

INTRODUCTION

If you own or operate a business in the Pacific Northwest and are concerned with business competitiveness, environmental regulations, waste, and pollution prevention, this online self-help tool is for you.

If you're *not* concerned about these issues and don't think this information can improve the efficiency of your operations; save you money; help you comply with the laws you should already be following; make you eligible to participate in state, county and local public recognition programs, and reduce your liability by improving employee health and safety — think again!

Using this information and incorporating its concepts into current waste management practices could be one of the most important business planning decisions you make. Stringent environmental regulations increase demands on your business to stay one step ahead of costs related to environmental compliance; pollution prevention techniques can help you meet this challenge.

This self-help information guide is divided into four easy-to-follow chapters to help you better identify and calculate the types and quantities of wastes generated and emitted from your shop, understand the environmental regulations associated with these wastes, and identify opportunities to reduce or eliminate the generation of pollution. Refer to the **Contacts List** or **Appendix A: Internet Resources** at any time to find resources available to help you understand your environmental issues and pollution prevention opportunities.

A checklist is included to guide you through:

1. Creating Waste Inventory Lists
2. Understanding Hazardous Wastes
3. Understanding Air Emission Sources
4. Understanding Water Pollution Sources

Let's get started....

CHECKLIST

As you go through each section a certain action on your part is suggested. These actions are signified by a check mark . These sections are listed below and should be checked off after you have completed the action suggested in that particular section. Once this list is completely checked off you have successfully progressed through the waste inventory process and have gained a better awareness of your waste streams and how those wastes are regulated. You will have the knowledge to begin to eliminate or reduce these waste streams by implementing pollution prevention opportunities.

1. CREATING WASTE INVENTORY LISTS

- Hazardous/solid waste inventory
- Air emission sources inventory
- Water pollution sources inventory

2. UNDERSTANDING HAZARDOUS WASTES

- Determine if wastes are hazardous, recyclable or landfillable
- Quantify monthly generation of hazardous wastes
- Determine hazardous waste generator status
- Identify requirements for being a hazardous waste generator

3. UNDERSTANDING AIR EMISSION SOURCES

- Determine if products contain hazardous air pollutants and other air toxics
- Estimate annual use of hazardous air pollutants
- Determine air emission source status (major or area source)
- Identify requirements for using hazardous air pollutants

4. UNDERSTANDING WATER POLLUTION SOURCES

- Understand responsibilities and requirements for having water pollution sources