



RECORDKEEPING For PERC Dry Cleaning Facilities For 2020

Non-compliance - Failure to comply with the dry cleaning regulations may result in enforcement action which can include civil charges not to exceed \$32,000 per day of violation.

For Compliance Assistance - please contact a [DEQ regional office](#) for your area and ask for the Office of Air Compliance.

Regional Office	Phone Number
Blue Ridge Regional Office	540-562-6700
Northern Virginia Regional Office	703-583-3800
Piedmont Regional Office (Richmond Tri-City)	804-527-5020
Southwest Regional Office	276-676-4800
Tidewater Regional Office	757-518-2000
Valley Regional Office	540-574-7800
Central Office	806-698-4000

SUMMARY OF EPA REQUIREMENTS FOR TYPICAL¹ PERC DRY CLEANING FACILITIES

1. RECORDS TO BE KEPT ON SITE FOR **5 YEARS**:

- a) Machine design specifications and operating manuals;
- b) PERC receipts;
- c) Rolling 12-month totals of PERC purchases;
- d) PERC Leak checks;
- e) Temperature checks;
- f) Dates of Repairs to fix PERC leaks and to fix high temperatures.

2. PERC LEAK CHECKS²:

- a) Weekly check for leaks of PERC. Can omit if machine was not used every day of the entire week. DEQ suggests doing checks during the first load of the week.
- b) Method 1: Electronic detector. **Must check by detector at least once each month.**
Method 2: SMELL, LOOK for drips, puddles, mist and FEEL for flow by passing fingers over the surface.
- c) Locations: all gaskets, seals, pipe & hose connections, valves, pumps, and other potential PERC leak locations.
- d) Repair leaks. **See repair deadlines below in 4.**
- e) Records: 1) Date; 2) Name or location of component where PERC leak was found. (If unit was not used the entire week, note this as reason for no PERC leak check for the week.)

3. TEMPERATURE CHECKS³ of PERC laden air located between the **refrigerated condenser** and the heating coils. (Checking refrigerant pressures is an alternative but we don't encourage this.)

- a) Weekly record temperature during cool down. Can omit if machine was not used every day of the entire week.
- b) Passes if 45°F (7.2°C) or LESS.
- c) Repair if temperature is too high. **See repair deadlines below in 4.**
- d) Records: 1) Date; 2) Temperature. (If unit was not used the entire week, note this as reason for no temperature check for the week.)

4. REPAIR DEADLINES for PERC leaks & high temperatures, discovered during weekly checks:

- a) 24 hours to fix if no parts needed.
- b) 2 working days to ORDER PARTS needed for repair.
- c) 5 working days to INSTALL PARTS after receipt.

Records to retain: 1) Date parts ordered; 2) Date parts received; 3) Date repair completed.

Finding a leak or high temperature is NOT a violation. Failing to meet a deadline IS a violation!

5. EQUIPMENT & OPERATING REQUIREMENTS:

- a) Dry-to-dry machine installed after December 21, 2005 must have a non-vented carbon adsorber (or equivalent device) to remove PERC from the drum prior to opening the door & must desorb per manufacturer's instructions.
- b) Store PERC and wastes that contain PERC in sealed containers (lid on tightly).
- c) Cartridge filters must be drained in the housing or in other sealed container for at least 24 hours before removal from the facility.
- d) Keep machine door closed except when loading or removing clothes.
- e) Operate in accordance with the operating manual.

QUESTIONS? Call DEQ at your local regional office and ask to speak with an air inspector. Compliance is our goal. We want to help.

¹ Typical means facility has only dry-to-dry machines and facility 12-month PERC usage is always less than 2,100 gal.

² Leaks checks every other week if machine was installed before 12/9/91 & if facility 12-month PERC usage is always less than 140 gal.

³ Temp. checks are not required if machine was installed before 12/9/91 & if facility 12-month PERC usage is always less than 140 gal.

January 2020

This form was developed for the most commonly used monitoring. The regulation allows alternatives.

WEEKLY MONITORING RESULTS

LEAKS: During operation, check: gaskets (door, filter and other), pumps, valves, seals, pipe & hose connections and any other potential PERC leak location.
****USE PERC DETECTOR at least once each month.** Other Method: sight, smell and feel.

TEMPERATURE: Read temp. of PERC laden air after it passes over the refrigerated condenser. If not sure where, ask maintenance man or manufacturer.

Week of	Date Monitored	Leak Check Method	Location of PERC Leaks	Temp. Maximum = 45°F / 7.2°C	Temp. Pass or Fail?
Dec 30-Jan 5		Detector Other	Leak at: No leaks	°F or °C	Fail Pass
Jan 6-Jan 12		Detector Other	Leak at: No leaks	°F or °C	Fail Pass
Jan 13-Jan 19		Detector Other	Leak at: No leaks	°F or °C	Fail Pass
Jan 20-Jan 26		Detector Other	Leak at: No leaks	°F or °C	Fail Pass

REPAIRS FOR PERC LEAKS or FAILED TEMPERATURE Discovered during the Weekly Monitoring

	Problem #1	Problem #2	Problem #3
Type of Problem	PERC Leak High Temp.	PERC Leak High Temp.	PERC Leak High Temp.
Date discovered:			
Date parts ordered:			
Date Parts Received:			
Date Repair Completed:			
Repair Deadlines Met?	Yes No	Yes No	Yes No

REPAIR DEADLINE if no parts are needed: **24 hours** after discovery, OR shut unit down until repaired.

DEADLINES if parts are needed:
a) ORDER parts within **2 working days** of discovery;
b) INSTALL parts (complete repair) within **5 working days** of receipt.

Keep receipts for these PERC purchases on site for 5 years.

PERC Purchased This Month

DATE	AMOUNT
Total	

NOTE: Bring the total over to the "Rolling 12-Month Record Sheet" for PERC purchases (last page).

February 2020

This form was developed for the most commonly used monitoring. The regulation allows alternatives.

WEEKLY MONITORING RESULTS

LEAKS: During operation, check: gaskets (door, filter and other), pumps, valves, seals, pipe & hose connections and any other potential PERC leak location.
****USE PERC DETECTOR at least once each month.** Other Method: sight, smell and feel.

TEMPERATURE: Read temp. of PERC laden air after it passes over the refrigerated condenser. If not sure where, ask maintenance man or manufacturer.

Week of	Date Monitored	Leak Check Method	Location of PERC Leaks	Temp. Maximum = 45°F / 7.2°C	Temp. Pass or Fail?
Jan 27-Feb 2		Detector Other	Leak at: No leaks	°F or °C	Fail Pass
Feb 3-Feb 9		Detector Other	Leak at: No leaks	°F or °C	Fail Pass
Feb 10-Feb 16		Detector Other	Leak at: No leaks	°F or °C	Fail Pass
Feb 17-Feb 23		Detector Other	Leak at: No leaks	°F or °C	Fail Pass

REPAIRS FOR PERC LEAKS or FAILED TEMPERATURE Discovered during the Weekly Monitoring

	Problem #1	Problem #2	Problem #3
Type of Problem	PERC Leak High Temp.	PERC Leak High Temp.	PERC Leak High Temp.
Date discovered:			
Date parts ordered:			
Date Parts Received:			
Date Repair Completed:			
Repair Deadlines Met?	Yes No	Yes No	Yes No

REPAIR DEADLINE if no parts are needed: **24 hours** after discovery, OR shut unit down until repaired.

DEADLINES if parts are needed:
c) ORDER parts within **2 working days** of discovery;
d) INSTALL parts (complete repair) within **5 working days** of receipt.

Keep receipts for these PERC purchases on site for 5 years.

PERC Purchased This Month

DATE	AMOUNT
Total	

NOTE: Bring the total over to the "Rolling 12-Month Record Sheet" for PERC purchases (last page).

March 2020

This form was developed for the most commonly used monitoring. The regulation allows alternatives.

WEEKLY MONITORING RESULTS

LEAKS: During operation, check: gaskets (door, filter and other), pumps, valves, seals, pipe & hose connections and any other potential PERC leak location.
****USE PERC DETECTOR at least once each month.** Other Method: sight, smell and feel.

TEMPERATURE: Read temp. of PERC laden air after it passes over the refrigerated condenser. If not sure where, ask maintenance man or manufacturer.

Week of	Date Monitored	Leak Check Method	Location of PERC Leaks	Temp. Maximum = 45°F / 7.2°C	Temp. Pass or Fail?
Feb 24-Mar 1		Detector Other	Leak at: No leaks	°F or °C	Fail Pass
Mar 2-Mar 8		Detector Other	Leak at: No leaks	°F or °C	Fail Pass
Mar 9-Mar 15		Detector Other	Leak at: No leaks	°F or °C	Fail Pass
Mar 16-Mar 22		Detector Other	Leak at: No leaks	°F or °C	Fail Pass
Mar 23-Mar 29		Detector Other	Leak at: No leaks	°F or °C	Fail Pass

REPAIRS FOR PERC LEAKS or FAILED TEMPERATURE Discovered during the Weekly Monitoring

	Problem #1	Problem #2	Problem #3
Type of Problem	PERC Leak High Temp.	PERC Leak High Temp.	PERC Leak High Temp.
Date discovered:			
Date parts ordered:			
Date Parts Received:			
Date Repair Completed:			
Repair Deadlines Met?	Yes No	Yes No	Yes No

REPAIR DEADLINE if no parts are needed: **24 hours** after discovery, OR shut unit down until repaired.

DEADLINES if parts are needed:
a) ORDER parts within **2 working days** of discovery;
b) INSTALL parts (complete repair) within **5 working days** of receipt.

Keep receipts for these PERC purchases on site for 5 years.

PERC Purchased This Month

DATE	AMOUNT
Total	

NOTE: Bring the total over to the "Rolling 12-Month Record Sheet" for PERC purchases (last page).

April 2020

This form was developed for the most commonly used monitoring. The regulation allows alternatives.

WEEKLY MONITORING RESULTS

LEAKS: During operation, check: gaskets (door, filter and other), pumps, valves, seals, pipe & hose connections and any other potential PERC leak location.
****USE PERC DETECTOR at least once each month.** Other Method: sight, smell and feel.

TEMPERATURE: Read temp. of PERC laden air after it passes over the refrigerated condenser. If not sure where, ask maintenance man or manufacturer.

Week of	Date Monitored	Leak Check Method	Location of PERC Leaks	Temp. Maximum = 45°F / 7.2°C	Temp. Pass or Fail?
Mar 30-Apr 5		Detector Other	Leak at: No leaks	°F or °C	Fail Pass
Apr 6-Apr 12		Detector Other	Leak at: No leaks	°F or °C	Fail Pass
Apr 13-Apr 19		Detector Other	Leak at: No leaks	°F or °C	Fail Pass
Apr 20-Apr 26		Detector Other	Leak at: No leaks	°F or °C	Fail Pass

REPAIRS FOR PERC LEAKS or FAILED TEMPERATURE Discovered during the Weekly Monitoring

	Problem #1	Problem #2	Problem #3
Type of Problem	PERC Leak High Temp.	PERC Leak High Temp.	PERC Leak High Temp.
Date discovered:			
Date parts ordered:			
Date Parts Received:			
Date Repair Completed:			
Repair Deadlines Met?	Yes No	Yes No	Yes No

REPAIR DEADLINE if no parts are needed: **24 hours** after discovery, OR shut unit down until repaired.

DEADLINES if parts are needed:
c) ORDER parts within **2 working days** of discovery;
d) INSTALL parts (complete repair) within **5 working days** of receipt.

Keep receipts for these PERC purchases on site for 5 years.

PERC Purchased This Month

DATE	AMOUNT
Total	

NOTE: Bring the total over to the "Rolling 12-Month Record Sheet" for PERC purchases (last page).

May 2020

This form was developed for the most commonly used monitoring. The regulation allows alternatives.

WEEKLY MONITORING RESULTS

LEAKS: During operation, check: gaskets (door, filter and other), pumps, valves, seals, pipe & hose connections and any other potential PERC leak location.
****USE PERC DETECTOR at least once each month.** Other Method: sight, smell and feel.

TEMPERATURE: Read temp. of PERC laden air after it passes over the refrigerated condenser. If not sure where, ask maintenance man or manufacturer.

Week of	Date Monitored	Leak Check Method	Location of PERC Leaks	Temp. Maximum = 45°F / 7.2°C	Temp. Pass or Fail?
Apr 27-May 3		Detector Other	Leak at: No leaks	°F or °C	Fail Pass
May 4-May 10		Detector Other	Leak at: No leaks	°F or °C	Fail Pass
May 11-May 17		Detector Other	Leak at: No leaks	°F or °C	Fail Pass
May 18-May 24		Detector Other	Leak at: No leaks	°F or °C	Fail Pass
May 25-May 31		Detector Other	Leak at: No leaks	°F or °C	Fail Pass

REPAIRS FOR PERC LEAKS or FAILED TEMPERATURE Discovered during the Weekly Monitoring

	Problem #1	Problem #2	Problem #3
Type of Problem	PERC Leak High Temp.	PERC Leak High Temp.	PERC Leak High Temp.
Date discovered:			
Date parts ordered:			
Date Parts Received:			
Date Repair Completed:			
Repair Deadlines Met?	Yes No	Yes No	Yes No

REPAIR DEADLINE
if no parts are needed:
24 hours after discovery, OR shut unit down until repaired.

DEADLINES if parts are needed:
e) ORDER parts within **2 working days** of discovery;
f) INSTALL parts (complete repair) within **5 working days** of receipt.

Keep receipts for these PERC purchases on site for 5 years.

PERC Purchased This Month

DATE	AMOUNT
Total	

NOTE: Bring the total over to the "Rolling 12-Month Record Sheet" for PERC purchases (last page).

June 2020

This form was developed for the most commonly used monitoring. The regulation allows alternatives.

WEEKLY MONITORING RESULTS

LEAKS: During operation, check: gaskets (door, filter and other), pumps, valves, seals, pipe & hose connections and any other potential PERC leak location. **USE PERC DETECTOR at least once each month. Other Method: sight, smell and feel.	TEMPERATURE: Read temp. of PERC laden air after it passes over the refrigerated condenser. If not sure where, ask maintenance man or manufacturer.
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Week of	Date Monitored	Leak Check Method	Location of PERC Leaks	Temp. Maximum = 45°F / 7.2°C	Temp. Pass or Fail?
Jun 1-Jun 7		Detector Other	Leak at: No leaks	°F or °C	Fail Pass
Jun 8-Jun 14		Detector Other	Leak at: No leaks	°F or °C	Fail Pass
Jun 15-Jun 21		Detector Other	Leak at: No leaks	°F or °C	Fail Pass
Jun 22-Jun 28		Detector Other	Leak at: No leaks	°F or °C	Fail Pass

REPAIRS FOR PERC LEAKS or FAILED TEMPERATURE Discovered during the Weekly Monitoring

	Problem #1	Problem #2	Problem #3
Type of Problem	PERC Leak High Temp.	PERC Leak High Temp.	PERC Leak High Temp.
Date discovered:			
Date parts ordered:			
Date Parts Received:			
Date Repair Completed:			
Repair Deadlines Met?	Yes No	Yes No	Yes No

REPAIR DEADLINE if no parts are needed: 24 hours after discovery, OR shut unit down until repaired.	DEADLINES if parts are needed: g) ORDER parts within 2 working days of discovery; h) INSTALL parts (complete repair) within 5 working days of receipt.	Keep receipts for these PERC purchases on site for 5 years.
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PERC Purchased This Month

DATE	AMOUNT
Total	

NOTE: Bring the total over to the "Rolling 12-Month Record Sheet" for PERC purchases (last page).

July 2020

This form was developed for the most commonly used monitoring. The regulation allows alternatives.

WEEKLY MONITORING RESULTS

LEAKS: During operation, check: gaskets (door, filter and other), pumps, valves, seals, pipe & hose connections and any other potential PERC leak location.
****USE PERC DETECTOR at least once each month.** Other Method: sight, smell and feel.

TEMPERATURE: Read temp. of PERC laden air after it passes over the refrigerated condenser. If not sure where, ask maintenance man or manufacturer.

Week of	Date Monitored	Leak Check Method	Location of PERC Leaks	Temp. Maximum = 45°F / 7.2°C	Temp. Pass or Fail?
Jun 29-Jul 5		Detector Other	Leak at: No leaks	°F or °C	Fail Pass
Jul 6-Jul 12		Detector Other	Leak at: No leaks	°F or °C	Fail Pass
Jul 13-Jul 19		Detector Other	Leak at: No leaks	°F or °C	Fail Pass
Jul 20-Jul 26		Detector Other	Leak at: No leaks	°F or °C	Fail Pass

REPAIRS FOR PERC LEAKS or FAILED TEMPERATURE Discovered during the Weekly Monitoring

	Problem #1	Problem #2	Problem #3
Type of Problem	PERC Leak High Temp.	PERC Leak High Temp.	PERC Leak High Temp.
Date discovered:			
Date parts ordered:			
Date Parts Received:			
Date Repair Completed:			
Repair Deadlines Met?	Yes No	Yes No	Yes No

REPAIR DEADLINE if no parts are needed: **24 hours** after discovery, OR shut unit down until repaired.

DEADLINES if parts are needed:
i) ORDER parts within **2 working days** of discovery;
j) INSTALL parts (complete repair) within **5 working days** of receipt.

Keep receipts for these PERC purchases on site for 5 years.

PERC Purchased This Month

DATE	AMOUNT
Total	

NOTE: Bring the total over to the "Rolling 12-Month Record Sheet" for PERC purchases (last page).

August 2020

This form was developed for the most commonly used monitoring. The regulation allows alternatives.

WEEKLY MONITORING RESULTS

LEAKS: During operation, check: gaskets (door, filter and other), pumps, valves, seals, pipe & hose connections and any other potential PERC leak location.
****USE PERC DETECTOR at least once each month.** Other Method: sight, smell and feel.

TEMPERATURE: Read temp. of PERC laden air after it passes over the refrigerated condenser. If not sure where, ask maintenance man or manufacturer.

Week of	Date Monitored	Leak Check Method	Location of PERC Leaks	Temp. Maximum = 45°F / 7.2°C	Temp. Pass or Fail?
Jul 27–Aug 2		Detector Other	Leak at: No leaks	°F or °C	Fail Pass
Aug 3–Aug 9		Detector Other	Leak at: No leaks	°F or °C	Fail Pass
Aug 10-Aug 16		Detector Other	Leak at: No leaks	°F or °C	Fail Pass
Aug 17-Aug 23		Detector Other	Leak at: No leaks	°F or °C	Fail Pass
Aug 24-Aug 30		Detector Other	Leak at: No leaks	°F or °C	Fail Pass

REPAIRS FOR PERC LEAKS or FAILED TEMPERATURE Discovered during the Weekly Monitoring

	Problem #1	Problem #2	Problem #3
Type of Problem	PERC Leak High Temp.	PERC Leak High Temp.	PERC Leak High Temp.
Date discovered:			
Date parts ordered:			
Date Parts Received:			
Date Repair Completed:			
Repair Deadlines Met?	Yes No	Yes No	Yes No

REPAIR DEADLINE
if no parts are needed:
24 hours after discovery, OR shut unit down until repaired.

DEADLINES if parts are needed:
k) ORDER parts within **2 working days** of discovery;
l) INSTALL parts (complete repair) within **5 working days** of receipt.

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PERC Purchased This Month

DATE	AMOUNT
Total	

NOTE: Bring the total over to the "Rolling 12-Month Record Sheet" for PERC purchases (last page).

September 2020

This form was developed for the most commonly used monitoring. The regulation allows alternatives.

WEEKLY MONITORING RESULTS

LEAKS: During operation, check: gaskets (door, filter and other), pumps, valves, seals, pipe & hose connections and any other potential PERC leak location.
****USE PERC DETECTOR at least once each month.** Other Method: sight, smell and feel.

TEMPERATURE: Read temp. of PERC laden air after it passes over the refrigerated condenser. If not sure where, ask maintenance man or manufacturer.

Week of	Date Monitored	Leak Check Method	Location of PERC Leaks	Temp. Maximum = 45°F / 7.2°C	Temp. Pass or Fail?
Aug 31-Sept 6		Detector Other	Leak at: No leaks	°F or °C	Fail Pass
Sept 7-Sept 13		Detector Other	Leak at: No leaks	°F or °C	Fail Pass
Sept 14-Sept 20		Detector Other	Leak at: No leaks	°F or °C	Fail Pass
Sept 21-Sept 27		Detector Other	Leak at: No leaks	°F or °C	Fail Pass

REPAIRS FOR PERC LEAKS or FAILED TEMPERATURE Discovered during the Weekly Monitoring

	Problem #1	Problem #2	Problem #3
Type of Problem	PERC Leak High Temp.	PERC Leak High Temp.	PERC Leak High Temp.
Date discovered:			
Date parts ordered:			
Date Parts Received:			
Date Repair Completed:			
Repair Deadlines Met?	Yes No	Yes No	Yes No

REPAIR DEADLINE
 if no parts are needed:
 24 hours after
 discovery, OR shut unit
 down until repaired.

DEADLINES if parts are needed:
 m) **ORDER** parts within 2 working days of
 discovery;
 n) **INSTALL** parts (complete repair) within 5
 working days of receipt.

**Keep receipts for these PERC
 purchases on site for 5 years.**

PERC Purchased This Month

DATE	AMOUNT
Total	

NOTE: Bring the total over to the "Rolling 12-Month Record Sheet" for PERC purchases (last page).

October 2020

This form was developed for the most commonly used monitoring. The regulation allows alternatives.

WEEKLY MONITORING RESULTS

LEAKS: During operation, check: gaskets (door, filter and other), pumps, valves, seals, pipe & hose connections and any other potential PERC leak location.
****USE PERC DETECTOR at least once each month.** Other Method: sight, smell and feel.

TEMPERATURE: Read temp. of PERC laden air after it passes over the refrigerated condenser. If not sure where, ask maintenance man or manufacturer.

Week of	Date Monitored	Leak Check Method	Location of PERC Leaks	Temp. Maximum = 45°F / 7.2°C	Temp. Pass or Fail?
Sept 28-Oct 4		Detector Other	Leak at: No leaks	°F or °C	Fail Pass
Oct 5-Oct 11		Detector Other	Leak at: No leaks	°F or °C	Fail Pass
Oct 12-Oct 18		Detector Other	Leak at: No leaks	°F or °C	Fail Pass
Oct 19-Oct 25		Detector Other	Leak at: No leaks	°F or °C	Fail Pass

REPAIRS FOR PERC LEAKS or FAILED TEMPERATURE Discovered during the Weekly Monitoring

	Problem #1	Problem #2	Problem #3
Type of Problem	PERC Leak High Temp.	PERC Leak High Temp.	PERC Leak High Temp.
Date discovered:			
Date parts ordered:			
Date Parts Received:			
Date Repair Completed:			
Repair Deadlines Met?	Yes No	Yes No	Yes No

REPAIR DEADLINE
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DEADLINES if parts are needed:
o) ORDER parts within **2 working days** of discovery;
p) INSTALL parts (complete repair) within **5 working days** of receipt.

Keep receipts for these PERC purchases on site for 5 years.

PERC Purchased This Month

DATE	AMOUNT
Total	

NOTE: Bring the total over to the "Rolling 12-Month Record Sheet" for PERC purchases (last page).

November 2020

This form was developed for the most commonly used monitoring. The regulation allows alternatives.

WEEKLY MONITORING RESULTS

LEAKS: During operation, check: gaskets (door, filter and other), pumps, valves, seals, pipe & hose connections and any other potential PERC leak location.
****USE PERC DETECTOR at least once each month.** Other Method: sight, smell and feel.

TEMPERATURE: Read temp. of PERC laden air after it passes over the refrigerated condenser. If not sure where, ask maintenance man or manufacturer.

Week of	Date Monitored	Leak Check Method	Location of PERC Leaks	Temp. Maximum = 45°F / 7.2°C	Temp. Pass or Fail?
Oct 26-Nov 1		Detector Other	Leak at: No leaks	°F or °C	Fail Pass
Nov 2-Nov 8		Detector Other	Leak at: No leaks	°F or °C	Fail Pass
Nov 9-Nov 15		Detector Other	Leak at: No leaks	°F or °C	Fail Pass
Nov 16-Nov 22		Detector Other	Leak at: No leaks	°F or °C	Fail Pass
Nov 23-Nov 29		Detector Other	Leak at: No leaks	°F or °C	Fail Pass

REPAIRS FOR PERC LEAKS or FAILED TEMPERATURE Discovered during the Weekly Monitoring

	Problem #1	Problem #2	Problem #3
Type of Problem	PERC Leak High Temp.	PERC Leak High Temp.	PERC Leak High Temp.
Date discovered:			
Date parts ordered:			
Date Parts Received:			
Date Repair Completed:			
Repair Deadlines Met?	Yes No	Yes No	Yes No

REPAIR DEADLINE if no parts are needed: **24 hours** after discovery, OR shut unit down until repaired.

DEADLINES if parts are needed:
q) ORDER parts within **2 working days** of discovery;
r) INSTALL parts (complete repair) within **5 working days** of receipt.

Keep receipts for these PERC purchases on site for 5 years.

PERC Purchased This Month

DATE	AMOUNT
Total	

NOTE: Bring the total over to the "Rolling 12-Month Record Sheet" for PERC purchases (last page).

December 2020

This form was developed for the most commonly used monitoring. The regulation allows alternatives.

WEEKLY MONITORING RESULTS

LEAKS: During operation, check: gaskets (door, filter and other), pumps, valves, seals, pipe & hose connections and any other potential PERC leak location.
****USE PERC DETECTOR at least once each month.** Other Method: sight, smell and feel.

TEMPERATURE: Read temp. of PERC laden air after it passes over the refrigerated condenser. If not sure where, ask maintenance man or manufacturer.

Week of	Date Monitored	Leak Check Method	Location of PERC Leaks	Temp. Maximum = 45°F / 7.2°C	Temp. Pass or Fail?
Nov 30-Dec 6		Detector Other	Leak at: No leaks	°F or °C	Fail Pass
Dec 7-Dec 13		Detector Other	Leak at: No leaks	°F or °C	Fail Pass
Dec 14-Dec 20		Detector Other	Leak at: No leaks	°F or °C	Fail Pass
Dec 21-Dec 27		Detector Other	Leak at: No leaks	°F or °C	Fail Pass

REPAIRS FOR PERC LEAKS or FAILED TEMPERATURE Discovered during the Weekly Monitoring

	Problem #1	Problem #2	Problem #3
Type of Problem	PERC Leak High Temp.	PERC Leak High Temp.	PERC Leak High Temp.
Date discovered:			
Date parts ordered:			
Date Parts Received:			
Date Repair Completed:			
Repair Deadlines Met?	Yes No	Yes No	Yes No

REPAIR DEADLINE
if no parts are needed:
24 hours after discovery, OR shut unit down until repaired.

DEADLINES if parts are needed:
s) ORDER parts within **2 working days** of discovery;
t)INSTALL parts (complete repair) within **5 working days** of receipt.

Keep receipts for these PERC purchases on site for 5 years.

PERC Purchased This Month

DATE	AMOUNT
Total	

NOTE: Bring the total over to the "Rolling 12-Month Record Sheet" for PERC purchases (last page).

Rolling 12 Month Record Sheet for PERC Purchases Calendar Year 2020

What is a Rolling 12-Month Total? Simply stated, at the end of each month you total the previous 12 months. For example, at the end of August, take August + July + June + May + April + March + February + January + December + November + October + September. You totaled 12 months.

Here is another way to think of it and to calculate it: At the end of a calendar year, add the numbers for January through December. You have a 12-month total. When January is over, add January to the total. You now have a 13 month total. But, you want 12, not 13. So, subtract LAST January. You again have a 12 month total. When February is over, add February to the previous 12-month total and subtract LAST February. When March is over, add March to the previous 12-month total and subtract LAST March. This procedure always leaves you with 12 months in the total

Use 2019 calendar to enter PERC amounts purchased each month and add to get the 12-month total. Transfer each 2020 monthly PERC purchase amount from the 2020 monthly worksheets and use the calculation method to get the rolling 12-month total.

Year	Month	PerC Purchases for the Month		
2019	January			
2019	February			
2019	March			
2019	April			
2019	May			
2019	June			
2019	July			
2019	August			
2019	September			
2019	October			
2019	November			
			12 Month Total	Calculation Method
2019	December			<i>Add January 2018 through December 2018 and record the total in the outlined box to the left</i>
2020	January			<i>Total above + January 2020 - January 2019</i>
2020	February			<i>Total above + February 2020 - February 2019</i>
2020	March			<i>Total above + March 2020 - March 2019</i>
2020	April			<i>Total above + April 2020 - April 2019</i>
2020	May			<i>Total above + May 2020 - May 2019</i>
2020	June			<i>Total above + June 2020 - June 2019</i>
2020	July			<i>Total above + July 2020 - July 2019</i>
2020	August			<i>Total above + August 2020 - August 2019</i>
2020	September			<i>Total above + September 2020 - September 2019</i>
2020	October			<i>Total above + October 2020 - October 2019</i>
2020	November			<i>Total above + November 2020 - November 2019</i>
2020	December			<i>Total above + December 2020 - December 2019</i>

