



# INTRODUCTION

If you own or operate a small lithographic or screen print shop in the Pacific Northwest and are concerned with business competitiveness, environmental regulations, waste, and pollution prevention, this workbook is for you.

If you're *not* concerned about these issues and don't think this workbook 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 workbook 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 the competitive printer to stay one step ahead of costs related to environmental compliance; pollution prevention techniques can help you meet this challenge.

This workbook is divided into six 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.

A checklist is included at the beginning of the workbook to guide you through:

1. Creating Waste Inventory Lists
2. Understanding Hazardous Wastes
3. Understanding Air Emission Sources
4. Understanding Water Pollution Sources
5. Identifying Best Management Practices and Pollution Prevention Opportunities
6. Continuing to Improve Your Practices

Included at the back of the book is a wealth of resources to help get you well on your way to a cleaner, safer and more productive shop.

Let's get started....



# CHECKLIST

As you go through this workbook, each section requiring a certain action on your part is 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 this workbook and have gained a better awareness of your waste streams and how those wastes are regulated, and have identified and implemented measures to reduce some of your wastes.

## 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 process materials contain regulated chemicals
- Estimate annual use of regulated chemicals
- Determine air emission source status (major or area source)
- Identify requirements for using regulated chemicals

## 4. UNDERSTANDING WATER POLLUTION SOURCES

- Understand responsibilities and requirements for managing water pollution sources

## 5. IDENTIFYING & IMPLEMENTING BEST MANAGEMENT PRACTICES AND POLLUTION PREVENTION OPPORTUNITIES

- Review and fill out the Best Management Practices Checklist
- Perform the activities in the Pollution Prevention Preparation Checklist

## 6. CONTINUING TO IMPROVE YOUR PRACTICES

- Evaluate your practices periodically