

Summary Progress Report (SPR)

Guidance Manual – Chapter 7
2014 version



*Pollution Prevention and Hazardous Waste Source Reduction and
Management Review Act (SB 14)*

SPR Reporting Requirements

- **ALL** generators subject to SB 14 in reporting year 2014 must complete an SPR.
- Complete the SPR excel file and keep it on site
http://www.dtsc.ca.gov/PollutionPrevention/SB14/Reporting_Requirements.cfm
- Completed SPR must be completed by September 1, 2015 and kept on site.

Purpose of the SPR

- Provide a concise summary of facility's SR achievements and future plans
- Enables DTSC to assess statewide performance and performance within the SB 14 program
 - Identify statewide and industry-wide trends in source reduction
 - Targeting industries for future SR projects

Preparing to complete SPR

1. Obtain the 2014 guidance documents and forms.
2. Complete your source reduction evaluation.
3. THEN prepare your Plan and Performance Report.
4. Then use the information from your Plan and Performance Report to complete your SPR.

Table 1: General Information (Boxes 1-13)

SUMMARY PROGRESS REPORT

TABLE 1: GENERAL INFORMATION

DATE: _____

<p>A hazardous waste generator subject to SB 14, is <u>required to complete Tables 1 and 2</u> by September 1, (2015). <u>The generator is to prepare only one Table 1.</u> However, <u>the generator may need to prepare more than one Table 2, one for each reportable waste stream.</u></p>		
<p>See Summary Progress Report publication or SB 14 Guidance Manual Chapter 7, for assistance.</p>		
<p>(1) NAME OF GENERATOR, FACILITY, or BUSINESS</p>		<p><input type="checkbox"/> (1a) MULTI-SITE? (If this is a multi-site business, please check this box and list the primary EPA ID number under box #2 and add the remaining EPA ID numbers under "COMMENTS" below. Combine data for similar wastes from the multiple sites for the remainder of the Summary Progress Report).</p>
<p>(2) EPA ID NO.</p>	<p>(3) SIC CODE</p>	<p>(4) NAICS CODE</p>
<p>(5) STREET ADDRESS</p>	<p>(6) CITY</p>	<p>(7) COUNTY</p>
<p>(8) MAILING ADDRESS</p>	<p>(9) CITY</p>	<p>(10) ZIP CODE</p>
<p>(11) CONTACT NAME</p>		<p>(12) CONTACT PHONE</p>
<p>(13) TYPE OF BUSINESS, OPERATION, or ACTIVITY:</p>		

Table 1: Boxes 14-18

<p>(14) SB 14 reportable total quantities of Hazardous Waste Generated at Site, for baseline and current Reporting Years. Reportable Total Quantities include all hazardous wastes subject to SB 14. Do not include nonroutinely generated, exempted, or secondary wastes. Exempted and nonroutinely generated wastes are listed in Section 67100.2(c), Title 22, California Code of Regulations. Secondary waste is hazardous waste generated as a result of onsite treatment of HAZARDOUS waste.</p>		
Obtain information requested below from your baseline and current reporting year Plans or compliance Checklists.	Baseline year 2010	Reporting year 2014
(15) SB 14 hazardous waste processed onsite in a wastewater pretreatment unit for discharge to POTW or NPDES permit (Category A*) Total:	lbs	lbs
(16) All other SB 14 hazardous waste (Category B*) Total:	lbs	lbs
(17) All extremely hazardous waste Total:	lbs	lbs
* Category A was previously referred to as aqueous waste. Category B was previously referred to as nonaqueous waste.		
(18) COMMENTS regarding hazardous waste source reduction and recycling activities (add page if needed).		

Table 2: Specific Waste Stream information

TABLE 2: SPECIFIC WASTE STREAM INFORMATION

DATE: _____

Complete and submit a separate Table 2 for each major hazardous waste stream.

Complete and submit a separate Table 2 for each minor hazardous waste stream for which a source reduction measure was selected.

IDENTIFICATION

(19) NAME OF GENERATOR, FACILITY, or BUSINESS	(20) EPA ID NO.
(21) HAZARDOUS WASTE STREAM DESCRIPTION	(22) CALIFORNIA WASTE CODE
	CWC:
(23) THIS HAZARDOUS WASTE IS (please check one):	
<input type="checkbox"/>	Processed onsite in a wastewater pretreatment unit for discharge to POTW or NPDES permit (Category A)
<input type="checkbox"/>	Other SB 14 hazardous waste (Category B)
<input type="checkbox"/>	Extremely hazardous waste

Table 2-Accomplishments

ACCOMPLISHMENTS

Your 2010 SB 14 Plan, Performance Report, or Compliance Checklist, has this information.

(24) Provide the following information for this waste stream:

How much waste was generated in the previous Reporting Year? _____ pounds

Describe the source reduction measure(s) implemented since 2010 (add page if needed):

Estimate when this source reduction measure was implemented:		Month		Year
For this measure, what source reduction quantity was projected in the 2010 Plan:				
				pounds per year
Estimate the quantity of waste reduced annually by this measure since implementation:				
				pounds per year

(See Summary Progress Report publication or SB 14 Guidance Manual Chapter 6, to help estimate hazardous waste reduced.)

Table 2-Projections

PROJECTIONS

Your 2014 SB 14 Plan or Compliance Checklist has this information.

(25) Provide the following information for this waste stream:

How much waste was generated in the 2014? _____ pounds

Describe the source reduction measure selected to be implemented by (2018): (add page if needed):

Estimate when this source reduction measure will be implemented:

Month

Year

What is the annual projected source reduction quantity identified in the 2014 Plan?

pounds per year

*** Since the information required for Table 2 is waste stream specific, a separate Table 2 must be completed for each Major waste stream. Add additional waste streams by clicking on the "Table 2-1" through "Table 2-10 " tabs at the bottom as necessary.**

SPR Tips in Guidance Manual



Look for these tips throughout this Guidance Manual. They provide helpful information for completing your SPR.

- Helpful hints for completing your SPR
- Throughout Chapters 5 and 6 of Guidance Manual
- SPR Tips link required data from your Plan and Performance Report to the proper box in your SPR.

Questions?



Call DTSC RAOs,

- (916)
- [http://www.dtsc.ca.gov/
PollutionPrevention/SB
14/SB14.cfm](http://www.dtsc.ca.gov/PollutionPrevention/SB14/SB14.cfm)