 Ion exchange
T31 Neutralization
T32 Ozonation
T33 Photolysis
T34 Other (specify)

Table 1

<table>
<thead>
<tr>
<th>Unit of Measure</th>
<th>Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gallons</td>
<td>G</td>
</tr>
<tr>
<td>Gallons per Hour</td>
<td>E</td>
</tr>
<tr>
<td>Gallons per Day</td>
<td>U</td>
</tr>
<tr>
<td>Liters</td>
<td>L</td>
</tr>
<tr>
<td>Liters per Hour</td>
<td>H</td>
</tr>
<tr>
<td>Liters per Day</td>
<td>V</td>
</tr>
<tr>
<td>Short Tons per Hour</td>
<td>D</td>
</tr>
<tr>
<td>Metric Tons per Hour</td>
<td>W</td>
</tr>
<tr>
<td>Short Tons per Day</td>
<td>N</td>
</tr>
<tr>
<td>Metric Tons per Day</td>
<td>S</td>
</tr>
<tr>
<td>Pounds per Hour</td>
<td>J</td>
</tr>
<tr>
<td>Kilograms per Hour</td>
<td>R</td>
</tr>
<tr>
<td>Cubic Yards</td>
<td>Y</td>
</tr>
<tr>
<td>Cubic Meters</td>
<td>C</td>
</tr>
<tr>
<td>Acres</td>
<td>B</td>
</tr>
<tr>
<td>Acre−feet</td>
<td>A</td>
</tr>
<tr>
<td>Hectares</td>
<td>Q</td>
</tr>
<tr>
<td>Hectare−meter</td>
<td>F</td>
</tr>
<tr>
<td>Btu’s per Hour</td>
<td>I</td>
</tr>
</tbody>
</table>

1 Single digit symbols are used here for data processing purposes.

(3) The methods (by handling codes as specified in Table 2) and dates of treatment, storage or disposal.
3. Physical Treatment—
   a. Separation of components:
      T35 Centrifugation
      T36 Clarification
      T37 Coagulation
      T38 Decanting
      T39 Encapsulation
      T40 Filtration
      T41 Flocculation
      T42 Flotation
      T43 Foaming
      T44 Sedimentation
      T45 Thickening
      T46 Ultrafiltration
      T47 Other (specify)
   b. Removal of Specific Components:
      T48 Absorption—molecular sieve
      T49 Activated carbon
      T50 Blending
      T51 Catalysis
      T52 Crystallization
      T53 Dialysis
      T54 Distillation
      T55 Electrodialysis
      T56 Electrolysis
      T57 Evaporation
      T58 High gradient magnetic separation
      T59 Leaching
      T60 Liquid ion exchange
      T61 Liquid–liquid extraction
      T62 Reverse osmosis
      T63 Solvent recovery
      T64 Stripping
      T65 Sand filter
      T66 Other (specify)

4. Biological Treatment
   T67 Activated sludge
   T68 Aerobic lagoon
   T69 Aerobic tank

T70 Anaerobic tank
T71 Composting
T72 Septic tank
T73 Spray irrigation
T74 Thickening filter
T75 Trickling filter
T76 Waste stabilization pond
T77 Other (specify)

5. Boilers and Industrial Furnaces
   T80 Boiler
   T81 Cement Kiln
   T82 Lime Kiln
   T83 Aggregate Kiln
   T84 Phosphatic Kiln
   T85 Coke Oven
   T86 Blast Furnace
   T87 Smelting, Melting or Refining Furnace
   T88 Titanium Dioxide Chloride Process Oxidation Reactor
   T89 Methane Reforming Furnace
   T90 Pulping Liquor Recovery Furnace
   T91 Combustion Device Used in the Recovery of Sulfur Values from Spent Sulfuric Acid
   T92 Halogen Acid Furnaces
   T93 Other Industrial Furnaces Listed in s. NR 660.10 (specify)

6. Other Treatment
   T94 Containment Building (Treatment)
      (c) Disposal
      D79 Underground Injection
      D80 Landfill
      D82 Ocean Disposal
      D83 Surface Impoundment (to be closed as a landfill)
      D99 Other Disposal (specify)
      (d) Miscellaneous (Subch. X)
      X01 Open Burning or Open Detonation
      X02 Mechanical Processing
      X03 Thermal Unit
      X04 Geologic Repository
      X99 Other Subch. X (specify)